

# PROJECT MANUAL

## **HVAC Improvements, Housing Units 1-2-3 Western Missouri Correctional Center Cameron, Missouri**

Designed By: Lankford Fendler & Associates  
1730 Walnut Street  
Kansas City, Missouri 64108

Date Issued: December 21, 2023

Project No.: C2302-01

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:** C2302-01

**THE FOLLOWING DESIGN PROFESSIONALS HAVE SIGNED AND SEALED THE ORIGINAL PLANS AND SPECIFICATIONS FOR THIS PROJECT, WHICH ARE ON FILE WITH THE DIVISION OF FACILITIES MANAGEMENT, DESIGN AND CONSTRUCTION:**

 <p>A circular professional seal for the State of Missouri. The outer ring contains the text "STATE OF MISSOURI" at the top and "PROFESSIONAL ENGINEER" at the bottom, separated by two stars. Inside the ring, the text "JAMES H. SCHEIDT" is visible. Below the name, it says "NUMBER PE-2009005130". A blue ink signature is written across the seal. Below the seal, the date "12.21.2023" is printed in blue.</p>
 <p>A circular professional seal for the State of Missouri, identical to the one above. It features the same outer ring with "STATE OF MISSOURI" and "PROFESSIONAL ENGINEER", the name "JAMES H. SCHEIDT", and the number "NUMBER PE-2009005130". A blue ink signature is present, and the date "12.21.2023" is printed in blue below the seal.</p>

**END OF SECTION 000107**

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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. Cover Sheet	Sheet G-001	12/21/23	G-001
2. Mechanical Site Plan Building HU-1 (ALT.1), HU-2 & HU-3	Sheet M-000	12/21/23	M-000
3. Mechanical Demolition Plans Building HU-1 (ALTERNATE #1), HU-2 & HU-3	Sheet M-100	12/21/23	M-100
4. Enlarged Mechanical Demolition Plans Building HU-1 (Alternate #1), HU-2 & HU-3	Sheet M-101	12/21/23	M-101
5. Mechanical Plans Building HU-1 (Alternate #1), HU-2 & HU-3	Sheet M-200	12/21/23	M-200
6. Mechanical Details	Sheet M-300	12/21/23	M-300
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13. Electrical Details	Sheet E-300	12/21/23	E-300

**END OF SECTION 000115**

## 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. HVAC Improvements, Housing Units 1-2-3  
Western Missouri Correctional Center  
Cameron, Missouri  
**Project No.: C2302-01**

### 3.0 BIDS WILL BE RECEIVED:

- A. Until: 1:30 PM, March 7, 2024
- 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 consists of replacing existing heating only air handling units, adding single air-cooled chiller to provide cooling to all three new air handling units, and associated electrical updates.
- 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: 10:00 AM, February 22, 2024, at 609 East Pence Road, Cameron, MO 64429.
- 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: Lankford Fendler & Associates, Alex Malyarov, 816-221-1411, email: [ALEXM@LANFORDFENDLER.COM](mailto:ALEXM@LANFORDFENDLER.COM)
- B. Project Manager: James "Jay" Edwards, 573-751-3281, email: [James.Edwards@oa.mo.gov](mailto:James.Edwards@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://missouribuys.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.missouribuys.mo.gov/>) 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.missouribuys.mo.gov/>), 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. The Owner shall award a contract to the lowest, responsive, responsible Bidder in accordance with Section 8.250, RSMo. No contract will be awarded to any Bidder who has had a contract with the Owner terminated within the preceding twelve months for material breach of contract or who has been suspended or debarred by the Owner.
- 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 lowest, responsive, responsible 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 an 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 DIRECTORIES***

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

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

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

<https://o eo.mo.gov/sdve-certification-program/>

<https://veterans.certify.sba.gov/#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 Corrections.

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:** HVAC Improvements, Housing Units 1-2-3  
Western Missouri Correctional Center  
Cameron, Missouri

**Project Number:** C2302-01

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 **240 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.

**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
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NAME	First being duly sworn on oath states: that
he/she is the <input type="checkbox"/> sole proprietor <input type="checkbox"/> partner <input type="checkbox"/> officer or <input type="checkbox"/> manager or managing member of	
NAME	a <input type="checkbox"/> sole proprietorship <input type="checkbox"/> partnership <input type="checkbox"/> limited liability company (LLC)
or <input type="checkbox"/> 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
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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
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**NOTARY INFORMATION**

NOTARY PUBLIC EMBOSSER SEAL	STATE OF	COUNTY (OR CITY OF ST. LOUIS)	<b>USE RUBBER STAMP IN CLEAR AREA BELOW</b>
	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	DATE INSTALLED
LOCATION		

**SIGNIFICANT VARIATIONS FROM SPECIFIED PRODUCT**

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**REASON FOR SUBSTITUTION**

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**DOES PROPOSED SUBSTITUTION AFFECT OTHER PARTS OF WORK?**

YES     NO

IF YES, EXPLAIN

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**SUBSTITUTION REQUIRES DIMENSIONAL REVISION OR REDESIGN OF STRUCTURE OR A/E WORK**

YES     NO

**BIDDER'S/CONTRACTOR'S STATEMENT OF CONFORMANCE OF PROPOSED SUBSTITUTION TO CONTRACT REQUIREMENT:**

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

**REVIEW AND ACTION**

Resubmit Substitution Request with the following additional information:

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Substitution is accepted.

Substitution is accepted with the following comments:

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Substitution is not accepted.

ARCHITECT/ENGINEER

DATE



PROJECT NUMBER
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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 <input checked="" 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) \$	TOTAL CONTRACT SUM TO DATE (Same as Line Item 3. on Form A of Application for Payment) \$
---	--

THE TOTAL MBE/WBE/SDVE PARTICIPATION DOLLAR AMOUNT OF THIS PROJECT AS INDICATED IN THE ORIGINAL CONTRACT: \$

SELECT MBE, WBE, SDVE	ORIGINAL CONTRACT PARTICIPATION AMOUNT	PARTICIPATION AMOUNT PAID-TO-DATE (includes approved contract changes)	CONSULTANT/SUBCONSULTANT OR CONTRACTOR/SUBCONTRACTOR/SUPPLIER COMPANY NAME
<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDVE	\$	\$	
<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDVE	\$	\$	
<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDVE	\$	\$	
<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDVE	\$	\$	
<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDVE	\$	\$	
<input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> SDVE	\$	\$	

## **INSTRUCTIONS FOR MBE/WBE/SDVE PROGRESS REPORT**

### **CONTRACTOR OR CONSULTANT TO FILL OUT AND REMIT WITH EACH PAY APPLICATION:**

The MBE/WBE/SDVE Progress Report for the project is issued with the contract comprising values reported in the consultant's Proposal or on the successful contractor's Section 004337 Compliance Evaluation Forms.

At Initial Pay Application fill in the following:

1. Pay App No. Start with 1.
2. Fill in the Project Number and Date.
3. Enter Project Title, Project Location, and Firm.
4. Fill in the "Original Contract Sum" and "Total Contract Sum To Date" (Reference applicable Line Items on Form A of Application for Payment).
5. Indicate the Total Participation Dollar Amount from the Original Contract.
6. Select MBE, WBE, or SDVE for each Consultant/Subconsultant or Contractor/Subcontractor/Supplier.
7. Enter the "Total Amount of Subcontract", "\$ Amount (Paid-To-Date)", and Company Name.

For all subsequent Pay Applications fill in the following:

1. Pay App No.
2. If Final Pay App, check box.
3. Fill in the Project Number and Date.
4. Enter Project Title, Project Location, and Firm
5. At each Pay App fill in the "Original Contract Sum" and "Total Contract Sum To Date" (reference applicable Line Items on Form A of Application for Payment).
6. Indicate the Total Participation Dollar Amount from the Original Contract.
7. Select MBE, WBE, or SDVE for each Consultant/Subconsultant or Contractor/Subcontractor/Supplier
8. Enter the "Total Amount of Subcontract", "\$ Amount (Paid-To-Date)", and Company Name.



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 EMBOSSEER OR BLACK INK RUBBER STAMP SEAL	STATE	COUNTY (OR CITY OF ST. LOUIS)
	SUBSCRIBED AND SWORN BEFORE ME, THIS	
	DAY OF	YEAR
	NOTARY PUBLIC SIGNATURE	MY COMMISSION EXPIRES
NOTARY PUBLIC NAME (TYPED OR PRINTED)		<b>USE RUBBER STAMP IN CLEAR AREA BELOW</b>

FILE: Closeout Documents

# GENERAL CONDITIONS

## INDEX

ARTICLE:

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- 1.4. Nondiscrimination in Employment
- 1.5. Anti-Kickback
- 1.6. Patents and Royalties
- 1.7. Preference for American and Missouri Products and Services
- 1.8. Communications
- 1.9. Separate Contracts and Cooperation
- 1.10. Assignment of Contract
- 1.11. Indemnification
- 1.12. Disputes and Disagreements

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**3. Contractor Responsibilities**

- 3.1. Acceptable Substitutions
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- 3.3. As-Built Drawings
- 3.4. Guaranty and Warranties
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- 5.3. Project Completion
- 5.4. Payments

**6. Bond and Insurance**

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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, acting by and through the Office of Administration, Division of Facilities Management, Design and Construction.
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"**: All supervision, labor, materials, tool, supplies, equipment, and any incidental operations and/or activities required by or reasonably inferable from the Contract Documents necessary to construct the Project and to produce the results intended by the Contract Documents in a safe, expeditious, orderly, and workmanlike manner, and 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 place 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 subject to the following limits: (a) the percentage mark-up for the Contractor shall be limited to the Contractor's fee; (b) fifteen percent (15%) maximum for Work directly performed by employees of a subcontractor, or sub-subcontractor; (c) five percent (5%) maximum for the Work performed or passed through to the Owner by the Contractor; (d) five percent (5%) maximum subcontractor's mark-up for Work performed by a sub-subcontractor and

passed through to the Owner by the subcontractor and Contractor; and (e) in no case shall the total overhead and profit paid by the Owner on any Contract Changes exceed twenty-five percent (25%) 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 Contractor's payment and performance bonding, builder's risk insurance, and general liability insurance to their cost of work. The above listed 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(s) 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 the same as those for additive Contract Changes provided above.
- 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: Alex Malyarov  
Lankford Fendler & Associates  
1730 Walnut Street  
Kansas City, Missouri 64108  
Telephone: 816-221-1411  
Email: [ALEXM@LANFORDFENDLER.COM](mailto:ALEXM@LANFORDFENDLER.COM)

Construction Representative: Michael Varhola  
Division of Facilities Management, Design and Construction  
615 E. 13th Street, Room 505  
Kansas City, Missouri 64106  
Telephone: 816-889-2492  
Email: [Michael.Varhola@oa.mo.gov](mailto:Michael.Varhola@oa.mo.gov)

Project Manager: James "Jay" Edwards  
Division of Facilities Management, Design and Construction  
301 West High Street, Room 730  
Jefferson City, Missouri 65101  
Telephone: 573-751-3281  
Email: [James.Edwards@oa.mo.gov](mailto:James.Edwards@oa.mo.gov)

Contract Specialist: April Howser  
Division of Facilities Management, Design and Construction  
301 West High Street, Room 730  
Jefferson City, Missouri 65101  
Telephone: 573-751-0053  
Email: [April.Howser@oa.mo.gov](mailto:April.Howser@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.

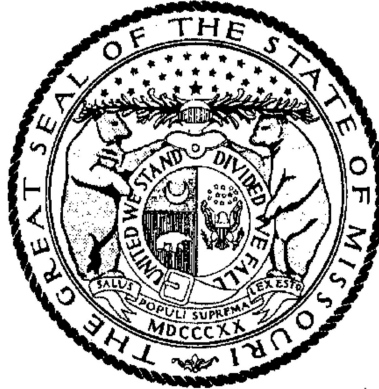
### **5.0 SAFETY REQUIREMENTS**

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

# Missouri

## Division of Labor Standards

### WAGE AND HOUR SECTION



MICHAEL L. PARSON, Governor

# Annual Wage Order No. 30

Section 032  
**DEKALB 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, 2023**

Last Date Objections May Be Filed: **April 10, 2023**

Prepared by Missouri Department of Labor and Industrial Relations

OCCUPATIONAL TITLE	**Prevailing Hourly Rate
Asbestos Worker	\$24.50*
Boilermaker	\$24.50*
Bricklayer	\$24.50*
Carpenter	\$24.50*
Lather	
Linoleum Layer	
Millwright	
Pile Driver	
Cement Mason	\$24.50*
Plasterer	
Communications Technician	\$24.50*
Electrician (Inside Wireman)	\$24.50*
Electrician Outside Lineman	\$24.50*
Lineman Operator	
Lineman - Tree Trimmer	
Groundman	
Groundman - Tree Trimmer	
Elevator Constructor	\$24.50*
Glazier	\$24.50*
Ironworker	\$24.50*
Laborer	\$24.50*
General Laborer	
First Semi-Skilled	
Second Semi-Skilled	
Mason	\$24.50*
Marble Mason	
Marble Finisher	
Terrazzo Worker	
Terrazzo Finisher	
Tile Setter	
Tile Finisher	
Operating Engineer	\$24.50*
Group I	
Group II	
Group III	
Group III-A	
Group IV	
Group V	
Painter	\$24.50*
Plumber	\$24.50*
Pipe Fitter	
Roofer	\$24.50*
Sheet Metal Worker	\$24.50*
Sprinkler Fitter	\$24.50*
Truck Driver	\$24.50*
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 RSMO Section 290.210.

Heavy Construction Rates for  
DEKALB County

Section 032

OCCUPATIONAL TITLE	**Prevailing Hourly Rate
Carpenter	\$24.50*
Millwright	
Pile Driver	
Electrician (Outside Lineman)	\$24.50*
Lineman Operator	
Lineman - Tree Trimmer	
Groundman	
Groundman - Tree Trimmer	
Laborer	\$24.50*
General Laborer	
Skilled Laborer	
Operating Engineer	\$24.50*
Group I	
Group II	
Group III	
Group IV	
Truck Driver	\$24.50*
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. 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.

# 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 adding cooling to Housing Units 1,2,3.
  - 1. Project Location: 609 East Pence Road, Cameron, MO 64429.
  - 2. Owner: State of Missouri, 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.
  - 3. Designer: Lankford Fendler & Associates, 1730 Walnut St, Kansas City, MO 64108, 816-221-1411
  - 4. Water Treatment: Roger Smith at Walter Louis Fluid Technologies, Email: [roger@walterlouis.com](mailto:roger@walterlouis.com), 217-653-7538
- B. Contract Documents, dated December 21, 2023 were prepared for the Project by Alex Malyarov, Lankford Fendler & Associates.
- C. The Work consists of replacing existing heating only air handling units with new.
  - 1. The Work includes replacing existing heating only air handling units with new.
  - 2. Adding single air cooled chiller to provide cooling to all three air handling units.
  - 3. Provide electrical power to new chiller.
- D. The Work will be constructed under a single prime contract.

#### 1.3 CONTRACTOR USE OF PREMISES

- A. General: During the construction period the Contractor shall have full use of the premises for construction operations, including use of the site. The Contractor's use of the premises limited only by the Owner's right to perform work or to retain other contractors on portions of the Project.
- B. 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.
  - 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.
- C. 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..

#### **1.4 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.
  
- B. Partial Owner Occupancy: The Owner reserves the right to occupy and to place and install equipment in completed areas of the building prior to Substantial Completion, provided such occupancy does not interfere with completion of the Work. Such placing of equipment and partial occupancy shall not constitute acceptance of the total Work.
  - 1. The Designer will prepare a Certificate of Partial Occupancy for each specific portion of the Work to be occupied prior to substantial completion.
  - 2. Prior to partial Owner occupancy, mechanical and electrical systems shall be fully operational. Required inspections and tests shall have been successfully completed. Upon occupancy, the Owner will operate and maintain mechanical and electrical systems serving occupied portions for the building.
  - 3. Upon occupancy, the Owner will assume responsibility for maintenance and custodial service for occupied portions for the building.

**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.
  - 1. Certain items are specified in the Contract Documents by allowances. Allowances have been established in lieu of additional requirements and to defer selection of actual materials and equipment to a later date when additional information is available for evaluation. If necessary, additional requirements will be issued by Change Order.
- 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. 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.

#### **1.4 SELECTION AND PURCHASE**

- A. At the earliest practical date after award of the Contract, Designer of the date when final selection and purchase of each product or system described by an allowance must be completed to avoid delaying the Work.
- B. At Designer's request, obtain proposals for each allowance for use in making final selections. Include recommendations that are relevant to performing the Work.
- C. Purchase products and systems selected by Designer from the designated supplier.

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

#### **PART 3 - EXECUTION**

- A. with related work.

#### **3.2 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 No. 1: Provide alternate pricing for adding air handling unit to Housing Unit 1 (HU-1). The pricing shall include additional unit piping, controls, and electrical scope as indicated on mechanical and electrical plans.

**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 1, Section 012100 "Allowances" for procedural requirements for handling and processing Allowances.
  - 2. Division 1, Section 013115 "Project Management Communications" for administrative requirements for communications.
  - 3. Division 0, Section 007213, Article 3.1 "Acceptable Substitutions" for administrative procedures for handling Requests for Substitutions made after Contract award.
  - 4. Division 0, Section 007213, Article 4.0 "Changes in the Work" for Change Order 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 Change Order 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 Change Order Detailed Breakdown form. Subcontractors may use the appropriate Change Order 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 CHANGE ORDER PROCEDURES**

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

**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" 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 Change Orders
    - e. Purchases
    - f. Deliveries
    - g. Submittals
    - h. Review of mockups
    - i. Possible conflicts
    - j. Compatibility problems
    - k. Time schedules
    - l. Weather limitations
    - m. Manufacturer's written recommendations
    - n. Warranty requirements
    - o. Compatibility of materials
    - p. Acceptability of substrates
    - q. Temporary facilities and controls
    - r. Space and access limitations
    - s. Regulations of authorities having jurisdiction
    - t. Testing and inspecting requirements

- u. Installation procedures
  - v. Coordination with other Work
  - w. Required performance results
  - x. Protection of adjacent Work
  - y. Protection of construction and personnel
3. 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>. Com[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 SAMPLES**

- A. The Contractor shall comply with the General Conditions, Article 3.2.
- B. The Contractor shall submit full-size, fully fabricated samples, cured and finished as specified, and physically identical with the material or product proposed. Samples include partial sections of manufactured or fabricated components, cuts or containers of materials, color range sets, and swatches showing color, texture, and pattern.
  1. The Contractor shall mount or display samples in the manner to facilitate review of qualities indicated. Prepare samples to match the Designer's sample including the following:
    - a. Specification Section number and reference
    - b. Generic description of the Sample
    - c. Sample source
    - d. Product name or name of the Manufacturer
    - e. Compliance with recognized standards
    - f. Availability and delivery time
  2. The Contractor shall submit samples for review of size, kind, color, pattern, and texture. Submit samples for a final check of these characteristics with other elements and a comparison of these characteristics between the final submittal and the actual component as delivered and installed.

- a. Where variation in color, pattern, texture, or other characteristic is inherent in the material or product represented, submit at least three (3) multiple units that show approximate limits of the variations.
  - b. Refer to other Specification Sections for requirements for samples that illustrate workmanship, fabrication techniques, details of assembly, connections, operation, and similar construction characteristics.
  - c. Refer to other Sections for samples to be returned to the Contractor for incorporation in the Work. Such samples must be undamaged at time of use. On the transmittal, indicate special requests regarding disposition of sample submittals.
  - d. Samples not incorporated into the Work, or otherwise designated as the Owner's property, are the property of the Contractor and shall be removed from the site prior to Substantial Completion.
3. Field samples are full-size examples erected onsite to illustrate finishes, coatings, or finish materials and to establish the Project standard.
    - a. The Contractor shall comply with submittal requirements to the fullest extent possible. The Contractor shall process transmittal forms to provide a record of activity.

## **1.7 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.

## 1.8 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
013100	Coordination Drawings	Shop Drawings
013100	List of Key Personnel Names	Schedule of Values
013100	Preparation of Contractor's Construction Schedule	Construction Schedule
013100	Preparation of the Schedule of Values	Schedule of Values
013200	Construction Progress Schedule	Construction Schedule
013200	Schedule of Values (O&M's)	Schedule of Values
013200	Schedule of Values (Close Out Documents)	Schedule of Values
013200	Schedule of Values (General Conditions)	Schedule of Values
013200	List of Subcontracts	List of Subcontractors
013200	Progress Report	Construction Schedule
013200	Schedule of Submittals	Construction Schedule
013200	Schedule of Inspections, Tests, and Similar Services	Construction Schedule
013300	Construction Digital Photographs	Test Report
013300	Manufacturer's Instructions	Operation / Maintenance Manual
013300	Manufacturer's Maintenance/Service Manuals and Warranties	Operation / Maintenance Manual
013300	Manufacturer's Maintenance/Service Manuals and Warranties	Warranty
013300	Manufacturer's Field Reports	Test Report
013300	Certifications (signed) for Products, Materials, and Installation	Certification
013300	Construction Progress Schedule including Schedule of Values	Schedule of Values
013513.16	Material Safety Data Sheet for Hazardous Material	Product Data
013513.16	Schedule of Proposed Shutdowns	Construction Schedule
013513.16	List of Employees who will Submit Fingerprint Background Checks	Schedule of Values
013513.16	Missouri Applicant Fingerprint Privacy Notice (Signed)	Certification
013513.16	Applicant Privacy Rights (Signed)	Certification

013513.16	Privacy Act Statement (Signed)	Certification
013513.16	Inventory of Tools, Equipment, and Materials (if inside secure perimeter)	Schedule of Values
015000	Test, Inspection, Meter Reading, or Similar Procedure of Temp. Utility	Test Report
015000	Implementation and Termination Schedule of Temporary Utility	Construction Schedule
015000	Temporary Controls	Construction Schedule
017900	Instruction Program	Schedule of Values
017900	Demonstration and Training Video Recordings	Operation / Maintenance Manual
230517	Sleeves and Sleeve Seals for HVAC Piping	Product Data
230519	Meters and Gages for HVAC Piping	Product Data
230519	Meters and Gages for HVAC Piping Certificates	Certification
230519	Meters and Gages for HVAC Piping Operation and Maintenance Data	Operation / Maintenance Manual
230523	General Duty Valves for HVAC Piping	Product Data
230529	Hangers and Supports for HVAC Piping and Equipment	Product Data
230529	Hangers and Supports for HVAC Piping and Equipment Certificates	Certification
230552	Identification for HVAC Piping and Equipment	Product Data
230593	Testing, Adjusting, and Balancing for HVAC	Test Report
230713	Duct Insulation	Product Data
230719	HVAC Piping Insulation	Product Data
230719	HVAC Piping Field Quality Control Report	Test Report
232113	Hydronic Piping Pressure Seal Fittings	Product Data
232113	Hydronic Piping Chemical Treatment	Product Data
232113	Hydronic Piping Field Quality Control Report	Test Report
232116	Hydronic Piping Vales, Air-Control Devices, Hydronic Specialties	Product Data
232116	Hydronic Piping Operation and Maintenance Data	Operation / Maintenance Manual
232513	Bypass Feeders	Product Data
232513	Chemical Material Safety Data and Inhibited Propylene Glycol	Product Data
232513	Water Analysis Provider Qualifications	Certification
232513	Water Treatment Field Quality Control Report	Test Report
232513	Water Analysis	Test Report
232513	Water Treatment Operation and Maintenance Date	Operation / Maintenance Manual
233113	Metal Ducts	Product Data
233300	Air Duct Accessories Product Data	Product Data
233300	Air Duct Accessories Operation and Maintenance Data	Operation / Maintenance Manual
234100	Air Filter Data and Test Report	Product Data
234100	Air Filter Maintenance	Operation / Maintenance Manual
236423.13	Air Cooled Chiller Product Data and Shop Drawing	Product Data



236423.13	Air Cooled Chiller Informational Submittal	Certification
236423.13	Air Cooled Chiller Closeout Submittal	Operation / Maintenance Manual
236423.13	Demonstration Videos	Operation / Maintenance Manual
237313.13	Multi-Zone AHU Product Data and Shop Drawing	Product Data
237313.13	Multi-Zone AHU Informational Submittal	Certification
237313.13	Multi-Zone AHU Closeout Submittal	Operation / Maintenance Manual
260553	Raceway and Boxes for Electrical Systems	Product Data
260553	Arc Flash Study	Certification
260553	Handhole and Pull Box Test	Test Report
260573	Overcurrent Protective Device Coordination Study	Product Data
260573	Overcurrent Protective Device Coordination Study	Certification
260573	Overcurrent Protective Device Coordination Study	Test Report
260573	Overcurrent Protective Device Coordination Study	Operation / Maintenance Manual
260573	Overcurrent Protective Device Coordination Study	As-Builts
261219	Pad Mounted, Liquid Filled, Medium Voltage Transformers	Product Data
261219	Pad Mounted, Liquid Filled, Medium Voltage Transformers	Shop Drawings
261219	Pad Mounted, Liquid Filled, Medium Voltage Transformers	Test Report
261219	Pad Mounted, Liquid Filled, Medium Voltage Transformers	Operation / Maintenance Manual
261329	Medium Voltage Compartmentalized Switchgear	Product Data
261329	Medium Voltage Compartmentalized Switchgear	Certification
262413	Switchboards	Product Data
262413	Switchboards	Warranty
262413	Switchboards	Operation / Maintenance Manual
262416	Panelboards	Product Data
262416	Panelboards	Operation / Maintenance Manual
262416	Panelboards	As-Builts
262726	Wiring Devices	Product Data
262726	Wiring Devices	Shop Drawings
262726	Wiring Devices	Operation / Maintenance Manual
262816	Enclosed Switches and Circuit Breakers	Product Data
262816	Enclosed Switches and Circuit Breakers	Certification
262816	Enclosed Switches and Circuit Breakers	Operation / Maintenance Manual

**END OF SECTION 013300**

## **SECTION 013513.16 - SITE SECURITY AND HEALTH REQUIREMENTS (DOC)**

### **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. Revise list to include all required submittals.
  - 4. 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.
  - 5. Tuberculin skin test results for all employees required to be tested as set forth below.

### **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.
- D. The Contractor shall provide Facility Representatives notice twenty-four (24) hours prior to any possible vehicle entry and/or required escort. The Contractor shall maintain a time log of any delays in gaining entrance to the Facility due to lack of an escort, which is to be submitted monthly with the Contractor's pay request materials. The purpose of this log is to establish a basis for a contract change, if required. The log shall contain the date and time of delay, date and time of request of entry, workers delayed (name and occupation), and name of the Facility Representative to whom the request was made, if possible. Any delay in entry must be

validated by sallyport and pass office personnel at the Facility. Only delays greater than thirty (30) minutes will be considered for a contract change. A 30-minute delay upon arrival with a vehicle to enter the sallyport should be expected.

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

- A. The Contractor and its workers shall observe the following rules:
  - 1. There shall be no fraternization with inmates.
  - 2. No intoxicating beverages or illegal drugs shall be brought onto Facility grounds.
  - 3. No firearms, other weapons, or explosives shall be carried onto Facility grounds.
  - 4. No prescription drugs above one day's dosage shall be carried on Facility grounds.
  - 5. Any vehicle or individual is subject to search at any time while on Facility grounds.
  - 6. The vehicles of the Contractor and its workers shall be locked whenever unattended.
  - 7. All tools and equipment shall be tightly secured during non-working hours in the Contractor's storage trailer or assigned area.
  - 8. The Facility will not be responsible for the Contractor's tools, equipment, or materials. The Contractor shall keep and maintain a current tool inventory. The tool inventory shall be made available to Facility Representatives and the Owner upon request.
  - 9. The Contractor shall report any missing tools to Facility Representatives immediately.
  - 10. No smoking within the Facility.
  - 11. Possession or use of smokeless tobacco or smokeless non-tobacco alternatives is strictly prohibited.
  
- B. All workers shall be required to sign an acknowledgement of receipt of these rules.

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

- A. DOC SECURITY CLEARANCE REQUIREMENTS
  - 1. Prior to the commencement of any onsite work, the Contractor shall submit a list containing the name, date of birth, and Missouri driver's license number or social security number of all construction personnel to the Missouri Department of Corrections for the purpose of obtaining security clearances. The required information shall be submitted at the pre-construction meeting, or as otherwise directed by Department of Corrections' personnel. Any construction personnel with pending warrants or felony convictions within the last five (5) years or other offenses deemed to create a security risk by Department of Corrections shall not be allowed onsite. The Department of Corrections reserves the right to refuse admission to any individual they feel may be detrimental to the security of the Facility.

### **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 TUBERCULOSIS TESTING REQUIREMENTS**

- A. All workers who will be in the confines of the Facility for more than ten (10) consecutive working days must provide proof of a negative tuberculin skin test. The test results must be no more than six (6) months old at the commencement of construction. The Contractor or the worker, not the Owner, shall pay the cost of the test.
- B. The Contractor shall submit to Facility Representatives current tuberculin skin test results for all workers who are required to have such a test in accordance with paragraph A above. If the contract period extends for more than twelve (12) months, the Contractor must provide new test results for all workers prior to the anniversary of the contract commencement date.
- C. Any worker required to have a tuberculin skin test under paragraph A above who fails or refuses to do so will be denied admission to the facility until such time as proof of the test results are provided.
- D. If any worker has a tuberculin skin test with positive results, the worker shall be denied access

to the facility until the worker produces a certification from a physician licensed to practice in the State of Missouri that the worker does not have infectious tuberculosis.

- E. The Contractor shall not be entitled to any additional time or compensation if any of its workers are denied access to the facility because of failure to produce negative tuberculin skin test results.
- F. Failure or refusal of the Contractor to maintain and produce the required tuberculin skin test records shall be a material breach of this contract, which shall subject the Contractor to a declaration of default.

### **3.6 PREA FOR CONTRACTORS AND EMPLOYEES**

- A. The contractor and all of the contractor's employees and agents providing services in any Department of Corrections institution must be at least 18 years of age. A Missouri Uniform Law Enforcement System (MULES) check or other background investigation may be required on the contractor, the contractor's employees and agents before they are allowed entry into the institution. The contractor, its employees and agents understand and agree that the Department may complete criminal background records checks annually for the contractor and the contractor's employees and agents that have the potential to have contact with inmates.
- B. The institution shall have the right to deny access into the institution for the contractor and any of the contractor's employees and agents for any reason, at the discretion of the institution.
- C. The contractor, its employees and agents under active federal or state felony or misdemeanor supervision must receive written division director approval prior to providing services pursuant to a Department contract. Similarly, contractors/employees/agents with prior felony convictions and not under active supervision must receive written division director approval in advance.
- D. The contractor, its employees and agents shall at all times observe and comply with all applicable state statutes, Department rules, regulations, guidelines, internal management policies and procedures, and general orders of the Department that are applicable, regarding operations and activities in and about all Department property. Furthermore, the contractor, its employees and agents, shall not obstruct the Department or any of its designated officials from performing their duties in response to court orders or in the maintenance of a secure and safe correctional environment. The contractor shall comply with the Department's policies and procedures relating to employee conduct.
  - 1. The Department has a zero tolerance policy for any form of sexual misconduct to include staff/contractor/volunteer on offender, or offender on offender, sexual harassment, sexual assault, sexual abuse and consensual sex.
    - a. Any contractor or contractor's employee or agent who witnesses any form of sexual misconduct must immediately report it to the warden of the institution. If a contractor or contractor's employee or agent fails to report or knowingly condones sexual harassment or sexual contact with or between offenders, the Department may cancel the contract, or at the Department's sole discretion, require the contractor to remove the employee/agent from providing services under the contract.
    - b. Any contractor or contractor's employee or agent who engages in sexual abuse

shall be prohibited from entering the institution and shall be reported to law enforcement agencies and licensing bodies, as appropriate.

- E. The contractor, its employees and agents shall not interact with the offenders except as is necessary to perform the requirements of the contract. The contractor, its employees and agents shall not give anything to nor accept anything from the offenders except in the normal performance of the contract.
- F. If any contractor or contractor's employee or agent is denied access into the institution for any reason or is denied approval to provide service to the Department for any reason stated herein, it shall not relieve the contractor of any requirements of the contract. If the contractor is unable to perform the requirements of the contract for any reason, the contractor shall be considered in breach.

### **3.7 DISRUPTION OF UTILITIES**

- A. The Contractor shall give a minimum of seventy-two (72) hours written notice to the Construction Representative and the Facility Representative before disconnecting electric, gas, water, fire protection, or sewer service to any building.
- B. The Contractor shall give a minimum of seventy-two (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

### **3.8 CELL PHONES AND ELECTRONIC DEVICES**

- A. Cell Phones, pagers, smart watches (that can send/receive messages), fitness wrist bands (that can send/receive messages) or other electronic devices are not permitted.
  - 1. Contractors, repairpersons, or information technology services department staff may be permitted to bring in a cell phone and portable wireless router (Wi-Fi, MiFi, etc.) if approved by the Chief Administrative Officer (CAO) when the phone is necessary to complete job duties relating to repairs on a case by case basis.
  - 2. Tablets (iPad, etc.) are not allowed with the exception of for re-entry purposes approved via the division of adult institutions (DAI) director and the re-entry manager.
  - 3. Laptop computers may be permitted by the CAO on a case by case basis.

### **3.9 PROTECTION OF PERSONS AND PROPERTY**

- A. SAFETY PRECAUTIONS AND PROGRAMS
  - 1. The Contractor shall at all times conduct operations under this Contract in a manner to avoid the risk of bodily harm to persons or risk of damage to any property. The Contractor shall promptly take precautions which are necessary and adequate against conditions created during the progress of the Contractor's activities hereunder which involve a risk of bodily harm to persons or a risk of damage to property. The Contractor shall continuously inspect Work, materials, and equipment to discover and determine any

such conditions and shall be solely responsible for discovery, determination, and correction of any such conditions. The Contractor shall comply with applicable safety laws, standards, codes, and regulations in the jurisdiction where the Work is being performed, specifically, but without limiting the generality of the foregoing, with rules, regulations, and standards adopted pursuant to the Williams-Steiger Occupational Safety and Health Act of 1970 and applicable amendments.

2. All contractors, subcontractors and workers on this project are subject to the Construction Safety Training provisions 292.675 RSMo.
3. In the event the Contractor encounters on the site, material reasonably believed to be asbestos, polychlorinated biphenyl (PCB), lead, mercury, or other material known to be hazardous, which has not been rendered harmless, the Contractor shall immediately stop Work in the area affected and report the condition to the Owner's Representative and the Architect in writing. The Work in the affected area shall not thereafter be resumed except by written agreement of the Owner's Representative and Contractor if in fact the material is asbestos or polychlorinated biphenyl (PCB) and has not been rendered harmless. The Work in the affected area shall be resumed in the absence of asbestos or polychlorinated biphenyl (PCB), or when it has been rendered harmless by written agreement of the Owner's Representative and the Contractor. "Rendered Harmless" shall mean that levels of such materials are less than any applicable exposure standards, including but limited to OSHA regulations.

#### B. SAFETY OF PERSONS AND PROPERTY

1. The Contractor shall take reasonable precautions for safety of, and shall provide protection to prevent damage, injury, or loss to:
  - a. clients, staff, the public, construction personnel, and other persons who may be affected thereby;
  - b. the Work and materials and equipment to be incorporated therein, whether in storage on or off the site, under care, custody, or control of the Contractor or the Contractor's Subcontractors of any tier; and
  - c. other property at the site or adjacent thereto, such as trees, shrubs, lawns, walks, pavements, roadways, structures, and utilities not designated for removal, relocation, or replacement in the course of construction.
2. The Contractor shall give notices and comply with applicable laws, standards, codes, ordinances, rules, regulations, and lawful orders of public authorities bearing on safety of persons or property or their protection from damage, injury, or loss.
3. The Contractor shall erect and maintain, as required by existing conditions and performance of the Contract, safeguards for safety and protection, including, but not limited to, posting danger signs and other warnings against hazards, promulgating safety regulations, and notifying owners and users of adjacent sites and utilities.
4. When use or storage of explosives or other hazardous materials or equipment or unusual methods are necessary for execution of the Work, the Contractor shall exercise the highest degree of care and carry on such activities under supervision of properly qualified personnel.
5. The Contractor shall promptly remedy damage and loss (other than damage or loss insured under property insurance required by the Contract Documents) to property referred to in this Section caused in whole or in part by the Contractor, a Subcontractor of any tier, or anyone directly or indirectly employed by any of them, or by anyone for whose acts they may be liable, and for which the Contractor is responsible under this

Section, except damage or loss attributable solely to acts or omissions of Owner or the Architect or anyone directly or indirectly employed by either of them, or by anyone for whose acts either of them may be liable, and not attributable to the fault or negligence of the Contractor. The foregoing obligations of the Contractor are in addition to the Contractor's other obligations stated elsewhere in the Contract.

6. The Contractor shall designate a responsible member of the Contractor's organization at the site whose duty shall be the prevention of accidents, and the maintaining, enforcing and supervising of safety precautions and programs. This person shall be the Contractor's superintendent unless otherwise designated by the Contractor in writing to the Owner's Representative and Architect. The Contractor shall hold regularly scheduled safety meetings to instruct Contractor personnel on safety practices, accident avoidance and prevention, and the Project Safety Program. The Contractor shall furnish safety equipment and enforce the use of such equipment by its employees and its subcontractors of any tier.
7. The Contractor shall not load or permit any part of the construction or site to be loaded so as to endanger its safety.
8. The Contractor shall promptly report in writing to the Owner all accidents arising out of or in connection with the Work which cause death, lost time injury, personal injury, or property damage, giving full details and statements of any witnesses. In addition, if death, serious personal injuries, or serious property damages are caused, the accident shall be reported immediately.
9. The Contractor shall promptly notify in writing to the Owner of any claims for injury or damage to personal property related to the work, either by or against the Contractor.
10. The Owner assumes no responsibility or liability for the physical condition or safety of the Work site or any improvements located on the Work site. The Contractor shall be solely responsible for providing a safe place for the performance of the Work. The Owner shall not be required to make any adjustment in either the Contract Sum or Contract Time concerning any failure by the Contractor or any Subcontractor to comply with the requirements of this Paragraph.
11. In no event shall the Owner have control over, charge of, or any responsibility for construction means, methods, techniques, sequences or procedures or for safety precautions and programs in connection with the Work, notwithstanding any of the rights and authority granted the Owner in the Contract Documents.
12. The Contractor shall maintain at his own cost and expense, adequate, safe and sufficient walkways, platforms, scaffolds, ladders, hoists and all necessary, proper, and adequate equipment, apparatus, and appliances useful in carrying on the Work and which are necessary to make the place of Work safe and free from avoidable danger for clients, staff, the public and construction personnel, and as may be required by safety provisions of applicable laws, ordinances, rules regulations and building and construction codes.

**END OF SECTION 013513.16**



## **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. Sanitary facilities, including drinking water
  - 6. 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. Temporary project identification signs and bulletin boards
  - 6. Waste disposal services
  - 7. Rodent and pest control
  - 8. Construction aids and miscellaneous services and facilities
- D. Security and protection facilities include, but are not limited to, the 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: Comply with requirements in Division 6 Section “Rough Carpentry”.
  - 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. Temporary Water Service: The Owner will provide water for construction purposes from the existing building system. All required temporary extensions shall be provided and removed by the Contractor. Connection points and methods of connection shall be designated and approved by the Construction Representative.
- B. 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.
- C. 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.
- D. 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.
- E. Temporary Toilets: The Owner will provide toilets and associated facilities within the building. All construction personnel will be allowed access only to those specific facilities designated by the Construction Representative.
- F. Wash Facilities: The Owner will provide wash facilities within the building. All construction personnel will be allowed access only to those specific facilities designated by the Construction Representative.
- G. Drinking-Water Facilities: Provide drinking-water fountains where indicated, including paper cup supply.
- H. Drinking-Water Facilities: The Owner will provide drinking water facilities within the building. All construction personnel will be allowed access only to those specific facilities designated by the Construction Representative.
- I. 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. Storage Facilities: The Owner will provide storage onsite as designated by the Facility Representative or the Construction Representative. Areas for use by the Contractor for storage will be identified at the Pre-Bid Meeting.
- B. Construction Parking: Parking at the site will be provided in the areas designated at the Pre-Construction Meeting.
- C. 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.
- D. 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.

### **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. 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.
- C. 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 orange safety fencing around work areas.
- D. 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.
- E. 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 daily, 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.

### **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. Leave the Project clean and ready for occupancy.
  6. Site shall be restored to condition prior to commencement of construction activities.
- C. Removal of Protection: Remove temporary protection and facilities installed during construction to protect previously completed installations during the remainder of the construction period.
- D. 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 230517 - SLEEVES AND SLEEVE SEALS FOR HVAC PIPING**

### **PART 1 - GENERAL**

#### **1.1 SUMMARY**

- A. Section Includes:
  - 1. Sleeves.
  - 2. Grout.

#### **1.2 ACTION SUBMITTALS**

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

### **PART 2 - PRODUCTS**

#### **2.1 SLEEVES**

- A. Cast-Iron Wall Pipes: Cast or fabricated of cast or ductile iron and equivalent to ductile-iron pressure pipe, with plain ends and integral waterstop unless otherwise indicated.
- B. Galvanized-Steel Wall Pipes: ASTM A 53/A 53M, Schedule 40, with plain ends and welded steel collar; zinc coated.
- C. PVC-Pipe Sleeves: ASTM D 1785, Schedule 40.

#### **2.2 GROUT**

- A. Standard: ASTM C 1107/C 1107M, Grade B, post-hardening and volume-adjusting, dry, hydraulic-cement grout.
- B. Characteristics: Nonshrink; recommended for interior and exterior applications.
- C. Design Mix: 5000-psi, 28-day compressive strength.
- D. Packaging: Premixed and factory packaged.

### **PART 3 - EXECUTION**

#### **3.1 SLEEVE INSTALLATION**

- A. Install sleeves for piping passing through penetrations in floors, partitions, roofs, and walls.



- B. Install sleeves in concrete floors, concrete roof slabs, and concrete walls as new slabs and walls are constructed.
  - 1. Cut sleeves to length for mounting flush with both surfaces.
    - a. Exception: Extend sleeves installed in floors of mechanical equipment areas or other wet areas 2 inches above finished floor level.
  - 2. Using grout, seal the space outside of sleeves in slabs and walls without sleeve-seal system.
- C. Install sleeves for pipes passing through interior partitions.
  - 1. Cut sleeves to length for mounting flush with both surfaces.
  - 2. Install sleeves that are large enough to provide 1/4-inch annular clear space between sleeve and pipe or pipe insulation.
  - 3. Seal annular space between sleeve and piping or piping insulation; use joint sealants appropriate for size, depth, and location of joint.
- D. All materials located in plenum spaces utilized for air moving shall meet 25/50 flame and smoke rating. PVC is not permitted at these locations/in any areas used for return air.

### **3.2 SLEEVE AND SLEEVE-SEAL SCHEDULE**

- A. Use sleeves and sleeve seals for the following piping-penetration applications:
  - 1. Exterior Concrete Walls above Grade:
    - a. Piping Smaller Than NPS 6: Cast-iron wall sleeves Galvanized-steel-pipe sleeves.
  - 2. Concrete Slabs above Grade:
    - a. Piping Smaller Than NPS 6: Galvanized-steel-pipe sleeves or PVC-pipe sleeves.
  - 3. Interior Partitions:
    - a. Piping Smaller Than NPS 6: Galvanized-steel-pipe sleeves or PVC-pipe sleeves.

**END OF SECTION 230517**

## **SECTION 230519 - METERS AND GAGES FOR HVAC PIPING**

### **PART 1 - GENERAL**

#### **1.1 SUMMARY**

- A. Section Includes:
  - 1. Bimetallic-actuated thermometers.
  - 2. Thermowells.
  - 3. Dial-type pressure gages.
  - 4. Gage attachments.
  - 5. Test Plugs

#### **1.2 ACTION SUBMITTALS**

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

#### **1.3 INFORMATIONAL SUBMITTALS**

- A. Product Certificates: For each type of meter and gage.

#### **1.4 CLOSEOUT SUBMITTALS**

- A. Operation and maintenance data.

### **PART 2 - PRODUCTS**

#### **2.1 BIMETALLIC-ACTUATED THERMOMETERS**

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Ashcroft Inc.
  - 2. Ernst Flow Industries.
  - 3. Marsh Bellofram.
  - 4. Trerice, H. O. Co.
  - 5. Watts Regulator Co.; a div. of Watts Water Technologies, Inc.
  - 6. Weiss Instruments, Inc.
- B. Standard: ASME B40.200.
- C. Case: Liquid-filled and sealed type(s); stainless steel with 5-inch nominal diameter.

- D. Dial: Nonreflective aluminum with permanently etched scale markings and scales in deg F and deg C.
- E. Connector Type(s): Union joint, adjustable angle, with unified-inch screw threads.
- F. Connector Size: 1/2 inch, with ASME B1.1 screw threads.
- G. Stem: 0.25 or 0.375 inch in diameter; stainless steel.
- H. Window: Plain glass or plastic.
- I. Ring: Stainless steel.
- J. Element: Bimetal coil.
- K. Pointer: Dark-colored metal.
- L. Accuracy: Plus or minus 1 percent of scale range.

## **2.2 THERMOWELLS**

- A. Thermowells:
  1. Standard: ASME B40.200.
  2. Description: Pressure-tight, socket-type fitting made for insertion in piping tee fitting.
  3. Material for Use with Copper Tubing: CNR or CUNI.
  4. Material for Use with Steel Piping: CSA.
  5. Type: Stepped shank unless straight or tapered shank is indicated.
  6. External Threads: NPS 1/2, NPS 3/4, or NPS 1, ASME B1.20.1 pipe threads.
  7. Internal Threads: 1/2, 3/4, and 1 inch, with ASME B1.1 screw threads.
  8. Bore: Diameter required to match thermometer bulb or stem.
  9. Insertion Length: Length required to match thermometer bulb or stem.
  10. Lagging Extension: Include on thermowells for insulated piping and tubing.
  11. Bushings: For converting size of thermowell's internal screw thread to size of thermometer connection.
- B. Heat-Transfer Medium: Mixture of graphite and glycerin.

## **2.3 DIAL-TYPE PRESSURE GAGES**

- A. Direct-Mounted, Metal-Case, Dial-Type Pressure Gages:
  1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Ashcroft Inc.
    - b. Ernst Flow Industries.
    - c. Marsh Bellofram.
    - d. Terice, H. O. Co.
    - e. Watts Regulator Co.; a div. of Watts Water Technologies, Inc.
    - f. Weiss Instruments, Inc.

2. Standard: ASME B40.100.
3. Case: Liquid-filled Sealed type(s); cast aluminum or drawn steel; 4-1/2-inch nominal diameter.
4. Pressure-Element Assembly: Bourdon tube unless otherwise indicated.
5. Pressure Connection: Brass, with NPS 1/4 or NPS 1/2, ASME B1.20.1 pipe threads and bottom-outlet type unless back-outlet type is indicated.
6. Movement: Mechanical, with link to pressure element and connection to pointer.
7. Dial: Nonreflective aluminum with permanently etched scale markings graduated in psi and kPa.
8. Pointer: Dark-colored metal.
9. Window: Plain glass or plastic.
10. Ring: Brass or Stainless steel.
11. Accuracy: Grade A, plus or minus 1 percent of middle half of scale range.

## **2.4 GAGE ATTACHMENTS**

- A. Snubbers: ASME B40.100, brass; with NPS 1/4 or NPS 1/2, ASME B1.20.1 pipe threads and piston-type surge-dampening device. Include extension for use on insulated piping.
- B. Siphons: Loop-shaped section of brass or stainless-steel pipe with NPS 1/4 or NPS 1/2 pipe threads.
- C. Valves: Brass or stainless-steel needle, with NPS 1/4 or NPS 1/2, ASME B1.20.1 pipe threads.

## **2.5 TEST PLUGS**

- A. Description: Test-station fitting made for insertion in piping tee fitting.
- B. Body: Brass or stainless steel with core inserts and gasketed and threaded cap. Include extended stem on units to be installed in insulated piping.
- C. Thread Size: NPS 1/4 NPS 1/2, ASME B1.20.1 pipe thread.
- D. Minimum Pressure and Temperature Rating: 500 psig at 200 deg F.
- E. Core Inserts: Chlorosulfonated polyethylene synthetic and EPDM self-sealing rubber.

## **PART 3 - EXECUTION**

### **3.1 INSTALLATION**

- A. Install thermowells with socket extending a minimum of 2 inches into fluid or one-third of pipe diameter and in vertical position in piping tees.
- B. Install thermowells of sizes required to match thermometer connectors. Include bushings if required to match sizes.

- C. Install thermowells with extension on insulated piping.
- D. Fill thermowells with heat-transfer medium.
- E. Install direct-mounted thermometers in thermowells and adjust vertical and tilted positions.
- F. Install direct-mounted pressure gages in piping tees with pressure gage located on pipe at the most readable position.
- G. Install valve and snubber in piping for each pressure gage for fluids (except steam).
- H. Install valve and syphon fitting in piping for each pressure gage for steam.
- I. Install test plugs in piping tees.
- J. Install flow indicators in piping systems in accessible positions for easy viewing.
- K. Install differential-pressure-type flowmeter elements, with at least minimum straight lengths of pipe, upstream and downstream from element according to manufacturer's written instructions.
- L. Install permanent indicators on walls or brackets in accessible and readable positions.
- M. Install connection fittings in accessible locations for attachment to portable indicators.
- N. Install thermometers in the following locations:
  - 1. Inlet and outlet of each hydronic boiler.
  - 2. Two inlets and two outlets of each chiller.
  - 3. Inlet and outlet of each hydronic coil in air-handling units.
- O. Install pressure gages in the following locations:
  - 1. Discharge of each pressure-reducing valve.
  - 2. Inlet and outlet of each chiller chilled-water connection.
  - 3. Suction and discharge of each pump. A single compound pressure gage may be used.

### **3.2 CONNECTIONS**

- A. Install meters and gages adjacent to machines and equipment to allow space for service and maintenance of meters, gages, machines, and equipment.

### **3.3 ADJUSTING**

- A. Adjust faces of meters and gages to proper angle for best visibility.

### **3.4 THERMOMETER SCHEDULE**

- A. Thermometers at inlet and outlet of each hydronic boiler shall be the following:

1. Liquid-filled Sealed, bimetallic-actuated type.
- B. Thermometers at inlets and outlets of each chiller shall be the following:
  1. Liquid-filled Sealed, bimetallic-actuated type.
- C. Thermometers at inlet and outlet of each hydronic coil in air-handling units and built-up central systems shall be the following:
  1. Liquid-filled Sealed, bimetallic-actuated type.
- D. Thermometer stems shall be of length to match thermowell insertion length.

### **3.5 THERMOMETER SCALE-RANGE SCHEDULE**

- A. Scale Range for Chilled-Water Piping: 0 to 100 deg F and minus 20 to plus 50 deg C.
- B. Scale Range for Heating, Hot-Water Piping: 20 to 240 deg F and 0 to 150 deg C.

### **3.6 PRESSURE-GAGE SCHEDULE**

- A. Pressure gages at discharge of each pressure-reducing valve shall be the following:
  1. Liquid-filled Sealed, metal case.
- B. Pressure gages at inlet and outlet of each chiller chilled-water connection shall be the following:
  1. Liquid-filled Sealed, metal case.
- C. Pressure gages at suction and discharge of each pump shall be the following:
  1. Liquid-filled Sealed, metal case.

### **3.7 PRESSURE-GAGE SCALE-RANGE SCHEDULE**

- A. Scale Range for Chilled-Water Piping: 0 to 100 psi and 0 to 600 kPa.
- B. Scale Range for Heating, Hot-Water Piping: 0 to 100 psi and 0 to 600 kPa.

**END OF SECTION 230519**

## **SECTION 230523 - GENERAL-DUTY VALVES FOR HVAC PIPING**

### **PART 1 - GENERAL**

#### **1.1 SUMMARY**

A. Section Includes:

1. Bronze ball valves.
2. Iron, single-flange butterfly valves.
3. Bronze swing check valves.
4. Iron swing check valves.

B. Related Sections:

1. Section 230553 "Identification for HVAC Piping and Equipment" for valve tags and schedules.

#### **1.2 ACTION SUBMITTALS**

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

#### **1.3 QUALITY ASSURANCE**

- A. Source Limitations for Valves: Obtain each type of valve from single source from single manufacturer.
- B. ASME Compliance: ASME B16.10 and ASME B16.34 for ferrous valve dimensions and design criteria.

### **PART 2 - PRODUCTS**

#### **2.1 GENERAL REQUIREMENTS FOR VALVES**

- A. Refer to HVAC valve schedule articles for applications of valves.
- B. Valve Pressure and Temperature Ratings: Not less than indicated and as required for system pressures and temperatures.
- C. Valve Sizes: Same as upstream piping unless otherwise indicated.
- D. Valve Actuator Types:
1. Handlever: For quarter-turn valves NPS 6 and smaller except plug valves.

- E. Valves in Insulated Piping: With 2-inch stem extensions and the following features:
  - 1. Ball Valves: With extended operating handle of non-thermal-conductive material, and protective sleeve that allows operation of valve without breaking the vapor seal or disturbing insulation.
  - 2. Butterfly Valves: With extended neck.
- F. Valve-End Connections:
  - 1. Flanged: With flanges according to ASME B16.1 for iron valves.
  - 2. Threaded: With threads according to ASME B1.20.1.

## **2.2 BRONZE BALL VALVES**

- A. Two-Piece, Full-Port, Bronze Ball Valves with Bronze Trim:
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Crane Co.; Crane Valve Group; Crane Valves.
    - b. Crane Co.; Crane Valve Group; Stockham Division.
    - c. Hammond Valve.
    - d. NIBCO INC.
    - e. Watts Regulator Co.; a division of Watts Water Technologies, Inc.
  - 2. Description:
    - a. Standard: MSS SP-110.
    - b. SWP Rating: 150 psig.
    - c. CWP Rating: 600 psig.
    - d. Body Design: Two piece.
    - e. Body Material: Bronze.
    - f. Ends: Threaded.
    - g. Seats: PTFE or TFE.
    - h. Stem: Bronze.
    - i. Ball: Chrome-plated brass.
    - j. Port: Full.

## **2.3 IRON, SINGLE-FLANGE BUTTERFLY VALVES**

- A. 150 CWP, Iron, Single-Flange Butterfly Valves with EPDM Seat and Ductile-Iron Disc:
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Crane Co.; Crane Valve Group; Crane Valves.
    - b. Crane Co.; Crane Valve Group; Stockham Division.
    - c. Hammond Valve.
    - d. NIBCO INC.



- e. Watts Regulator Co.; a division of Watts Water Technologies, Inc.
2. Description:
- a. Standard: MSS SP-67, Type I.
  - b. CWP Rating: 150 psig.
  - c. Body Design: Lug type; suitable for bidirectional dead-end service at rated pressure without use of downstream flange.
  - d. Body Material: ASTM A 126, cast iron or ASTM A 536, ductile iron.
  - e. Seat: EPDM.
  - f. Stem: One- or two-piece stainless steel.
  - g. Disc: Nickel-plated ductile iron.

## 2.4 BRONZE SWING CHECK VALVES

### A. Class 125, Bronze Swing Check Valves with Bronze Disc:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
- a. Crane Co.; Crane Valve Group; Crane Valves.
  - b. Crane Co.; Crane Valve Group; Stockham Division.
  - c. Hammond Valve.
  - d. NIBCO INC.
  - e. Watts Regulator Co.; a division of Watts Water Technologies, Inc.

2. Description:

- a. Standard: MSS SP-80, Type 3.
- b. CWP Rating: 200 psig.
- c. Body Design: Horizontal flow.
- d. Body Material: ASTM B 62, bronze.
- e. Ends: Threaded.
- f. Disc: Bronze.

### B. Class 125, Bronze Swing Check Valves with Nonmetallic Disc:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
- a. Crane Co.; Crane Valve Group; Crane Valves.
  - b. Crane Co.; Crane Valve Group; Stockham Division.
  - c. Hammond Valve.
  - d. NIBCO INC.
  - e. Watts Regulator Co.; a division of Watts Water Technologies, Inc.

2. Description:

- a. Standard: MSS SP-80, Type 4.
- b. CWP Rating: 200 psig.

- c. Body Design: Horizontal flow.
- d. Body Material: ASTM B 62, bronze.
- e. Ends: Threaded.
- f. Disc: PTFE or TFE.

## 2.5 IRON SWING CHECK VALVES

### A. Class 125, Iron Swing Check Valves with Metal Seats:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Crane Co.; Crane Valve Group; Crane Valves.
  - b. Crane Co.; Crane Valve Group; Stockham Division.
  - c. Hammond Valve.
  - d. NIBCO INC.
  - e. Watts Regulator Co.; a division of Watts Water Technologies, Inc.
2. Description:
  - a. Standard: MSS SP-71, Type I.
  - b. NPS 2-1/2 to NPS 12, CWP Rating: 200 psig.
  - c. Body Design: Clear or full waterway.
  - d. Body Material: ASTM A 126, gray iron with bolted bonnet.
  - e. Ends: Flanged.
  - f. Trim: Bronze.
  - g. Gasket: Asbestos free.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine valve interior for cleanliness, freedom from foreign matter, and corrosion. Remove special packing materials, such as blocks, used to prevent disc movement during shipping and handling.
- B. Operate valves in positions from fully open to fully closed. Examine guides and seats made accessible by such operations.
- C. Examine threads on valve and mating pipe for form and cleanliness.
- D. Examine mating flange faces for conditions that might cause leakage. Check bolting for proper size, length, and material. Verify that gasket is of proper size, that its material composition is suitable for service, and that it is free from defects and damage.
- E. Do not attempt to repair defective valves; replace with new valves.

### **3.2 VALVE INSTALLATION**

- A. Install valves with unions or flanges at each piece of equipment arranged to allow service, maintenance, and equipment removal without system shutdown.
- B. Locate valves for easy access and provide separate support where necessary.
- C. Install valves in horizontal piping with stem at or above center of pipe.
- D. Install valves in position to allow full stem movement.
- E. Install swing check valves for proper direction of flow and in horizontal position with hinge pin level.

### **3.3 ADJUSTING**

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

### **3.4 GENERAL REQUIREMENTS FOR VALVE APPLICATIONS**

- A. If valve applications are not indicated, use the following:
  - 1. Shutoff Service: Ball, butterfly valves.
  - 2. Pump-Discharge Check Valves:
    - a. NPS 2 and Smaller: Bronze swing check valves with bronze or nonmetallic disc.
    - b. NPS 2-1/2 and Larger: Iron swing check valves with lever and weight or with spring.
- B. If valves with specified SWP classes or CWP ratings are not available, the same types of valves with higher SWP classes or CWP ratings may be substituted.
- C. Select valves, except wafer types, with the following end connections:
  - 1. For Steel Piping, NPS 2 and Smaller: Threaded ends.
  - 2. For Steel Piping, NPS 2-1/2 to NPS 4: Flanged ends except where threaded valve-end option is indicated in valve schedules below.

### **3.5 CHILLED-WATER VALVE SCHEDULE**

- A. Pipe NPS 2 and Smaller:
  - 1. Ball Valves: Two piece, full port, bronze with stainless-steel trim.
  - 2. Bronze Swing Check Valves: Class 125, bronze or nonmetallic disc.
- B. Pipe NPS 2-1/2 and Larger:

1. Iron Single-Flange Butterfly Valves, NPS 2-1/2 to NPS 12: 200 CWP, EPDM seat, ductile-iron disc.
2. Iron Swing Check Valves: Class 125, metal or nonmetallic-to-metal seats.

### **3.6 HEATING-WATER VALVE SCHEDULE**

#### **A. Pipe NPS 2 and Smaller:**

1. Ball Valves: Two piece, full port, bronze with stainless-steel trim.
2. Bronze Swing Check Valves: Class 125, bronze or nonmetallic disc.

#### **B. Pipe NPS 2-1/2 and Larger:**

1. Iron, Single-Flange Butterfly Valves, NPS 2-1/2 to NPS 12: 200 CWP, EPDM seat, ductile-iron disc.
2. Iron Swing Check Valves: Class 125, metal or nonmetallic-to-metal seats.
3. Iron Swing Check Valves with Closure Control, NPS 2-1/2 to NPS 12: Class 125, lever and spring.

**END OF SECTION 230523**

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

### **PART 1 - GENERAL**

#### **1.1 SUMMARY**

- A. Section Includes:
  - 1. Metal pipe hangers and supports.
  - 2. Trapeze pipe hangers.
  - 3. Thermal-hanger shield inserts.
  - 4. Fastener systems.
  - 5. Equipment supports.

#### **1.2 PERFORMANCE REQUIREMENTS**

- A. 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 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.

#### **1.3 ACTION SUBMITTALS**

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

#### **1.4 INFORMATIONAL SUBMITTALS**

- A. Welding certificates.

#### **1.5 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. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Anvil
  - 2. Cooper B-line
  - 3. Mason Industries
  
- B. General Pipe Hanger Requirements:
  - 1. Provide adjustable hangers, inserts, etc. as required for proper support of all pipe lines as indicated on the contract documents or as required for a complete installation.
  - 2. Provide accompanying attachments including bolts and nuts, sheetmetal screws or rivets suitable for application.
  - 3. Trapeze may be used for support of multiple pipes. Cable hanger systems may be used at contractor option.
  - 4. Hangers shall be designed to allow for expansion and contraction of pipe lines and shall be of adequate size to permit covering when required. Provide protective saddles and blocking where supporting insulated piping to prevent crushing insulation.
  
- C. 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. Padded Hangers: Hanger with fiberglass or other pipe insulation pad or cushion to support bearing surface of piping.
  - 5. Hanger Rods: Continuous-thread rod, nuts, and washer made of carbon steel.
  
- D. Pipe Hangers, supports and fasteners in damp environments shall be Electrogalvanized, all-thread rods or galvanized rods with threads painted with zinc-chromate primer after installation.

### **2.2 TRAPEZE PIPE HANGERS**

- A. Description: MSS SP-58, 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 THERMAL-HANGER SHIELD INSERTS**

- A. For Clevis or Band Hangers: Insert and shield shall cover lower 180 degrees of pipe.
  
- B. Insert Length: Extend 2 inches beyond sheet metal shield for piping operating below ambient air temperature.

## **2.4 FASTENER SYSTEMS**

### **A. Upper Attachments**

1. Upper attachments shall be manufactured items specific to the applicable structure. Include concrete inserts, wedge type drilled in inserts, steel beam and joist clamps, plates, rods, clips, straps and brackets as required by the application.
2. 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.

## **2.5 EQUIPMENT SUPPORTS**

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

## **2.6 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. Hanger and support spacing shall meet maximum piping span length requirements for the sizes indicated.**
- ### **B. Metal Pipe-Hanger Installation: Comply with MSS SP-58. Install hangers, supports, clamps, and attachments as required to properly support piping from the building structure.**
- ### **C. Metal Trapeze Pipe-Hanger Installation: Comply with MSS SP-58. 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.
- ### **D. Thermal-Hanger Shield Installation: Install in pipe hanger or shield for insulated piping.**

- E. Fastener System Installation:
  - 1. Install powder-actuated fasteners for use in lightweight concrete or concrete slabs less than 4 inches thick in concrete after concrete is placed and completely cured. Use operators that are licensed by powder-actuated tool manufacturer. Install fasteners according to powder-actuated tool manufacturer's operating manual.
  - 2. Install mechanical-expansion anchors in concrete after concrete is placed and completely cured. Install fasteners according to manufacturer's written instructions.
- F. Install hangers and supports complete with necessary attachments, inserts, bolts, rods, nuts, washers, and other accessories.
- G. Support each piping system independently with no piping bearing on another.
- H. Install lateral bracing with pipe hangers and supports to prevent swaying.
- I. Equipment Support Installation: Fabricate from welded-structural-steel shapes.
- J. 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.
- K. Install lateral bracing with pipe hangers and supports to prevent swaying.
- L. 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. Install concrete inserts before concrete is placed; fasten inserts to forms and install reinforcing bars through openings at top of inserts.
- M. Load Distribution: Install hangers and supports so that piping live and dead loads and stresses from movement will not be transmitted to connected equipment.
- N. 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.
- O. 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 40, protective shields on cold piping with vapor barrier. Shields shall span an arc of 180 degrees.
  - 3. 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.

### **3.2 EQUIPMENT SUPPORTS**

- A. Fabricate structural-steel stands to suspend equipment from structure overhead or to support equipment 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.

### **3.3 METAL FABRICATIONS**

- A. Cut, drill, and fit miscellaneous metal fabrications for trapeze pipe hangers and equipment 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 099113 "Exterior Painting" or 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-58 for pipe-hanger selections and applications that are not specified in piping system Sections.
- C. Use copper-plated pipe hangers and copper attachments for copper piping and tubing.
- D. 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 non-insulated or insulated, stationary pipes NPS 1/2 to NPS 30.
- E. 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.
- F. 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.
- G. Saddles and Shields: Unless otherwise indicated and except as specified in piping system Sections, install the following types:
  - 1. Protection Shields (MSS Type 40): Of length recommended in writing by manufacturer to prevent crushing insulation.
- H. Use powder-actuated fasteners or mechanical-expansion anchors instead of building attachments where required in concrete construction.
- I. 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.

**END OF SECTION 230529**

## **SECTION 230553 - IDENTIFICATION FOR HVAC PIPING AND EQUIPMENT**

### **PART 1 - GENERAL**

#### **1.1 SUMMARY**

- A. Section Includes:
  - 1. Equipment labels.
  - 2. Pipe labels.

#### **1.2 ACTION SUBMITTALS**

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

### **PART 2 - PRODUCTS**

#### **2.1 EQUIPMENT LABELS**

- A. Plastic Labels for Equipment:
  - 1. Manufacturers: Subject to compliance with requirements, provide products by the following:
    - a. Brady Corporation.
    - b. Craftmark Pipe Markers.
    - c. Seton Identification Products; a Brady Corporation company.
  - 2. Material and Thickness: Multilayer, multicolor, plastic labels for mechanical engraving, 1/8 inch thick, and having predrilled holes for attachment hardware.
  - 3. Letter Color: White.
  - 4. Background Color: Blue.
  - 5. Maximum Temperature: Able to withstand temperatures up to 160 deg F.
  - 6. Minimum Label Size: Length and width vary for required label content, but not less than 2-1/2 by 3/4 inch.
  - 7. 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-quarters the size of principal lettering.
  - 8. Fasteners: Stainless-steel rivets or self-tapping screws.
  - 9. Adhesive: Contact-type permanent adhesive, compatible with label and with substrate.

## **2.2 PIPE LABELS**

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Brady Corporation.
  - 2. Craftmark Pipe Markers.
  - 3. Seton Identification Products; a Brady Corporation company.
- B. General Requirements for Manufactured Pipe Labels: Preprinted, color-coded, with lettering indicating service, and showing flow direction according to ASME A13.1.
- C. Self-Adhesive Pipe Labels: Printed plastic with contact-type, permanent-adhesive backing.
- D. Pipe Label Contents: Include identification of piping service using same designations or abbreviations as used on Drawings; also include pipe size and an arrow indicating flow direction.
  - 1. Flow-Direction Arrows: Integral with piping system service lettering to accommodate both directions or as separate unit on each pipe label to indicate flow direction.
  - 2. Lettering Size: Size letters according to ASME A13.1 for piping.

## **PART 3 - EXECUTION**

### **3.1 PREPARATION**

- A. Clean piping and equipment 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 PIPE LABEL INSTALLATION**

- A. Pipe Label Locations: Locate pipe labels where piping is exposed or above accessible ceilings in finished spaces; machine rooms; accessible maintenance spaces such as shafts, tunnels, and plenums; and exterior exposed locations as follows:
  - 1. Near each valve and control device.
  - 2. Near each branch connection, excluding short takeoffs for fixtures and terminal units. Where flow pattern is not obvious, mark each pipe at branch.
  - 3. Near penetrations and on both sides of through walls, floors, ceilings, and inaccessible enclosures.

4. At access doors, manholes, and similar access points that permit view of concealed piping.
5. Near major equipment items and other points of origination and termination.
6. Spaced at maximum intervals of 50 feet along each run. Reduce intervals to 25 feet in areas of congested piping and equipment.
7. On piping above removable acoustical ceilings. Omit intermediately spaced labels.

B. Pipe Label Color Schedule:

1. Chilled-Water Piping: White letters on a safety-green background.
2. Heating Water Piping: White letters on a safety-green background.

**END OF SECTION 230553**

## **SECTION 230593 - TESTING, ADJUSTING, AND BALANCING FOR HVAC**

### **PART 1 - GENERAL**

#### **1.1 SUMMARY**

- A. Section Includes:
  - 1. Balancing Air Systems
  - 2. Balancing Hydronic Piping Systems

#### **1.2 ACTION SUBMITTALS: N/A**

#### **1.3 INFORMATIONAL SUBMITTALS**

- A. 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.
- B. Certified TAB reports.

#### **1.4 QUALITY ASSURANCE**

- A. TAB Specialists Qualifications: Certified by AABC or NEBB.
  - 1. TAB Field Supervisor: Employee of the TAB specialist and certified by AABC or NEBB.
  - 2. TAB Technician: Employee of the TAB specialist and certified by AABC or NEBB as a TAB technician.
- B. TAB Contractor Qualifications: Subject to compliance with requirements, engage one of the following TAB contractors
  - 1. National TAB: 816.221.8575
  - 2. Doyle Field Services: 816.444.7103
  - 3. Pro Balance: 816.228.7800
  - 4. Sys-Tek: 816.229.9009.
- C. TAB Report Forms: Use standard NEBB or AABC Test and Balance Forms or forms adapted from NEBB or AABC forms that adhere to most restrictive practices pertaining to project.
- D. Instrumentation Type, Quantity, Accuracy, and Calibration: Comply with requirements in ASHRAE 111, Section 4, "Instrumentation."

- E. ASHRAE Compliance: Applicable requirements in ASHRAE 62.1, Section 7.2.2 - "Air Balancing."
- F. ASHRAE/IESNA Compliance: Applicable requirements in ASHRAE/IESNA 90.1, Section 6.7.2.3 - "System Balancing."

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

## **PART 3 - EXECUTION**

### **3.1 EXAMINATION**

- A. Examine the Contract Documents to become familiar with Project requirements and to discover conditions in systems designs that may preclude proper TAB of systems and equipment.
- B. Examine installed systems for 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 applicable for intended purpose and 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 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 verify that bearings are greased, belts are aligned and tight, filters are clean, and equipment with functioning controls is ready for operation.

- J. Examine terminal units, such as variable-air-volume boxes, and verify that they are accessible and their controls are connected and functioning.
- K. Examine strainers. Verify that startup screens have been replaced by permanent screens with indicated perforations.
- L. Examine control valves for proper installation for their intended function of throttling, diverting, or mixing fluid flows.
- M. Examine heat-transfer coils for correct piping connections and for clean and straight fins.
- N. Examine system pumps to ensure absence of entrained air in the suction piping.
- O. Examine operating safety interlocks and controls on HVAC equipment.
- P. Report deficiencies discovered before and during performance of TAB procedures. Observe and record system reactions to changes in conditions. Record default set points if different from indicated values.

### **3.2 PREPARATION**

- A. Prepare a TAB plan that includes strategies and step-by-step procedures for balancing the systems.
- B. Perform system-readiness checks of HVAC systems and equipment to verify system readiness for TAB work. Include, at a minimum, the following:
  - 1. Airside:
    - a. Duct systems are complete with terminals installed.
    - b. Volume, smoke, and fire dampers are open and functional.
    - c. Clean filters are installed.
    - d. Fans are operating, free of vibration, and rotating in correct direction.
    - e. Variable-frequency controllers' startup is complete and safeties are verified.
    - f. Automatic temperature-control systems are operational.
    - g. Ceilings are installed.
    - h. Windows and doors are installed.
    - i. Suitable access to balancing devices and equipment is provided.
  - 2. Hydronics:
    - a. Verify leakage and pressure tests on water distribution systems have been satisfactorily completed.
    - b. Piping is complete with terminals installed.
    - c. Water treatment is complete.
    - d. Systems are flushed, filled, and air purged.
    - e. Strainers are pulled and cleaned.
    - f. Control valves are functioning per the sequence of operation.
    - g. Shutoff and balance valves have been verified to be 100 percent open.
    - h. Pumps are started and proper rotation is verified.



- i. Pump gage connections are installed directly at pump inlet and outlet flanges or in discharge and suction pipe prior to valves or strainers.
- j. Variable-frequency controllers' startup is complete and safeties are verified.
- k. Suitable access to balancing devices and equipment is provided.

### **3.3 GENERAL PROCEDURES FOR TESTING AND BALANCING**

- A. Perform testing and balancing procedures on each system according to the procedures contained in AABC's "National Standards for Total System Balance"; NEBB's "Procedural Standards for Testing, Adjusting, and Balancing of Environmental Systems"; SMACNA's "HVAC Systems - Testing, Adjusting, and Balancing" and in this Section.
- 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 "Air Duct Accessories."
  3. Install and join new insulation that matches removed materials. Restore insulation, coverings, vapor barrier, and finish according to Section 230713 "Duct Insulation," and Section 230719 "HVAC Piping Insulation."
- 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.
- D. Take and report testing and balancing measurements in inch-pound (IP) units.

### **3.4 GENERAL PROCEDURES FOR BALANCING AIR SYSTEMS**

- A. Prepare test reports for both fans and outlets. Obtain manufacturer's outlet factors and recommended testing procedures. Cross-check 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 "Metal Ducts."

### **3.5 PROCEDURES FOR VARIABLE-AIR-VOLUME SYSTEMS**

- A. Adjust the variable-air-volume systems as follows:
  - 1. Verify that the system static pressure sensor is located two-thirds of the distance down the duct from the fan discharge.
  - 2. Verify that the system is under static pressure control.
  - 3. Select the terminal unit that is most critical to the supply-fan airflow. Measure inlet static pressure, and adjust system static pressure control set point so the entering static pressure for the critical terminal unit is not less than the sum of the terminal-unit manufacturer's recommended minimum inlet static pressure plus the static pressure needed to overcome terminal-unit discharge system losses.
  - 4. Calibrate and balance each terminal unit for maximum and minimum design airflow as follows:
    - a. Adjust controls so that terminal is calling for maximum airflow. Some controllers require starting with minimum airflow. Verify calibration procedure for specific project.
    - b. Measure airflow and adjust calibration factor as required for design maximum airflow. Record calibration factor.
    - c. When maximum airflow is correct, balance the air outlets downstream from terminal units.
    - d. Adjust controls so that terminal is calling for minimum airflow.
    - e. Measure airflow and adjust calibration factor as required for design minimum airflow. Record calibration factor. If no minimum calibration is available, note any deviation from design airflow.
    - f. When in full cooling or full heating, ensure that there is no mixing of hot-deck and cold-deck airstreams unless so designed.
    - g. On constant volume terminals, in critical areas where room pressure is to be maintained, verify that the airflow remains constant over the full range of full cooling to full heating. Note any deviation from design airflow or room pressure.
  - 5. After terminals have been calibrated and balanced, test and adjust system for total airflow. Adjust fans to deliver total design airflows within the maximum allowable fan speed listed by fan manufacturer.
    - a. Set outside-air, return-air, and relief-air dampers for proper position that simulates minimum outdoor-air conditions.
    - b. Set terminals for maximum airflow. If system design includes diversity, adjust terminals for maximum and minimum airflow so that connected total matches fan selection and simulates actual load in the building.

- c. Where duct conditions allow, measure airflow by Pitot-tube traverse. If necessary, perform multiple Pitot-tube traverses to obtain total airflow.
  - d. Where duct conditions are not suitable for Pitot-tube traverse measurements, a coil traverse may be acceptable.
  - e. If a reliable Pitot-tube traverse or coil traverse is not possible, measure airflow at terminals and calculate the total airflow.
6. Measure fan static pressures as follows:
- a. Measure static pressure directly at the fan outlet or through the flexible connection.
  - b. Measure static pressure directly at the fan inlet or through the flexible connection.
  - c. Measure static pressure across each component that makes up the air-handling system.
  - d. Report any artificial loading of filters at the time static pressures are measured.
7. Set final return and outside airflow to the fan while operating at maximum return airflow and minimum outdoor airflow.
- a. Balance the return-air ducts and inlets the same as described for constant-volume air systems.
  - b. Verify that terminal units are meeting design airflow under system maximum flow.
8. Re-measure the inlet static pressure at the most critical terminal unit and adjust the system static pressure set point to the most energy-efficient set point to maintain the optimum system static pressure. Record set point and give to controls contractor.
9. Verify final system conditions as follows:
- a. Re-measure and confirm that minimum outdoor, return, and relief airflows are within design. Readjust to match design if necessary.
  - b. Re-measure and confirm that total airflow is within design.
  - c. Re-measure final fan operating data, rpms, volts, amps, and static profile.
  - d. Mark final settings.
  - e. Test system in economizer mode. Verify proper operation and adjust if necessary. Measure and record all operating data.
  - f. Verify tracking between supply and return fans.

### **3.6 GENERAL PROCEDURES FOR HYDRONIC SYSTEMS**

- A. Prepare test reports for pumps, coils, and heat exchangers. Obtain approved submittals and manufacturer-recommended testing procedures. Crosscheck the summation of required coil and heat exchanger flow rates with pump design flow rate.
- B. Prepare schematic diagrams of systems' "as-built" piping layouts.
- C. In addition to requirements in "Preparation" Article, prepare hydronic systems for testing and balancing as follows:
  - 1. Check liquid level in expansion tank.
  - 2. Check highest vent for adequate pressure.
  - 3. Check flow-control valves for proper position.

4. Locate start-stop and disconnect switches, electrical interlocks, and motor starters.
5. Verify that motor starters are equipped with properly sized thermal protection.
6. Check that air has been purged from the system.

### 3.7 PROCEDURES FOR VARIABLE-FLOW HYDRONIC SYSTEMS

- A. Balance systems with automatic two- and three-way control valves by setting systems at maximum flow through heat-exchange terminals, and proceed as specified above for hydronic systems.
- B. Adjust the variable-flow hydronic system as follows:
  1. Verify that the differential-pressure sensor is located as indicated.
  2. Determine whether there is diversity in the system.
- C. For systems with no diversity:
  1. Adjust pumps to deliver total design gpm.
    - a. Measure total water flow.
      - 1) Position valves for full flow through coils.
      - 2) Measure flow by main flow meter, if installed.
      - 3) If main flow meter is not installed, determine flow by pump TDH or exchanger pressure drop.
    - b. Measure pump TDH as follows:
      - 1) Measure discharge pressure directly at the pump outlet flange or in discharge pipe prior to any valves.
      - 2) Measure inlet pressure directly at the pump inlet flange or in suction pipe prior to any valves or strainers.
      - 3) Convert pressure to head and correct for differences in gage heights.
      - 4) Verify pump impeller size by measuring the TDH with the discharge valve closed. Note the point on manufacturer's pump curve at zero flow and verify that the pump has the intended impeller size.
      - 5) With valves open, read pump TDH. Adjust pump discharge valve until design water flow is achieved.
    - c. Monitor motor performance during procedures and do not operate motor in an overloaded condition.
  2. Adjust flow-measuring devices installed in mains and branches to design water flows.
    - a. Measure flow in main and branch pipes.
    - b. Adjust main and branch balance valves for design flow.
    - c. Re-measure each main and branch after all have been adjusted.
  3. Adjust flow-measuring devices installed at terminals for each space to design water flows.

- a. Measure flow at terminals.
  - b. Adjust each terminal to design flow.
  - c. Re-measure each terminal after it is adjusted.
  - d. Position control valves to bypass the coil and adjust the bypass valve to maintain design flow.
  - e. Perform temperature tests after flows have been balanced.
4. For systems with pressure-independent valves at terminals:
    - a. Measure differential pressure and verify that it is within manufacturer's specified range.
    - b. Perform temperature tests after flows have been verified.
  5. For systems without pressure-independent valves or flow-measuring devices at terminals:
    - a. Measure and balance coils by either coil pressure drop or temperature method.
    - b. If balanced by coil pressure drop, perform temperature tests after flows have been verified.
  6. Prior to verifying final system conditions, determine the system differential-pressure set point.
  7. If the pump discharge valve was used to set total system flow with variable-frequency controller at 60 Hz, at completion open discharge valve 100 percent and allow variable-frequency controller to control system differential-pressure set point. Record pump data under both conditions.
  8. Mark final settings and verify that all memory stops have been set.
  9. Verify final system conditions as follows:
    - a. Re-measure and confirm that total water flow is within design.
    - b. Re-measure final pumps' operating data, TDH, volts, amps, and static profile.
    - c. Mark final settings.
  10. Verify that memory stops have been set.
- D. For systems with diversity:
1. Determine diversity factor.
  2. Simulate system diversity by closing required number of control valves, as approved by the design engineer.
  3. Adjust pumps to deliver total design gpm.
    - a. Measure total water flow.
      - 1) Position valves for full flow through coils.
      - 2) Measure flow by main flow meter, if installed.
      - 3) If main flow meter is not installed, determine flow by pump TDH or exchanger pressure drop.
    - b. Measure pump TDH as follows:

- 1) Measure discharge pressure directly at the pump outlet flange or in discharge pipe prior to any valves.
  - 2) Measure inlet pressure directly at the pump inlet flange or in suction pipe prior to any valves or strainers.
  - 3) Convert pressure to head and correct for differences in gage heights.
  - 4) Verify pump impeller size by measuring the TDH with the discharge valve closed. Note the point on manufacturer's pump curve at zero flow and verify that the pump has the intended impeller size.
  - 5) With valves open, read pump TDH. Adjust pump discharge valve until design water flow is achieved.
- c. Monitor motor performance during procedures and do not operate motor in an overloaded condition.
4. Adjust flow-measuring devices installed in mains and branches to design water flows.
    - a. Measure flow in main and branch pipes.
    - b. Adjust main and branch balance valves for design flow.
    - c. Re-measure each main and branch after all have been adjusted.
  5. Adjust flow-measuring devices installed at terminals for each space to design water flows.
    - a. Measure flow at terminals.
    - b. Adjust each terminal to design flow.
    - c. Re-measure each terminal after it is adjusted.
    - d. Position control valves to bypass the coil, and adjust the bypass valve to maintain design flow.
    - e. Perform temperature tests after flows have been balanced.
  6. For systems with pressure-independent valves at terminals:
    - a. Measure differential pressure, and verify that it is within manufacturer's specified range.
    - b. Perform temperature tests after flows have been verified.
  7. For systems without pressure-independent valves or flow-measuring devices at terminals:
    - a. Measure and balance coils by either coil pressure drop or temperature method.
    - b. If balanced by coil pressure drop, perform temperature tests after flows have been verified.
  8. Open control valves that were shut. Close a sufficient number of control valves that were previously open to maintain diversity, and balance terminals that were just opened.
  9. Prior to verifying final system conditions, determine system differential-pressure set point.
  10. If the pump discharge valve was used to set total system flow with variable-frequency controller at 60 Hz, at completion open discharge valve 100 percent and allow variable-frequency controller to control system differential-pressure set point. Record pump data under both conditions.
  11. Mark final settings and verify that memory stops have been set.

12. Verify final system conditions as follows:
  - a. Re-measure and confirm that total water flow is within design.
  - b. Re-measure final pumps' operating data, TDH, volts, amps, and static profile.
  - c. Mark final settings.
13. Verify that memory stops have been set.

### **3.8 TOLERANCES**

- A. Set HVAC system's airflow rates and water flow rates within the following tolerances:
  1. Supply, Return, and Exhaust Fans and Equipment with Fans: Plus or minus 5 percent.
  2. Air Outlets and Inlets: Plus or minus 10 percent.
  3. Heating-Water Flow Rate at pumps and/or associated balancing valves: Plus or minus 5 percent.
  4. Heating-Water Flow Rate at individual balance valves and coils: Plus or minus 10 percent.
  5. Cooling Water Flow Rate at pumps and/or associated balancing valves: Plus or minus 5 percent.
  6. Cooling Water Flow Rate at individual balance valves and coils: Plus or minus 10 percent.
- B. Maintaining pressure relationships as designed shall have priority over the tolerances specified above.

### **3.9 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.
  3. Certify validity and accuracy of field data.
- B. Final Report Contents: In addition to certified field-report data, include the following:
  1. Pump curves.
  2. Fan curves.
  3. Manufacturers' test data.
  4. Field test reports prepared by system and equipment installers.
  5. Other information relative to equipment performance; 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 specialist.

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. Water and steam flow rates.
  3. Duct, outlet, and inlet sizes.
  4. Pipe and valve sizes and locations.
  5. Terminal units.
  6. Balancing stations.
  7. Position of balancing devices.

### **3.10 VERIFICATION OF TAB REPORT**

- A. When requested, the TAB specialist's test and balance engineer shall conduct the inspection in the presence of Architect/Engineer or commissioning authority.
- B. Engineer shall randomly select measurements, documented in the final report, to be rechecked. Rechecking shall be limited to either 10 percent of the total measurements recorded or the extent of measurements that can be accomplished in a normal 8-hour business day.



- C. 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."
- D. 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.
- E. If TAB work fails, proceed as follows:
  - 1. TAB specialists shall 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 specialist to complete TAB work according to the Contract Documents and deduct the cost of the services from the original TAB specialist's final payment.
  - 3. If the second verification also fails, design professional may contact AABC Headquarters regarding the AABC National Performance Guaranty.
- F. Prepare test and inspection reports.

### **3.11 ADDITIONAL TESTS**

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

**END OF SECTION 230593**

## **SECTION 230713 - DUCT INSULATION**

### **PART 1 - GENERAL**

#### **1.1 SUMMARY**

- A. Section includes insulating the following duct services:
  - 1. Indoor, concealed Multi-Zone Air Handling Unit.
- B. Related Sections:
  - 1. Section 230719 "HVAC Piping Insulation."
  - 2. Section 233113 "Metal Ducts" for duct liners.

#### **1.2 ACTION SUBMITTALS**

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

#### **1.3 QUALITY ASSURANCE**

- A. 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.
  - 2. Insulation Installed Outdoors: Flame-spread index of 75 or less, and smoke-developed index of 150 or less.

### **PART 2 - PRODUCTS**

#### **2.1 INSULATION MATERIALS**

- A. Comply with requirements in "Duct Insulation Schedule, General," "Indoor Duct and Plenum Insulation Schedule," and "Aboveground, Outdoor Duct and Plenum Insulation Schedule" identified in this specification articles for where insulating materials shall be applied.
- B. Products shall not contain asbestos, lead, mercury, or mercury compounds.
- C. Products that come in contact with stainless steel shall have a leachable chloride content of less than 50 ppm when tested according to ASTM C 871.

- D. Insulation materials for use on austenitic stainless steel shall be qualified as acceptable according to ASTM C 795.
- E. Foam insulation materials shall not use CFC or HCFC blowing agents in the manufacturing process.
- 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. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. CertainTeed Corporation.
    - b. CertainTeed Insulation.
    - c. Johns Manville; a Berkshire Hathaway company.
    - d. Knauf Insulation.

## **2.2 ADHESIVES**

- A. Materials shall be compatible with insulation materials, jackets, and substrates and for bonding insulation to itself and to surfaces to be insulated unless otherwise indicated.
- B. Mineral-Fiber Adhesive: Comply with MIL-A-3316C, Class 2, Grade A.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Childers Brand; H. B. Fuller Construction Products.
    - b. Eagle Bridges - Marathon Industries.
    - c. Foster Brand; H. B. Fuller Construction Products.
    - d. Mon-Eco Industries, Inc.
- C. ASJ Adhesive, and FSK Jacket Adhesive: Comply with MIL-A-3316C, Class 2, Grade A for bonding insulation jacket lap seams and joints.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Childers Brand; H. B. Fuller Construction Products.
    - b. Eagle Bridges - Marathon Industries.
    - c. Foster Brand; H. B. Fuller Construction Products.
    - d. Mon-Eco Industries, Inc.

## **2.3 MASTICS**

- A. Materials shall be compatible with insulation materials, jackets, and substrates; comply with MIL-PRF-19565C, Type II.

- B. Vapor-Barrier Mastic: Water based; suitable for indoor use on below ambient services.
1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Childers Brand; H. B. Fuller Construction Products.
    - b. Foster Brand; H. B. Fuller Construction Products.
    - c. Knauf Insulation.
    - d. Vimasco Corporation.
  2. Water-Vapor Permeance: ASTM E 96/E 96M, Procedure B, 0.013 perm at 43-mil dry film thickness.
  3. Service Temperature Range: Minus 20 to plus 180 deg F.
  4. Solids Content: ASTM D 1644, 58 percent by volume and 70 percent by weight.
  5. Color: White.

## 2.4 SEALANTS

- A. FSK and Metal Jacket Flashing Sealants:
1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Childers Brand; H. B. Fuller Construction Products.
    - b. Eagle Bridges - Marathon Industries.
    - c. Foster Brand; H. B. Fuller Construction Products.
    - d. Mon-Eco Industries, Inc.
  2. Materials shall be compatible with insulation materials, jackets, and substrates.
  3. Fire- and water-resistant, flexible, elastomeric sealant.
  4. Service Temperature Range: Minus 40 to plus 250 deg F.
  5. Color: Aluminum.
- B. ASJ Flashing Sealants Flashing Sealants:
1. Manufacturers: Subject to compliance with requirements, provide products by the following:
    - a. Childers Brand; H. B. Fuller Construction Products.
  2. Materials shall be compatible with insulation materials, jackets, and substrates.
  3. Fire- and water-resistant, flexible, elastomeric sealant.
  4. Service Temperature Range: Minus 40 to plus 250 deg F.
  5. Color: White.

## 2.5 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. ASJ: White, kraft-paper, fiberglass-reinforced scrim with aluminum-foil backing; complying with ASTM C 1136, Type I.
  2. ASJ-SSL: ASJ with self-sealing, pressure-sensitive, acrylic-based adhesive covered by a removable protective strip; complying with ASTM C 1136, Type I.
  3. FSK Jacket: Aluminum-foil, fiberglass-reinforced scrim with kraft-paper backing; complying with ASTM C 1136, Type II.

## 2.6 TAPES

- A. ASJ Tape: White vapor-retarder tape matching factory-applied jacket with acrylic adhesive, complying with ASTM C 1136.
1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Avery Dennison Corporation, Specialty Tapes Division.
    - b. Compac Corporation.
    - c. Ideal Tape Co., Inc., an American Biltrite Company.
    - d. Knauf Insulation.
    - e. Venture Tape.
  2. Width: 3 inches.
  3. Thickness: 11.5 mils.
  4. Adhesion: 90 ounces force/inch in width.
  5. Elongation: 2 percent.
  6. Tensile Strength: 40 lbf/inch in width.
  7. ASJ Tape Disks and Squares: Precut disks or squares of ASJ tape.
- B. FSK Tape: Foil-face, vapor-retarder tape matching factory-applied jacket with acrylic adhesive; complying with ASTM C 1136.
1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Avery Dennison Corporation, Specialty Tapes Division.
    - b. Compac Corporation.
    - c. Ideal Tape Co., Inc., an American Biltrite Company.
    - d. Knauf Insulation.
    - e. Venture Tape.
  2. Width: 3 inches.
  3. Thickness: 6.5 mils.
  4. Adhesion: 90 ounces force/inch in width.
  5. Elongation: 2 percent.
  6. Tensile Strength: 40 lbf/inch in width.
  7. FSK Tape Disks and Squares: Precut disks or squares of FSK tape.

- C. Aluminum-Foil Tape: Vapor-retarder tape with acrylic adhesive.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Avery Dennison Corporation, Specialty Tapes Division.
    - b. Compac Corporation.
    - c. Ideal Tape Co., Inc., an American Biltrite Company.
    - d. Knauf Insulation.
    - e. Venture Tape.
  - 2. Width: 2 inches.
  - 3. Thickness: 3.7 mils.
  - 4. Adhesion: 100 ounces force/inch in width.
  - 5. Elongation: 5 percent.
  - 6. Tensile Strength: 34 lbf/inch in width.

## 2.7 SECUREMENTS

- A. Insulation Pins and Hangers:
  - 1. Metal, Adhesively Attached, Perforated-Base Insulation Hangers: Baseplate welded to projecting spindle that is capable of holding insulation, of thickness indicated, securely in position indicated when self-locking washer is in place. Comply with the following requirements:
    - a. Baseplate: Perforated, galvanized carbon-steel sheet, 0.030 inch thick by 2 inches square.
    - b. Spindle: Copper- or zinc-coated, low-carbon steel, fully annealed, 0.106-inch-diameter shank, length to suit depth of insulation indicated.
    - c. Adhesive: Recommended by hanger manufacturer. Product with demonstrated capability to bond insulation hanger securely to substrates indicated without damaging insulation, hangers, and substrates.
  - 2. Insulation-Retaining Washers: Self-locking washers formed from 0.016-inch-thick, galvanized-steel sheet, with beveled edge sized as required to hold insulation securely in place but not less than 1-1/2 inches in diameter.
- B. Staples: Outward-clinching insulation staples, nominal 3/4-inch-wide, stainless steel or Monel.
- C. Wire: 0.080-inch nickel-copper alloy or 0.062-inch soft-annealed, galvanized steel.

## 2.8 CORNER ANGLES

- A. Aluminum Corner Angles: 0.040 inch thick, minimum 1 by 1 inch, aluminum according to ASTM B 209, Alloy 3003, 3005, 3105, or 5005; Temper H-14.

## **PART 3 - EXECUTION**

### **3.1 PREPARATION**

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

### **3.2 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. 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. Apply adhesives, mastics, and sealants at manufacturer's recommended coverage rate and wet and dry film thicknesses.
- K. 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 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.
- L. Cut insulation in a manner to avoid compressing insulation more than 75 percent of its nominal thickness.
- M. Finish installation with systems at operating conditions. Repair joint separations and cracking due to thermal movement.
- N. 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.

### **3.3 INSTALLATION OF MINERAL-FIBER INSULATION**

- A. Board Insulation Installation on Ducts: 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 overcompress 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 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.

### **3.4 NOT USED**

### **3.5 FINISHES**

- A. Insulation with ASJ or Other Paintable Jacket Material: Paint jacket with paint system identified below and as specified in Section 099113 "Exterior Painting" and Section 099123 "Interior Painting."
  - 1. Flat Acrylic Finish: Two finish coats over a primer that is compatible with jacket material and finish coat paint. Add fungicidal agent to render fabric mildew proof.
    - a. Finish Coat Material: Interior, flat, latex-emulsion size.
- B. Do not field paint aluminum jackets.

### **3.6 FIELD QUALITY CONTROL**

- A. Perform tests and inspections.
- B. Tests and Inspections:
  - 1. Inspect ductwork, randomly selected by Architect, by removing field-applied jacket and insulation in layers in reverse order of their installation. Extent of inspection shall be limited to one location(s) for each duct system defined in the "Duct Insulation Schedule, General" Article.
- C. All insulation applications will be considered defective Work if sample inspection reveals noncompliance with requirements.

### **3.7 DUCT INSULATION SCHEDULE, GENERAL**

- A. Plenums and Ducts Requiring Insulation:

1. Indoor Multi-Zone Air Handling Unit.
- B. Items Not Insulated:
1. Fibrous-glass ducts.
  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.

### **3.8 INDOOR DUCT 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, rectangular, supply-air duct insulation shall be the following:
1. Mineral-Fiber Board: 2 inches thick and 3-lb/cu. ft. nominal density.
- C. Exposed, rectangular, supply-air duct insulation shall be the following:
1. Mineral-Fiber Board: 2 inches thick and 3-lb/cu. ft. nominal density.

**END OF SECTION 230713**

## **SECTION 230719 - HVAC PIPING INSULATION**

### **PART 1 - GENERAL**

#### **1.1 SUMMARY**

- A. Section includes insulating the following HVAC piping systems:
  - 1. Chilled-water and brine piping.
  - 2. Heating hot-water piping.
- B. Related Sections:
  - 1. Section 230713 "Duct Insulation."

#### **1.2 ACTION SUBMITTALS**

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

#### **1.3 INFORMATIONAL SUBMITTALS**

- A. Field quality-control reports.

#### **1.4 QUALITY ASSURANCE**

- A. Surface-Burning Characteristics: For insulation and related materials, as determined by testing identical products according to ASTM E 84, by a testing and inspecting 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.
  - 2. Insulation Installed Outdoors: Flame-spread index of 75 or less, and smoke-developed index of 150 or less.

### **PART 2 - PRODUCTS**

#### **2.1 INSULATION MATERIALS**

- A. Products shall not contain asbestos, lead, mercury, or mercury compounds.

- B. Products that come in contact with stainless steel shall have a leachable chloride content of less than 50 ppm when tested according to ASTM C 871.
- C. Insulation materials for use on austenitic stainless steel shall be qualified as acceptable according to ASTM C 795.
- D. Foam insulation materials shall not use CFC or HCFC blowing agents in the manufacturing process.
- E. Flexible Elastomeric Insulation: Closed-cell, sponge- or expanded-rubber EPDM materials. Comply with ASTM C 534, Type I for tubular materials. Insulation material located in air plenums shall be 25/50 flame and smoke rated.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by the following provide products by one of the following:
    - a. Johns Manville; a Berkshire Hathaway company.
    - b. Knauf Insulation.
    - c. Manson Insulation Inc.
    - d. Owens Corning.
- F. Mineral-Fiber, Preformed Pipe Insulation:
  - 1. Manufacturers: Subject to compliance with requirements, provide products by the following provide products by one of the following:
    - a. Johns Manville; a Berkshire Hathaway company.
    - b. Knauf Insulation.
    - c. Manson Insulation Inc.
    - d. Owens Corning.
  - 2. Type I, 850 deg F Materials: Mineral or glass fibers bonded with a thermosetting resin. Comply with ASTM C 547, Type I, Grade A, with factory-applied ASJ. Factory-applied jacket requirements are specified in "Factory-Applied Jackets" Article.
  - 3. Type II, 1200 deg F Materials: Mineral or glass fibers bonded with a thermosetting resin. Comply with ASTM C 547, Type II, Grade A, with factory-applied ASJ. Factory-applied jacket requirements are specified in "Factory-Applied Jackets" Article.

## 2.2 INSULATING CEMENTS

- A. Mineral-Fiber, Hydraulic-Setting Insulating and Finishing Cement: Comply with ASTM C 449.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by the following:
    - a. Ramco Insulation, Inc.
    - b. Rutland

- c. Meeco's

## 2.3 ADHESIVES

- A. Materials shall be compatible with insulation materials, jackets, and substrates and for bonding insulation to itself and to surfaces to be insulated unless otherwise indicated.
- B. Flexible Elastomeric and Polyolefin Adhesive: Comply with MIL-A-24179A, Type II, Class I.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Aeroflex USA.
    - b. Armacell LLC.
    - c. Foster Brand; H. B. Fuller Construction Products.
- C. Mineral-Fiber Adhesive: Comply with MIL-A-3316C, Class 2, Grade A.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Aeroflex USA.
    - b. Armacell LLC.
    - c. Foster Brand; H. B. Fuller Construction Products.
- D. ASJ Adhesive, and FSK Jacket Adhesive: Comply with MIL-A-3316C, Class 2, Grade A for bonding insulation jacket lap seams and joints.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Aeroflex USA.
    - b. Armacell LLC.
    - c. Foster Brand; H. B. Fuller Construction Products.
- E. PVC Jacket Adhesive: Compatible with PVC jacket.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Aeroflex USA.
    - b. Armacell LLC.
    - c. Foster Brand; H. B. Fuller Construction Products.

## 2.4 MASTICS

- A. Materials shall be compatible with insulation materials, jackets, and substrates; comply with MIL-PRF-19565C, Type II.
- B. Vapor-Barrier Mastic: Water based; suitable for indoor use on below-ambient services.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. 3M Industrial Adhesives and Tapes Division.
    - b. Avery Dennison Corporation, Specialty Tapes Division.
    - c. Ideal Tape Co., Inc., an American Biltrite Company.
    - d. Knauf Insulation.
  - 2. Water-Vapor Permeance: ASTM E 96/E 96M, Procedure B, 0.013 perm at 43-mil dry film thickness.
  - 3. Service Temperature Range: Minus 20 to plus 180 deg F.
  - 4. Solids Content: ASTM D 1644, 58 percent by volume and 70 percent by weight.
  - 5. Color: White.
- C. Breather Mastic: Water based; suitable for indoor and outdoor use on above-ambient services.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. 3M Industrial Adhesives and Tapes Division.
    - b. Avery Dennison Corporation, Specialty Tapes Division.
    - c. Ideal Tape Co., Inc., an American Biltrite Company.
    - d. Knauf Insulation.
  - 2. Water-Vapor Permeance: ASTM F 1249, 1.8 perms at 0.0625-inch dry film thickness.
  - 3. Service Temperature Range: Minus 20 to plus 180 deg F.
  - 4. Solids Content: 60 percent by volume and 66 percent by weight.
  - 5. Color: White.

## 2.5 SEALANTS

- A. Joint Sealants:
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. 3M Industrial Adhesives and Tapes Division.
    - b. Avery Dennison Corporation, Specialty Tapes Division.
    - c. Ideal Tape Co., Inc., an American Biltrite Company.
    - d. Knauf Insulation.

2. Materials shall be compatible with insulation materials, jackets, and substrates.
3. Permanently flexible, elastomeric sealant.
4. Service Temperature Range: Minus 100 to plus 300 deg F.
5. Color: White or gray.

B. FSK and Metal Jacket Flashing Sealants:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. 3M Industrial Adhesives and Tapes Division.
  - b. Avery Dennison Corporation, Specialty Tapes Division.
  - c. Ideal Tape Co., Inc., an American Biltrite Company.
  - d. Knauf Insulation.
2. Materials shall be compatible with insulation materials, jackets, and substrates.
3. Fire- and water-resistant, flexible, elastomeric sealant.
4. Service Temperature Range: Minus 40 to plus 250 deg F.
5. Color: Aluminum.

C. ASJ Flashing Sealants, and Vinyl, PVDC, and PVC Jacket Flashing Sealants:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. 3M Industrial Adhesives and Tapes Division.
  - b. Avery Dennison Corporation, Specialty Tapes Division.
  - c. Ideal Tape Co., Inc., an American Biltrite Company.
  - d. Knauf Insulation.
2. Materials shall be compatible with insulation materials, jackets, and substrates.
3. Fire- and water-resistant, flexible, elastomeric sealant.
4. Service Temperature Range: Minus 40 to plus 250 deg F.
5. Color: White.

## 2.6 FIELD-APPLIED JACKETS

- A. Field-applied jackets shall comply with ASTM C 921, Type I, unless otherwise indicated.
- B. FSK Jacket: Aluminum-foil face, fiberglass-reinforced scrim with kraft-paper backing.
- C. PVC Jacket: High-impact-resistant, UV-resistant PVC complying with ASTM D 1784, Class 16354-C; thickness as scheduled; roll stock ready for shop or field cutting and forming. Thickness is indicated in field-applied jacket schedules.
  1. Adhesive: As recommended by jacket material manufacturer.
  2. Color: White.
  3. Factory-fabricated fitting covers to match jacket if available; otherwise, field fabricate.

- a. Shapes: 45- and 90-degree, short- and long-radius elbows, tees, valves, flanges, unions, reducers, end caps, soil-pipe hubs, traps, mechanical joints, and P-trap and supply covers for lavatories.
- D. Aluminum Jacket: Comply with ASTM B 209, Alloy 3003, 3005, 3105, or 5005, Temper H-14.
- 1. Factory cut and rolled to size
  - 2. Finish and thickness are indicated in field-applied jacket schedules.
  - 3. Moisture Barrier for Outdoor Applications: 3-mil-thick, heat-bonded polyethylene and kraft paper.
  - 4. Factory-Fabricated Fitting Covers:
    - a. Same material, finish, and thickness as jacket.
    - b. Preformed 2-piece or gore, 45- and 90-degree, short- and long-radius elbows.
    - c. Tee covers.
    - d. Flange and union covers.
    - e. End caps.
    - f. Beveled collars.
    - g. Valve covers.
    - h. Field fabricate fitting covers only if factory-fabricated fitting covers are not available.

## 2.7 TAPES

- A. ASJ Tape: White vapor-retarder tape matching factory-applied jacket with acrylic adhesive, complying with ASTM C 1136.
- 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. 3M Industrial Adhesives and Tapes Division.
    - b. Avery Dennison Corporation, Specialty Tapes Division.
    - c. Ideal Tape Co., Inc., an American Biltrite Company.
    - d. Knauf Insulation.
  - 2. Width: 3 inches.
  - 3. Thickness: 11.5 mils.
  - 4. Adhesion: 90 ounces force/inch in width.
  - 5. Elongation: 2 percent.
  - 6. Tensile Strength: 40 lbf/inch in width.
  - 7. ASJ Tape Disks and Squares: Precut disks or squares of ASJ tape.
- B. FSK Tape: Foil-face, vapor-retarder tape matching factory-applied jacket with acrylic adhesive; complying with ASTM C 1136.
- 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:



- a. 3M Industrial Adhesives and Tapes Division.
  - b. Avery Dennison Corporation, Specialty Tapes Division.
  - c. Ideal Tape Co., Inc., an American Biltrite Company.
  - d. Knauf Insulation.
2. Width: 3 inches.
  3. Thickness: 6.5 mils.
  4. Adhesion: 90 ounces force/inch in width.
  5. Elongation: 2 percent.
  6. Tensile Strength: 40 lbf/inch in width.
  7. FSK Tape Disks and Squares: Precut disks or squares of FSK tape.
- C. PVC Tape: White vapor-retarder tape matching field-applied PVC jacket with acrylic adhesive; suitable for indoor and outdoor applications.
1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. 3M Industrial Adhesives and Tapes Division.
    - b. Avery Dennison Corporation, Specialty Tapes Division.
    - c. Ideal Tape Co., Inc., an American Biltrite Company.
    - d. Knauf Insulation.
  2. Width: 2 inches.
  3. Thickness: 6 mils.
  4. Adhesion: 64 ounces force/inch in width.
  5. Elongation: 500 percent.
  6. Tensile Strength: 18 lbf/inch in width.
- D. Aluminum-Foil Tape: Vapor-retarder tape with acrylic adhesive.
1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. 3M Industrial Adhesives and Tapes Division.
    - b. Avery Dennison Corporation, Specialty Tapes Division.
    - c. Ideal Tape Co., Inc., an American Biltrite Company.
    - d. Knauf Insulation.
  2. Width: 2 inches.
  3. Thickness: 3.7 mils.
  4. Adhesion: 100 ounces force/inch in width.
  5. Elongation: 5 percent.
  6. Tensile Strength: 34 lbf/inch in width.

## **2.8 SECUREMENTS**

- A. Aluminum Bands: ASTM B 209, Alloy 3003, 3005, 3105, or 5005; Temper H-14, 0.020 inch thick, 1/2 inch wide with wing seal or closed seal.
- B. Staples: Outward-clinching insulation staples, nominal 3/4-inch-wide, stainless steel or Monel.
- C. Wire: 0.080-inch nickel-copper alloy, 0.062-inch soft-annealed, stainless steel or 0.062-inch soft-annealed, galvanized steel (indoor use only).

## **PART 3 - EXECUTION**

### **3.1 PREPARATION**

- A. Surface Preparation: Clean and dry surfaces to receive insulation. Remove materials that will adversely affect insulation application.
- B. Mix insulating cements with clean potable water.

### **3.2 GENERAL INSTALLATION REQUIREMENTS**

- A. Install insulation materials, accessories, and finishes with smooth, straight, and even surfaces; free of voids throughout the length of piping including fittings, valves, and specialties.
- B. Install insulation materials, forms, vapor barriers or retarders, jackets, and thicknesses required for each item of pipe 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. Do not weld brackets, clips, or other attachment devices to piping, fittings, and specialties.
- G. Keep insulation materials dry during application and finishing.
- H. Install insulation with tight longitudinal seams and end joints. Bond seams and joints with adhesive recommended by insulation material manufacturer.
- I. Install insulation with least number of joints practical.
- J. 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. 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.
  4. Cover inserts with jacket material matching adjacent pipe insulation. Install shields over jacket, arranged to protect jacket from tear or puncture by hanger, support, and shield.
- 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. Install insulation with longitudinal seams at bottom of pipe. Clean and dry surface to receive self-sealing lap. Staple laps with outward clinching staples along edge at 2 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 pipe 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.
- P. For above-ambient services, do not install insulation to the following:
1. Vibration-control devices.
  2. Testing agency labels and stamps.
  3. Nameplates and data plates.
  4. Manholes.
  5. Handholes.
  6. Cleanouts.

### **3.3 PENETRATIONS**

- A. Insulation Installation at Aboveground Exterior Wall Penetrations: Install insulation continuously through wall penetrations.
  - 1. Seal penetrations with flashing sealant.
  - 2. For applications requiring only indoor insulation, terminate insulation inside wall surface and seal with joint sealant. For applications requiring indoor and outdoor insulation, install insulation for outdoor applications tightly joined to indoor insulation ends. Seal joint with joint sealant.
  - 3. Extend jacket of outdoor insulation outside wall flashing and overlap wall flashing at least 2 inches.
  - 4. Seal jacket to wall flashing with flashing sealant.
- B. Insulation Installation at Interior Wall and Partition Penetrations (That Are Not Fire Rated): Install insulation continuously through walls and partitions.
- C. Insulation Installation at Floor Penetrations:
  - 1. Pipe: Install insulation continuously through floor penetrations.

### **3.4 GENERAL PIPE INSULATION INSTALLATION**

- A. Requirements in this article generally apply to all insulation materials except where more specific requirements are specified in various pipe insulation material installation articles.
- B. Insulation Installation on Fittings, Valves, Strainers, Flanges, and Unions:
  - 1. Install insulation over fittings, valves, strainers, flanges, unions, and other specialties with continuous thermal and vapor-retarder integrity unless otherwise indicated.
  - 2. Insulate pipe elbows using preformed fitting insulation or mitered fittings made from same material and density as adjacent pipe insulation. Each piece shall be butted tightly against adjoining piece and bonded with adhesive. Fill joints, seams, voids, and irregular surfaces with insulating cement finished to a smooth, hard, and uniform contour that is uniform with adjoining pipe insulation.
  - 3. Insulate tee fittings with preformed fitting insulation or sectional pipe insulation of same material and thickness as used for adjacent pipe. Cut sectional pipe insulation to fit. Butt each section closely to the next and hold in place with tie wire. Bond pieces with adhesive.
  - 4. Insulate valves using preformed fitting insulation or sectional pipe insulation of same material, density, and thickness as used for adjacent pipe. Overlap adjoining pipe insulation by not less than two times the thickness of pipe insulation, or one pipe diameter, whichever is thicker. For valves, insulate up to and including the bonnets, valve stuffing-box studs, bolts, and nuts. Fill joints, seams, and irregular surfaces with insulating cement.
  - 5. Insulate strainers using preformed fitting insulation or sectional pipe insulation of same material, density, and thickness as used for adjacent pipe. Overlap adjoining pipe

insulation by not less than two times the thickness of pipe insulation, or one pipe diameter, whichever is thicker. Fill joints, seams, and irregular surfaces with insulating cement. Insulate strainers so strainer basket flange or plug can be easily removed and replaced without damaging the insulation and jacket. Provide a removable reusable insulation cover. For below-ambient services, provide a design that maintains vapor barrier.

6. Insulate flanges and unions using a section of oversized preformed pipe insulation. Overlap adjoining pipe insulation by not less than two times the thickness of pipe insulation, or one pipe diameter, whichever is thicker.
  7. Cover segmented insulated surfaces with a layer of finishing cement and coat with a mastic. Install vapor-barrier mastic for below-ambient services and a breather mastic for above-ambient services. Reinforce the mastic with fabric-reinforcing mesh. Trowel the mastic to a smooth and well-shaped contour.
  8. For services not specified to receive a field-applied jacket except for flexible elastomeric and polyolefin, install fitted PVC cover over elbows, tees, strainers, valves, flanges, and unions. Terminate ends with PVC end caps. Tape PVC covers to adjoining insulation facing using PVC tape.
- C. Insulate instrument connections for thermometers, pressure gages, pressure temperature taps, test connections, flow meters, sensors, switches, and transmitters on insulated pipes. Shape insulation at these connections by tapering it to and around the connection with insulating cement and finish with finishing cement, mastic, and flashing sealant.
- D. Install removable insulation covers at locations indicated. Installation shall conform to the following:
1. Make removable flange and union insulation from sectional pipe insulation of same thickness as that on adjoining pipe. Install same insulation jacket as adjoining pipe insulation.
  2. When flange and union covers are made from sectional pipe insulation, extend insulation from flanges or union long at least two times the insulation thickness over adjacent pipe insulation on each side of flange or union. Secure flange cover in place with stainless-steel or aluminum bands. Select band material compatible with insulation and jacket.
  3. Construct removable valve insulation covers in same manner as for flanges, except divide the two-part section on the vertical center line of valve body.
  4. When covers are made from block insulation, make two halves, each consisting of mitered blocks wired to stainless-steel fabric. Secure this wire frame, with its attached insulation, to flanges with tie wire. Extend insulation at least 2 inches over adjacent pipe insulation on each side of valve. Fill space between flange or union cover and pipe insulation with insulating cement. Finish cover assembly with insulating cement applied in two coats. After first coat is dry, apply and trowel second coat to a smooth finish.
  5. Unless a PVC jacket is indicated in field-applied jacket schedules, finish exposed surfaces with a metal jacket.

### **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. Elastomeric insulation materials shall be pre-compressed prior to installation.
- B. Insulation Installation on Pipe Flanges:
  - 1. Install pipe insulation to outer diameter of pipe flange.
  - 2. Make width of insulation section same as overall width of flange and bolts, plus twice the thickness of pipe insulation.
  - 3. Fill voids between inner circumference of flange insulation and outer circumference of adjacent straight pipe segments with cut sections of sheet insulation of same thickness as pipe insulation.
  - 4. Secure insulation to flanges and seal seams with manufacturer's recommended adhesive to eliminate openings in insulation that allow passage of air to surface being insulated.
- C. Insulation Installation on Pipe Fittings and Elbows:
  - 1. Install mitered sections of pipe insulation.
  - 2. Secure insulation materials and seal seams with manufacturer's recommended adhesive to eliminate openings in insulation that allow passage of air to surface being insulated.
- D. Insulation Installation on Valves and Pipe Specialties:
  - 1. Install preformed valve covers manufactured of same material as pipe insulation when available.
  - 2. When preformed valve covers are not available, install cut sections of pipe and sheet insulation to valve body. Arrange insulation to permit access to packing and to allow valve operation without disturbing insulation.
  - 3. Install insulation to flanges as specified for flange insulation application.
  - 4. Secure insulation to valves and specialties and seal seams 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 PREFORMED PIPE INSULATION**

- A. Insulation Installation on Straight Pipes and Tubes:
  - 1. Secure each layer of preformed pipe insulation to pipe with wire or bands and tighten bands without deforming insulation materials.
  - 2. Where vapor barriers are indicated, seal longitudinal seams, end joints, and protrusions with vapor-barrier mastic and joint sealant.
  - 3. For insulation with factory-applied jackets on above-ambient surfaces, secure laps with outward-clinched staples at 6 inches o.c.

4. For insulation with factory-applied jackets on below-ambient surfaces, do not staple longitudinal tabs. Instead, secure tabs with additional adhesive as recommended by insulation material manufacturer and seal with vapor-barrier mastic and flashing sealant.
5. Insulation and vapor barrier where included, shall run continuously through hangers.

B. Insulation Installation on Pipe Flanges:

1. Install preformed pipe insulation to outer diameter of pipe flange.
2. Make width of insulation section same as overall width of flange and bolts, plus twice the thickness of pipe insulation.
3. Fill voids between inner circumference of flange insulation and outer circumference of adjacent straight pipe segments with mineral-fiber blanket insulation.
4. Install jacket material with manufacturer's recommended adhesive, overlap seams at least 1 inch, and seal joints with flashing sealant.

C. Insulation Installation on Pipe Fittings and Elbows:

1. Install preformed sections of same material as straight segments of pipe insulation when available.
2. When preformed insulation elbows and fittings are not available, install mitered sections of pipe insulation, to a thickness equal to adjoining pipe insulation. Secure insulation materials with wire or bands.

D. Insulation Installation on Valves and Pipe Specialties:

1. Install preformed sections of same material as straight segments of pipe insulation when available.
2. When preformed sections are not available, install mitered sections of pipe insulation to valve body.
3. Arrange insulation to permit access to packing and to allow valve operation without disturbing insulation.
4. Install insulation to flanges as specified for flange insulation application.

### 3.7 FIELD-APPLIED JACKET INSTALLATION

A. Where FSK jackets are indicated, install as follows:

1. Draw jacket material smooth and tight.
2. Install lap or joint strips with same material as jacket.
3. Secure jacket to insulation with manufacturer's recommended adhesive.
4. Install jacket with 1-1/2-inch laps at longitudinal seams and 3-inch-wide joint strips at end joints.
5. Seal openings, punctures, and breaks in vapor-retarder jackets and exposed insulation with vapor-barrier mastic.

B. Where PVC jackets are indicated, install with 1-inch overlap at longitudinal seams and end joints; for horizontal applications. Seal with manufacturer's recommended adhesive.

1. Apply two continuous beads of adhesive to seams and joints, one bead under lap and the finish bead along seam and joint edge.
- C. Where metal jackets are indicated, install with 2-inch overlap at longitudinal seams and end joints. Overlap longitudinal seams arranged to shed water. Seal end joints with weatherproof sealant recommended by insulation manufacturer. Secure jacket with stainless-steel bands 12 inches o.c. and at end joints.

### **3.8 FINISHES**

- A. Pipe Insulation with ASJ or Other Paintable Jacket Material: Paint jacket with paint system identified below and as specified in Section 099113 "Exterior Painting" and Section 099123 "Interior Painting."
1. Flat Acrylic Finish: Two finish coats over a primer that is compatible with jacket material and finish coat paint. Add fungicidal agent to render fabric mildew proof.
    - a. Finish Coat Material: Interior, flat, latex-emulsion size.
- B. Flexible Elastomeric Thermal Insulation: After adhesive has fully cured, apply two coats of insulation manufacturer's recommended protective coating.
- C. Do not field paint aluminum jackets.

### **3.9 FIELD QUALITY CONTROL**

- A. Perform tests and inspections.
- B. Tests and Inspections:
1. Inspect pipe, fittings, strainers, and valves, randomly selected by owner, by removing field-applied jacket and insulation in layers in reverse order of their installation. Extent of inspection shall be limited to three locations of straight pipe, three locations of threaded fittings, three locations of welded fittings, two locations of threaded strainers, two locations of welded strainers, three locations of threaded valves, and three locations of flanged valves for each pipe service defined in the "Piping Insulation Schedule, General" Article.
- C. All insulation applications will be considered defective Work if sample inspection reveals noncompliance with requirements.

### **3.10 PIPING INSULATION SCHEDULE, GENERAL**

- A. Acceptable preformed pipe and tubular insulation materials and thicknesses are identified for each piping system and pipe size range. If more than one material is listed for a piping system, selection from materials listed is Contractor's option.



B. Items Not Insulated: Unless otherwise indicated, do not install insulation on the following:

1. Drainage piping located in crawl spaces.
2. Underground piping.
3. Chrome-plated pipes and fittings unless there is a potential for personnel injury.

### **3.11 INDOOR PIPING INSULATION SCHEDULE**

A. Chilled Water and Brine, above 40 Deg F: Insulation shall be one of the following:

1. Flexible Elastomeric: 1 inch thick.
2. Mineral-Fiber, Preformed Pipe, Type I: 1-1/2 inches thick.

B. Metallic Condensate Drain, above 40 Deg F: Insulation shall be one of the following:

1. Flexible Elastomeric: 1 inch thick.

C. Heating-Hot-Water Supply and Return, 200 Deg F and Below: Insulation shall be the following:

1. Mineral-Fiber, Preformed Pipe, Type I: 2 inches thick.

### **3.12 OUTDOOR, ABOVEGROUND PIPING INSULATION SCHEDULE**

A. Chilled Water and Brine: Insulation shall be the following:

1. Flexible Elastomeric: 2 inches thick.

### **3.13 INDOOR, 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. Piping, Concealed:

1. None.

D. Piping, Exposed in equipment rooms up to 8'-0" above finish floor:

1. PVC: 30 mils thick.

E. Piping, Exposed:

1. None.

**3.14 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. Exterior Piping:
  - 1. Polyguard Alumaguard flexible weatherproofing jacket system or engineered approved equal.

**END OF SECTION 230719**

## **SECTION 230923 - DIRECT DIGITAL CONTROL (DDC) SYSTEM FOR HVAC**

### **PART 1 - GENERAL**

#### **1.1 SUMMARY**

- A. Section Includes:
1. DDC system for monitoring and controlling of HVAC systems.
  2. Delivery of selected control devices to equipment and systems manufacturers for factory installation and to HVAC systems installers for field installation.

#### **1.2 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 24 hours of Owner's warranty service request.
  4. Warranty Period: One year(s) from date of Substantial Completion.

### **PART 2 - PRODUCTS**

#### **2.1 COMMUNICATION**

- A. Air handling unit controller and associated components shall be wired type.

#### **2.2 DDC SYSTEM PROVIDERS**

- A. C&C Group, Corey Schepers, 913-530-7369, email: Cschepers@ccgroup.com.

#### **2.3 DDC SYSTEM DESCRIPTION**

- A. Connect to existing Johnson Controls N4 Web-based DDC system to control the Chiller Plant, Multi-zone AHU, and all other HVAC equipment as required to meet the requirements described in 230993.11 Sequence or Operations for HVAC DDC specification section. Connect the system into the building's LAN network. Provide web-based access to the system, using a

graphical interface. All communication between the web-based controller and the field controllers shall be BACnet. All controls work shall be coordinated with Corey Schepers with C&C Group at 913-530-7369, Email Cschepers@c-cgroup.com.

- B. Provide a desktop workstation located in the mechanical room near a wall outlet. Extend a data cable from the nearest location.
- C. System Performance Objectives:
  - 1. DDC system shall manage HVAC systems.
  - 2. DDC system control shall operate HVAC systems to achieve optimum operating costs while using least possible energy and maintaining specified performance.
  - 3. DDC system shall respond to power failures, HVAC equipment failures, and adverse and emergency conditions encountered through connected I/O points.
  - 4. DDC system shall operate while unattended by an operator and through operator interaction.
  - 5. DDC system shall record trends and transaction of events and produce report information such as performance, energy, occupancies, and equipment operation.
- D. Surface-Burning Characteristics: Products installed in ducts, equipment, and return-air paths shall comply with ASTM E84; 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.

## **2.4 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 workstation with hardwired connection through LAN port.
  - 2. Portable operator terminal with hardwired connection through LAN port.
  - 3. Portable operator workstation with wireless connection through LAN router.
  - 4. Mobile device and application with secured wireless connection through LAN router or cellular data service.
  - 5. Remote connection through web access.
- B. Access to system, regardless of operator means used, shall be transparent to operator.
- C. Graphic Interface Software: Include a full interactive graphical selection means of accessing and displaying system data to operator.
- D. Alarm Handling Software: Include alarm handling software to report all alarm conditions monitored and transmitted through DDC controllers.
- E. Reports and Logs: Include reporting software package that allows operator to select, modify, or create reports using DDC system I/O point data available.

- F. Standard Trends: Trend all I/O point present values, set points, and other parameters indicated for trending.
- G. Programming Software: Include programming software to execute sequences of operation indicated.

## **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. Proceed with installation only after unsatisfactory conditions have been corrected.

### **3.2 DDC SYSTEM INTERFACE WITH OTHER SYSTEMS AND EQUIPMENT**

- A. Communication Interface to Equipment with Integral Controls:
  - 1. DDC system shall have communication interface with equipment having integral controls and having a communication interface for remote monitoring or control.
  - 2. Equipment to Be Connected:
    - a. Air-Cooled, Scroll Water Chiller in Section 236423.13 “Air-Cooled, Scroll Water Chillers.”
    - b. Multi-Zone Air Handling Units in Section 237313.13 “Multi-Zone Air Handling Units.”

### **3.3 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 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.
- 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.

### **3.4 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.

### **3.5 CONTROL WIRE, CABLE AND RACEWAYS INSTALLATION**

- A. Comply with NECA 1.
- B. Wire and Cable Installation:
  1. 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.
  2. Provide strain relief.
  3. 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.
  4. Terminate field wiring and cable not directly connected to instruments and control devices having integral wiring terminals using terminal blocks.
  5. Install signal transmission components according to IEEE C2, REA Form 511a, NFPA 70, and as indicated.
  6. Use shielded cable to transmitters.
  7. Use shielded cable to temperature sensors.
  8. Perform continuity and meager testing on wire and cable after installation.

### **3.6 FIELD QUALITY CONTROL**

- A. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.

### **3.7 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. 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.
- C. Video of Training Sessions: Provide a digital video and audio recording of each training session. Create a separate recording file for each session.

**END OF SECTION 230923**

## **SECTION 230993.11 - SEQUENCE OF OPERATION**

### **PART 1 - GENERAL**

#### **1.1 DESCRIPTION.**

- A. Sequences of operation are designed to illustrate the basic control function only. The Temperature Control Contractor shall review the drawings and submit complete installation data, including minor details, to provide proper operation in his proposal. Where an item differs from the specifications, the Control Contractor shall submit the manufacturer's recommendations subject to the Engineer's approval.
- B. Provide controls to perform the function as described herein and indicated on the drawings. The contractor shall provide all required components, devices and wiring for a complete working system which accomplishes the indicated sequence of operation and to form a complete working system.
- C. The control system shall be a DDC based system with electric/electronic actuation.
- D. Control contractor shall coordinate closely with the mechanical equipment manufacturers and their controls to provide for a complete integrated working system. Manufacturer's warranties shall not be compromised.
- E. Contractor to furnish complete shop drawings of the system with data on all components and a comprehensive controls diagram, points list, description of the system and sequence of operation.
- F. All values shown in sequences shall be field adjustable.
- G. Alarms, monitoring and control points indicated shall be web based or shall be local with offsite interface.
- H. Alarms, monitoring and control point shall be available at an operator's terminal, location as directed by owner.

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

### **PART 3 - EXECUTION**

#### **3.1 CONTROL SEQUENCES.**

- A. Chiller Plant
  - 1. Start/Stop - The DDC system shall start the chiller plant in response to a need for chilled water from any system load, with the option to use outside ambient temperature lockout.



2. Sequencing – The DDC shall start and stop the primary chilled water pumps and chillers based upon system load. When the chilled water system is enabled the DDC system shall:
  - a. The primary loop circulating pump shall be enabled and shall modulate to maintain a loop differential pressure as determined by the Test and Balance contractor. Refer to plans for DP sensor.
  - b. The lead chillers isolation valve shall be signaled 100% open.
  - c. When isolation valve is confirmed open, the chiller’s circulation pump shall be energized.
  - d. When the chiller flow switch confirms flow, the chiller shall stage to maintain a loop Chws supply temperature setpoint of 45 degrees F.
  - e. After a time delay of 30 minutes (adj), if the system Chws temperature is greater than the system Chws setpoint, the 2nd chiller will be started. After another time delay of 30 minutes (adj.), if the system Chws temperature is greater than the system Chws setpoint, the 3rd chiller will be started.
  - f. The chillers will be shut down in a similar fashion if the system Chws temperature drops 2 deg. (adj) below the system Chws setpoint.
3. Lead/Lag Sequencing – The DDC shall lead/lag the chillers and primary loop pumps every 30 days.

**B. Multi-Zone Air Handling Units**

1. Supply Fan Control – Supply fans will run continuously in the occupied mode.
2. Return Fan Control – Return fans will run continuously in the occupied mode and shall track the supply fans speed and air volume.
3. Outdoor air damper control:
  - a. During non-economizer mode, the outside air damper shall modulate to maintain the code required ventilation.
  - b. When the outdoor temperature is 55 degrees F (adj) or less, the outside air and relief air dampers shall modulate as required to maintain a mixed air temperature of 55 degrees F. The chiller plant shall be deenergized during economizer.
4. Relief air/mixed air damper control:
  - a. The relief air damper and mixed damper shall track the outside air damper.
5. Hot Deck Control – The 2-way hot water control valve will be modulated to maintain the hot deck temperature. The hot deck temperature will be reset based on the coldest zone (space) temperature according to the following schedule. Coldest Zone – 68 deg – Hot Deck – 110 deg. Coldest Zone 71 deg – Hot Deck 75 deg.
6. Cold Deck Control – The 2-way chilled water control valve will be modulated in sequence with the mixed air dampers to maintain the cold deck temperature. When the outside enthalpy rises above the enthalpy economizer setpoint, the outside dampers will be driven to the minimum position setting. The cold deck temperature will be reset based on the warmest zone (space) temperature according to the following schedule. Warmest Zone – 74 deg – Cold Deck – 55 deg. Warmest Zone 72 deg – Hot Deck 65 deg.
7. Zone Control (7 Zones) – Each zone damper actuator will modulate to maintain the space zone temperature.

8. Unoccupied Mode – During the unoccupied mode, the fan is off. If any space temperature rises above the unoccupied cooling setpoint, or drops below the unoccupied heating setpoint, the supply fan is commanded on till the unoccupied setpoint is satisfied.
9. Provide an auto-reset low-limit thermostat downstream of each water coil for freeze protection. If the low limit thermostat detects temperature below its setpoint, shut down the supply fan, close the outdoor dampers, open the water valve, and start the water pumps if they are not running already.

### **3.2 CONTROL FUNCTIONS.**

- A. Provide the following control functions at the operator’s terminal.
  1. Multi-Zone Air Handling Unit Start/Stop
  2. Chiller and Boiler System Start/Stop including boilers, chillers and all related pumps.

### **3.3 MONITORING AND ALARM FUNCTIONS.**

- A. The following conditions shall be monitored at the operator’s terminal.
  1. Outside Air Dry Bulb and Wet Bulb Temperature.
  2. AHU-1 Run Status
  3. AHU-1 Duct Static Pressure and Setpoint
  4. AHU-1 Supply Fan Status
  5. AHU-1 Return Fan Status
  6. AHU-1 Cold Deck Supply Temperature and Setpoint
  7. AHU-1 Hot Deck Supply Temperature and Setpoint
  8. AHU-1 RA, MA, OA and EA Damper Positions
  9. AHU-1 Multi-Zone Damper Positions and The Zone Temperature and Setpoint
  10. AHU-1 RA Temperature
  11. AHU-1 MA Temperature
  12. AHU-1 Outdoor Air Quantity (Airflow Station)
  13. Chiller Plant Status
  14. Chiller(s) Compressor Status
  15. Chiller(s) Supply and Return Water Temperatures
  16. Chiller Plant Supply Water Temperature and Setpoint
  17. Chiller Plant Return Water Temperature
  18. Chilled Water Primary Pump(s) Status
  19. Chilled Water Loop Differential Pressure and Setpoint
  20. Chiller Circulation Pump Status
- B. The following conditions shall be alarmed at the operator’s terminal (Provide current transducers where required).
  1. Chilled/Hot Water Supply and Return Water Temperature Out of Limit (High/Low, based on Heating or Cooling command on).
  2. Chilled/Hot Water Pump Failure (Sensed by DP switch).
  3. Cooling Tower Basin Temperature Out of Limit (Low).
  4. Chiller Fault Conditions.
  5. AHU Mixed Air Temperature Out of Limit, (Low)
  6. AHU Air Unit Supply Air Temperature Out of Limit (High/Low).

7. AHU Unit Supply Fan Failure (Sensed by DP switch).
8. AHU Unit Return Fan Failure (Sensed by DP switch).
9. AHU Filter Delta P Out of Limit (High).

### **3.5 SCHEDULES and INPUTS.**

- A. The temperature control contractor shall obtain all scheduling information from the owner's representative for input into the controls system components or DDC program.
- B. All set point and alarm values are field adjustable.

END OF SECTION 230993.11

## **SECTION 232113 - HYDRONIC PIPING**

### **PART 1 - GENERAL**

#### **1.1 SUMMARY**

- A. Section includes pipe and fitting materials and joining methods for the following:
  - 1. Steel pipe and fittings.
  - 2. Copper Tube and Fittings
  - 3. PVC Pipe and Fittings
  - 4. Joining materials.
  - 5. Transition fittings.
  - 6. Dielectric fittings.
  - 7. Bypass chemical feeder.

#### **1.2 ACTION SUBMITTALS**

- A. Product Data: For each type of the following:
  - 1. Pressure-seal fittings.
  - 2. Chemical treatment.
- B. Delegated-Design Submittal:
  - 1. Design calculations and detailed fabrication and assembly of pipe anchors and alignment guides, hangers and supports for multiple pipes, expansion joints and loops, and attachments of the same to the building structure.
  - 2. Locations of pipe anchors and alignment guides and expansion joints and loops.
  - 3. Locations of and details for penetrations, including sleeves and sleeve seals for exterior walls, floors, basement, and foundation walls.
  - 4. Locations of and details for penetration and firestopping for fire- and smoke-rated wall and floor and ceiling assemblies.

#### **1.3 INFORMATIONAL SUBMITTALS**

- A. Field quality-control reports.

#### **1.4 QUALITY ASSURANCE**

- A. ASME Compliance: Comply with ASME B31.9, "Building Services Piping," for materials, products, and installation.

## **PART 2 - PRODUCTS**

### **2.1 PERFORMANCE REQUIREMENTS**

- A. Hydronic piping components and installation shall be capable of withstanding the following minimum working pressure and temperature unless otherwise indicated:
  - 1. Hot-Water Heating Piping: 125 psig at 200 deg F.
  - 2. Chilled-Water Piping: 125 psig at 100 deg F.
  - 3. Makeup-Water Piping: 80 psig at 150 deg F.
  - 4. Condensate-Drain Piping: 75 deg F.
  - 5. Blowdown-Drain Piping: 200 deg F.
  - 6. Air-Vent Piping: 200 deg F.
  - 7. Safety-Valve-Inlet and -Outlet Piping: Equal to the pressure of the piping system to which it is attached.

### **2.2 COPPER PIPE AND FITTINGS**

- A. Drawn-Temper Copper Tubing: ASTM B 88, Type L.
- B. Annealed-Temper Copper Tubing: ASTM B 88, Type K.
- C. DWV Copper Tubing: ASTM B 306, Type DWV.
- D. Grooved, Mechanical-Joint, Wrought-Copper Fittings: ASME B16.22.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Anvil International.
    - b. Star Pipe Products.
    - c. Victaulic Company.
  - 2. Grooved-End Copper Fittings: ASTM B 75, copper tube or ASTM B 584, bronze casting.
  - 3. Grooved-End-Tube Couplings: Rigid pattern unless otherwise indicated; gasketed fitting. Ductile-iron housing with keys matching pipe and fitting grooves, prelubricated EPDM gasket rated for minimum 230 deg F for use with housing, and steel bolts and nuts.
- E. Copper or Bronze Pressure-Seal Fittings:
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Elkhart Products Corporation.
    - b. Mueller Industries, Inc.
    - c. NIBCO INC.
    - d. Viega LLC.
  - 2. Housing: Copper.
  - 3. O-Rings and Pipe Stops: EPDM.

4. Tools: Manufacturer's special tools.
  5. Minimum 200-psig working-pressure rating at 250 deg F.
- F. Wrought-Copper Unions: ASME B16.22.

### 2.3 STEEL PIPE AND FITTINGS

- A. Steel Pipe: ASTM A 53/A 53M, black steel with plain ends; welded and seamless, Grade B, and wall thickness as indicated in "Piping Applications" Article.
- B. Cast-Iron Threaded Fittings: ASME B16.4; Classes 125 and 250 as indicated in "Piping Applications" Article.
- C. Malleable-Iron Threaded Fittings: ASME B16.3, Classes 150 and 300 as indicated in "Piping Applications" Article.
- D. Malleable-Iron Unions: ASME B16.39; Classes 150, 250, and 300 as indicated in "Piping Applications" Article.
- E. Cast-Iron Pipe Flanges and Flanged Fittings: ASME B16.1, Classes 25, 125, and 250; raised ground face, and bolt holes spot faced as indicated in "Piping Applications" Article.
- F. Wrought Cast- and Forged-Steel Flanges and Flanged Fittings: ASME B16.5, including bolts, nuts, and gaskets of the following material group, end connections, and facings:
  1. Material Group: 1.1.
  2. End Connections: Butt welding.
  3. Facings: Raised face.
- G. Grooved Mechanical-Joint Fittings and Couplings:
  1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Anvil International.
    - b. Central Sprinkler Company.
    - c. Grinnell G-Fire by Johnson Controls Company.
    - d. National Fittings, Inc.
    - e. Nexus Valve, Inc.
    - f. S. P. Fittings.
    - g. Smith-Cooper International.
    - h. Star Pipe Products.
    - i. Victaulic Company.
  2. Joint Fittings: ASTM A 536, Grade 65-45-12 ductile iron; ASTM A 47/A 47M, Grade 32510 malleable iron; ASTM A 53/A 53M, Type F, E, or S, Grade B fabricated steel; or ASTM A 106/A 106M, Grade B steel fittings with grooves or shoulders constructed to accept grooved-end couplings; with nuts, bolts, locking pin, locking toggle, or lugs to secure grooved pipe and fittings.

3. Couplings: Ductile- or malleable-iron housing and EPDM gasket of central cavity pressure-responsive design; with nuts, bolts, locking pin, locking toggle, or lugs to secure grooved pipe and fittings.

H. Steel Pressure-Seal Fittings:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Victaulic Company.
  - b. Viega LLC.
  - c. Nibco
2. Housing: Steel.
3. O-Rings and Pipe Stop: EPDM.
4. Tools: Manufacturer's special tool.
5. Minimum 300-psig working-pressure rating at 230 deg F.

- I. Steel Pipe Nipples: ASTM A 733, made of same materials and wall thicknesses as pipe in which they are installed.

## 2.4 JOINING MATERIALS

A. Pipe-Flange Gasket Materials: Suitable for chemical and thermal conditions of piping system contents.

1. ASME B16.21, nonmetallic, flat, asbestos free, 1/8-inch maximum thickness unless otherwise indicated.
  - a. Full-Face Type: For flat-face, Class 125, cast-iron and cast-bronze flanges.
  - b. Narrow-Face Type: For raised-face, Class 250, cast-iron and steel flanges.

B. Flange Bolts and Nuts: ASME B18.2.1, carbon steel, unless otherwise indicated.

C. Solder Filler Metals: ASTM B 32, lead-free alloys. Include water-flushable flux according to ASTM B 813.

D. Brazing Filler Metals: AWS A5.8/A5.8M, BCuP Series, copper-phosphorus alloys for joining copper with copper; or BAg-1, silver alloy for joining copper with bronze or steel.

E. Welding Filler Metals: Comply with AWS D10.12M/D10.12 for welding materials appropriate for wall thickness and chemical analysis of steel pipe being welded.

F. Solvent Cements for CPVC Piping: ASTM F 493.

G. Solvent Cements for PVC Piping: ASTM D 2564. Include primer according to ASTM F 656.

H. Gasket Material: Thickness, material, and type suitable for fluid to be handled and working temperatures and pressures.

## **2.5 TRANSITION FITTINGS**

### **A. Plastic-to-Metal Transition Fittings:**

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Charlotte Pipe and Foundry Company.
  - b. IPEX USA LLC.
  - c. Uponor.
  - d. Viega LLC.
2. One-piece fitting with one threaded brass or copper insert and one solvent-cement-joint end of material and wall thickness to match plastic pipe material.

### **B. Plastic-to-Metal Transition Unions:**

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Charlotte Pipe and Foundry Company.
  - b. IPEX USA LLC.
  - c. NIBCO INC.
2. Brass or copper end, solvent-cement-joint end of material and wall thickness to match plastic pipe material, rubber gasket, and threaded union.

## **2.6 DIELECTRIC FITTINGS**

### **A. General Requirements: Assembly of copper alloy and ferrous materials with separating nonconductive insulating material. Include end connections compatible with pipes to be joined.**

### **B. Dielectric Unions:**

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. A.Y. McDonald Mfg. Co.
  - b. Capitol Manufacturing Company.
  - c. Central Plastics Company.
  - d. HART Industrial Unions, LLC.
  - e. Jomar Valve.
  - f. Matco-Norca.
  - g. WATTS.
  - h. Wilkins.
  - i. Zurn Industries, LLC.
2. Description:
  - a. Standard: ASSE 1079.
  - b. Pressure Rating: 125 psig minimum at 180 deg F.



- c. End Connections: Solder-joint copper alloy and threaded ferrous.

C. Dielectric Flanges:

- 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Capitol Manufacturing Company.
  - b. Central Plastics Company.
  - c. Matco-Norca.
  - d. WATTS.
  - e. Wilkins.
  - f. Zurn Industries, LLC.
- 2. Description:
  - a. Standard: ASSE 1079.
  - b. Factory-fabricated, bolted, companion-flange assembly.
  - c. Pressure Rating: 125 psig minimum at 180 deg F.
  - d. End Connections: Solder-joint copper alloy and threaded ferrous; threaded solder-joint copper alloy and threaded ferrous.

D. Dielectric-Flange Insulating Kits:

- 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Advance Products & Systems, Inc.
  - b. Calpico, Inc.
  - c. Central Plastics Company.
  - d. Pipeline Seal and Insulator, Inc.
- 2. Description:
  - a. Nonconducting materials for field assembly of companion flanges.

## 2.7 BYPASS CHEMICAL FEEDER

- A. Description: Welded steel construction; 125-psig working pressure; 5-gal. capacity; with fill funnel and inlet, outlet, and drain valves.
  - 1. Chemicals: Specially formulated, based on analysis of makeup water, to prevent accumulation of scale and corrosion in piping and connected equipment.

## PART 3 - EXECUTION

### 3.1 PIPING APPLICATIONS

- A. Hot-water heating piping, aboveground, NPS 2 and smaller, shall be any of the following:

1. Type L, drawn-temper copper tubing, wrought-copper fittings, and soldered or pressure seal joints.
  2. Schedule 40, Grade B, Type 96 steel pipe; Class 125, cast-iron fittings; cast-iron flanges and flange fittings; and threaded joints.
  3. Schedule 10 steel pipe; steel, pressure-seal couplings and fittings; and pressure-seal joints.
- B. Hot-water heating piping, aboveground, NPS 2-1/2 and larger, shall be any of the following:
1. Type L, drawn-temper copper tubing, wrought-copper fittings, and soldered joints.
  2. Schedule 40 steel pipe, wrought-steel fittings and wrought-cast or forged-steel flanges and flange fittings, and welded and flanged joints.
  3. Schedule 40 steel pipe; grooved, mechanical joint coupling and fittings; and grooved, mechanical joints.
- C. Chilled-water piping, aboveground, NPS 2 and smaller, shall be any of the following:
1. Type L, drawn-temper copper tubing, wrought-copper fittings, and soldered or pressure seal joints.
  2. Schedule 40 steel pipe; Class 125, cast-iron fittings; cast-iron flanges and flange fittings; and threaded joints.
  3. Schedule 10 steel pipe; steel, pressure-seal couplings and fittings; and pressure-seal joints.
- D. Chilled-water piping, aboveground, NPS 2-1/2 and larger, shall be the following:
1. Type L, drawn-temper copper tubing, wrought-copper fittings, and soldered joints.
  2. Schedule 40 steel pipe, wrought-steel fittings and wrought-cast or forged-steel flanges and flange fittings, and welded and flanged joints
  3. Schedule 40 steel pipe; grooved, mechanical joint coupling and fittings; and grooved, mechanical joints.
- E. Makeup-water piping installed aboveground shall be the following:
1. Type L, drawn-temper copper tubing, wrought-copper fittings, and soldered joints.
- F. Makeup-Water Piping Installed Belowground and within Slabs: Type K, annealed-temper copper tubing, wrought-copper fittings, and soldered joints. Use the fewest possible joints.
- G. Condensate-Drain Piping: Type M Type DWV, drawn-temper copper tubing, wrought-copper fittings, and soldered joints or Schedule 40 PVC plastic pipe and fittings and solvent-welded joints.
- H. Air-Vent Piping:
1. Inlet: Same as service where installed with metal-to-plastic transition fittings for plastic piping systems according to piping manufacturer's written instructions.
  2. Outlet: Type K, annealed-temper copper tubing with soldered or flared joints.
- I. Safety-Valve-Inlet and -Outlet Piping for Hot-Water Piping: Same materials and joining methods as for piping specified for the service in which safety valve is installed with metal-to-

plastic transition fittings for plastic piping systems according to piping manufacturer's written instructions.

### **3.2 PIPING INSTALLATIONS**

- A. Drawing plans, schematics, and diagrams indicate general location and arrangement of piping systems. Install piping as indicated unless deviations to layout are approved on Coordination Drawings.
- B. Install piping in concealed locations unless otherwise indicated and except in equipment rooms and service areas.
- C. Install piping indicated to be exposed and piping in equipment rooms and service areas at right angles or parallel to building walls. Diagonal runs are prohibited unless specifically indicated otherwise.
- D. Install piping above accessible ceilings to allow sufficient space for ceiling panel removal.
- E. Install piping to permit valve servicing.
- F. Install piping at indicated slopes.
- G. Install piping free of sags and bends.
- H. Install fittings for changes in direction and branch connections.
- I. Install piping to allow application of insulation.
- J. Select system components with pressure rating equal to or greater than system operating pressure.
- K. Install groups of pipes parallel to each other, spaced to permit applying insulation and servicing of valves.
- L. Install drains, consisting of a tee fitting, NPS 3/4 ball valve, and short NPS 3/4 threaded nipple with cap, at low points in piping system mains and elsewhere as required for system drainage.
- M. Install pressure piping at a uniform grade of 0.2 percent upward in direction of flow.
- N. Install gravity condensate drainage piping at a uniform grade of 1 percent downward in direction of flow.
- O. Minimum condensate pipe sizes in accordance with code requirements for specified equipment tonnage, not less than 3/4" or individual unit connection size.
- P. Install equipment manufacturer supplied condensate lift pumps and pipe discharge adaptors where indicated or required.
- Q. Reduce pipe sizes using eccentric reducer fitting installed with level side up.

- R. Install branch connections to mains using tee fittings in main pipe, with the branch connected to the bottom of the main pipe. For up-feed risers, connect the branch to the top of the main pipe.
- S. Install valves according to Section 230523 "General Duty Valves for HVAC Piping."
- T. Install unions in piping, NPS 2 and smaller, adjacent to valves, at final connections of equipment, and elsewhere as indicated.
- U. Install flanges in piping, NPS 2-1/2 and larger, at final connections of equipment and elsewhere as indicated.
- V. Install shutoff valve immediately upstream of each dielectric fitting.
- W. PVC piping not permitted in plenums used for supply or return air.
- X. Comply with requirements in Section 230553 "Identification for HVAC Piping and Equipment" for identifying piping.
- Y. Install sleeves for piping penetrations of walls, ceilings, and floors. Comply with requirements for sleeves specified in Section 230517 "Sleeves and Sleeve Seals for HVAC Piping."
- Z. Install sleeve seals for piping penetrations of concrete walls and slabs. Comply with requirements for sleeve seals specified in Section 230517 "Sleeves and Sleeve Seals for HVAC Piping."

### **3.3 DIELECTRIC FITTING INSTALLATION**

- A. Install dielectric fittings in piping at connections of dissimilar metal piping and tubing.
- B. Dielectric Fittings for NPS 2 and Smaller: Use dielectric unions.
- C. Dielectric Fittings for NPS 2-1/2 to NPS 4: Use dielectric flanges.

### **3.4 HANGERS AND SUPPORTS**

- A. Comply with requirements in Section 230529 "Hangers and Supports for HVAC Piping and Equipment" for hanger, support, and anchor devices. Comply with the following requirements for maximum spacing of supports.
- B. Install the following pipe attachments:
  1. Adjustable steel clevis hangers for individual horizontal piping less than 20 feet long.
  2. Adjustable roller hangers and spring hangers for individual horizontal piping 20 feet or longer.
  3. Pipe Roller: MSS SP-58, Type 44 for multiple horizontal piping 20 feet or longer, supported on a trapeze.
  4. Spring hangers to support vertical runs.
  5. Provide copper-clad hangers and supports for hangers and supports in direct contact with copper pipe.

6. On plastic pipe, install pads or cushions on bearing surfaces to prevent hanger from scratching pipe.
- C. Install hangers for steel piping with the following maximum spacing and minimum rod sizes:
1. NPS 3/4: Maximum span, 7 feet.
  2. NPS 1: Maximum span, 7 feet.
  3. NPS 1-1/2: Maximum span, 9 feet.
  4. NPS 2: Maximum span, 10 feet.
  5. NPS 2-1/2: Maximum span, 11 feet.
  6. NPS 3 and Larger: Maximum span, 12 feet.
- D. Install hangers for drawn-temper copper piping with the following maximum spacing and minimum rod sizes:
1. NPS 3/4: Maximum span, 5 feet; minimum rod size, 1/4 inch.
  2. NPS 1: Maximum span, 6 feet; minimum rod size, 1/4 inch.
  3. NPS 1-1/4: Maximum span, 7 feet; minimum rod size, 3/8 inch.
  4. NPS 1-1/2: Maximum span, 8 feet; minimum rod size, 3/8 inch.
  5. NPS 2: Maximum span, 8 feet; minimum rod size, 3/8 inch.
  6. NPS 2-1/2: Maximum span, 9 feet; minimum rod size, 3/8 inch.
  7. NPS 3 and Larger: Maximum span, 10 feet; minimum rod size, 3/8 inch.
- E. Plastic Piping Hanger Spacing: Space hangers according to pipe manufacturer's written instructions for service conditions. Avoid point loading. Space and install hangers with the fewest practical rigid anchor points.
- F. Support vertical runs at roof, at each floor, and at 10-foot intervals between floors.

### 3.5 PIPE JOINT CONSTRUCTION

- A. Ream ends of pipes and tubes and remove burrs. Bevel plain ends of steel pipe.
- B. Remove scale, slag, dirt, and debris from inside and outside of pipe and fittings before assembly.
- C. Soldered Joints: Apply ASTM B 813, water-flushable flux, unless otherwise indicated, to tube end. Construct joints according to ASTM B 828 or CDA's "Copper Tube Handbook," using lead-free solder alloy complying with ASTM B 32.
- D. Threaded Joints: Thread pipe with tapered pipe threads according to ASME B1.20.1. Cut threads full and clean using sharp dies. Ream threaded pipe ends to remove burrs and restore full ID. Join pipe fittings and valves as follows:
  1. Apply appropriate tape or thread compound to external pipe threads unless dry seal threading is specified.
  2. Damaged Threads: Do not use pipe or pipe fittings with threads that are corroded or damaged. Do not use pipe sections that have cracked or open welds.

- E. Flanged Joints: Select appropriate gasket material, size, type, and thickness for service application. Install gasket concentrically positioned. Use suitable lubricants on bolt threads.
- F. Plastic Piping Solvent-Cemented Joints: Clean and dry joining surfaces. Join pipe and fittings according to the following:
  - 1. Comply with ASTM F 402 for safe-handling practice of cleaners, primers, and solvent cements.
  - 2. PVC Pressure Piping: Join ASTM D 1785 schedule number, PVC pipe and PVC socket fittings according to ASTM D 2672. Join other-than-schedule number PVC pipe and socket fittings according to ASTM D 2855.
  - 3. PVC Nonpressure Piping: Join according to ASTM D 2855.
- G. Grooved Joints: Assemble joints with coupling and gasket, lubricant, and bolts. Cut or roll grooves in ends of pipe based on pipe and coupling manufacturer's written instructions for pipe wall thickness. Use grooved-end fittings and rigid, grooved-end-pipe couplings.
- H. Mechanically Formed, Copper-Tube-Outlet Joints: Use manufacturer-recommended tool and procedure, and brazed joints.

### **3.6 TERMINAL EQUIPMENT CONNECTIONS**

- A. Sizes for supply and return piping connections shall be the same as or larger than equipment connections.
- B. Install control valves in accessible locations close to connected equipment.
- C. Install bypass piping with globe valve around control valve. If parallel control valves are installed, only one bypass is required.
- D. Install ports for pressure gages and thermometers at coil inlet and outlet connections. Comply with requirements in Section 230519 "Meters and Gages for HVAC Piping."

### **3.7 CHEMICAL TREATMENT**

- A. Fill system with fresh water and add liquid alkaline compound with emulsifying agents and detergents to remove grease and petroleum products from piping. Circulate solution for a minimum of 24 hours, drain, clean strainer screens, and refill with fresh water.
- B. Add initial chemical treatment and maintain water quality in ranges noted above for the first year of operation.
- C. Fill systems that have antifreeze or glycol solutions with the following concentrations:
  - 1. Chilled-Water Piping: Minimum of 30 percent propylene glycol.

### **3.8 FIELD QUALITY CONTROL**

- A. Prepare hydronic piping according to ASME B31.9 and as follows:

1. Leave joints, including welds, uninsulated and exposed for examination during test.
2. Provide temporary restraints for expansion joints that cannot sustain reactions due to test pressure. If temporary restraints are impractical, isolate expansion joints from testing.
3. Flush hydronic piping systems with clean water; then remove and clean or replace strainer screens.
4. Isolate equipment from piping. If a valve is used to isolate equipment, its closure shall be capable of sealing against test pressure without damage to valve. Install blinds in flanged joints to isolate equipment.
5. Install safety valve, set at a pressure no more than one-third higher than test pressure, to protect against damage by expanding liquid or other source of overpressure during test.

B. Perform the following tests on hydronic piping:

1. Use ambient temperature water as a testing medium unless there is risk of damage due to freezing. Another liquid that is safe for workers and compatible with piping may be used.
2. While filling system, use vents installed at high points of system to release air. Use drains installed at low points for complete draining of test liquid.
3. Isolate expansion tanks and determine that hydronic system is full of water.
4. Subject piping system to hydrostatic test pressure that is not less than 1.5 times the system's working pressure. Test pressure shall not exceed maximum pressure for any vessel, pump, valve, or other component in system under test. Verify that stress due to pressure at bottom of vertical runs does not exceed 90 percent of specified minimum yield strength or 1.7 times the "SE" value in Appendix A in ASME B31.9, "Building Services Piping."
5. After hydrostatic test pressure has been applied for at least 10 minutes, examine piping, joints, and connections for leakage. Eliminate leaks by tightening, repairing, or replacing components, and repeat hydrostatic test until there are no leaks.
6. Prepare written report of testing.

C. Perform the following before operating the system:

1. Open manual valves fully.
2. Inspect pumps for proper rotation.
3. Set makeup pressure-reducing valves for required system pressure.
4. Inspect air vents at high points of system and determine if all are installed and operating freely (automatic type), or bleed air completely (manual type).
5. Set temperature controls so all coils are calling for full flow.
6. Inspect and set operating temperatures of hydronic equipment, such as boilers, chillers, cooling towers, to specified values.
7. Verify lubrication of motors and bearings.

**END OF SECTION 232113**

## **SECTION 232116 - HYDRONIC PIPING SPECIALTIES**

### **PART 1 - GENERAL**

#### **1.1 SUMMARY**

- A. Section includes special-duty valves and specialties for the following (Coordinate with Walter Louis Fluid Technologies):
  - 1. Hot-water heating piping.
  - 2. Chilled-water piping.
  - 3. Makeup-water piping.
  - 4. Condensate-drain piping.
  - 5. Blowdown-drain piping.
  - 6. Air-vent piping.
  - 7. Safety-valve-inlet and -outlet piping.

#### **1.2 ACTION SUBMITTALS**

- A. Product Data: For each type of the following:
  - 1. Valves: Include flow and pressure drop curves based on manufacturer's testing for calibrated-orifice balancing valves and automatic flow-control valves.
  - 2. Air-control devices.
  - 3. Hydronic specialties.

#### **1.3 CLOSEOUT SUBMITTALS**

- A. Operation and maintenance data.

#### **1.4 QUALITY ASSURANCE**

- A. ASME Compliance: Safety valves and pressure vessels shall bear the appropriate ASME label. Fabricate and stamp air separators and expansion tanks to comply with ASME Boiler and Pressure Vessel Code: Section VIII, Division 1.

### **PART 2 - PRODUCTS**

#### **2.1 PERFORMANCE REQUIREMENTS**

- A. Hydronic piping components and installation shall be capable of withstanding the following minimum working pressure and temperature unless otherwise indicated:
  - 1. Hot-Water Heating Piping: 125 psig at 200 deg F.



2. Chilled-Water Piping: 125 psig at 100 deg F.
3. Makeup-Water Piping: 80 psig at 150 deg F.
4. Condensate-Drain Piping: 75 deg F.
5. Air-Vent Piping: 200 deg F.
6. Safety-Valve-Inlet and -Outlet Piping: Equal to the pressure of the piping system to which it is attached.

## 2.2 VALVES

- A. Service and shutoff Valves: Comply with requirements specified in Section 230523 “General Duty Valves for HVAC Piping”.
- B. Bronze, Calibrated-Orifice, Balancing Valves:
  1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Bell & Gossett; a Xylem brand.
    - b. Flow Design, Inc.
    - c. Griswold Controls.
    - d. NIBCO INC.
    - e. TACO Comfort Solutions, Inc.
  2. Body: Bronze, ball or plug type with calibrated orifice or venturi.
  3. Ball: Brass or stainless steel.
  4. Plug: Resin.
  5. Seat: PTFE.
  6. End Connections: Threaded or socket.
  7. Pressure Gage Connections: Integral seals for portable differential pressure meter.
  8. Handle Style: Lever, with memory stop to retain set position.
  9. CWP Rating: Minimum 125 psig (860 kPa).
  10. Maximum Operating Temperature: 250 deg F (121 deg C).
- C. Diaphragm-Operated, Pressure-Reducing Valves: ASME labeled.
  1. Body: Bronze or brass.
  2. Disc: Glass and carbon-filled PTFE.
  3. Seat: Brass.
  4. Stem Seals: EPDM O-rings.
  5. Diaphragm: EPT.
  6. Low inlet-pressure check valve.
  7. Inlet Strainer: Bronze, removable without system shutdown.
  8. Valve Seat and Stem: Noncorrosive.
  9. Valve Size, Capacity, and Operating Pressure: Selected to suit system in which installed, with operating pressure and capacity factory set and field adjustable.
- D. Diaphragm-Operated Safety Valves: ASME labeled.
  1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:

- a. AMTROL, Inc.
  - b. Apollo Valves; a part of Aalberts Integrated Piping Systems.
  - c. Armstrong Pumps, Inc.
  - d. Bell & Gossett; a Xylem brand.
  - e. WATTS.
2. Body: Bronze or brass.
  3. Disc: Glass and carbon-filled PTFE.
  4. Seat: Brass.
  5. Stem Seals: EPDM O-rings.
  6. Diaphragm: EPT.
  7. Wetted, Internal Work Parts: Brass and rubber.
  8. Inlet Strainer: Bronze, removable without system shutdown.
  9. Valve Seat and Stem: Noncorrosive.
  10. Valve Size, Capacity, and Operating Pressure: Comply with ASME Boiler and Pressure Vessel Code: Section IV, and selected to suit system in which installed, with operating pressure and capacity factory set and field adjustable.

E. Automatic Flow-Control Valves:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Flow Design, Inc.
  - b. Griswold Controls.
  - c. NIBCO INC.
2. Body: Brass or ferrous metal.
3. Piston and Spring Assembly: Stainless steel, tamper proof, self-cleaning, and removable.
4. Combination Assemblies: Include bronze or brass-alloy ball valve.
5. Identification Tag: Marked with zone identification, valve number, and flow rate.
6. Size: Same as pipe in which installed.
7. Performance: Maintain constant flow, plus or minus 5 percent over system pressure fluctuations.
8. Minimum CWP Rating: 175 psig (1207 kPa).
9. Maximum Operating Temperature: 200 deg F (93 deg C).

## 2.3 AIR-CONTROL DEVICES

A. Manual Air Vents:

1. Manufacturers: Subject to compliance with requirements, provide products by the following:
  - a. AMTROL, Inc.
  - b. Apollo Valves; a part of Aalberts Integrated Piping Systems.
  - c. Bell & Gossett; a Xylem brand.
  - d. TACO Comfort Solutions, Inc.

2. Body: Bronze.
3. Internal Parts: Nonferrous.
4. Operator: Screwdriver or thumbscrew.
5. Inlet Connection: NPS 1/2 (DN 15).
6. Discharge Connection: NPS 1/8 (DN 6).
7. CWP Rating: 150 psig (1035 kPa).
8. Maximum Operating Temperature: 225 deg F (107 deg C).

B. Expansion Tanks:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. AMTROL, Inc.
  - b. Armstrong Pumps, Inc.
  - c. Bell & Gossett; a Xylem brand.
  - d. Flo Fab Inc.
  - e. TACO Comfort Solutions, Inc.
2. Tank: Welded steel, rated for 125-psig (860-kPa) working pressure and 375 deg F (191 deg C) maximum operating temperature, with taps in bottom of tank for tank fitting and taps in end of tank for gage glass. Tanks shall be factory tested after taps are fabricated and shall be labeled according to ASME Boiler and Pressure Vessel Code: Section VIII, Division 1. Provide pressure vessel permit from Public Safety department.
3. Air-Control Tank Fitting: Cast-iron body, copper-plated tube, brass vent tube plug, and stainless-steel ball check, 100-gal. (379-L) unit only; sized for compression-tank diameter. Provide tank fittings for 125-psig (860-kPa) working pressure and 250 deg F maximum operating temperature.
4. Tank Drain Fitting: Brass body, nonferrous internal parts; 125-psig (860-kPa) working pressure and 240 deg F (116 deg C) maximum operating temperature; constructed to admit air to compression tank, drain water, and close off system.
5. Gage Glass: Full height with dual manual shutoff valves, 3/4-inch- (20-mm-) diameter gage glass, and slotted-metal glass guard.

C. In-Line Air Separators:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. AMTROL, Inc.
  - b. Armstrong Products, Inc.
  - c. Bell & Gossett; a Xylem brand.
  - d. Spirotherm, Inc.
  - e. TACO Comfort Solutions, Inc.
2. Tank: One-piece cast iron with an integral weir constructed to decelerate system flow to maximize air separation.
3. Maximum Working Pressure: Up to 175 psig (1207 kPa).

4. Maximum Operating Temperature: Up to 300 deg F (149 deg C).

## **2.4 HYDRONIC PIPING SPECIALTIES**

### **A. Y-Pattern Strainers:**

1. Body: ASTM A 126, Class B, cast iron with bolted cover and bottom drain connection.
2. End Connections: Threaded ends for NPS 2 (DN 50) and smaller; flanged ends for NPS 2-1/2 (DN 65) and larger.
3. Strainer Screen: Stainless-steel, 20-mesh strainer, or perforated stainless-steel basket.
4. CWP Rating: 125 psig (860 kPa).

### **B. Stainless-Steel Bellow, Flexible Connectors:**

1. Body: Stainless-steel bellows with woven, flexible, bronze, wire-reinforcing protective jacket.
2. End Connections: Threaded or flanged to match equipment connected.
3. Performance: Capable of 3/4-inch (20-mm) misalignment.
4. CWP Rating: 150 psig (1035 kPa).
5. Maximum Operating Temperature: 250 deg F (121 deg C).

## **PART 3 - EXECUTION**

### **3.1 VALVE APPLICATIONS**

- A. Install shutoff-duty valves at each branch connection to supply mains and at supply connection to each piece of equipment.
- B. Install calibrated-orifice, balancing valves at each branch connection to return main.
- C. Install calibrated-orifice, balancing valves in the return pipe of each heating or cooling terminal.
- D. Install check valves at each pump discharge and elsewhere as required to control flow direction.
- E. Install pressure-reducing valves at makeup-water connection to regulate system fill pressure.

### **3.2 HYDRONIC SPECIALTIES INSTALLATION**

- A. Install manual air vents at high points in piping, at heat-transfer coils, and elsewhere as required for system air venting.
- B. Install piping from boiler air outlet, air separator, or air purger to expansion tank with a 2 percent upward slope toward tank.
- C. Install in-line air separators in pump suction. Install drain valve on air separators NPS 2 (DN 50) and larger.

- D. Install expansion tanks above the air separator. Install tank fitting in tank bottom and charge tank. Use manual vent for initial fill to establish proper water level in tank.
  - 1. Install tank fittings that are shipped loose.
  - 2. Support tank from floor or structure above with sufficient strength to carry weight of tank, piping connections, fittings, plus tank full of water. Do not overload building components and structural members.
  
- E. Install expansion tanks on the floor. Vent and purge air from hydronic system, and ensure that tank is properly charged with air to suit system Project requirements.

**END OF SECTION 232116**

## **SECTION 232513 - WATER TREATMENT FOR CLOSED-LOOP HYDRONIC SYSTEMS**

### **PART 1 - GENERAL**

#### **1.1 SUMMARY**

- A. Section includes the following water treatment for closed-loop hydronic systems:
  - 1. Manual chemical-feed equipment.
  - 2. Chemicals.

#### **1.2 ACTION SUBMITTALS**

- A. Product Data: Include rated capacities, operating characteristics, and furnished specialties and accessories for the following products:
  - 1. Bypass feeders.
  - 2. Chemical material safety data sheets.
  - 3. Inhibited propylene glycol.

#### **1.3 INFORMATIONAL SUBMITTALS**

- A. Water-Analysis Provider Qualifications: Verification of experience and capability of HVAC water-treatment service provider. Contact Roger Smith at Walter Louis Fluid Technologies (email: [roger@walterlouis.com](mailto:roger@walterlouis.com)), 217-653-7538.
- B. Field quality-control reports.
- C. Water Analysis: Illustrate water quality available at Project site.

#### **1.4 CLOSEOUT SUBMITTALS**

- A. Operation and Maintenance Data: For sensors, injection pumps, and controllers to include in emergency, operation, and maintenance manuals.

#### **1.5 QUALITY ASSURANCE**

- A. HVAC Water-Treatment Service Provider Qualifications: An experienced HVAC water-treatment service provider, capable of analyzing water qualities, installing water-treatment equipment, and applying water treatment as specified in this Section.

## **PART 2 - PRODUCTS**

### **2.1 PERFORMANCE REQUIREMENTS**

- A. Provide all hardware, chemicals, and other material necessary to maintain HVAC water quality in all systems, as indicated in this Specification. Water quality for hydronic systems shall minimize corrosion, scale buildup, and biological growth for optimum efficiency of hydronic equipment without creating a hazard to operating personnel or the environment.
- B. Base HVAC water treatment on quality of water available at Project site, hydronic system equipment material characteristics and functional performance characteristics, operating personnel capabilities, and requirements and guidelines of authorities having jurisdiction.
- C. Closed hydronic systems, including hot-water heating below 250 deg F, chilled water / glycol shall have water qualities as recommended by approved water treatment contractor familiar with Neosho County water quality.

### **2.2 MANUAL CHEMICAL-FEED EQUIPMENT**

- A. Bypass Feeders: Provide steel feeders with corrosion-resistant exterior coating, minimum 3-1/2-inch fill opening in the top, and NPS 3/4 bottom inlet and top side outlet. Provide quarter turn or threaded fill cap with gasket seal and diaphragm to lock the top on the feeder when exposed to system pressure in the vessel.
  - 1. Capacity: 5 gal..
  - 2. Minimum Working Pressure: 125 psig.

### **2.3 CHEMICALS**

- A. Chemicals shall be as recommended by water-treatment system manufacturer, compatible with piping system components and connected equipment, and able to attain water quality specified in "Performance Requirements" Article.

### **2.4 INHIBITED ETHYLENE GLYCOL AND PROPYLENE GLYCOL**

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Dow Chemical Company (The).
  - 2. Dynalene.
  - 3. Fremont Industries.
  - 4. Houghton Chemical Corp.
- B. Inhibited Propylene Glycol:
  - 1. Propylene glycol with inhibitor additive, to provide freeze protection for heat-transfer fluid and corrosion protection for carbon steel, brass, copper, stainless steel, and cast-iron piping and fittings.

2. Inhibitor creates a passive layer on all surfaces that contact propylene glycol to prevent corrosion and stabilizes fluid pH, to compensate for acids formed from glycol degradation.
3. Concentrated inhibited propylene glycol is to be 95.5 percent propylene glycol by weight and 4.5 percent performance additives.
4. Concentrated inhibited propylene glycol is mixed with water in proper proportion specified by the manufacturer to provide freeze protection to minus 20 deg F. Premixed heat-transfer fluid may be used, or glycol/water mixture may be prepared at the time of installation. Use only deionized water for mixing.
5. Provide only propylene glycol that is specifically blended for HVAC application. Automotive-type antifreeze is unacceptable.

### **PART 3 - EXECUTION**

#### **3.1 WATER ANALYSIS**

- A. Perform an analysis of supply water to determine quality of water available at Project site.

#### **3.2 INSTALLATION**

- A. Install chemical-application equipment on concrete bases, level and plumb. Maintain manufacturer's recommended clearances. Arrange units, so controls and devices that require servicing are accessible. Anchor chemical tanks and floor-mounting accessories to substrate. Install all chemical application equipment within a spill-containment area without floor drain.
- B. Bypass Feeders: Install in closed hydronic systems, including hot-water heating, chilled water/glycol cooling, and equip with the following:
  1. Install bypass feeder in a bypass circuit around circulating pumps unless indicated otherwise on Drawings.
  2. Install test-coupon assembly in bypass circuit around circulating pumps unless otherwise indicated on Drawings.
  3. Install a gate or full-port ball isolation valves on inlet, outlet, and drain below the feeder inlet.
  4. Install a swing check on the inlet after the isolation valve.

#### **3.3 PIPING CONNECTIONS**

- A. Piping installation requirements are specified in other Sections. Drawings indicate general arrangement of piping, fittings, and specialties.
- B. Where installing piping adjacent to equipment, allow space for service and maintenance.
- C. Make piping connections between HVAC water-treatment equipment and dissimilar-metal piping with dielectric fittings.
- D. Install shutoff valves on HVAC water-treatment equipment inlet and outlet.



### 3.4 FIELD QUALITY CONTROL

- A. Testing Agency: Engage a qualified testing agency to perform tests and inspections.
- B. Perform tests and inspections.
- C. Tests and Inspections:
  - 1. Inspect field-assembled components and equipment installation, including piping connections.
  - 2. Inspect piping and equipment to determine that systems and equipment have been cleaned, flushed, and filled with water, and are fully operational before introducing chemicals for water-treatment system.
  - 3. Place HVAC water-treatment system into operation and calibrate controls during the preliminary phase of hydronic systems' startup procedures.
  - 4. Do not enclose, cover, or put piping into operation until it is tested and satisfactory test results are achieved.
  - 5. Test for leaks and defects. If testing is performed in segments, submit separate report for each test, complete with diagram of portion of piping tested.
  - 6. Leave uncovered and unconcealed new, altered, extended, and replaced water piping until it has been tested and approved. Expose work that has been covered or concealed before it has been tested and approved.
  - 7. Cap and subject piping to static water pressure of 50 psig above operating pressure, without exceeding pressure rating of piping system materials. Isolate test source and allow test pressure to stand for four hours. Leaks and loss in test pressure constitute defects.
  - 8. Repair leaks and defects with new materials, and retest piping until no leaks exist.
- D. Equipment will be considered defective if it does not pass tests and inspections.
- E. Prepare test and inspection reports.
- F. At eight week intervals following Substantial Completion, perform separate water analyses on hydronic systems to show that automatic chemical-feed systems are maintaining water quality within performance requirements specified in this Section. Submit written reports of water analysis, advising Owner of changes necessary to adhere to "Performance Requirements" Article.
- G. Comply with ASTM D3370 and with the following standards:
  - 1. Silica: ASTM D859.
  - 2. Acidity and Alkalinity: ASTM D1067.
  - 3. Iron: ASTM D1068.
  - 4. Water Hardness: ASTM D1126.

### 3.5 MAINTENANCE SERVICE

- A. Scope of Maintenance Service: Provide chemicals and service program to maintain water conditions required above, to inhibit corrosion and scale formation for hydronic piping and equipment. Contract Roger Smith at Walter Louis Fluid Technologies (email: [roger@walterlouis.com](mailto:roger@walterlouis.com))  
Phone #: 217-653-7538

-653-7538 for all the work. Services and chemicals shall be provided for a period of two years from date of Substantial Completion and shall include the following:

1. Initial water analysis and HVAC water-treatment recommendations.
2. Startup assistance for Contractor to flush the systems, clean with detergents, and initially fill systems with required chemical treatment prior to operation.
3. Periodic field service and consultation.
4. Customer report charts and log sheets.
5. Laboratory technical analysis.
6. Analyses and reports of all chemical items concerning safety and compliance with government regulations.

### **3.6 DEMONSTRATION**

- A. Train Owner's maintenance personnel to adjust, operate, and maintain HVAC water-treatment systems and equipment. Refer to specification section 017900 for additional information and requirements.

**END OF SECTION 232513**

## **SECTION 233113 - METAL DUCTS**

### **PART 1 - GENERAL**

#### **1.1 SUMMARY**

A. Section Includes:

1. Rectangular ducts and fittings.
2. Round ducts and fittings.
3. Sheet metal materials.
4. Duct Liner.
5. Sealant 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.

#### **1.2 PERFORMANCE REQUIREMENTS**

- A. Duct Design: 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. Airstream Surfaces: Surfaces in contact with the airstream shall comply with requirements in ASHRAE 62.1.

#### **1.3 ACTION SUBMITTALS**

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

B. Shop Drawings:

1. Fabrication, assembly, and installation, including plans, elevations, sections, components, and attachments to other work.
2. Factory- and shop-fabricated ducts and fittings.
3. Duct layout indicating sizes, configuration, and static-pressure classes.
4. Elevation of top of ducts.
5. Dimensions of main duct runs from building grid lines.
6. Fittings.
7. Reinforcement and spacing.
8. Seam and joint construction.

9. Penetrations through fire-rated and other partitions.
10. Equipment installation based on equipment being used on Project.
11. Locations for duct accessories, including dampers, turning vanes, and access doors and panels.
12. Hangers and supports, including methods for duct and building attachment and vibration isolation.

#### **1.4 QUALITY ASSURANCE**

- A. ASHRAE Compliance: Applicable requirements in ASHRAE 62.1, Section 5 - "Systems and Equipment" and Section 7 - "Construction and System Start-up."
- B. ASHRAE/IESNA Compliance: Applicable requirements in ASHRAE/IESNA 90.1, Section 6.4.4 - "HVAC System Construction and Insulation."

### **PART 2 - PRODUCTS**

#### **2.1 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: 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."
- 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. Ductmate Industries, Inc.
  - b. Elgen Manufacturing.
  - c. Linx Industries (formerly Lindab).
  - d. McGill AirFlow LLC.
  - e. SEMCO LLC.
  - f. Wesco Manufacturing
  
- 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 60 Inches in Diameter: Flanged.
  
- 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.
  
- 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 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.

### **2.4 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.
  - b. Johns Manville; a Berkshire Hathaway company.
  - c. Knauf Insulation.
  - d. Manson Insulation Inc.
  - e. Owens Corning.
  
2. Maximum Thermal Conductivity:
  - a. Option for thermal conductivity in first two subparagraphs below exceeds the values in ASTM C 1071. If retaining, verify availability of performance with duct liner manufacturers.
  - b. Type I, Flexible: 0.27 Btu x in./h x sq. ft. x deg F (0.039 W/m x K) at 75 deg F (24 deg C) mean temperature.
  - c. Type II, Rigid: 0.23 Btu x in./h x sq. ft. x deg F (0.033 W/m x K) at 75 deg F (24 deg C) 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. Solvent or 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. Natural-Fiber Duct Liner: 85 percent cotton, 10 percent borate, and 5 percent polybinding fibers, treated with a microbial growth inhibitor and complying with NFPA 90A or NFPA 90B.
  1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. CertainTeed Corporation.
    - b. Johns Manville; a Berkshire Hathaway company.
    - c. Knauf Insulation.
    - d. Manson Insulation Inc.
    - e. Owens Corning.
  
  2. Maximum Thermal Conductivity: 0.24 Btu x in./h x sq. ft. x deg F at 75 deg F mean temperature when tested according to ASTM C 518.
  
  3. Surface-Burning Characteristics: Maximum flame-spread index of 25 and maximum smoke-developed index of 50 when tested according to ASTM E 84; certified by an NRTL.

4. Liner Adhesive: As recommended by insulation manufacturer and complying with NFPA 90A or NFPA 90B.
    - a. For indoor applications, adhesive shall have a VOC content of 50 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."
- C. Insulation Pins and Washers:
1. Cupped-Head, Capacitor-Discharge-Weld Pins: Copper- or zinc-coated steel pin, fully annealed for capacitor-discharge welding, 0.106-inch-diameter shank, length to suit depth of insulation indicated with integral 1-1/2-inch galvanized carbon-steel washer.
  2. Insulation-Retaining Washers: Self-locking washers formed from 0.016-inch-thick galvanized steel; with beveled edge sized as required to hold insulation securely in place but not less than 1-1/2 inches in diameter.
- D. 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.
  9. Secure insulation between perforated sheet metal inner duct of same thickness as specified for outer shell. Use mechanical fasteners that maintain inner duct at uniform distance from outer shell without compressing insulation.
    - a. Sheet Metal Inner Duct Perforations: 3/32-inch diameter, with an overall open area of 23 percent.

10. Terminate inner ducts with buildouts attached to fire-damper sleeves, dampers, turning vane assemblies, or other devices. Fabricated buildouts (metal hat sections) or other buildout means are optional; when used, secure buildouts to duct walls with bolts, screws, rivets, or welds.

## 2.5 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. Two-Part Tape Sealing System:
  1. Tape: Woven cotton fiber impregnated with mineral gypsum and modified acrylic/silicone activator to react exothermically with tape to form hard, durable, airtight seal.
  2. Tape Width: 4 inches.
  3. Sealant: Modified styrene acrylic.
  4. Water resistant.
  5. Mold and mildew resistant.
  6. Maximum Static-Pressure Class: 10-inch wg, positive and negative.
  7. Service: Indoor and outdoor.
  8. Service Temperature: Minus 40 to plus 200 deg F.
  9. Substrate: Compatible with galvanized sheet steel (both PVC coated and bare), stainless steel, or aluminum.
  10. 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).
  11. 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."
- C. 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.
- D. 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."

## **2.6 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 Cable End Connections: Cadmium-plated steel assemblies with brackets, swivel, and bolts designed for duct hanger service; with an automatic-locking and clamping device.
- F. Duct Attachments: Sheet metal screws, blind rivets, or self-tapping metal screws; compatible with duct materials.
- G. Trapeze and Riser Supports:
  1. Supports for Galvanized-Steel Ducts: Galvanized-steel shapes and plates.
  2. Supports for Stainless-Steel Ducts: Stainless-steel shapes and plates.
  3. Supports for Aluminum Ducts: Aluminum or galvanized steel coated with zinc chromate.
- H. General Requirements for Restraint Components: Rated strengths, features, and applications shall be as defined in reports by an agency acceptable to authorities having jurisdiction.
- I. 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.
- J. Hanger Rod Stiffener: Reinforcing steel angle clamped to hanger rod.
- K. 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. Protect duct interiors from moisture, construction debris and dust, and other foreign materials. Comply with SMACNA's "IAQ Guidelines for Occupied Buildings Under Construction," Appendix G, "Duct Cleanliness for New Construction Guidelines."

### **3.2 INSTALLATION OF EXPOSED DUCTWORK**

- A. Protect ducts exposed in finished spaces from being dented, scratched, or damaged.
- B. Trim duct sealants flush with metal. Create a smooth and uniform exposed bead. Do not use two-part tape sealing system.
- C. Maintain consistency, symmetry, and uniformity in the arrangement and fabrication of fittings, hangers and supports, duct accessories, and air outlets.

- D. Repair or replace damaged sections and finished work that does not comply with these requirements.

### **3.3 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. Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."
  - 2. Outdoor, Supply-Air Ducts: Seal Class A.
  - 3. Outdoor, Exhaust Ducts: Seal Class C.
  - 4. Outdoor, Return-Air Ducts: Seal Class C.
  - 5. Unconditioned Space, Supply-Air Ducts in Pressure Classes 2-Inch wg and Lower: Seal Class B.
  - 6. Unconditioned Space, Supply-Air Ducts in Pressure Classes Higher Than 2-Inch wg: Seal Class A.
  - 7. Unconditioned Space, Exhaust Ducts: Seal Class C.
  - 8. Unconditioned Space, Return-Air Ducts: Seal Class B.
  - 9. Conditioned Space, Supply-Air Ducts in Pressure Classes 2-Inch wg and Lower: Seal Class C.
  - 10. Conditioned Space, Supply-Air Ducts in Pressure Classes Higher Than 2-Inch wg: Seal Class B.
  - 11. Conditioned Space, Exhaust Ducts: Seal Class B.
  - 12. Conditioned Space, Return-Air Ducts: Seal Class C.

### **3.4 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, powder-actuated fasteners, or structural-steel fasteners appropriate for construction materials to which hangers are being attached.
  - 1. Where practical, install concrete inserts before placing concrete.
  - 2. Install powder-actuated concrete fasteners after concrete is placed and completely cured.
  - 3. Use powder-actuated concrete fasteners for standard-weight aggregate concretes or for slabs more than 4 inches thick.
  - 4. Do not use powder-actuated concrete fasteners for lightweight-aggregate concretes or for slabs less than 4 inches thick.
  - 5. Do not use powder-actuated concrete fasteners for seismic restraints.
- 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 a 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.

### **3.5 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.

### **3.6 DUCT CLEANING**

- A. Clean new and existing duct system(s) before testing, adjusting, and balancing.
- B. Use service openings for entry and inspection.
  - 1. Create new openings and install access panels appropriate for duct static-pressure class if required for cleaning access. Provide insulated panels for insulated or lined duct. Patch insulation and liner as recommended by duct liner manufacturer. Comply with Section 233300 "Air Duct Accessories" for access panels and doors.
  - 2. Disconnect and reconnect flexible ducts as needed for cleaning and inspection.
  - 3. Remove and reinstall ceiling to gain access during the cleaning process.
- C. Particulate Collection and Odor Control:
  - 1. When venting vacuuming system inside the building, use HEPA filtration with 99.97 percent collection efficiency for 0.3-micron-size (or larger) particles.
  - 2. When venting vacuuming system to outdoors, use filter to collect debris removed from HVAC system, and locate exhaust downwind and away from air intakes and other points of entry into building.
- D. Clean the following components by removing surface contaminants and deposits:
  - 1. Air outlets and inlets (registers, grilles, and diffusers).
  - 2. Supply, return, and exhaust fans including fan housings, plenums (except ceiling supply and return plenums), scrolls, blades or vanes, shafts, baffles, dampers, and drive assemblies.
  - 3. Air-handling unit internal surfaces and components including mixing box, coil section, condensate drain pans, filters and filter sections, and condensate collectors and drains.
  - 4. Coils and related components.
  - 5. Return-air ducts, dampers, actuators, and turning vanes except in ceiling plenums and mechanical equipment rooms.

6. Supply-air ducts, dampers, actuators, and turning vanes.
7. Dedicated exhaust and ventilation components and makeup air systems.

E. Mechanical Cleaning Methodology:

1. Clean metal duct systems using mechanical cleaning methods that extract contaminants from within duct systems and remove contaminants from building.
2. Use vacuum-collection devices that are operated continuously during cleaning. Connect vacuum device to downstream end of duct sections so areas being cleaned are under negative pressure.
3. Use mechanical agitation to dislodge debris adhered to interior duct surfaces without damaging integrity of metal ducts, duct liner, or duct accessories.
4. Clean fibrous-glass duct liner with HEPA vacuuming equipment; do not permit duct liner to get wet. Replace fibrous-glass duct liner that is damaged, deteriorated, or delaminated or that has friable material, mold, or fungus growth.
5. Clean coils and coil drain pans according to NADCA 1992. Keep drain pan operational. Rinse coils with clean water to remove latent residues and cleaning materials; comb and straighten fins.
6. Provide drainage and cleanup for wash-down procedures.
7. Antimicrobial Agents and Coatings: Apply EPA-registered antimicrobial agents if fungus is present. Apply antimicrobial agents according to manufacturer's written instructions after removal of surface deposits and debris.

### 3.7 START UP

- F. Air Balance: Comply with requirements in Section 230593 "Testing, Adjusting, and Balancing for HVAC."

### 3.8 DUCT SCHEDULE

Fabricate for the pressure and SMACNA seal class required by the application.

1. Leakage class minimum requirements are:
  - a. Up thru 2" WG pressure – rectangular – Class 24, round - Class 12.
  - b. Greater than 2", less than 4" WG pressure - class 12 - rectangular, class 6 - round.
2. Seal class minimum requirements are:
  - a. Up thru 2" WG pressure - class A for all duct joints.
  - b. Greater than 2", less than 4" WG pressure - class A for all duct joints.

B. Intermediate Reinforcement:

1. Galvanized-Steel Ducts: Galvanized steel or carbon steel coated with zinc-chromate primer.

C. Liner:

1. Supply Air Ducts in conditioned space or return air plenums: Fibrous glass Type I or Natural fiber, 1/2 inch thick.
2. Supply Air Ducts in unconditioned space or plenums not used for return air: Fibrous glass Type I or Natural fiber, 1 inch thick.  
Return Air Ducts: Fibrous glass or Type I Natural fiber, 1/2 inch thick.
3. Exhaust Air Ducts within 5 feet of fan: Fibrous glass or Type I Natural fiber, 1/2 inch thick.

D. Elbow Configuration:

1. Rectangular Duct: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 4-2, "Rectangular Elbows."
  - a. Velocity 1000 fpm or Lower:
    - 1) Radius Type RE 1 with minimum 0.5 radius-to-diameter ratio.
    - 2) Mitered Type RE 4 without vanes.
  - b. Velocity 1000 to 1500 fpm:
    - 1) Radius Type RE 1 with minimum 1.0 radius-to-diameter ratio.
    - 2) Radius Type RE 3 with minimum 0.5 radius-to-diameter ratio and two vanes.
    - 3) 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."
  - c. Velocity 1500 fpm or Higher:
    - 1) Radius Type RE 1 with minimum 1.5 radius-to-diameter ratio.
    - 2) Radius Type RE 3 with minimum 1.0 radius-to-diameter ratio and two vanes.
    - 3) 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. Rectangular Duct: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 4-2, "Rectangular Elbows."
  - a. Radius Type RE 3 with minimum 1.0 radius-to-diameter ratio and two 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."
3. 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) Velocity 1000 fpm or Lower: 0.5 radius-to-diameter ratio and three segments for 90-degree elbow.
- 2) Velocity 1000 to 1500 fpm: 1.0 radius-to-diameter ratio and four segments for 90-degree elbow.
- 3) Velocity 1500 fpm or Higher: 1.5 radius-to-diameter ratio and five segments for 90-degree elbow.
- 4) Radius-to Diameter Ratio: 1.5.

- b. Round Elbows, 12 Inches and Smaller in Diameter: Stamped or pleated.
- c. Round Elbows, 14 Inches and Larger in Diameter: Standing seam or Welded.

E. 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: 45-degree entry.
  - b. Rectangular Main to Round Branch: Spin in.
2. Round: 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. Velocity 1000 fpm or Lower: 90-degree tap.
  - b. Velocity 1000 to 1500 fpm: Conical tap.
  - c. Velocity 1500 fpm or Higher: 45-degree lateral.

**END OF SECTION 233113**

## **SECTION 233300 - AIR DUCT ACCESSORIES**

### **PART 1 - GENERAL**

#### **1.1 SUMMARY**

- A. Section Includes:
  - 1. Turning vanes.
  - 2. Duct-mounted access doors.
  - 3. Flexible connectors.
  - 4. Duct accessory hardware.

#### **1.2 ACTION SUBMITTALS**

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

#### **1.3 CLOSEOUT SUBMITTALS**

- A. Operation and maintenance data.

### **PART 2 - PRODUCTS**

#### **2.1 ASSEMBLY DESCRIPTION**

- A. Comply with NFPA 90A, "Installation of Air Conditioning and Ventilating Systems," and with NFPA 90B, "Installation of Warm Air Heating and Air Conditioning Systems."
- B. 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. Reinforcement Shapes and Plates: Galvanized-steel reinforcement where installed on galvanized sheet metal ducts; compatible materials for stainless-steel ducts.



## **2.3 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.

## **2.4 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. Ductmate Industries, Inc.
  - 3. Flexmaster U.S.A., Inc.
  - 4. Greenheck Fan Corporation.
  - 5. McGill AirFlow LLC.
  - 6. Nailor Industries 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 with insulation fill and thickness as indicated for duct pressure class.
    - c. Vision panel.
    - d. Hinges and Latches: 1-by-1-inch butt or piano hinge and cam latches.
    - e. 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 up to 24 by 48 Inches: Three hinges or Continuous and two compression latches with outside and inside handles.
- d. Access Doors Larger Than 24 by 48 Inches: Four hinges or Continuous and two compression latches with outside and inside handles.

## **2.5 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 3-1/2 inches wide attached to two strips of 2-3/4-inch-wide, 0.028-inch-thick, galvanized sheet steel or 0.032-inch-thick aluminum sheets. Provide metal compatible with connected ducts.
- 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.
- F. Outdoor System, Flexible Connector Fabric: Glass fabric double coated with weatherproof, synthetic rubber resistant to UV rays and ozone.
  - 1. Minimum Weight: 24 oz./sq. yd..
  - 2. Tensile Strength: 530 lbf/inch in the warp and 440 lbf/inch in the filling.
  - 3. Service Temperature: Minus 50 to plus 250 deg F.

## **2.6 DUCT ACCESSORY HARDWARE**

- A. Instrument Test Holes: Cast iron or cast aluminum to suit duct material, including screw cap and gasket. Size to allow insertion of pitot tube and other testing instruments and of length to suit duct-insulation thickness.
- B. Adhesives: High strength, quick setting, neoprene based, waterproof, and resistant to gasoline and grease.

## **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 and fibrous-glass ducts and stainless-steel accessories in stainless-steel ducts..
- C. Install volume dampers at points on supply, return, and exhaust systems where branches extend from larger ducts. Where dampers are installed in ducts having duct liner, install dampers with hat channels of same depth as liner, and terminate liner with nosing at hat channel.
  - 1. Install steel volume dampers in steel ducts.
- D. Set dampers to fully open position before testing, adjusting, and balancing.
- E. Install test holes at fan inlets and outlets and elsewhere as indicated.
- F. Install any and all required duct access doors on sides of ducts to allow for duct cleaning, inspecting, adjusting, and maintaining accessories and equipment at the following locations:
  - 1. Required for adequate duct cleaning.
  - 2. On both sides of duct coils.
  - 3. Upstream from duct filters.
  - 4. At outdoor-air intakes and mixed-air plenums.
  - 5. At drain pans and seals.
  - 6. Downstream from manual volume dampers, control dampers, backdraft dampers, and equipment.
  - 7. Adjacent to and close enough to fire or smoke dampers, to reset or reinstall fusible links. Access doors for access to fire or smoke dampers having fusible links shall be pressure relief access doors and shall be outward operation for access doors installed upstream from dampers and inward operation for access doors installed downstream from dampers.
  - 8. At each change in direction and at maximum 50-foot spacing.
  - 9. Upstream and downstream from turning vanes.
  - 10. Upstream or downstream from duct silencers.
  - 11. Control devices requiring inspection.
  - 12. Elsewhere as indicated.
- G. Install access doors with swing against duct static pressure.
- H. Access Door Sizes:
  - 1. Two-Hand Access: 12 by 6 inches.
  - 2. Head and Hand Access: 18 by 10 inches.
- I. Install flexible connectors to connect ducts to equipment.

- J. Connect terminal units to supply ducts with maximum 36-inch lengths of flexible duct. Do not use flexible ducts to change directions.
- K. Connect flexible ducts to metal ducts with draw bands.
- L. Install duct test holes where required for testing and balancing purposes.

### **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.

**END OF SECTION 233300**

## **SECTION 234100 - PARTICULATE AIR FILTRATION**

### **PART 1 - GENERAL**

#### **1.1 SUMMARY**

- A. Section Includes:
  - 1. MERV 13 Pleated panel filters for AHU unit ONLY.

#### **1.2 ACTION SUBMITTALS**

- A. Product Data: For each type of product. Include dimensions; operating characteristics; required clearances and access; rated flow capacity, including initial and final pressure drop at rated airflow; efficiency and test method; fire classification; furnished specialties; and accessories for each model indicated.

#### **1.3 INFORMATIONAL SUBMITTALS**

- A. Product Test Reports: For each filter, for tests performed by manufacturer.
- B. Field quality-control reports.

#### **1.4 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. Provide one complete extra set(s) of filters for AHU units.

#### **1.5 QUALITY ASSURANCE**

- A. Testing Agency Qualifications: An NRTL.

#### **1.6 DELIVERY, STORAGE, AND HANDLING**

- A. Deliver and store products in a clean, dry place.
- B. Comply with manufacturer's written rigging and installation instructions for unloading and moving to final installed location.
- C. Handle products carefully to prevent damage, breaking, denting, and scoring. Do not install damaged products.

- D. Protect products from weather, dirt, dust, water, construction debris, and physical damage.
  - 1. Retain factory-applied coverings on equipment to protect finishes during construction and remove just prior to operating unit.
  - 2. Cover unit openings before installation to prevent dirt and dust from entering inside of units. If required to remove coverings during unit installation, reapply coverings over openings after unit installation and remove just prior to operating unit.
  - 3. Replace installed products damaged during construction.

## **PART 2 - PRODUCTS**

### **2.1 PERFORMANCE REQUIREMENTS**

- A. ASHRAE Compliance:
  - 1. Comply with applicable requirements in ASHRAE 62.1, Section 4 - "Outdoor Air Quality"; Section 5 - "Systems and Equipment"; and Section 7 - "Construction and Startup."
  - 2. Comply with ASHRAE 52.2 for MERV for methods of testing and rating air-filter units.
- B. Comply with NFPA 90A and NFPA 90B.
- C. Comply with UL 900.
- D. 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.

### **2.2 PLEATED PANEL FILTERS**

- A. Description: Factory-fabricated, self-supported, extended-surface, pleated, panel-type, disposable air filters with holding frames.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. 3M.
    - b. AAF International.
    - c. Camfil Farr.
    - d. Filtration Group.
    - e. Flanders Corporation.
    - f. Glasfloss Industries.
- B. Source Limitations: Obtain from single source from single manufacturer.
- C. Capacities and Characteristics:
  - 1. Face Size: match unit frame.
  - 2. Depth: 2 inches nominal.
  - 3. Number of Filters, Wide by High: as required by unit

4. Initial Resistance: 0.25-inch wg
  5. Minimum Efficiency Reporting Value: Pre-filters MERV 8 and Final Filters MERV 13, with "Composite Average Particle Size Efficiency, Percent in Size Range, Micrometers" according to ASHRAE 52.2.
- D. Media: Cotton and synthetic fibers coated with nonflammable adhesive.
1. Separators shall be bonded to the media to maintain pleat configuration.
  2. Welded-wire grid shall be on downstream side to maintain pleat.
  3. Media shall be bonded to frame to prevent air bypass.
  4. Support members on upstream and downstream sides to maintain pleat spacing.
- E. Filter-Media Frame: Cardboard frame with perforated metal retainer sealed or bonded to the media.

### **PART 3 - EXECUTION**

#### **3.1 EXAMINATION**

- A. Examine ducts, air-handling units, and conditions for compliance with requirements for installation tolerances and other conditions affecting performance of the Work.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

#### **3.2 INSTALLATION OF FILTERS**

- A. Position each filter unit with clearance for normal service and maintenance. Anchor filter holding frames to substrate.
- B. Install filters in position to prevent passage of unfiltered air.
- C. Do not operate fan system until filters (temporary or permanent) are in place. Replace temporary filters used during construction and testing with new, clean filters.
- D. Coordinate filter installations with duct and air-handling-unit installations.

#### **3.3 FIELD QUALITY CONTROL**

- A. After completing system installation and testing, adjusting, and balancing of air-handling and air-distribution systems, clean filter housings and install new filter media.

**END OF SECTION 234100**

## **SECTION 236423.13 - AIR-COOLED, SCROLL WATER CHILLERS**

### **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 packaged, air-cooled, electric-motor-driven, scroll water chillers.

#### **1.3 DEFINITIONS**

- A. BAS: Building automation system.
- B. COP: Coefficient of performance. The ratio of the rate of heat removal to the rate of energy input using consistent units for any given set of rating conditions.
- C. DDC: Direct digital control.
- D. EER: Energy-efficiency ratio. The ratio of the cooling capacity given in Btu/h to the total power input given in watts at any given set of rating conditions.
- E. GFI: Ground fault interrupt.
- F. IPLV: Integrated part-load value. A single-number part-load efficiency figure of merit for a single chiller calculated per the method defined by AHRI 550/590 and referenced to AHRI standard rating conditions.
- G. I/O: Input/output.
- H. kW/Ton: The ratio of total power input of the chiller in kilowatts to the net refrigerating capacity in tons at any given set of rating conditions.
- I. NPLV: Nonstandard part-load value. A single number part-load efficiency figure of merit for a single chiller calculated per the method defined by AHRI 550/590 and intended for operating conditions other than the AHRI standard rating conditions.
- J. SCCR: Short-circuit current rating.
- K. TEAO: Totally enclosed air over.
- L. TENV: Totally enclosed nonventilating.



#### **1.4 ACTION SUBMITTALS**

- A. Product Data: For each type of product.
  - 1. Include refrigerant, rated capacities, operating characteristics, and furnished specialties and accessories.
  - 2. Performance at AHRI standard conditions and at conditions indicated.
  - 3. Performance at AHRI standard unloading conditions.
  - 4. Minimum evaporator flow rate.
  - 5. Refrigerant capacity of water chiller.
  - 6. Oil capacity of water chiller.
  - 7. Fluid capacity of evaporator.
  - 8. Characteristics of safety relief valves.
  - 9. Force and moment capacity of each piping connection.
  
- B. Shop Drawings: Complete set of manufacturer's prints of water chiller assemblies, control panels, sections and elevations, and unit isolation. Include the following:
  - 1. Assembled unit dimensions.
  - 2. Weight and load distribution.
  - 3. Required clearances for maintenance and operation.
  - 4. Size and location of piping and wiring connections.
  - 5. Diagrams for power, signal, and control wiring.

#### **1.5 INFORMATIONAL SUBMITTALS**

- A. Certificates: For certification required in "Quality Assurance" Article.
- B. Installation instructions.
- C. Source quality-control reports.
- D. Startup service reports.
- E. Sample Warranty: For special warranty.

#### **1.6 CLOSEOUT SUBMITTALS**

- A. Operation and Maintenance Data: For each water chiller to include in emergency, operation, and maintenance manuals.
- B. Spare Parts List: Recommended spare parts list with quantity for each.
- C. Instructional Videos: Including those that are prerecorded and those that are recorded during training.

## **1.7 QUALITY ASSURANCE**

- A. AHRI Certification: Certify chiller according to AHRI 590 certification program.

## **1.8 DELIVERY, STORAGE, AND HANDLING**

- A. Ship water chillers from the factory fully charged with refrigerant and filled with oil.
- B. Package water chiller for export shipping.

## **1.9 WARRANTY**

- A. Special Warranty: Manufacturer agrees to repair or replace components of water chillers that fail in materials or workmanship within specified warranty period.
  - 1. Extended warranties include, but are not limited to, the following:
    - a. Complete chiller including refrigerant and oil charge.
    - b. Complete compressor and drive assembly including refrigerant and oil charge.
    - c. Refrigerant and oil charge.
      - 1) Loss of refrigerant charge for any reason due to manufacturer's product defect and product installation.
    - d. Parts and labor.
  - 2. Warranty Period: Five years from date of Substantial Completion.

## **PART 2 - PRODUCTS**

### **2.1 PERFORMANCE REQUIREMENTS**

- A. Site Altitude: Chiller shall be suitable for altitude at which installed without affecting performance indicated. Make adjustments to affected chiller components to account for site altitude.
- B. AHRI Rating: Rate water chiller performance according to requirements in AHRI 550/590.
- C. ASHRAE Compliance: ASHRAE 15 for safety code for mechanical refrigeration.
- D. ASHRAE/IES 90.1 Compliance: Applicable requirements in ASHRAE/IES 90.1, Section 6 - "Heating, Ventilating, and Air-Conditioning."
- E. ASME Compliance: Fabricate and stamp water chiller heat exchangers to comply with ASME Boiler and Pressure Vessel Code.
- F. Comply with NFPA 70.

- G. Comply with requirements of UL 1995, "Heating and Cooling Equipment," and include label by a qualified testing agency showing compliance.
- H. Operation Following Loss of Normal Power:
  - 1. Equipment, associated factory- and field-installed controls, and associated electrical equipment and power supply connected to backup power system shall automatically return equipment and associated controls to the operating state occurring immediately before loss of normal power without need for manual intervention by an operator when power is restored either through a backup power source, or through normal power if restored before backup power is brought on-line.
  - 2. See drawings for equipment served by backup power systems.
  - 3. Provide means and methods required to satisfy requirement even if not explicitly indicated.
- I. Outdoor Installations:
  - 1. Chiller shall be suitable for outdoor installation indicated. Provide adequate weather protection to ensure reliable service life over a 25-year period with minimal degradation due to exposure to outdoor ambient conditions.
  - 2. Chillers equipped to provide safe and stable operation while achieving performance indicated when operating at extreme outdoor temperatures encountered by the installation. Review historical weather database and provide equipment that can operate at extreme outdoor temperatures recorded over past 30-year period.

## **2.2 MANUFACTURERS**

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Daikin Applied.
  - 2. Trane.
  - 3. YORK; a Johnson Controls company.

## **2.3 MANUFACTURED UNITS**

- A. Description: Factory-assembled and run-tested water chiller complete with compressor(s), compressor motors and motor controllers, evaporator, condenser with fans, electrical power, controls, and indicated accessories.
- B. Fabricate water chiller mounting base with reinforcement strong enough to resist water chiller movement during a seismic event when water chiller is anchored to field support structure.

## **2.4 CABINET**

- A. Base: Galvanized-steel base extending the perimeter of water chiller. Secure frame, compressors, and evaporator to base to provide a single-piece unit.

- B. Frame: Rigid galvanized-steel frame secured to base and designed to support cabinet, condenser, control panel, and other chiller components not directly supported from base.
- C. Casing: Galvanized steel.
- D. Finish: Coat base, frame, and casing with a corrosion-resistant coating capable of withstanding a 500-hour salt-spray test according to ASTM B117.

## **2.5 COMPRESSOR-DRIVE ASSEMBLIES**

- A. Compressors:
    - 1. Description: Positive-displacement direct drive with hermetically sealed casing.
    - 2. Each compressor provided with suction and discharge service valves, crankcase oil heater, and suction strainer.
      - a. For multiple compressor assemblies, it is acceptable to isolate each compressor assembly in lieu of each compressor.
    - 3. Operating Speed: Nominal 3600 rpm for 60-Hz applications.
    - 4. Capacity Control: On-off compressor cycling.
      - a. Digital compressor unloading is an acceptable alternative to achieve capacity control.
    - 5. Oil Lubrication System: Automatic pump with strainer, sight glass, filling connection, filter with magnetic plug or removable magnet in sump, and initial oil charge.
      - a. Manufacturer's other standard methods of providing positive lubrication are acceptable in lieu of an automatic pump.
    - 6. Vibration Isolation: Mount individual compressors on vibration isolators.
      - a. For multiple compressor assemblies, it is acceptable to isolate each compressor assembly in lieu of each compressor.
  - B. Compressor Motors:
    - 1. Hermetically sealed and cooled by refrigerant suction gas.
    - 2. High-torque, two-pole induction type with inherent thermal-overload protection on each phase.
  - C. Compressor Motor Controllers:
    - 1. Across the Line: NEMA ICS 2, Class A, full voltage, nonreversing.
- ## **2.6 REFRIGERATION**
- A. Refrigerant: R-410A. Classified as Safety Group A1 according to ASHRAE 34.

- B. Refrigerant Compatibility: Parts exposed to refrigerants shall be fully compatible with refrigerants, and pressure components shall be rated for refrigerant pressures.
- C. Refrigerant Circuit: Each circuit shall include an electronic-expansion valve, refrigerant charging connections, a hot-gas muffler, compressor suction and discharge shutoff valves, a liquid-line shutoff valve, a replaceable-core filter-dryer, a sight glass with moisture indicator, a liquid-line solenoid valve, and an insulated suction line.
- D. Refrigerant Isolation: Factory install positive shutoff isolation valves in the compressor discharge line and the refrigerant liquid-line to allow the isolation and storage of the refrigerant charge in the chiller condenser.
  - 1. For multiple compressor assemblies, it is acceptable to isolate each compressor assembly in each circuit in lieu of each compressor.
- E. Pressure Relief Device:
  - 1. Comply with requirements in ASHRAE 15, ASHRAE 147, and applicable portions of ASME Boiler and Pressure Vessel Code: Section VIII, Division 1.
  - 2. Select and configure pressure relief devices to protect against corrosion and inadvertent release of refrigerant.
  - 3. ASME-rated, spring-loaded, pressure relief valve; single- or multiple-reseating type. Pressure relief valve(s) shall be provided for each heat exchanger.

## **2.7 EVAPORATOR**

- A. Brazed-plate or shell-and-tube design, as indicated.
- B. Brazed Plate:
  - 1. Direct-expansion, single-pass, brazed-plate design.
  - 2. Type stainless-steel construction.
  - 3. Code Compliance: Tested according to ASME Boiler and Pressure Vessel Code.
  - 4. Fluid Nozzles: Terminate with mechanical-coupling end connections for connection to field piping.
  - 5. Inlet Strainer: Factory-furnished, 20-mesh strainer for field installation in supply piping to evaporator. Manufacturer has option to factory install strainer.
- C. Flow Switch: Factory-furnished and -installed, thermal-type flow switch wired to chiller operating controls.

## **2.8 AIR-COOLED CONDENSER**

- A. Coil(s) with integral subcooling on each circuit.
- B. Copper Tube with Plate Fin Coils:
  - 1. Construct coils of copper tubes mechanically bonded to aluminum fins.
  - 2. Coating: None.

- C. Aluminum Microchannel Coils:
  - 1. Series of flat tubes containing a series of multiple, parallel-flow microchannels layered between refrigerant header manifolds.
  - 2. Single- or multiple-pass arrangement.
  - 3. Construct fins, tubes, and header manifolds of aluminum alloy treated with a corrosion-resistant coating.
- D. Hail Protection: Provide condenser coils with louvers, baffles, or hoods to protect against hail damage.
- E. Fans: Direct-drive propeller type with statically and dynamically balanced fan blades, arranged for vertical air discharge.
- F. Fan Motors: TENV or TEAO enclosure, with sealed and permanently lubricated bearings, and having built-in overcurrent- and thermal-overload protection.
  - 1. Overcurrent- and thermal-overload protection not integral to motor is acceptable if provided with chiller electrical power package.
- G. Fan Guards: Removable steel safety guards with corrosion-resistant coating.

## 2.9 INSULATION

- A. Closed-cell, flexible, elastomeric thermal insulation complying with ASTM C534/C534M, Type I for tubular materials and Type II for sheet materials.
- B. Adhesive: As recommended by insulation manufacturer.
- C. Factory-applied insulation over all cold surfaces of chiller capable of forming condensation. Components shall include, but not be limited to, evaporator, evaporator water boxes including nozzles, refrigerant suction pipe from evaporator to compressor, cold surfaces of compressor, refrigerant-cooled motor, and auxiliary piping.
  - 1. Apply adhesive to 100 percent of insulation contact surface.
  - 2. Before insulating steel surfaces, prepare surfaces for paint, and prime and paint as indicated for other painted components. Do not insulate unpainted steel surfaces.
  - 3. Seal seams and joints to provide a vapor barrier.
  - 4. After adhesive has fully cured, paint exposed surfaces of insulation to match other painted parts.
  - 5. Manufacturer has option to factory or field insulate chiller components to reduce potential for damage during installation.
  - 6. Field-Applied Insulation:
    - a. Components that are not factory insulated shall be field insulated to comply with requirements indicated.
    - b. Manufacturer shall be responsible for chiller insulation whether factory or field installed to ensure that manufacturer is the single point of responsibility for chillers.

- c. Manufacturer's factory-authorized service representative shall instruct and supervise installation of field-applied insulation.
- d. After field-applied insulation is complete, paint insulation to match factory-applied finish.

## 2.10 ELECTRICAL

- A. Factory installed and wired, and functionally tested at factory before shipment.
- B. Factory-installed and -wired switches, motor controllers, transformers, and other electrical devices necessary shall provide a single-point field power connection to water chiller.
- C. House in a unit-mounted, NEMA 250, Type 3R enclosure with hinged access door with lock and key or padlock and key.
- D. Wiring shall be numbered and color-coded to match wiring diagram.
- E. Factory wiring shall be located outside of an enclosure in a raceway. Terminal connections shall be made with not more than a 24-inch length of liquidtight or flexible metallic conduit.
- F. Field power interface shall be to NEMA KS 1, heavy-duty, nonfused disconnect switch. Minimum SCCR according to UL 508 shall be as required by electrical power distribution system, but not less than 42,000 A.
- G. Each motor shall have branch power circuit and controls with one of the following disconnecting means having SCCR to match main 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. NEMA KS 1, heavy-duty, nonfusible switch.
  - 3. UL 489, motor-circuit protector (circuit breaker) with field-adjustable, short-circuit trip coordinated with motor locked-rotor amperes.
- H. Each motor shall have overcurrent protection.
- I. Overload relay sized according to UL 1995, or an integral component of water chiller control microprocessor.
- J. Phase-Failure and Undervoltage: Solid-state sensing with adjustable settings.
- K. Power Factor Correction: Capacitors to correct power factor to 0.95 at full load.
- L. Controls Transformer: Unit-mounted transformer with primary and secondary fuses and sized with enough capacity to operate electrical load plus spare capacity.
- M. Control Relays: Auxiliary and adjustable time-delay relays, or an integral to water chiller microprocessor.
- N. Service Receptacle:
  - 1. Unit-mounted, 120-V GFI duplex receptacle.

2. Power receptacle from chiller internal electrical power wiring.
- O. Indicate the following for water chiller electrical power supply:
1. Current, phase to phase, for all three phases.
  2. Voltage, phase to phase and phase to neutral for all three phases.
  3. Three-phase real power (kilowatts).
  4. Three-phase reactive power (kilovolt amperes reactive).
  5. Power factor.
  6. Running log of total power versus time (kilowatt hours).
  7. Fault log, with time and date of each.

## 2.11 CONTROLS

- A. Factory installed and wired, and functionally tested at factory before shipment. Coordinate all work with C&C Group, Corey Schepers at 913-530-7369, (email: Cschepers@c-cgroup.com)
- B. Standalone, microprocessor based, with all memory stored in nonvolatile memory so that reprogramming is not required on loss of electrical power.
- C. Enclosure: Share enclosure with electrical power devices or provide a separate enclosure of matching construction.
- D. Operator Interface: Keypad or pressure-sensitive touch screen. Multiple-character, digital display. Display the following:
1. Date and time.
  2. Operating or alarm status.
  3. Operating hours.
  4. Outside-air temperature if required for chilled-water reset.
  5. Temperature and pressure of operating set points.
  6. Chilled-water entering and leaving temperatures.
  7. Refrigerant pressures in evaporator and condenser.
  8. Saturation temperature in evaporator and condenser.
  9. No cooling load condition.
  10. Elapsed time meter (compressor run status).
  11. Pump status.
  12. Antirecycling timer status.
  13. Percent of maximum motor amperage.
  14. Current-limit set point.
  15. Number of compressor starts.
  16. Alarm history with retention of operational data before unit shutdown.
  17. Superheat.
- E. Control Functions:
1. Manual or automatic startup and shutdown time schedule.
  2. Capacity control based on evaporator leaving-fluid temperature.
  3. Capacity control compensated by rate of change of evaporator entering-fluid temperature.
  4. Chilled-water entering and leaving temperatures, control set points, and motor load limit.



5. Current limit and demand limit.
  6. Condenser-water temperature.
  7. External water chiller emergency stop.
  8. Antirecycling timer.
  9. Automatic lead-lag switching.
  10. Ice-building mode.
- F. Manual-Reset Safety Controls: The following conditions shall shut down water chiller and require manual reset:
1. Low evaporator pressure or high condenser pressure.
  2. Low chilled-water temperature.
  3. Refrigerant high pressure.
  4. High or low oil pressure.
  5. High oil temperature.
  6. Loss of chilled-water flow.
  7. Loss of condenser-water flow.
  8. Control device failure.
- G. DDC System Interface: Factory-install hardware and software to enable system to monitor, control, and display chiller status and alarms.
1. Hardwired I/O Points:
    - a. Monitoring: On/off status, common trouble alarm electrical power demand (kilowatts).
    - b. Control: On/off operation, chilled-water discharge temperature set-point adjustment.
  2. Communication Interface: ASHRAE 135 (BACnet) communication interface shall enable control system operator to remotely control and monitor the water chiller from an operator workstation. Control features and monitoring points displayed locally at water chiller control panel shall be available through DDC system for HVAC.
- H. Factory-installed wiring outside of enclosures shall be in NFPA 70-complaint raceway.

## 2.12 ACCESSORIES

- A. Factory-furnished neoprene or spring isolators for field installation.
1. Spring Deflection: 1 inch.

## 2.13 CAPACITIES AND CHARACTERISTICS

- A. Capacity: See Schedule on Sheet M-302.

## 2.14 MATERIALS

- A. Steel:

1. ASTM A36/A36M for carbon structural steel.
  2. ASTM A568/A568M for steel sheet.
- B. Stainless Steel:
1. Manufacturer's standard grade for casing.
  2. Manufacturer's standard type, ASTM A240/A240M for bare steel exposed to airstream or moisture.
- C. Galvanized Steel: ASTM A653/A653M.
- D. Aluminum: ASTM B209.
- E. Corrosion-Resistant Coating: Coat with a corrosion-resistant coating capable of withstanding a 3000-hour salt-spray test according to ASTM B117.
1. Standards:
    - a. ASTM B117 for salt spray.
    - b. ASTM D2794 for minimum impact resistance of 100 in-lb
    - c. ASTM B3359 for cross hatch adhesion of 5B.
  2. Application: Immersion or Spray.
  3. Thickness: 1 mil.
  4. Gloss: Minimum gloss of 60 on a 60-degree meter.

## **2.15 SOURCE QUALITY CONTROL**

- A. Perform functional test of water chillers before shipping.
- B. Factory performance test water chillers, before shipping, according to AHRI 550/590.
- C. Factory test and inspect evaporator according to ASME Boiler and Pressure Vessel Code and permitted with Public Safety Department: Section VIII, Division 1. Stamp with ASME label.
- D. For water chillers located outdoors, rate sound power level according to AHRI 370 procedure.

## **PART 3 - EXECUTION**

### **3.1 EXAMINATION**

- A. Before water chiller installation, examine roughing-in for equipment support, anchor-bolt sizes and locations, piping, controls, and electrical connections to verify actual locations, sizes, and other conditions affecting water chiller performance, maintenance, and operations.
  1. Water chiller locations indicated on Drawings are approximate. Determine exact locations before roughing-in for piping, controls, and electrical connections.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

### **3.2 WATER CHILLER INSTALLATION**

- A. Coordinate sizes and locations of bases with actual equipment provided. Cast anchor-bolt inserts into concrete bases.
- B. Coordinate sizes, locations, and anchoring attachments of structural-steel support structures with actual equipment provided.
- C. Install water chillers on support structure indicated.
- D. Equipment Mounting:
  - 1. Install water chillers on cast-in-place concrete equipment bases.
  - 2. Comply with requirements for vibration isolation devices specified in Section 230548.13 "Vibration Controls for HVAC."
- E. Maintain manufacturer's recommended clearances for service and maintenance.
- F. Maintain clearances required by governing code.
- G. Chiller manufacturer's factory-trained service personnel shall charge water chiller with refrigerant if not factory charged and fill with oil if not factory installed.
- H. Install separate devices furnished by manufacturer and not factory installed.
  - 1. Chillers shipped in multiple major assemblies shall be field assembled by chiller manufacturer's factory-trained service personnel.

### **3.3 PIPING CONNECTIONS**

- A. Comply with requirements in Section 232113 "Hydronic Piping" and Section 232116 "Hydronic Piping Specialties." Drawings indicate general arrangement of piping, fittings, and specialties.
- B. Where installing piping adjacent to chillers, allow space for service and maintenance.
- C. Evaporator Fluid Connections:
  - 1. Connect to evaporator inlet with shutoff valve, strainer, flexible connector, thermometer, and plugged tee with pressure gage.
  - 2. Connect to evaporator outlet with shutoff valve, balancing valve, flexible connector, flow switch, thermometer, plugged tee with pressure gage, and drain connection with valve.
  - 3. Make connections to water chiller with a union, flange or mechanical coupling.
- D. Connect each drain connection with a drain valve, full size of drain connection.
- E. Connect each chiller vent connection with a manual vent, full size of vent connection.

### **3.4 ELECTRICAL POWER CONNECTIONS**

- A. Connect wiring according to Section 260519 "Low-Voltage Electrical Power Conductors and Cables."
- B. Ground equipment according to Section 260526 "Grounding and Bonding for Electrical Systems."
- C. Provide nameplate for each electrical connection indicating electrical equipment designation and circuit number feeding connection. Nameplate shall be laminated phenolic layers of black with engraved white letters at least 1/2 inch high. Locate nameplate where easily visible.

### **3.5 CONTROLS CONNECTIONS**

- A. Install control and electrical power wiring to field-mounted control devices.
- B. Connect control wiring between chillers and other equipment to interlock operation as required to provide a complete and functioning system.
- C. Connect control wiring between chiller control interface and DDC system for remote monitoring and control of chillers. Comply with requirements in Section 230923 "Direct Digital Control (DDC) System for HVAC."
- D. Provide nameplate on face of chiller control panel indicating control equipment designation serving chiller and the I/O point designation for each control connection. Nameplate shall be laminated phenolic layers of black with engraved white letters at least 1/2 inch high.

### **3.6 STARTUP SERVICE**

- A. Engage a factory-authorized service representative to perform startup service.
- B. Inspect field-assembled components, equipment installation, and piping and electrical connections for proper assemblies, installations, and connections.
- C. Complete installation and startup checks according to manufacturer's written instructions and perform the following:
  - 1. Verify that refrigerant charge is sufficient and water chiller has been leak tested.
  - 2. Verify that pumps are installed and functional.
  - 3. Verify that thermometers and gages are installed.
  - 4. Operate water chiller for run-in period.
  - 5. Check bearing lubrication and oil levels.
  - 6. Verify that refrigerant pressure relief device for chillers installed indoors is vented outside.
  - 7. Verify proper motor rotation.
  - 8. Verify static deflection of vibration isolators, including deflection during water chiller startup and shutdown.
  - 9. Verify and record performance of chilled-water flow and low-temperature interlocks.
  - 10. Verify and record performance of water chiller protection devices.

11. Test and adjust controls and safeties. Replace damaged or malfunctioning controls and equipment.
- D. Visually inspect chiller for damage before starting. Repair or replace damaged components, including insulation. Do not start chiller until damage that is detrimental to operation has been corrected.
  - E. Prepare a written startup report that records results of tests and inspections.

### **3.7 DEMONSTRATION**

- A. Engage a factory-authorized service representative to train Owner's maintenance personnel to adjust, operate, and maintain water chillers (minimum of 16 hours – 2 sessions). Video record the training sessions and provide electronic copy to Owner. Comply with Section 017900 Demonstration and Training specification document.
  1. Instructor shall be factory trained and certified.
  2. Provide not less than 4 hours of training.
  3. Train personnel in operation and maintenance and to obtain maximum efficiency in plant operation.
  4. Provide instructional videos showing general operation and maintenance that are coordinated with operation and maintenance manuals.
  5. Obtain Owner sign-off that training is complete.
  6. Owner training shall be held at Project site.

### **SECTION 236423.13**

## **SECTION 237313.13 – MULTI-ZONE 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. Section includes factory-assembled, indoor air-handling units with limited features, including the following components and accessories:
  - 1. Casings.
  - 2. Fans, drives, and motors.
  - 3. Coils.
  - 4. Air filtration.
  - 5. Dampers.

#### **1.3 ACTION SUBMITTALS**

- A. Product Data: For each air-handling unit.
  - 1. Include construction details, material descriptions, dimensions of individual components and profiles, and finishes.
  - 2. Include rated capacities, operating characteristics, electrical characteristics, and furnished specialties and accessories.
  - 3. Include unit dimensions and weight.
  - 4. Include cabinet material, metal thickness, finishes, insulation, and accessories.
  - 5. Fans:
    - a. Include certified fan-performance curves with system operating conditions indicated.
    - b. Include certified fan-sound power ratings.
    - c. Include fan construction and accessories.
    - d. Include motor ratings, electrical characteristics, and motor accessories.
  - 6. Include certified coil-performance ratings with system operating conditions indicated.
  - 7. Include filters with performance characteristics.
  - 8. Include dampers, including housings, linkages, and operators.
- B. Shop Drawings: For each type and configuration of indoor, basic, air-handling unit.
  - 1. Include plans, elevations, sections, and mounting 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.
3. Detail fabrication and assembly of indoor, basic air-handling units, as well as procedures and diagrams.
4. Include diagrams for power, signal, and control wiring.

#### **1.4 INFORMATIONAL SUBMITTALS**

- A. Coordination Drawings: Floor plans and other details, or BIM model, drawn to scale, showing the items described in this Section, and coordinated with all building trades.
- B. Source quality-control reports.
- C. Startup service reports.
- D. Field quality-control reports.
- E. Sample Warranty: For manufacturer's warranty.

#### **1.5 CLOSEOUT SUBMITTALS**

- A. Operation and Maintenance Data: For air-handling units to include in emergency, operation, and maintenance manuals.
- B. Furnish extra materials that match products installed and that are packaged with protective covering for storage and identified with labels describing contents.
  1. Filters: One set(s) for each air-handling unit.
  2. Fan Belts: One set(s) for each air-handling unit fan.

#### **1.6 WARRANTY**

- A. Warranty: Manufacturer agrees to repair or replace components of indoor, basic, air-handling units that fail in materials or workmanship within specified warranty period.
  1. Warranty Period: Manufacturer's standard, but not less than one year(s) from date of Substantial Completion.

### **PART 2 - PRODUCTS**

#### **2.1 PERFORMANCE REQUIREMENTS**

- 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. NFPA Compliance: Comply with NFPA 90A for design, fabrication, and installation of air-handling units and components.
- C. ASHRAE 62.1 Compliance: Applicable requirements in ASHRAE 62.1, Section 5 - "Systems and Equipment" and Section 7 - "Construction and Startup."
- D. ASHRAE/IES 90.1 Compliance: Applicable requirements in ASHRAE/IES 90.1, Section 6 - "Heating, Ventilating, and Air-Conditioning."
- E. Structural Performance: Casing panels shall be self-supporting and capable of withstanding positive/negative 4-inch wg of internal static pressure, without exceeding a midpoint deflection of 0.005 inches/inch of panel span.

## **2.2 CAPACITIES AND CHARACTERISTICS**

- A. See Schedule.

## **2.3 MANUFACTURERS**

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  1. Daikin Applied.
  2. Trane.
  3. YORK; a Johnson Controls company.

## **2.4 UNIT CASINGS**

- A. General Fabrication Requirements for Casings;
  1. Forming: Form walls, roofs, and floors with at least two breaks at each joint.
  2. Joints: Sheet metal screws or pop rivets.
  3. Sealing: Seal all joints with water-resistant sealant. Hermetically seal at each corner and around entire perimeter.
  4. Base Rail:
    - a. Material: Galvanized steel.
    - b. Height: 4 inches.
- B. Double-Wall Construction:
  1. Outside Casing Wall: Galvanized steel, minimum 18 gauge thick, with manufacturer's standard finish.
  2. Inside Casing Wall: G90 galvanized steel, solid, minimum 18 gauge thick.
  3. Floor Plate: G90 galvanized steel, minimum 18 gauge thick.
  4. Casing Insulation:
    - a. Materials: Glass-fiber blanket or board insulation, Type I or Type II ASTM C1071 or injected polyurethane foam insulation.
    - b. Casing Panel R-Value: Minimum 13.



- c. Thermal Break: Provide continuity of insulation with no through-casing metal in casing walls, floors, or roofs of air-handling unit.
- C. Airstream Surfaces: Surfaces in contact with airstream shall comply with requirements in ASHRAE 62.1.
- D. Static-Pressure Classifications:
  - 1. For Unit Sections Upstream of Fans: Minus 3-inch wg.
  - 2. For Unit Sections Downstream and Including Fans: 4-inch wg.
- E. Panels and Doors:
  - 1. Panels:
    - a. Fabrication: Formed and reinforced with same materials and insulation thickness as casing.
    - b. Fasteners: Two or more camlock type for panel lift-out operation. Arrangement shall allow panels to be opened against airflow.
    - c. Gasket: Neoprene, applied around entire perimeters of panel frames.
    - d. Size: Large enough to allow unobstructed access for inspection and maintenance of air-handling unit's internal components. At least 24 inches wide by full height of unit casing.
  - 2. Doors:
    - a. Fabrication: Formed and reinforced with same materials and insulation thickness as casing.
    - b. Hinges: A minimum of two ball-bearing hinges or stainless-steel piano hinge and two wedge-lever-type latches, operable from inside and outside. Arrange doors to be opened against airflow. Provide safety latch retainers on doors so that doors do not open uncontrollably.
    - c. Gasket: Neoprene, applied around entire perimeters of frame.
    - d. Size: Large enough to allow for unobstructed access for inspection and maintenance of air-handling unit's internal components. At least 18 inches wide by full height of unit casing up to a maximum height of 60 inches.
  - 3. Locations and Applications:
    - a. Fan Section: Doors.
    - b. Coil Section: Panels.
    - c. Access Section: Doors.
    - d. Access Sections Immediately Downstream of Coil Sections: Doors.
    - e. Access Sections Immediately Upstream of Coil Sections: Panels.
    - f. Damper Section: Doors.
    - g. Filter Section: Doors large enough to allow periodic removal and installation of filters.
    - h. Mixing Section: Doors.
- F. Condensate Drain Pans:

1. Location: Each type of cooling coil.
2. Construction:
  - a. Single-wall, stainless-steel sheet.
3. Drain Connection:
  - a. Located at lowest point of pan and sized to prevent overflow. Terminate with threaded nipple on one end of pan.
  - b. Minimum Connection Size: NPS 1.
4. Slope: Minimum 0.125 in./ft. slope, to comply with ASHRAE 62.1, in at least two planes to collect condensate from cooling coils (including coil piping connections, coil headers, and return bends) and from humidifiers, and to direct water toward drain connection.
5. Length: Extend drain pan downstream from leaving face for distance to comply with ASHRAE 62.1.
6. Width: Entire width of water producing device.
7. Depth: A minimum of 2 inches deep.

## **2.5 FAN, DRIVE, AND MOTOR SECTION**

- A. Fan and Drive Assemblies: Statically and dynamically balanced and designed for continuous operation at maximum-rated fan speed and motor horsepower.
- B. Fans: Centrifugal, rated according to AMCA 210; galvanized steel; mounted on solid-steel shaft.
  1. Shafts: With field-adjustable alignment.
    - a. Turned, ground, and polished hot-rolled steel with keyway.
  2. Shaft Bearings:
    - a. Heavy-duty, self-aligning, pillow-block type with an L-50 rated life of minimum 100,000 hours according to ABMA 9.
  3. Airfoil, Centrifugal Fan Wheels (Plenum Fan Wheels): Smooth-curved inlet flange, backplate, and hollow die-formed airfoil-shaped blades continuously welded at tip flange and backplate; steel hub riveted to backplate and fastened to shaft with setscrews.
  4. Mounting: For internal vibration isolation. Factory-mount fans with manufacturer's standard vibration isolation mounting devices having a minimum static deflection of 1 inch.
  5. Flexible Connector: Factory fabricated with a fabric strip minimum 3-1/2 inches wide, attached to two strips of minimum 2-3/4-inch-wide by 0.028-inch-thick, galvanized-steel sheet.
    - a. Flexible Connector Fabric: Glass fabric, double coated with neoprene. Fabrics, coatings, and adhesives shall comply with UL 181, Class 1.
- C. Drive, Direct: Factory-mounted, direct drive.

- D. Motors: Electronically Commutated Motor
- E. Variable-Frequency Motor Controller: Serving all fans combined in fan array. 0-10V control signal.

## 2.6 COIL SECTION

### A. General Requirements for Coil Section:

- 1. Comply with AHRI 410.
- 2. Fabricate coil section to allow removal and replacement of coil for maintenance and to allow in-place access for service and maintenance of coil(s).
- 3. Coils shall not act as structural component of unit.

### B. Heating Coils:

#### 1. Hot-Water Coils:

- a. Piping Connections: Threaded, same end of coil.
- b. Tube Material: Copper.
- c. Fin Type: Plate.
- d. Fin Material: Aluminum.
- e. Fin Thickness: 0.20 inches.
- f. Fin and Tube Joint: Mechanical bond.
- g. Headers:
  - 1) Cast iron with cleaning plugs and drain and air vent tappings extended to exterior of unit.
  - 2) Seamless copper tube with brazed joints, prime coated.
  - 3) Fabricated steel, with brazed joints, prime coated.
  - 4) Provide insulated cover to conceal exposed outside casings of headers.
- h. Frames: Channel frame, minimum 0.052-inch-thick galvanized steel.
- i. Coil Working-Pressure Ratings: 200 psig, 325 deg F.

### C. Cooling Coils:

#### 1. Chilled-Water Coil:

- a. Piping Connections: Threaded, same end of coil.
- b. Tube Material: Copper.
- c. Tube Thickness: 0.02 inches.
- d. Fin Type: Plate.
- e. Fin Material: Aluminum.
- f. Fin Thickness: .0075 inches.
- g. Fin and Tube Joint: Mechanical bond.
- h. Headers:

- 1) Cast iron with cleaning plugs and drain and air vent tapplings extended to exterior of unit.
  - 2) Seamless copper tube with brazed joints, prime coated.
  - 3) Fabricated steel, with brazed joints, prime coated.
  - 4) Provide insulated cover to conceal exposed outside casings of headers.
- i. Frames: Channel frame, minimum 0.052-inch-thick galvanized steel.
  - j. Coatings: None.
  - k. Working-Pressure Ratings: 200 psig, 325 deg F.

## 2.7 AIR FILTRATION SECTION

### A. Panel Filters:

1. Description: Pleated factory-fabricated, self-supported disposable air filters with holding frames.
2. Filter Unit Class: UL 900.
3. Media: Interlaced glass, synthetic, or cotton fibers coated with nonflammable adhesive and antimicrobial coating.
4. Filter-Media Frame: High wet-strength beverage board with perforated metal retainer, or metal grid, on outlet side.

### B. Adhesive, Sustainability Projects: As recommended by air-filter manufacturer and with a VOC content of 80 g/L or less.

### C. Side-Access Filter Mounting Frames:

1. Particulate Air Filter Frames: Match inner casing and outer casing material, and insulation thickness. Galvanized steel track.
  - a. Sealing: Incorporate positive-sealing device to ensure seal between gasketed material on channels to seal top and bottom of filter cartridge frames to prevent bypass of unfiltered air.

## 2.8 DAMPERS

### A. Outdoor, Return and Exhaust-Air Dampers: Low-leakage, double-skin, airfoil-blade, galvanized-steel dampers with compressible jamb seals and extruded-vinyl blade edge seals in parallel-blade arrangement with steel operating rods rotating in sintered bronze or nylon bearings mounted in a single galvanized-steel frame, and with operating rods connected with a common linkage. Leakage rate shall not exceed 4 cfm/sq. ft. at 1-inch wg and 8 cfm/sq. ft. at 4-inch wg.

### B. Multi-Zone Dampers: Low-leakage, double-skin, airfoil-blade, galvanized-steel dampers with compressible jamb seals and extruded-vinyl blade edge seals in opposed-blade arrangement with steel operating rods rotating in sintered bronze or nylon bearings mounted in a single galvanized-steel frame, and with operating rods connected with a common linkage. Leakage rate shall not exceed 4 cfm/sq. ft. at 1-inch wg and 8 cfm/sq. ft. at 4-inch wg.

C. Electronic Damper Operators:

1. Direct-coupled type designed for minimum 60,000 full-stroke cycles at rated torque.
2. Electronic damper position indicator shall have visual scale indicating percent of travel and 2- to 10-V dc, feedback signal.
3. Operator Motors:
  - a. Comply with NEMA designation, temperature rating, service factor, enclosure type, and efficiency requirements for motors specified in Section 230513 "Common Motor Requirements for HVAC Equipment."
  - b. Size to operate with sufficient reserve power to provide smooth modulating action or two-position action.
  - c. Permanent Split-Capacitor or Shaded-Pole Type: Gear trains completely oil immersed and sealed. Equip spring-return motors with integral spiral-spring mechanism in housings designed for easy removal for service or adjustment of limit switches, auxiliary switches, or feedback potentiometer.
4. Spring-Return Motors for Dampers Larger Than 25 Sq. Ft.: Size for running and breakaway torque of 150 in. x lbf.
5. Size dampers for running torque calculated as follows:
  - a. Parallel-Blade Damper with Edge Seals: 7 inch-lb/sq. ft. of damper.
6. Coupling: V-bolt and V-shaped, toothed cradle.
7. Overload Protection: Electronic overload or digital rotation-sensing circuitry.
8. Fail-Safe Operation: Mechanical, spring-return mechanism with external, manual gear release on nonspring-return actuators.
9. Power Requirements (Modulating): Maximum 10 VA at 24 V ac or 8 W at 24 V dc.

D. Mixing Section: Multiple-blade, air-mixer assembly located immediately downstream of mixing section.

## 2.9 MATERIALS

A. Steel:

1. ASTM A36/A36M for carbon structural steel.
2. ASTM A568/A568M for steel sheet.

B. Stainless Steel:

1. Manufacturer's standard grade for casing.
2. Manufacturer's standard type, ASTM A240/A240M for bare steel exposed to airstream or moisture.

C. Galvanized Steel: ASTM A653/A653M.

D. Aluminum: ASTM B209.

## **2.10 SOURCE QUALITY CONTROL**

- A. AHRI 430 Certification: Air-handling units and their components shall be factory tested according to AHRI 430 and shall be listed and labeled by AHRI.
- B. AMCA 300 and AMCA 301, or AHRI 260 Certification: Air-handling unit fan sound ratings shall comply with AMCA 300, "Methods for Calculating Fan Sound Ratings from Laboratory Test Data" and AMCA 301, "Methods for Calculating Fan Sound Ratings from Laboratory Test Data," or with AHRI 260, "Sound Rating of Ducted Air Moving and Conditioning Equipment."
- C. Water Coils: Factory tested to 300 psig according to AHRI 410 and ASHRAE 33.
- D. Steam Coils: Factory tested to 300 psig, and to 200 psig underwater, according to AHRI 410 and ASHRAE 33.
- E. Refrigerant Coils: Factory tested to minimum 450-psig internal pressure, and to minimum 300-psig internal pressure while underwater, according to AHRI 410 and ASHRAE 33.

## **PART 3 - EXECUTION**

### **3.1 EXAMINATION**

- A. Examine areas and conditions, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of the Work.
- B. Examine casing insulation materials and filter media before air-handling unit installation. Replace with new insulation materials and filter media that are wet, moisture damaged, or mold damaged.
- C. Examine roughing-in for steam, hydronic, and condensate drainage piping systems and electrical services to verify actual locations of connections before installation.
- D. Proceed with installation only after unsatisfactory conditions have been corrected.

### **3.2 INSTALLATION**

- A. Equipment Mounting:
  - 1. Install air-handling units on cast-in-place concrete equipment bases. Coordinate sizes and locations of concrete bases with actual equipment provided.
- B. Arrange installation of units to provide access space around air-handling units for service and maintenance.
- C. Do not operate fan system until filters (temporary or permanent) are in place. Replace temporary filters used during construction and testing with new, clean filters.
- D. Connect duct to air-handling units with flexible connections. Comply with requirements in Section 233300 "Air Duct Accessories."

### **3.3 PIPING CONNECTIONS**

- A. Piping installation requirements are specified in other Sections. Drawings indicate general arrangement of piping, fittings, and specialties.
- B. Where installing piping adjacent to air-handling unit, allow for service and maintenance.
- C. Connect piping to air-handling units mounted on vibration isolators with flexible connectors.
- D. Connect condensate drain pans using NPS 1-1/4, ASTM B88, Type M copper tubing. Extend to nearest equipment or floor drain. Construct deep trap at connection to drain pan and install cleanouts at changes in direction.
- E. Hot- and Chilled-Water Piping: Comply with applicable requirements in Section 232113 "Hydronic Piping" and Section 232116 "Hydronic Piping Specialties." Install shutoff valve and union or flange at each coil supply connection. Install balancing valve and union or flange at each coil return connection.

### **3.4 ELECTRICAL CONNECTIONS**

- A. Connect wiring according to Section 260519 "Low-Voltage Electrical Power Conductors and Cables."
- B. Ground equipment according to Section 260526 "Grounding and Bonding for Electrical Systems."
- C. Install electrical devices furnished by manufacturer, but not factory mounted, according to NFPA 70 and NECA 1.

### **3.5 CONTROL CONNECTIONS**

- A. Install control and electrical power wiring to field-mounted control devices.
- B. Connect control wiring according to Section 260523 "Control-Voltage Electrical Power Cables."

### **3.6 STARTUP SERVICE**

- A. Perform startup service.
  - 1. Complete installation and startup checks according to manufacturer's written instructions.
  - 2. Verify that shipping, blocking, and bracing are removed.
  - 3. Verify that unit is secure on mountings and supporting devices and that connections to piping, ducts, and electrical systems are complete. Verify that proper thermal-overload protection is installed in motors, controllers, and switches.
  - 4. Verify proper motor rotation direction, free fan wheel rotation, and smooth bearing operations. Reconnect fan drive system, align belts, and install belt guards.
  - 5. Verify that bearings, pulleys, belts, and other moving parts are lubricated with factory-recommended lubricants.

6. Verify that outdoor- and return-air mixing dampers open and close, and maintain minimum outdoor-air setting.
7. Comb coil fins for parallel orientation.
8. Verify that proper thermal-overload protection is installed for electric coils.
9. Install new, clean filters.
10. Verify that manual and automatic volume control and fire and smoke dampers in connected duct systems are in fully open position.

B. Starting procedures for air-handling units include the following:

1. Energize motor; verify proper operation of motor, drive system, and fan wheel. Adjust fan to indicated rpm.
2. Measure and record motor electrical values for voltage and amperage.
3. Manually operate dampers from fully closed to fully open position and record fan performance.

### **3.7 ADJUSTING**

- A. Adjust damper linkages for proper damper operation.
- B. Comply with requirements in Section 230593 "Testing, Adjusting, and Balancing for HVAC" for air-handling system testing, adjusting, and balancing.

### **3.8 CLEANING**

- A. After completing system installation and testing, adjusting, and balancing of air-handling unit and air-distribution systems, and after completing startup service, clean air-handling units internally to remove foreign material and construction dirt and dust. Clean fan wheels, cabinets, dampers, coils, and filter housings, and install new, clean filters.

### **3.9 FIELD QUALITY CONTROL**

- A. Testing Agency: Contractor shall engage a qualified testing agency to perform tests and inspections.
- B. Testing Agency: Contractor shall engage a qualified testing agency to perform tests and inspections.
- C. Manufacturer's Field Service: Contractor shall engage a factory-authorized service representative to test and inspect components, assemblies, and equipment installations, including connections.
- D. Perform the following tests and inspections:
  1. Leak Test: After installation, fill water and steam coils with water, and test coils and connections for leaks.
  2. Charge refrigerant coils with refrigerant and test for leaks.
  3. Fan Operational Test: After electrical circuitry has been energized, start units to confirm proper motor rotation and unit operation.



- E. Air-handling unit and components will be considered defective if unit or components do not pass tests and inspections.
- F. Prepare test and inspection reports.

**3.10 DEMONSTRATION**

- A. Train Owner's maintenance personnel to adjust, operate, and maintain air-handling units. Comply with Section 017900 Demonstration and Training specification document.

**END OF SECTION 237313.13**

## **SECTION 260519 - LOW-VOLTAGE ELECTRICAL POWER CONDUCTORS AND CABLES**

### **PART 1 - GENERAL**

#### **1.1 SUMMARY**

- A. Section Includes:
1. Copper building wire rated 600 V or less.
  2. Metal-clad cable, Type MC, rated 600 V or less.
  3. Fire-alarm wire and cable.
  4. Connectors, splices, and terminations rated 600 V and less.

#### **1.2 QUALITY ASSURANCE**

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

### **PART 2 - PRODUCTS**

#### **2.1 COPPER BUILDING WIRE**

- A. Description: Flexible, insulated and uninsulated, drawn copper current-carrying conductor with an overall insulation layer or jacket, or both, rated 600 V or less.
- B. Standards:
1. Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and use.
  2. RoHS compliant.
  3. Conductor and Cable Marking: Comply with wire and cable marking according to UL's "Wire and Cable Marking and Application Guide."
- C. Conductors: Copper, complying with ASTM B3 for bare annealed copper and with ASTM B8 for stranded conductors.
- D. Conductor Insulation:
1. Type THHN and Type THWN-2: Comply with UL 83.

#### **2.2 METAL-CLAD CABLE, TYPE MC**

- A. Description: A factory assembly of one or more current-carrying insulated conductors in an overall metallic sheath.

- B. Standards:
  - 1. Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and use.
  - 2. Comply with UL 1569.
  - 3. RoHS compliant.
  - 4. Conductor and Cable Marking: Comply with wire and cable marking according to UL's "Wire and Cable Marking and Application Guide."
- C. Circuits:
  - 1. Single circuit.
  - 2. Power-Limited Fire-Alarm Circuits: Comply with UL 1424.
- D. Conductors: Copper, complying with ASTM B3 for bare annealed copper and with ASTM B8 for stranded conductors.
- E. Ground Conductor: Insulated.
- F. Conductor Insulation:
  - 1. Type TFN/THHN/THWN-2: Comply with UL 83.
- G. Armor: Steel, interlocked.
- H. Jacket: PVC applied over armor.

### **2.3 FIRE-ALARM WIRE AND CABLE**

- A. General Wire and Cable Requirements: NRTL listed and labeled as complying with NFPA 70, Article 760.
- B. Signaling Line Circuits: Twisted, shielded pair, not less than No. 18 AWG.
  - 1. Circuit Integrity Cable: Twisted shielded pair, NFPA 70, Article 760, Classification CI, for power-limited fire-alarm signal service Type FPL. NRTL listed and labeled as complying with UL 1424 and UL 2196 for a two-hour rating.
- C. Non-Power-Limited Circuits: Solid-copper conductors with 600-V rated, 75 deg C, color-coded insulation, and complying with requirements in UL 2196 for a two-hour rating.
  - 1. Low-Voltage Circuits: No. 16 AWG, minimum, in pathway.
  - 2. Line-Voltage Circuits: No. 12 AWG, minimum, in pathway.

### **2.4 CONNECTORS AND SPLICES**

- A. Description: Factory-fabricated connectors, splices, and lugs of size, ampacity rating, material, type, and class for application and service indicated; listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and use.

- B. Jacketed Cable Connectors: For steel and aluminum jacketed cables, zinc die-cast with set screws, designed to connect conductors specified in this Section.
- C. Lugs: One piece, seamless, designed to terminate conductors specified in this Section.
  - 1. Material: Copper.
  - 2. Type: One hole with standard barrels.
  - 3. Termination: Compression.

## **PART 3 - EXECUTION**

### **3.1 CONDUCTOR MATERIAL APPLICATIONS**

- A. Feeders: Copper; solid for No. 10 AWG and smaller; stranded for No. 8 AWG and larger.
- B. Branch Circuits: Copper. Solid for No. 10 AWG and smaller; stranded for No. 8 AWG and larger.
- C. Power-Limited Fire Alarm and Control: Solid for No. 12 AWG and smaller.

### **3.2 CONDUCTOR INSULATION AND MULTICONDUCTOR CABLE APPLICATIONS AND WIRING METHODS**

- A. Service Entrance: Type THHN/THWN-2, single conductors in raceway.
- B. Exposed Feeders: Type THHN/THWN-2, single conductors in raceway.
- C. Feeders Concealed in Ceilings, Walls, Partitions, and Crawlspace: Type THHN/THWN-2, single conductors in raceway.
- D. Feeders Concealed in Concrete, below Slabs-on-Grade, and Underground: Type THHN/THWN-2, single conductors in raceway.
- E. Exposed Branch Circuits, Including in Crawlspace: Type THHN/THWN-2, single conductors in raceway.
- F. Branch Circuits Concealed in Ceilings, Walls, and Partitions: Type THHN/THWN-2, single conductors in raceway.
- G. Branch Circuits Concealed in Concrete, below Slabs-on-Grade, and Underground: Type THHN/THWN-2, single conductors in raceway.
- H. Cord Drops and Portable Appliance Connections: Type SO, hard service cord with stainless-steel, wire-mesh, strain relief device at terminations to suit application.

### **3.3 INSTALLATION OF CONDUCTORS AND CABLES**

- A. Conceal cables in finished walls, ceilings, and floors unless otherwise indicated.

- B. Complete raceway installation between conductor and cable termination points according to Section 260533 "Raceways and Boxes for Electrical Systems" prior to pulling conductors and cables.
- C. Use manufacturer-approved pulling compound or lubricant where necessary; compound used must not deteriorate conductor or insulation. Do not exceed manufacturer's recommended maximum pulling tensions and sidewall pressure values.
- D. Use pulling means, including fish tape, cable, rope, and basket-weave wire/cable grips, that will not damage cables or raceway.
- E. Install exposed cables parallel and perpendicular to surfaces of exposed structural members, and follow surface contours where possible.
- F. Support cables according to Section 260529 "Hangers and Supports for Electrical Systems."

### **3.4 INSTALLATION OF FIRE-ALARM WIRING**

- A. Comply with NECA 1 and NFPA 72.
- B. Wiring Method:
  - 1. Cables and pathways used for fire-alarm circuits, and equipment control wiring associated with fire-alarm system, may not contain any other wire or cable.
- C. Wiring within Enclosures: Separate power-limited and non-power-limited conductors as recommended by manufacturer. Install conductors parallel with or at right angles to sides and back of the enclosure. Bundle, lace, and train conductors to terminal points with no excess. Connect conductors that are terminated, spliced, or interrupted in any enclosure associated with fire-alarm system to terminal blocks. Mark each terminal according to system's wiring diagrams. Make all connections with approved crimp-on terminal spade lugs, pressure-type terminal blocks, or plug connectors.
- D. Cable Taps: Use numbered terminal strips in junction, pull, and outlet boxes; cabinets; or equipment enclosures where circuit connections are made.
- E. Color-Coding: Color-code fire-alarm conductors differently from the normal building power wiring. Use one color-code for alarm circuit wiring and another for supervisory circuits. Color-code audible alarm-indicating circuits differently from alarm-initiating circuits. Use different colors for visible alarm-indicating devices. Paint fire-alarm system junction boxes and covers red.

### **3.5 CONNECTIONS**

- A. Tighten electrical connectors and terminals according to manufacturer's published torque-tightening values. If manufacturer's torque values are not indicated, use those specified in UL 486A-486B.

- B. Make splices, terminations, and taps that are compatible with conductor material and that possess equivalent or better mechanical strength and insulation ratings than unspliced conductors.
- C. Wiring at Outlets: Install conductor at each outlet, with at least 12 inches of slack.

### **3.6 IDENTIFICATION**

- A. Identify and color-code conductors and cables according to Section 260553 "Identification for Electrical Systems."
- B. Identify each spare conductor at each end with identity number and location of other end of conductor, and identify as spare conductor.

### **3.7 SLEEVE AND SLEEVE-SEAL INSTALLATION FOR ELECTRICAL PENETRATIONS**

- A. Install sleeves and sleeve seals at penetrations of exterior floor and wall assemblies.

### **3.8 FIRESTOPPING**

- A. Apply firestopping to electrical penetrations of fire-rated floor and wall assemblies to restore original fire-resistance rating of assembly according to applicable code.

### **FIELD QUALITY CONTROL**

#### **3.9**

- A. Perform tests and inspections.
  - 1. After installing conductors and cables and before electrical circuitry has been energized, test service entrance and feeder conductors for compliance with requirements.
  - 2. Perform each of the following visual and electrical tests:
    - a. Inspect exposed sections of conductor and cable for physical damage and correct connection according to the single-line diagram.
    - b. Test bolted connections for high resistance using one of the following:
      - 1) A low-resistance ohmmeter.
      - 2) Calibrated torque wrench.
      - 3) Thermographic survey.
    - c. Inspect compression-applied connectors for correct cable match and indentation.
    - d. Inspect for correct identification.
    - e. Inspect cable jacket and condition.
    - f. Insulation-resistance test on each conductor for ground and adjacent conductors. Apply a potential of 500-V dc for 300-V rated cable and 1000-V dc for 600-V rated cable for a one-minute duration.
    - g. Continuity test on each conductor and cable.

- h. Uniform resistance of parallel conductors.
- B. Cables will be considered defective if they do not pass tests and inspections.
- C. Prepare test and inspection reports to record the following:
  - 1. Procedures used.
  - 2. Results that comply with requirements.
  - 3. Results that do not comply with requirements, and corrective action taken to achieve compliance with requirements.

END OF SECTION 260519

## **SECTION 260526 - GROUNDING AND BONDING FOR ELECTRICAL SYSTEMS**

### **PART 1 - GENERAL**

#### **1.1 SUMMARY**

- A. Section includes grounding and bonding systems and equipment.

#### **1.2 QUALITY ASSURANCE**

- A. Testing Agency Qualifications: Certified by NETA.

### **PART 2 - PRODUCTS**

#### **2.1 SYSTEM DESCRIPTION**

- 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. Comply with UL 467 for grounding and bonding materials and equipment.

#### **2.2 CONDUCTORS**

- A. Insulated Conductors: Copper wire or cable insulated for 600 V unless otherwise required by applicable Code or authorities having jurisdiction.
- B. Bare Copper Conductors:
  - 1. Solid Conductors: ASTM B3.
  - 2. Stranded Conductors: ASTM B8.
  - 3. Tinned Conductors: ASTM B33.
  - 4. Bonding Cable: 28 kemil, 14 strands of No. 17 AWG conductor, 1/4 inch in diameter.
  - 5. Bonding Conductor: No. 4 or No. 6 AWG, stranded conductor.
  - 6. Bonding Jumper: Copper tape, braided conductors terminated with copper ferrules; 1-5/8 inches wide and 1/16 inch thick.
  - 7. Tinned Bonding Jumper: Tinned-copper tape, braided conductors terminated with copper ferrules; 1-5/8 inches wide and 1/16 inch thick.

#### **2.3 CONNECTORS**

- A. Listed and labeled by an NRTL acceptable to authorities having jurisdiction for applications in which used and for specific types, sizes, and combinations of conductors and other items connected.



- B. Welded Connectors: Exothermic-welding kits of types recommended by kit manufacturer for materials being joined and installation conditions.
- C. Bus-Bar Connectors: Compression type, copper or copper alloy, with two wire terminals.
- D. Beam Clamps: Mechanical type, terminal, ground wire access from four directions, with dual, tin-plated or silicon bronze bolts.
- E. Cable-to-Cable Connectors: Compression type, copper or copper alloy.
- F. Conduit Hubs: Mechanical type, terminal with threaded hub.
- G. Ground Rod Clamps: Mechanical type, copper or copper alloy, terminal with hex head bolt.
- H. U-Bolt Clamps: Mechanical type, copper or copper alloy, terminal listed for direct burial.

### **PART 3 - EXECUTION**

#### **3.1 APPLICATIONS**

- A. Conductors: Install solid conductor for No. 8 AWG and smaller, and stranded conductors for No. 6 AWG and larger unless otherwise indicated.
- B. Underground Grounding Conductors: Install bare copper conductor, No. 2/0 AWG minimum.
- C. Grounding Conductors: Green-colored insulation with continuous yellow stripe.
- D. Isolated Grounding Conductors: Green-colored insulation with more than one continuous yellow stripe. On feeders with isolated ground, identify grounding conductor where visible to normal inspection, with alternating bands of green and yellow tape, with at least three bands of green and two bands of yellow.
- E. Conductor Terminations and Connections:
  1. Pipe and Equipment Grounding Conductor Terminations: Bolted connectors.
  2. Underground Connections: Welded connectors except at test wells and as otherwise indicated.
  3. Connections to Ground Rods at Test Wells: Bolted connectors.
  4. Connections to Structural Steel: Welded connectors.

#### **3.2 EQUIPMENT GROUNDING**

- A. Install insulated equipment grounding conductors with all feeders and branch circuits.
- B. Air-Duct Equipment Circuits: Install insulated equipment grounding conductor to duct-mounted electrical devices operating at 120 V and more, including air cleaners, heaters, dampers, humidifiers, and other duct electrical equipment. Bond conductor to each unit and to air duct and connected metallic piping.

- C. Water Heater, Heat-Tracing, and Antifrost Heating Cables: Install a separate insulated equipment grounding conductor to each electric water heater and heat-tracing cable. Bond conductor to heater units, piping, connected equipment, and components.
- D. Isolated Grounding Receptacle Circuits: Install an insulated equipment grounding conductor connected to the receptacle grounding terminal. Isolate conductor from raceway and from panelboard grounding terminals. Terminate at equipment grounding conductor terminal of the applicable derived system or service unless otherwise indicated.
- E. Isolated Equipment Enclosure Circuits: For designated equipment supplied by a branch circuit or feeder, isolate equipment enclosure from supply circuit raceway with a nonmetallic raceway fitting listed for the purpose. Install fitting where raceway enters enclosure, and install a separate insulated equipment grounding conductor. Isolate conductor from raceway and from panelboard grounding terminals. Terminate at equipment grounding conductor terminal of the applicable derived system or service unless otherwise indicated.
- F. Poles Supporting Outdoor Lighting Fixtures: Install grounding electrode and a separate insulated equipment grounding conductor in addition to grounding conductor installed with branch-circuit conductors.

### **3.3 INSTALLATION**

- A. Grounding Conductors: Route along shortest and straightest paths possible unless otherwise indicated or required by Code. Avoid obstructing access or placing conductors where they may be subjected to strain, impact, or damage.

### **3.4 FIELD QUALITY CONTROL**

- A. Perform tests and inspections.
- B. Tests and Inspections:
  1. After installing grounding system but before permanent electrical circuits have been energized, test for compliance with requirements.
  2. Inspect physical and mechanical condition. Verify tightness of accessible, bolted, electrical connections with a calibrated torque wrench according to manufacturer's written instructions.
  3. Test completed grounding system at each location where a maximum ground-resistance level is specified, at service disconnect enclosure grounding terminal, and at individual ground rods. Make tests at ground rods before any conductors are connected.
    - a. Measure ground resistance no fewer than two full days after last trace of precipitation and without soil being moistened by any means other than natural drainage or seepage and without chemical treatment or other artificial means of reducing natural ground resistance.
    - b. Perform tests by fall-of-potential method according to IEEE 81.
  4. Prepare dimensioned Drawings locating each test well, ground rod and ground-rod assembly, and other grounding electrodes. Identify each by letter in alphabetical order, and key to the record of tests and observations. Include the number of rods driven and

their depth at each location, and include observations of weather and other phenomena that may affect test results. Describe measures taken to improve test results.

- C. Grounding system will be considered defective if it does not pass tests and inspections.
- D. Prepare test and inspection reports.
- E. Report measured ground resistances that exceed the following values:
  - 1. Power and Lighting Equipment or System with Capacity More Than 1000 kVA: 3 ohms.
- F. Excessive Ground Resistance: If resistance to ground exceeds specified values, notify Architect promptly and include recommendations to reduce ground resistance.

**END OF SECTION 260526**

## **SECTION 260533 - RACEWAYS AND BOXES FOR ELECTRICAL SYSTEMS**

### **PART 1 - GENERAL**

#### **1.1 SUMMARY**

- A. Section Includes:
  - 1. Metal conduits and fittings.
  - 2. Nonmetallic conduits and fittings.
  - 3. Metal wireways and auxiliary gutters.
  - 4. Boxes, enclosures, and cabinets.

#### **1.2 DEFINITIONS**

- A. GRC: Galvanized rigid steel conduit.
- B. IMC: Intermediate metal conduit.

### **PART 2 - PRODUCTS**

#### **2.1 METAL CONDUITS AND FITTINGS**

- A. Metal Conduit:
  - 1. Listing and Labeling: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.
  - 2. GRC: Comply with ANSI C80.1 and UL 6.
  - 3. IMC: Comply with ANSI C80.6 and UL 1242.
  - 4. EMT: Comply with ANSI C80.3 and UL 797.
  - 5. FMC: Comply with UL 1; zinc-coated steel.
  - 6. LFMC: Flexible steel conduit with PVC jacket and complying with UL 360.
- B. Metal Fittings:
  - 1. Comply with NEMA FB 1 and UL 514B.
  - 2. Listing and Labeling: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.
  - 3. Fittings, General: Listed and labeled for type of conduit, location, and use.
  - 4. Fittings for EMT:
    - a. Material: Steel.
    - b. Type: Compression.

5. 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.
- C. 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 NONMETALLIC CONDUITS AND FITTINGS**

A. Nonmetallic Conduit:

1. Listing and Labeling: Nonmetallic conduit shall be listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.
2. RNC: Type EPC-80-PVC, complying with NEMA TC 2 and UL 651 unless otherwise indicated.

B. Nonmetallic Fittings:

1. Fittings, General: Listed and labeled for type of conduit, location, and use.
2. Fittings for ENT and RNC: Comply with NEMA TC 3; match to conduit or tubing type and material.
3. Solvents and Adhesives: As recommended by conduit manufacturer.

## **2.3 METAL WIREWAYS AND AUXILIARY GUTTERS**

A. 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.

B. 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.

C. Wireway Covers: Screw-cover type unless otherwise indicated.

D. Finish: Manufacturer's standard enamel finish.

## **2.4 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, Type FD, with gasketed cover.
- D. Nonmetallic Outlet and Device Boxes: Comply with NEMA OS 2 and UL 514C.
- E. Luminaire Outlet Boxes: Nonadjustable, designed for attachment of luminaire weighing 50 lb. Outlet boxes designed for attachment of luminaires weighing more than 50 lb shall be listed and marked for the maximum allowable weight.
- F. Small Sheet Metal Pull and Junction Boxes: NEMA OS 1.
- G. Cast-Metal Access, Pull, and Junction Boxes: Comply with NEMA FB 1 and UL 1773, cast aluminum with gasketed cover.
- H. Box extensions used to accommodate new building finishes shall be of same material as recessed box.
- I. Device Box Dimensions: 4 inches square by 2-1/8 inches deep.
- J. Gangable boxes are prohibited.
- K. Cabinets:
  - 1. NEMA 250, Type 1 galvanized-steel box with removable interior panel and removable front, finished inside and out with manufacturer's standard enamel.
  - 2. Hinged door in front cover with flush latch and concealed hinge.
  - 3. Key latch to match panelboards.
  - 4. Metal barriers to separate wiring of different systems and voltage.
  - 5. Accessory feet where required for freestanding equipment.
  - 6. Nonmetallic cabinets shall be listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

## **2.5 SOURCE QUALITY CONTROL FOR UNDERGROUND ENCLOSURES**

- A. Handhole and Pull-Box Prototype Test: Test prototypes of handholes and boxes for compliance with SCTE 77. Strength tests shall be for specified tier ratings of products supplied.
  - 1. Strength tests of complete boxes and covers shall be by either an independent testing agency or manufacturer. A qualified registered professional engineer shall certify tests by manufacturer.
  - 2. Testing machine pressure gages shall have current calibration certification complying with ISO 9000 and ISO 10012 and traceable to NIST standards.

## **PART 3 - EXECUTION**

### **3.1 RACEWAY APPLICATION**

- A. Outdoors: Apply raceway products as specified below unless otherwise indicated:

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1. Exposed Conduit: GRC.
2. Concealed Conduit, Aboveground: GRC.
3. Underground Conduit: RNC, Type EPC-80-PVC, direct buried.
  - a. Conduit For Use by AVL Contractor: GRC. Refer to AVL contractor drawings for additional requirements. PVC conduit may not be utilized for AVL conduits.
4. Connection to Vibrating Equipment (Including Transformers and Hydraulic, Pneumatic, Electric Solenoid, or Motor-Driven Equipment): LFMC.
5. Boxes and Enclosures, Aboveground: NEMA 250, Type 3R.

B. 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.
3. Exposed and Subject to Severe Physical Damage: GRC. Raceway locations include the following:
  - a. Loading dock.
  - b. Corridors used for traffic of mechanized carts, forklifts, and pallet-handling units.
  - c. Mechanical rooms.
4. Concealed in Ceilings and Interior Walls and Partitions: EMT.
5. Connection to Vibrating Equipment (Including Transformers and Hydraulic, Pneumatic, Electric Solenoid, or Motor-Driven Equipment): FMC, except use LFMC in damp or wet locations.
6. Damp or Wet Locations: GRC.
7. Boxes and Enclosures: NEMA 250, Type 1, except use NEMA 250, Type 4 stainless steel in institutional and commercial kitchens and damp or wet locations.

C. Minimum Raceway Size: 3/4-inch 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. 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.

F. Install surface raceways only where indicated on Drawings.

G. Do not install nonmetallic conduit where ambient temperature exceeds 120 deg F.

### 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.

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Comply with NFPA 70 limitations for types of raceways allowed in specific occupancies and number of floors.

- B. Do not install raceways or electrical items on any "explosion-relief" walls or rotating equipment.
- C. Do not fasten conduits onto the bottom side of a metal deck roof.
- D. Keep raceways at least 6 inches away from parallel runs of flues and steam or hot-water pipes. Install horizontal raceway runs above water and steam piping.
- E. Complete raceway installation before starting conductor installation.
- F. Arrange stub-ups so curved portions of bends are not visible above finished slab.
- G. 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 of changes in direction.
- H. Make bends in raceway using large-radius preformed ells. Field bending shall be according to NFPA 70 minimum radii requirements. Use only equipment specifically designed for material and size involved.
- I. Conceal conduit within finished walls, ceilings, and floors unless otherwise indicated. Install conduits parallel or perpendicular to building lines.
- J. Support conduit within 12 inches of enclosures to which attached.
- K. Raceways Embedded in Slabs:
  - 1. Run conduit larger than 1-inch trade size, parallel or at right angles to main reinforcement. Where at right angles to reinforcement, place conduit close to slab support. Secure raceways to reinforcement at maximum 10-foot intervals.
  - 2. Arrange raceways to cross building expansion joints at right angles with expansion fittings.
  - 3. Arrange raceways to keep a minimum of 2 inches of concrete cover in all directions.
  - 4. Do not embed threadless fittings in concrete unless specifically approved by Architect for each specific location.
- L. Stub-Ups to Above Recessed Ceilings:
  - 1. Use EMT, IMC, or RMC for raceways.
  - 2. Use a conduit bushing or insulated fitting to terminate stub-ups not terminated in hubs or in an enclosure.
- M. Threaded Conduit Joints, Exposed to Wet, Damp, Corrosive, or Outdoor Conditions: Apply listed compound to threads of raceway and fittings before making up joints. Follow compound manufacturer's written instructions.
- N. Raceway Terminations at Locations Subject to Moisture or Vibration: Use insulating bushings to protect conductors including conductors smaller than No. 4 AWG.

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- O. Install raceways square to the enclosure and terminate at enclosures with locknuts. Install locknuts hand tight plus 1/4 turn more.
- P. 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.
- Q. Cut conduit perpendicular to the length. For conduits 2-inch trade size and larger, use roll cutter or a guide to make cut straight and perpendicular to the length.
- R. Install pull wires in empty raceways. Use polypropylene or monofilament plastic line with not less than 200-lb tensile strength. Leave at least 12 inches of slack at each end of pull wire. Cap underground raceways designated as spare above grade alongside raceways in use.
- S. Surface Raceways:
  - 1. Install surface raceway with a minimum 2-inch radius control at bend points.
  - 2. Secure surface raceway with screws or other anchor-type devices at intervals not exceeding 48 inches and with no less than two supports per straight raceway section. Support surface raceway according to manufacturer's written instructions. Tape and glue are not acceptable support methods.
- T. 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.
- U. Install devices to seal raceway interiors at accessible locations. Locate seals so no fittings or boxes are between the seal and the following changes of environments. Seal the interior of all raceways at the following points:
  - 1. Where conduits pass from warm to cold locations, such as boundaries of refrigerated spaces.
  - 2. Where an underground service raceway enters a building or structure.
  - 3. Conduit extending from interior to exterior of building.
  - 4. Conduit extending into pressurized duct and equipment.
  - 5. Conduit extending into pressurized zones that are automatically controlled to maintain different pressure set points.
  - 6. Where otherwise required by NFPA 70.
- V. Comply with manufacturer's written instructions for solvent welding RNC and fittings.
- W. Expansion-Joint Fittings:
  - 1. Install in each run of aboveground RNC that is located where environmental temperature change may exceed 30 deg F and that has straight-run length that exceeds 25 feet. Install in each run of aboveground RMC and EMT conduit that is located where environmental temperature change may exceed 100 deg F and that has straight-run length that exceeds 100 feet.
  - 2. Install type and quantity of fittings that accommodate temperature change listed for each of the following locations:

- a. Outdoor Locations Not Exposed to Direct Sunlight: 125 deg F temperature change.
  - b. Outdoor Locations Exposed to Direct Sunlight: 155 deg F temperature change.
  - c. Indoor Spaces Connected with Outdoors without Physical Separation: 125 deg F temperature change.
3. Install fitting(s) that provide expansion and contraction for at least 0.00041 inch per foot of length of straight run per deg F of temperature change for PVC conduits. Install fitting(s) that provide expansion and contraction for at least 0.000078 inch per foot of length of straight run per deg F of temperature change for metal conduits.
  4. Install expansion fittings at all locations where conduits cross building or structure expansion joints.
  5. Install each expansion-joint fitting with position, mounting, and piston setting selected according to manufacturer's written instructions for conditions at specific location at time of installation. Install conduit supports to allow for expansion movement.
- X. Flexible Conduit Connections: Comply with NEMA RV 3. Use a maximum of 72 inches of flexible conduit for recessed and semirecessed luminaires, equipment subject to vibration, noise transmission, or movement; and for transformers and motors.
1. Use LFMC in damp or wet locations subject to severe physical damage.
  2. Use LFMC in damp or wet locations not subject to severe physical damage.
- Y. Mount boxes at heights indicated on Drawings. If mounting heights of boxes are not individually indicated, give priority to ADA requirements. Install boxes with height measured to top of box unless otherwise indicated.
- Z. Recessed Boxes in Masonry Walls: Saw-cut opening for box in center of cell of masonry block, and install box flush with surface of wall. Prepare block surfaces to provide a flat surface for a raintight connection between box and cover plate or supported equipment and box.
- AA. Horizontally separate boxes mounted on opposite sides of walls so they are not in the same vertical channel.
- BB. Locate boxes so that cover or plate will not span different building finishes.
- CC. Support boxes of three gangs or more from more than one side by spanning two framing members or mounting on brackets specifically designed for the purpose.
- DD. Fasten junction and pull boxes to or support from building structure. Do not support boxes by conduits.
- EE. Set metal floor boxes level and flush with finished floor surface.
- FF. Set nonmetallic floor boxes level. Trim after installation to fit flush with finished floor surface.

### **3.3 INSTALLATION OF UNDERGROUND CONDUIT**

- A. Direct-Buried Conduit:

1. Excavate trench bottom to provide firm and uniform support for conduit.
2. Install backfill as required.
3. After installing conduit, backfill and compact. Start at tie-in point, and work toward end of conduit run, leaving conduit at end of run free to move with expansion and contraction as temperature changes during this process. Firmly hand tamp backfill around conduit to provide maximum supporting strength. After placing controlled backfill to within 12 inches of finished grade, make final conduit connection at end of run and complete backfilling with normal compaction.
4. Install manufactured rigid steel conduit elbows for stub-ups at poles and equipment and at building entrances through floor.
  - a. For stub-ups at equipment mounted on outdoor concrete bases and where conduits penetrate building foundations, extend steel conduit horizontally a minimum of 60 inches from edge of foundation or equipment base. Install insulated grounding bushings on terminations at equipment.
5. Underground Warning Tape: Comply with requirements in Section 260553 "Identification for Electrical Systems."

### **3.4 SLEEVE AND SLEEVE-SEAL INSTALLATION FOR ELECTRICAL PENETRATIONS**

- A. Install sleeves and sleeve seals at penetrations of exterior floor and wall assemblies.

### **3.5 FIRESTOPPING**

- A. Install firestopping at penetrations of fire-rated floor and wall assemblies with rating equal to floor or wall being penetrated.

### **3.6 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 260553 - IDENTIFICATION FOR ELECTRICAL SYSTEMS**

### **PART 1 - GENERAL**

#### **1.1 SUMMARY**

- A. Section Includes:
  - 1. Color and legend requirements for raceways, conductors, and warning labels and signs.
  - 2. Cable ties.

#### **1.2 ACTION SUBMITTALS**

- A. Delegated-Design Submittal: For arc-flash hazard study.

### **PART 2 - PRODUCTS**

#### **2.1 PERFORMANCE REQUIREMENTS**

- A. Comply with ASME A13.1.
- B. Comply with NFPA 70.
- C. Comply with 29 CFR 1910.144 and 29 CFR 1910.145.
- D. Comply with ANSI Z535.4 for safety signs and labels.
- E. Comply with NFPA 70E and Section 260573.19 "Arc-Flash Hazard Analysis" requirements for arc-flash warning labels.
- F. Adhesive-attached labeling materials, including label stocks, laminating adhesives, and inks used by label printers, shall comply with UL 969.
- G. Thermal Movements: Allow for thermal movements from ambient and surface temperature changes.
  - 1. Temperature Change: 120 deg F, ambient; 180 deg F, material surfaces.

#### **2.2 COLOR AND LEGEND REQUIREMENTS**

- A. Raceways and Cables Carrying Circuits at 600 V or Less:
  - 1. Black letters on an orange field.
  - 2. Legend: Indicate voltage and system or service type.

- B. Color-Coding for Phase- and Voltage-Level Identification, 600 V or Less: Use colors listed below for ungrounded service, feeder, and branch-circuit conductors.
  - 1. Color shall be factory applied or field applied for sizes larger than No. 8 AWG if authorities having jurisdiction permit.
  - 2. Colors for 208/120-V Circuits:
    - a. Phase A: Black.
    - b. Phase B: Red.
    - c. Phase C: Blue.
  - 3. Color for Neutral: White.
  - 4. Color for Equipment Grounds: Green.
  - 5. Colors for Isolated Grounds: Green with two or more yellow stripes.

### **2.3 CABLE TIES**

- A. General-Purpose Cable Ties: Fungus inert, self-extinguishing, one piece, self-locking, and Type 6/6 nylon.
  - 1. Minimum Width: 3/16 inch.
  - 2. Tensile Strength at 73 Deg F according to ASTM D638: 12,000 psi.
  - 3. Temperature Range: Minus 40 to plus 185 deg F.
  - 4. Color: Black, except where used for color-coding.
- B. UV-Stabilized Cable Ties: Fungus inert, designed for continuous exposure to exterior sunlight, self-extinguishing, one piece, self-locking, and Type 6/6 nylon.
  - 1. Minimum Width: 3/16 inch.
  - 2. Tensile Strength at 73 Deg F according to ASTM D638: 12,000 psi.
  - 3. Temperature Range: Minus 40 to plus 185 deg F.
  - 4. Color: Black.
- C. Plenum-Rated Cable Ties: Self-extinguishing, UV stabilized, one piece, and self-locking.
  - 1. Minimum Width: 3/16 inch.
  - 2. Tensile Strength at 73 Deg F according to ASTM D638: 7000 psi.
  - 3. UL 94 Flame Rating: 94V-0.
  - 4. Temperature Range: Minus 50 to plus 284 deg F.
  - 5. Color: Black.

### **2.4 MISCELLANEOUS IDENTIFICATION PRODUCTS**

- A. Paint: Comply with requirements in painting Sections for paint materials and application requirements. Retain paint system applicable for surface material and location (exterior or interior).
- B. Fasteners for Labels and Signs: Self-tapping, stainless-steel screws or stainless-steel machine screws with nuts and flat and lock washers.

## **PART 3 - EXECUTION**

### **3.1 PREPARATION**

- A. Self-Adhesive Identification Products: Before applying electrical identification products, clean substrates of substances that could impair bond, using materials and methods recommended by manufacturer of identification product.

### **3.2 INSTALLATION**

- A. Verify and coordinate identification names, abbreviations, colors, and other features with requirements in other Sections requiring identification applications, Drawings, Shop Drawings, manufacturer's wiring diagrams, and operation and maintenance manual. Use consistent designations throughout Project.
- B. Cable Ties: General purpose, for attaching tags, except as listed below:
  - 1. Outdoors: UV-stabilized nylon.
  - 2. In Spaces Handling Environmental Air: Plenum rated.

### **3.3 IDENTIFICATION SCHEDULE**

- A. Install identification materials and devices at locations for most convenient viewing without interference with operation and maintenance of equipment. Install access doors or panels to provide view of identifying devices.
- B. Identify conductors, cables, and terminals in enclosures and at junctions, terminals, pull points, and locations of high visibility. Identify by system and circuit designation.
- C. Accessible Fittings for Raceways and Cables within Buildings: Identify the covers of each junction and pull box of the following systems with self-adhesive labels containing the wiring system legend and system voltage. Label boxes serving line voltage equipment with panel and circuit number. Label boxes serving low voltage equipment with equipment designator.
- D. Accessible Fittings for Raceways and Cables serving AVL systems, including low voltage and high voltage systems: Identify the covers of each junction and pull box of the following systems with self-adhesive labels containing the wiring system legend and system voltage. Identify conduits at junction boxes and stub outs. Label per designator in AVL drawings, device, and conduit schedules.
- E. Power-Circuit Conductor Identification, 600 V or Less: For conductors in vaults, pull and junction boxes, manholes, and handholes, use self-adhesive wraparound labels to identify the phase.
  - 1. Locate identification at changes in direction, at penetrations of walls and floors, at 50-foot maximum intervals in straight runs, and at 25-foot maximum intervals in congested areas.

- F. Control-Circuit Conductor Identification: For conductors and cables in pull and junction boxes, manholes, and handholes, use self-adhesive labels with the conductor or cable designation, origin, and destination.
- G. Control-Circuit Conductor Termination Identification: For identification at terminations, provide self-adhesive labels with the conductor designation.
- H. Conductors to Be Extended in the Future: Attach marker tape to conductors and list source.
- I. Equipment Identification Labels:
  - 1. Indoor Equipment: Laminated acrylic or melamine plastic sign.
  - 2. Outdoor Equipment: Laminated acrylic or melamine sign.
  - 3. Equipment to Be Labeled:
    - a. Panelboards: Typewritten directory of circuits in the location provided by panelboard manufacturer. Panelboard identification shall be in the form of a engraved, laminated acrylic or melamine label.
    - b. Switchboards.

**END OF SECTION 260553**

## **SECTION 260573 - OVERCURRENT PROTECTIVE DEVICE COORDINATION STUDY**

### **PART 1 - GENERAL**

#### **1.1 SUMMARY**

- A. Section includes a computer-based, fault-current study to determine the minimum interrupting capacity of circuit protective devices.
  - 1. The AIC ratings indicated on the Drawings are preliminary and will be finalized based on the results of the fault current study. Equipment AIC ratings for furnished equipment shall be as required by the results of the fault current study at no additional cost.
- B. Section includes computer-based, overcurrent protective device coordination studies to determine overcurrent protective devices and to determine overcurrent protective device settings for selective tripping.
  - 1. Study results shall be used to determine coordination of series-rated devices. Include coordination of series-rated devices only where series rating is specified in other sections and where indicated on Drawings.
- C. Section includes a computer-based, arc-flash study to determine the arc-flash hazard distance and the incident energy to which personnel could be exposed during work on or near electrical equipment.
- D. The study shall be performed by a professional engineer employed by the manufacturer of the switchboards and panelboards furnished for the project. The report shall be submitted with the manufacturer's name, logo and standard letterhead. A study performed by a third-party engineer that is not employed by the manufacturer will not be accepted.
- E. Overcurrent protective device coordination study must be completed and accepted prior to ordering associated equipment so that device ratings can be coordinated and modified as required. Product data submittals for switchboards, panelboards and overcurrent protection devices received prior to receiving the overcurrent protective device study will be rejected and returned. Product data submittals for switchboards, panelboards and overcurrent protection devices will not be returned until the coordination study has been reviewed and accepted by the Engineer.

#### **1.2 RELATED SECTIONS INCLUDE THE FOLLOWING:**

- A. Section 262413 "Switchboards".
- B. Section 262416 "Panelboards".
- C. Section 262816 "Enclosed Switches Circuit Breakers".



### **1.3 DEFINITIONS**

- A. Field Adjusting Agency: An independent electrical testing agency with full-time employees and the capability to adjust devices and conduct testing indicated and that is a member company of NETA.
- B. OCPD: Overcurrent Protective Device
- C. One-Line Diagram: A diagram that shows, by means of single lines and graphic symbols, the course of an electric circuit or system of circuits and the component devices or parts used therein. Sometimes also referred as “Single Line Diagram” or “Electrical Riser Diagram”.
- D. Power System Analysis Software Developer: An entity that commercially develops, maintains, and distributes computer software used for power system studies.
- E. Power Systems Analysis Specialist: Professional engineer in charge of performing the study and documenting recommendations, licensed in the state where Project is located.
- F. Protective Device: A device that senses when an abnormal current flow exists and then removes the affected portion of the circuit from the system.
- G. SCCR: Short-circuit current rating.
- H. Service: The conductors and equipment for delivering electric energy from the serving utility to the wiring system of the premises served.

### **1.4 SUBMITTALS**

- A. Product Data:
  - 1. For computer software program to be used for studies.
  - 2. Product Certificates: For coordination-study and fault-current-study computer software programs, certifying compliance with IEEE 399. For arc-flash hazard analysis software, certifying compliance with IEEE 1584 and NFPA 70E.
- B. Qualification Data:
  - 1. For Power Systems Analysis Software Developer if proposing different developer than the listed manufacturers herein.
  - 2. For coordination-study specialist.
  - 3. For Field Adjusting Agency.
- C. Study Report Submittal:
  - 1. Study input data, including completed computer program input data sheets.
  - 2. Short-circuit analysis study and equipment evaluation report.
  - 3. Coordination-study analysis along with recommended OCPD settings report.
  - 4. Arc flash hazard analysis study.
  - 5. Study output data, tables, and related information.

6. Study recommendations.
7. Include the short-circuit study, overcurrent protective device coordination study, and arc flash study into a complete combined report.

## **1.5 CLOSEOUT SUBMITTALS**

### **A. Operation and Maintenance Data:**

1. For overcurrent protective devices to include in emergency, operation, and maintenance manuals.
2. The following are from the Study Report:
  - a. Final one-line diagram.
  - b. Final Short-Circuit Study Report.
  - c. Short-circuit study data files.
  - d. Final protective device coordination study.
  - e. Coordination study data files.
  - f. List of all protective device settings.
  - g. Time-current coordination curves.
  - h. Power system data.
3. Provide maintenance procedures in equipment manuals according to requirements in NFPA 70E.
4. Operation and Maintenance Procedures: Provide maintenance procedures for use by Owner's personnel that comply with requirements in NFPA 70E.

### **B. Record Drawings: Submit Record Drawings:**

1. Accurately record on the One-Line Diagram actual ratings and settings for all overcurrent devices, both adjustable and non-adjustable, including all changes made during construction, due to the study, or both.

## **1.6 QUALITY ASSURANCE**

- A. Study shall be performed using commercially developed and distributed software designed specifically for power system analysis.
- B. Software algorithms shall comply with requirements of standards and guides specified in this Section.
- C. Manual calculations are unacceptable.
  1. Power System Analysis Software Qualifications: Computer program shall be designed to perform short-circuit studies or have a function, component, or add-on module designed to perform short-circuit studies.
  2. Computer program shall be designed to perform coordination studies or have a function, component, or add-on module designed to perform coordination studies.

3. Computer program shall be designed to perform arc-flash analysis or have a function, component, or add-on module designed to perform arc-flash analysis.
- D. Coordination Study Specialist Qualifications: An organization experienced in the application of computer software used for studies, having performed successful studies of similar magnitude on electrical distribution systems using similar devices.
1. Professional engineer, licensed in the state where Project is located, shall be responsible for the study. All elements of the study shall be performed under the direct supervision and control of this professional engineer.
  2. The professional engineer shall be employed by the manufacturer of the switchboards and panelboards furnished for the project. The report shall be submitted with the manufacturer's name, logo and standard letterhead.
  3. A study performed by a third-party engineer that is not employed by the manufacturer will not be accepted.
- E. Comply with IEEE 399 for general study procedures.
- F. Comply with IEEE 242 for short-circuit currents and coordination time intervals.
- G. Comply with IEEE 1584 and NFPA 70E for arc-flash hazard calculations.
- H. Field Adjusting Agency Qualifications:
1. Employer of a NETA ETT-Certified Technician Level III or NICET Electrical Power Testing Level III certification responsible for all field adjusting of the Work.
  2. A member company of NETA.
  3. Acceptable to authorities having jurisdiction.

## **PART 2 - PRODUCTS**

### **2.1 POWER SYSTEM ANALYSIS SOFTWARE DEVELOPERS**

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
1. CGI CYME.
  2. EasyPower, LLC (formerly ESA Inc.).
  3. EDSA Micro Corporation.
  4. ESA Inc.
  5. ETAP - Digital Twin Platform.
  6. Power Analytics, Corporation.
  7. SKM Systems Analysis, Inc.

### **2.2 COMPUTER SOFTWARE PROGRAM REQUIREMENTS**

- A. Comply with IEEE 399, IEEE 551, IEEE 242, IEEE 1584 and NFPA 70E.

- B. Analytical features of device coordination study computer software program shall have the capability to calculate "mandatory," "very desirable," and "desirable" features as listed in IEEE 399.
- C. Computer software program shall be capable of plotting and diagramming time-current-characteristic curves as part of its output. Computer software program shall report device settings and ratings of all overcurrent protective devices and shall demonstrate selective coordination by computer-generated, time-current coordination plots.
  - 1. Optional Features:
    - a. Arcing faults.
    - b. Simultaneous faults.
    - c. Explicit negative sequence.
    - d. Mutual coupling in zero sequence.

### **2.3 SHORT-CIRCUIT STUDY REPORT CONTENTS**

- A. Executive summary of study findings.
- B. Study descriptions, purpose, basis, and scope. Include case descriptions, definition of terms, and guide for interpretation of results.
- C. One-line diagram of modeled power system, showing the following:
  - 1. Protective device designations and ampere ratings.
  - 2. Conductor types, sizes, and lengths.
  - 3. Transformer kilovolt ampere (kVA) and voltage ratings.
  - 4. Motor and generator designations and kVA ratings.
  - 5. Switchgear, switchboard, motor-control center, and panelboard designations and ratings.
  - 6. Derating factors and environmental conditions.
  - 7. Any revisions to electrical equipment required by the study.
- D. Comments and recommendations for system improvements or revisions in a written document, separate from one-line diagram.
- E. Protective Device Evaluation:
  - 1. Evaluate equipment and protective devices and compare to available short-circuit currents. Verify that equipment withstand ratings exceed available short-circuit current at equipment installation locations.
  - 2. Tabulations of circuit breaker, fuse, and other protective device ratings versus calculated short-circuit duties.
  - 3. For 600-V overcurrent protective devices, ensure that interrupting ratings are equal to or higher than calculated 1/2-cycle symmetrical fault current.
  - 4. For devices and equipment rated for asymmetrical fault current, apply multiplication factors listed in standards to 1/2-cycle symmetrical fault current.
  - 5. Verify adequacy of phase conductors at maximum three-phase bolted fault currents; verify adequacy of equipment grounding conductors and grounding electrode conductors

at maximum ground-fault currents. Ensure that short-circuit withstand ratings are equal to or higher than calculated 1/2-cycle symmetrical fault current.

F. Short-Circuit Study Input Data:

1. One-line diagram of system being studied.
2. Power sources available.
3. Manufacturer, model, and interrupting rating of protective devices.
4. Conductors.
5. Transformer data.

G. Short-Circuit Study Output Reports:

1. Low-Voltage Fault Report: Three-phase and unbalanced fault calculations, showing the following for each overcurrent device location:
  - a. Voltage.
  - b. Calculated fault-current magnitude and angle.
  - c. Fault-point X/R ratio.
  - d. Equivalent impedance.
2. Momentary Duty Report: Three-phase and unbalanced fault calculations, showing the following for each overcurrent device location:
  - a. Voltage.
  - b. Calculated symmetrical fault-current magnitude and angle.
  - c. Fault-point X/R ratio.
  - d. Calculated asymmetrical fault currents:
    - 1) Based on fault-point X/R ratio.
    - 2) Based on calculated symmetrical value multiplied by 1.6.
    - 3) Based on calculated symmetrical value multiplied by 2.7.
3. Interrupting Duty Report: Three-phase and unbalanced fault calculations, showing the following for each overcurrent device location:
  - a. Voltage.
  - b. Calculated symmetrical fault-current magnitude and angle.
  - c. Fault-point X/R ratio.
  - d. No AC Decrement (NACD) ratio.
  - e. Equivalent impedance.
  - f. Multiplying factors for 2-, 3-, 5-, and 8-cycle circuit breakers rated on a symmetrical basis.
  - g. Multiplying factors for 2-, 3-, 5-, and 8-cycle circuit breakers rated on a total basis.

## 2.4 COORDINATION STUDY REPORT CONTENTS

- A. Executive summary of study findings.

- B. Study descriptions, purpose, basis, and scope. Include case descriptions, definition of terms, and guide for interpretation of results.
- C. One-line diagram of modeled power system, showing the following:
  - 1. Protective device designations and ampere ratings.
  - 2. Conductor types, sizes, and lengths.
  - 3. Transformer kilovolt ampere (kVA) and voltage ratings.
  - 4. Motor and generator designations and kVA ratings.
  - 5. Switchgear, switchboard, motor-control center, and panelboard designations.
  - 6. Any revisions to electrical equipment required by the study.
  - 7. Study Input Data: As described in "Power System Data" Article.
- D. Protective Device Coordination Study:
  - 1. Report recommended settings of protective devices, ready to be applied in the field. Use manufacturer's data sheets for recording the recommended setting of overcurrent protective devices when available.
    - a. Phase and Ground Relays:
      - 1) Device tag.
      - 2) Relay current transformer ratio and tap, time dial, and instantaneous pickup value.
      - 3) Recommendations on improved relaying systems, if applicable.
    - b. Circuit Breakers:
      - 1) Adjustable pickups and time delays (long time, short time, and ground).
      - 2) Adjustable time-current characteristic.
      - 3) Adjustable instantaneous pickup.
      - 4) Recommendations on improved trip systems, if applicable.
- E. Time-Current Coordination Curves: Determine settings of overcurrent protective devices to achieve selective coordination. Graphically illustrate that adequate time separation exists between devices installed in series, including power utility company's upstream devices. Prepare separate sets of curves for the switching schemes and for emergency periods where the power source is local generation. Show the following information:
  - 1. Device tag and title, one-line diagram with legend identifying the portion of the system covered.
  - 2. Terminate device characteristic curves at a point reflecting maximum symmetrical or asymmetrical fault current to which the device is exposed.
  - 3. Identify the device associated with each curve by manufacturer type, function, and, if applicable, tap, time delay, and instantaneous settings recommended.
  - 4. Plot the following listed characteristic curves, as applicable:
    - a. Power utility's overcurrent protective device.
    - b. Medium-voltage equipment overcurrent relays.
    - c. Medium- and low-voltage fuses including manufacturer's minimum melt, total clearing, tolerance, and damage bands.

- d. Low-voltage equipment circuit-breaker trip devices, including manufacturer's tolerance bands.
  - e. Transformer full-load current, magnetizing inrush current, and ANSI through-fault protection curves.
  - f. Cables and conductors damage curves.
  - g. Ground-fault protective devices.
  - h. Motor-starting characteristics and motor damage points.
  - i. Generator short-circuit decrement curve and generator damage point.
  - j. The largest feeder circuit breaker in each motor-control center and panelboard.
5. Maintain selectivity for tripping currents caused by overloads.
  6. Maintain maximum achievable selectivity for tripping currents caused by overloads on series-rated devices.
  7. Provide adequate time margins between device characteristics such that selective operation is achieved.
  8. Comments and recommendations for system improvements.

## **2.5 ARC-FLASH STUDY REPORT CONTENT**

- A. Executive summary of study findings.
- B. Study descriptions, purpose, basis, and scope. Include case descriptions, definition of terms, and guide for interpretation of results.
- C. One-line diagram, showing the following:
  1. Protective device designations and ampere ratings.
  2. Conductor types, sizes, and lengths.
  3. Transformer kilovolt ampere (kVA) and voltage ratings, including derating factors and environmental conditions.
  4. Motor and generator designations and kVA ratings.
  5. Switchgear, switchboard, motor-control center, panelboard designations, and ratings.
- D. Study Input Data: As described in "Power System Data" Article.
- E. Protective Device Coordination Study Report Contents.
- F. Arc-Flash Study Output Reports:
  1. Interrupting Duty Report: Three-phase and unbalanced fault calculations, showing the following for each equipment location included in the report:
    - a. Voltage.
    - b. Calculated symmetrical fault-current magnitude and angle.
    - c. Fault-point X/R ratio.
    - d. No AC Decrement (NACD) ratio.
    - e. Equivalent impedance.
    - f. Multiplying factors for 2-, 3-, 5-, and 8-cycle circuit breakers rated on a symmetrical basis.
    - g. Multiplying factors for 2-, 3-, 5-, and 8-cycle circuit breakers rated on a total basis.

- G. Incident Energy and Flash Protection Boundary Calculations:
  - 1. Arcing fault magnitude.
  - 2. Protective device clearing time.
  - 3. Duration of arc.
  - 4. Arc-flash boundary.
  - 5. Restricted approach boundary.
  - 6. Limited approach boundary.
  - 7. Working distance.
  - 8. Incident energy.
  - 9. Hazard risk category.
  - 10. Recommendations for arc-flash energy reduction.
- H. Fault study input data, case descriptions, and fault-current calculations including a definition of terms and guide for interpretation of computer printout.

## **2.6 ARC-FLASH WARNING LABELS**

- A. Comply with requirements in Section 260553 "Identification for Electrical Systems" for self-adhesive equipment labels. Produce a 3.5-by-5-inch self-adhesive equipment label for each work location included in the analysis.
- B. Label shall have an orange header with the wording, "WARNING, ARC-FLASH HAZARD," and shall include the following information taken directly from the arc-flash hazard analysis:
  - 1. Location designation.
  - 2. Nominal voltage.
  - 3. Protection boundaries.
    - a. Arc-flash boundary.
    - b. Restricted approach boundary.
    - c. Limited approach boundary.
  - 4. Arc flash PPE category.
  - 5. Required minimum arc rating of PPE in Cal/cm squared.
  - 6. Available incident energy.
  - 7. Working distance.
  - 8. Engineering report number, revision number, and issue date.
- C. Labels shall be machine printed, with no field-applied markings.

## **PART 3 - EXECUTION**

### **3.1 POWER SYSTEM DATA**

- A. Obtain all data necessary for conduct of the study.
  - 1. Verify completeness of data supplied on one-line diagram. Call any discrepancies to Architect's attention.



2. For equipment included as Work of this Project, use characteristics submitted under provisions of action submittals and information submittals for this Project.
  3. For equipment that which is existing to remain or relocated equipment and that which is existing to remain, obtain required electrical distribution system data by field investigation and surveys, conducted by qualified technicians and engineers. Qualifications of technicians and engineers shall be as defined by NFPA 70E.
- B. Gather and tabulate the required input data to support the study. Record data on a Record Document copy of one-line diagram. Comply with recommendations in IEEE 551 as to the amount of detail that is required to be acquired in the field. Field data gathering shall be under direct supervision and control of the engineer in charge of performing the study, and shall be by the engineer or its representative who holds NETA ETT-Certified Technician Level III or NICET Electrical Power Testing Level III certification. Data include, but are not limited to, the following:
1. Product Data for Project's overcurrent protective devices involved in overcurrent protective device coordination studies. Use equipment designation tags that are consistent with electrical distribution system diagrams, overcurrent protective device submittals, input and output data, and recommended device settings.
  2. Obtain electrical power utility impedance at the service.
  3. Power sources and ties.
  4. Short-circuit current at each system bus (three phase and line to ground).
  5. Full-load current of all loads.
  6. Voltage level at each bus.
  7. For transformers, include kVA, primary and secondary voltages, connection type, impedance, X/R ratio, taps measured in percent, and phase shift.
  8. For reactors, provide manufacturer and model designation, voltage rating, and impedance.
  9. For circuit breakers and fuses, provide manufacturer and model designation. List type of breaker, type of trip, SCCR, current rating, and breaker settings.
  10. Generator short-circuit current contribution data, including short-circuit reactance, rated kVA, rated voltage, and X/R ratio.
  11. Busway manufacturer and model designation, current rating, impedance, lengths, and conductor material.
  12. Motor horsepower and NEMA MG 1 code letter designation.
  13. Low-voltage cable sizes, lengths, number, conductor material, and conduit material (magnetic or nonmagnetic).
  14. Medium-voltage cable sizes, lengths, conductor material, cable construction, metallic shield performance parameters, and conduit material (magnetic or nonmagnetic).
  15. Derating factors.
  16. Data sheets to supplement electrical distribution system one-line diagram, cross-referenced with tag numbers on diagram, showing the following:
    - a. Special load considerations, including starting inrush currents and frequent starting and stopping.
    - b. Transformer characteristics, including primary protective device, magnetic inrush current, and overload capability.
    - c. Motor full-load current, locked rotor current, service factor, starting time, type of start, and thermal-damage curve.
    - d. Ratings, types, and settings of utility company's overcurrent protective devices.

- e. Special overcurrent protective device settings or types stipulated by utility company.
- f. Time-current-characteristic curves of devices indicated to be coordinated.
- g. Manufacturer, frame size, interrupting rating in amperes root mean square (rms) symmetrical, ampere or current sensor rating, long-time adjustment range, short-time adjustment range, and instantaneous adjustment range for circuit breakers.
- h. Manufacturer and type, ampere-tap adjustment range, time-delay adjustment range, instantaneous attachment adjustment range, and current transformer ratio for overcurrent relays.
- i. Switchgear, switchboards, motor-control centers, and panelboards ampacity, and SCCR in amperes rms symmetrical.
- j. Identify series-rated interrupting devices for a condition where the available fault current is greater than the interrupting rating of downstream equipment. Obtain device data details to allow verification that series application of these devices complies with NFPA 70 and UL 489 requirements.

### **3.2 SHORT-CIRCUIT STUDY**

- A. Perform study following the general study procedures contained in IEEE 399.
- B. Calculate short-circuit currents according to IEEE 551.
- C. Base study on device characteristics supplied by device manufacturer.
- D. Extent of electrical power system to be studied is indicated on Drawings.
- E. Begin short-circuit current analysis at the service, extending down to system overcurrent protective devices as follows:
  - 1. To normal system low-voltage load buses where fault current is 10 kA or less.
- F. Study electrical distribution system from normal and alternate power sources throughout electrical distribution system for Project. Study all cases of system-switching configurations and alternate operations that could result in maximum fault conditions.
- G. Include the ac fault-current decay from induction motors, synchronous motors, and asynchronous generators and apply to low- and medium-voltage, three-phase ac systems. Also account for the fault-current dc decrement to address asymmetrical requirements of interrupting equipment.
- H. Calculate short-circuit momentary and interrupting duties for a three-phase bolted fault and a single line-to-ground fault at each equipment indicated on one-line diagram.
  - 1. For grounded systems, provide a bolted line-to-ground fault-current study for areas as defined for the three-phase bolted fault short-circuit study.
- I. Include in the report identification of any protective device applied outside its capacity.

### 3.3 COORDINATION STUDY

- A. Comply with IEEE 242 for calculating short-circuit currents and determining coordination time intervals.
- B. Comply with IEEE 399 for general study procedures.
- C. Base study on device characteristics supplied by device manufacturer.
- D. Extent of electrical power system to be studied is indicated on Drawings.
- E. Begin analysis at the service, extending down to system overcurrent protective devices as follows:
  - 1. To normal system low-voltage load buses where fault current is 10 kA or less.
- F. Study electrical distribution system from normal and alternate power sources throughout electrical distribution system for Project. Study all cases of system-switching configurations and alternate operations that could result in maximum fault conditions.
- G. Transformer Primary Overcurrent Protective Devices:
  - 1. Device shall not operate in response to the following:
    - a. Inrush current when first energized.
    - b. Self-cooled, full-load current or forced-air-cooled, full-load current, whichever is specified for that transformer.
    - c. Permissible transformer overloads according to IEEE C57.96 if required by unusual loading or emergency conditions.
  - 2. Device settings shall protect transformers according to IEEE C57.12.00, for fault currents.
- H. Motor Protection:
  - 1. Select protection for low-voltage motors according to IEEE 242 and NFPA 70.
  - 2. Select protection for motors served at voltages more than 600 V according to IEEE 620.
- I. Conductor Protection: Protect cables against damage from fault currents according to ICEA P-32-382, ICEA P-45-482, and protection recommendations in IEEE 242. Demonstrate that equipment withstands the maximum short-circuit current for a time equivalent to the tripping time of the primary relay protection or total clearing time of the fuse. To determine temperatures that damage insulation, use curves from cable manufacturers or from listed standards indicating conductor size and short-circuit current.
- J. Generator Protection: Select protection according to manufacturer's written instructions and to IEEE 242.
- K. Include the ac fault-current decay from induction motors, synchronous motors, and asynchronous generators and apply to low- and medium-voltage, three-phase ac systems. Also account for fault-current dc decrement, to address asymmetrical requirements of interrupting equipment.

- L. Calculate short-circuit momentary and interrupting duties for a three-phase bolted fault and a single line-to-ground fault at each equipment indicated on one-line diagram.
  - 1. For grounded systems, provide a bolted line-to-ground fault-current study for areas as defined for the three-phase bolted fault short-circuit study.
- M. Protective Device Evaluation:
  - 1. Evaluate equipment and protective devices and compare to short-circuit ratings.
  - 2. Adequacy of switchgear, motor-control centers, and panelboard bus bars to withstand short-circuit stresses.
  - 3. Any application of series-rated devices shall be recertified, complying with requirements in NFPA 70.
  - 4. Include in the report identification of any protective device applied outside its capacity.

### **3.4 ARC-FLASH HAZARD ANALYSIS**

- A. Comply with NFPA 70E and its Annex D for hazard analysis study.
- B. Preparatory Studies: Perform the Short-Circuit and Protective Device Coordination studies prior to starting the Arc-Flash Hazard Analysis.
- C. Calculate maximum and minimum contributions of fault-current size.
  - 1. Maximum calculation shall assume a maximum contribution from the utility and shall assume motors to be operating under full-load conditions.
  - 2. Calculate arc-flash energy at 85 percent of maximum short-circuit current according to IEEE 1584 recommendations.
  - 3. Calculate arc-flash energy at 38 percent of maximum short-circuit current according to NFPA 70E recommendations.
  - 4. Calculate arc-flash energy with the utility contribution at a minimum and assume no motor contribution.
- D. Calculate the arc-flash protection boundary and incident energy at locations in electrical distribution system where personnel could perform work on energized parts.
- E. Calculate the limited, restricted, and prohibited approach boundaries for each location.
- F. Incident energy calculations shall consider the accumulation of energy over time when performing arc-flash calculations on buses with multiple sources. Iterative calculations shall take into account the changing current contributions, as the sources are interrupted or decremented with time. Fault contribution from motors and generators shall be decremented as follows:
  - 1. Fault contribution from induction motors shall not be considered beyond three to five cycles.
  - 2. Fault contribution from synchronous motors and generators shall be decayed to match the actual decrement of each as closely as possible (for example, contributions from permanent magnet generators will typically decay from 10 per unit to three per unit after 10 cycles).

- G. Arc-flash energy shall generally be reported for the maximum of line or load side of a circuit breaker. However, arc-flash computation shall be performed and reported for both line and load side of a circuit breaker as follows:
  - 1. When the circuit breaker is in a separate enclosure.
  - 2. When the line terminals of the circuit breaker are separate from the work location.
- H. Base arc-flash calculations on actual overcurrent protective device clearing time. Cap maximum clearing time at two seconds based on IEEE 1584, Section B.1.2.

### **3.5 FIELD ADJUSTING**

- A. Adjust relay and protective device settings according to recommended settings provided by the coordination study. Field adjustments shall be completed by the engineering service division of equipment manufacturer under the "Startup and Acceptance Testing" contract portion.
- B. Make minor modifications to equipment as required to accomplish compliance with short-circuit and protective device coordination studies.
- C. Testing and adjusting shall be by a full-time employee of the Field Adjusting Agency, who holds NETA ETT-Certified Technician Level III or NICET Electrical Power Testing Level III certification.
  - 1. Perform each visual and mechanical inspection and electrical test stated in NETA ATS. Certify compliance with test parameters. Perform NETA tests and inspections for all adjustable overcurrent protective devices.

### **3.6 ARC FLASH LABELING**

- A. Apply arc-flash label on the front cover and on side or rear covers with accessible live parts and hinged doors or removable plates for each equipment included in the study. Base arc-flash label data on highest values calculated at each location.
- B. Each piece of equipment listed below shall have an arc-flash label applied to it:
  - 1. Motor-control center.
  - 2. Low-voltage switchboard.
  - 3. Switchgear.
  - 4. Low voltage transformers.
  - 5. Panelboards
  - 6. Safety switches
  - 7. Applicable panelboard and safety switch under 250 V.
  - 8. Control panel.
  - 9. Automatic Transfer Switch.
  - 10. Generator.
- C. Note on record Drawings the location of equipment where the personnel could be exposed to arc-flash hazard during their work.

1. Indicate arc-flash energy.
2. Indicate protection level required.

### **3.7 APPLICATION OF WARNING LABELS**

- A. Install arc-flash warning labels under the direct supervision and control of Power System Analysis Specialist.

### **3.8 DEMONSTRATION**

- A. Engage Power Systems Analysis Specialist to train Owner's maintenance personnel in the following:
  1. Hand-out and explain the coordination study objectives, study descriptions, purpose, basis, and scope. Include case descriptions, definition of terms, and guide for interpreting time-current coordination curves.
  2. For Owner's maintenance staff certified as NETA ETT-Certified Technicians Level III or NICET Electrical Power Testing Level III Technicians, teach how to adjust, operate, and maintain overcurrent protective device settings.
  3. Inform of the potential arc-flash hazards associated with working on energized equipment and the significance of arc-flash warning labels.

END OF SECTION 260573

## **SECTION 261219 – PAD-MOUNTED, LIQUID-FILLED, MEDIUM-VOLTAGE TRANSFORMERS**

### **PART 1 -**

#### **1.1 SUMMARY**

A. Section Includes:

1. Pad-mounted, liquid-filled, medium-voltage distribution transformers, with primary and secondary bushings within or without air-terminal enclosures.

#### **1.2 PREINSTALLATION MEETINGS**

A. Preinstallation Conference: Conduct conference at WMCC, Cameron Missouri.

B. Preinstallation Coordination Meeting(s): For all 13.2 KV electrical distribution work. Coordinating all power outage needs to complete work with WMCC personnel.

#### **1.3 ACTION SUBMITTALS**

A. Product Data:

1. For each type of product.
  - a. Include rated capacities, operating characteristics, and furnished specialties and accessories.

B. Shop Drawings:

1. For pad-mounted, liquid-filled, medium-voltage transformers.
  - a. Include plans and elevations showing major components and features.
    - 1) Include plan view and cross section of equipment base, showing clearances, required workspace, and locations of penetrations for grounding and conduits.
  - b. Include details of equipment assemblies and indicate dimensions, weights, loads, required clearances, method of field assembly, components, and location and size of field connections.
  - c. Include single-line diagram.
  - d. Include list of materials.
  - e. Include nameplate data.
  - f. Manufacturer's published time-current curves of transformer line-side fuses, with transformer damage curve, inrush curve, and thru fault current indicated.

- C. Field Quality-Control Submittals:
  - 1. Field quality-control reports.

#### **1.4 INFORMATIONAL SUBMITTALS**

- A. Product Certificates: For transformers, signed by product manufacturer.
- B. Source quality-control reports.

### **PART 2 - PRODUCTS**

#### **2.1 SYSTEM DESCRIPTION**

- A. Electrical Components, Devices, and Accessories: Listed and labeled in accordance with NFPA 70, by qualified electrical testing laboratory recognized by authorities having jurisdiction, and marked for intended location and application.
- B. Comply with IEEE C2.
- C. Comply with IEEE C57.12.00.

#### **2.2 PERFORMANCE REQUIREMENTS**

- A. Windings Material: Copper.
- B. Surge Arresters: Comply with IEEE C62.11, Distribution Class; metal-oxide-varistor type, fully shielded, separable-elbow type, suitable for plugging into inserts provided in line-side section of transformer. Connected in each phase of incoming circuit and ahead of disconnecting device.
- C. Winding Connections: Connection of windings and terminal markings must comply with IEEE C57.12.70.
- D. Insulation: Transformer kVA rating must be as follows: Average winding temperature rise above 30 deg C ambient temperature must not exceed 65 deg C and 80 deg C hottest-spot temperature rise at rated kVA when tested in accordance with IEEE C57.12.90, using combination of connections and taps that give highest average winding temperature rise.
- E. Tap Changer: External handle, for de-energized operation.
- F. Enclosure Integrity: Comply with IEEE C57.12.28 for pad-mounted enclosures that contain energized electrical equipment in excess of 600 V that may be exposed to public.
- G. Mounting: Integral skid mounting frame, suitable to allow skidding or rolling of transformer in any direction, and with provision for anchoring frame to pad.
- H. Insulating Liquids:



1. Mineral Oil: ASTM D3487, Type II, and tested for compliance with ASTM D117.
2. Edible-Seed-Oil-Based Dielectric: Listed and labeled by qualified electrical testing laboratory recognized by authorities having jurisdiction as complying with NFPA 70 requirements for fire point of not less than 300 deg C when tested in accordance with ASTM D92. Liquid must be biodegradable and nontoxic, having passed Organization for Economic Co-operation and Development G.L.203 with zero mortality, and must be certified by U.S. Environmental Protection Agency as biodegradable, meeting Environmental Technology Verification requirements.

I. Corrosion Protection:

1. Transformer coating system must be factory applied, complying with requirements of IEEE C57.12.28, in manufacturer's standard color green.
2. Base and Cabinets of Two Compartment Transformers: Fabricate from stainless steel in accordance with ASTM A167, Type 304 or 304L, not less than No. 13 U.S. gage. Coat transformer with manufacturer's standard green color coating complying with requirements of IEEE C57.12.28 in manufacturer's standard color green.

### 2.3 THREE-PHASE TRANSFORMERS

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

1. ERMCO-ECI.
2. Eaton.
3. GE Power; General Electric Company.

B. Description:

1. Electrical Components, Devices, and Accessories: Listed and labeled in accordance with NFPA 70, by qualified electrical testing laboratory recognized by authorities having jurisdiction, and marked for intended location and application.
2. Comply with IEEE C57.12.26.

C. Compartment Construction:

1. Double-Compartment Construction: Individual compartments for line- and load-side sections, formed by steel isolating barriers that extend full height and depth of compartments, with hinged, lift-off doors and three-point latching, with stop in open position and provision for padlocking.

D. Primary Fusing: Designed and rated to provide thermal protection of transformer by sensing overcurrent and high liquid temperature.

1. 150 kV BIL current-limiting fuses, conforming to requirements of IEEE C37.47.
2. Interrupting Rating: 50 000 A(rms sym) at system voltage.
3. Fuse Assembly: Bayonet-type, liquid-immersed, expulsion fuses in series with liquid-immersed, partial-range, current-limiting fuses. Bayonet fuse must sense both high currents and high oil temperature to provide thermal protection to transformer.

4. Provide bayonet fuse assembly with oil retention valve and external drip shield inside housing to eliminate or minimize oil spills. Valve must close when fuse holder is removed and external drip shield is installed.
5. Provide conspicuously displayed warning adjacent to bayonet fuse(s), cautioning against removing or inserting fuses unless transformer has been de-energized and tank pressure has been released.

E. Line-Side Section: Dead-front design.

1. To connect primary cable, use separable insulated connectors. Bushings must be one-piece units, with ampere and BIL ratings same as connectors.
2. Bushing inserts.
  - a. Conform to requirements of IEEE 386.
  - b. Rated at 200 A, with voltage class matching connectors. Provide parking stand near bushing wells. Parking stands must be equipped with insulated standoff bushings for parking of energized load-break elbow connectors on parking stands.
  - c. Provide insulated protective caps for insulating and sealing out moisture from unused bushing inserts and insulated standoff bushings.
3. Bushing wells configured for loop-feed application.
4. Access to liquid-immersed fuses.
5. Dead-front surge arresters.
6. Tap-changer operator.
7. Load-Break Switch:
  - a. Radial-feed, liquid-immersed type with voltage class and BIL matching that of separable connectors, with continuous current rating and load-break rating of 200 A , and make-and-latch rating of 12 kA(rms sym).
  - b. Loop-feed sectionalizing switches, using three two-position, liquid-immersed-type switches for closed transition loop-feed and sectionalizing operation. Voltage class and BIL must match that of separable connectors, with continuous current rating and load-break rating of 200 A, and make-and-latch rating of 12 kA(rms sym). Switch operation must be as follows:
    - 1) Position I: Line A connected to line B and both lines connected to transformer.
    - 2) Position II: Transformer connected to line A only.
    - 3) Position III: Transformer connected to line B only.
    - 4) Position IV: Transformer disconnected and line A not connected to line B.
    - 5) Position V: Transformer disconnected and line A connected to line B.
8. Ground pad.

F. Load-Side Section:

1. Bushings with spade terminals drilled for terminating number of conductors indicated on Drawings, and lugs that comply with requirements of Section 260519 "Low-Voltage Electrical Power Conductors and Cables."

G. Capacities and Characteristics:

1. Power Rating: 500 kVA.
2. Voltage Ratings: 13,200 V - 480Y/277 V.
3. Taps: Comply with IEEE C57.12.26 requirements.
4. Transformer BIL (kV): Comply with IEEE C57.12.26 requirements.
5. Minimum Tested Impedance (Percent) at 85 deg C: 4.03.
6. Comply with UL listing requirements for combination classification and listing for transformer and less-flammable insulating liquid.

H. Transformer Accessories:

1. Drain and filter connection.
2. Filling and top filter press connections.
3. Pressure-vacuum gauge.
4. Dial-type analog thermometer with alarm contacts.
5. Magnetic liquid level indicator with high and low alarm contacts.
6. Automatically resetting pressure-relief device. Device flow must be as recommended by manufacturer.
7. Stainless steel ground connection pads.
8. Machine-engraved nameplate, made of anodized aluminum or stainless steel.
9. Sudden pressure relay for remote alarm or trip when internal transformer pressure rises at field-set rate. Provide with seal-in delay.

## 2.4 WARNING LABELS AND SIGNS

A. Comply with requirements for labels and signs specified in Section 260553 "Identification for Electrical Systems."

1. High-Voltage Warning Label: Provide self-adhesive warning signs on outside of line-side compartment door(s). Sign legend must be "DANGER HIGH VOLTAGE" printed in two lines of nominal 2 inch high letters. Word "DANGER" must be in black letters on red background and words "HIGH VOLTAGE" must be in black letters on white background.
2. Arc Flash Warning Label: Provide self-adhesive warning signs on outside of line-side compartment door(s), warning of potential electrical arc flash hazards and appropriate personal protective equipment required.

## 2.5 SOURCE QUALITY CONTROL

A. Factory Tests and Inspections: Perform the following tests and inspections, by, or under supervision of, qualified electrical testing laboratory recognized by authorities having jurisdiction, before delivering to site. Affix label with name and date of manufacturer's certification of system compliance on control units.

1. Resistance.
2. Turns ratio, polarity, and phase relation.
3. Transformer no-load losses and excitation current at 100 percent of ratings.
4. Transformer impedance voltage and load loss.

5. Operation of devices.
6. Lightning impulse.
7. Low frequency.
8. Leak.

## **PART 3 - EXECUTION**

### **3.1 EXAMINATION**

- A. Examine areas and space conditions for compliance with requirements for pad-mounted, liquid-filled, medium-voltage transformers and other conditions affecting performance of the Work.
- B. Examine roughing-in of conduits and grounding systems to verify the following:
  1. Wiring entries comply with layout requirements.
  2. Entries are within conduit-entry tolerances specified by manufacturer, and no feeders will cross section barriers to reach load or line lugs.
- C. Examine concrete bases for suitable conditions for transformer installation.
- D. Pre-Installation Checks:
- E. Verify that ground connections are in place and that requirements in Section 260526 "Grounding and Bonding for Electrical Systems" have been met. Maximum ground resistance must be 5  $\Omega$  at transformer location.
- F. Proceed with installation only after unsatisfactory conditions have been corrected.

### **3.2 INSTALLATION**

- A. Install transformers on pre cast concrete base sized and coordinated with transformer dimensions and requirements.
- B. Maintain minimum clearances and workspace at equipment in accordance with manufacturer's published instructions and IEEE C2.

### **3.3 CONNECTIONS**

- A. Ground equipment in accordance with Section 260526 "Grounding and Bonding for Electrical Systems."
  1. For counterpoise, use tinned bare copper cable not smaller than 4/0 AWG, buried not less than 30 inch below grade interconnecting grounding electrodes. Bond surge arrester and neutrals directly to transformer enclosure and then to grounding electrode system with bare copper conductors, sized as shown. Keep lead lengths as short as practicable, with no kinks or sharp bends.

2. Fence and equipment connections may not be smaller than 4 AWG. Ground fence at gate posts and corner posts and at intervals not exceeding 10 ft . Bond gate sections to fence posts using 1/8 by 1 inch flexible braided copper strap and clamps.
3. Make joints in grounding conductors and loops by exothermic weld or compression connector.
4. Terminate grounding and bonding conductors on common equipment grounding terminal on transformer enclosure.
5. Complete transformer tank grounding and lightning arrester connections prior to making other electrical connections.

### **3.4 SIGNS AND LABELS**

- A. Install warning signs as required to comply with 29 CFR 1910.269.

### **3.5 FIELD QUALITY CONTROL**

- A. Tests and Inspections:
  1. General Field-Testing Requirements:
    - a. Comply with provisions of "Testing and Test Methods" Chapter in NFPA 70B.
    - b. After installing transformer but before primary is energized, verify that grounding system at transformer is tested at specified value or less.
- B. Nonconforming Work:
  1. Equipment and devices will be considered defective if they do not pass tests and inspections.
  2. Remove and replace malfunctioning units and retest.
- C. Prepare test and inspection reports. Record as-left set points of adjustable devices.
- D. Manufacturer Services:
  1. Engage factory-authorized service representative to support field tests and inspections.

**END OF SECTION 261219**

## **SECTION 261329 - MEDIUM-VOLTAGE COMPARTMENTALIZED SWITCHGEAR**

### **PART 1 - GENERAL**

#### **1.1 SUMMARY**

- A. Section includes dead-front, remotely controlled insulated vacuum load and fault interrupting switchgear.

#### **1.2 DEFINITIONS**

- A. Bushing: An insulating structure including a central conductor, or providing a central passage for a conductor, with provision for mounting on a barrier, conducting or otherwise, for insulating the conductor from the barrier and conducting current from one side of the barrier to the other.
- B. Bushing Elbow: An insulated device used to connect insulated conductors to separable insulated connectors on dead-front, pad-mounted switchgear and to provide a fully insulated connection. Also called an "elbow connector."
- C. Bushing Insert: That component of a separable insulated connector that is inserted into a bushing well to complete a dead-front, load break or non-load break, separable insulated connector (bushing).
- D. Bushing Well: A component of a separable insulated connector, either permanently welded or clamped to an enclosure wall or barrier, having a cavity that receives a replaceable component (bushing insert) to complete the separable insulated connector (bushing).
- E. Fault Interrupter: A self-controlled mechanical switching device capable of making, carrying, and automatically interrupting an alternating current. It includes an assembly of control elements to detect overcurrents and control the fault interrupter. A fault interrupter always consists of a switching device, a control unit, and sensors for current and/or voltage sensing.
- F. Hotstick: An insulated stick, usually made of fiberglass, that is used to work energized overhead conductors and operate electrical equipment that is overhead, underground, and compartmentalized.
- G. NETA ATS: InterNational Electrical Testing Association, Acceptance Testing Specification.
- H. Way: A three-phase or single-phase circuit connection to the bus that may contain combinations of switches and protective devices or may be a solid bus.

#### **1.3 ACTION SUBMITTALS**

- A. Product Data: For each type of product.
- B. Shop Drawings: For pad-mounted switchgear.

1. Include a tabulation of installed devices with features and ratings.
2. Include dimensioned plans and elevations, showing dimensions, shipping sections, and weights of each assembled section. Elevations must show major components and features, and they will mimic bus diagram.
3. Include a plan view and cross section of equipment base, showing clearances, manufacturer's recommended work space, and locations of penetrations for grounding and conduits. Show location of anchor bolts and leveling channels.
4. Include details of equipment assemblies. Indicate dimensions, weights, loads, required clearances, method of field assembly, and location and size of each field connection.
5. Design Calculations: Signed and sealed by a qualified structural professional engineer. Calculate requirements for selecting seismic restraints.
6. Wiring Diagrams: For each switchgear assembly, include the following:
  - a. Power, signal, and control wiring.
  - b. Schematic diagrams showing connections to remote devices.

#### **1.4 INFORMATIONAL SUBMITTALS**

- A. Product Certificates: For pad-mounted switchgear.
- B. Source quality-control reports.
- C. Field quality-control reports.

### **PART 2 - PRODUCTS**

#### **2.1 MANUFACTURERS**

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  1. ABB, Electrification Business.
  2. Eaton.
  3. S&C Electric Company.

#### **2.2 SYSTEM DESCRIPTION**

- A. Manufactured Unit: Pad-mounted switchgear, designed for application in solidly grounded neutral underground distribution systems.
- B. Electrical Components, Devices, and Accessories: Listed and labeled in accordance with NFPA 70, by a qualified electrical testing laboratory, and marked for intended location and application.
- C. Comply with IEEE C2.
- D. Comply with IEEE C37.74

## 2.3 RATINGS

- A. Switchgear is applied to a nominal 13.2kV (L-L) medium-voltage electrical power system. Minimum ratings of the switchgear must be as follows:
  - 1. Rated Maximum Voltage and Rated BIL: 38 kV and 150 kV BIL.
  - 2. Continuous and Load Interrupting Current: 600 A.
  - 3. Short-Time and Short-Circuit Interrupting Current: 25 kA SYM RMS.

## 2.4 SWITCHGEAR ENCLOSURE

- A. Weatherproof enclosure with an integral skid mounting frame, designed for mounting on a concrete pad, suitable to allow skidding or rolling of the switchgear in any direction, and with provision for anchoring the frame to the pad.
- B. Enclosure Integrity: Comply with IEEE C57.12.28 for compartmentalized enclosures that contain energized electrical equipment in excess of 600 V that may be exposed to the public.
  - 1. Each vertical section must have the following features:
    - a. Structural design and anchorage adequate to resist loads imposed by local wind speed.
    - b. Space heater operating at one-half or less of rated voltage, sized to prevent condensation, controlled by thermostats to maintain temperature of each section above expected dew point.
    - c. Louvers equipped with insect and rodent screens and filters, and arranged to permit air circulation while excluding rodents and exterior dust.
    - d. Weatherproof ground-fault circuit interrupter duplex receptacles.
    - e. Power for heaters and receptacles must be provided by control power transformer.
    - f. Skid Mounted: Mount each shipping group on an integral base frame as a complete weatherproof unit.
- C. Corrosion Protection:
  - 1. Enclosure coating system must be factory applied, meeting the requirements of IEEE C57.12.28, in manufacturer's standard color green.
  - 2. Fabricate the support frame, enclosure base, and the enclosure from stainless steel, ASTM A167, Type 304 or 304L. Enclosure coating system must be factory applied, meeting the requirements of IEEE C57.12.28, standard color green.

## 2.5 SWITCHGEAR CONSTRUCTION

- A. Dead-front, front and rear access switchgear.
- B. Each disconnect switch in switched ways must be in a sealed, dielectric filled steel tank, factory-filled with less-flammable, high-firepoint fluid.
  - 1. SF6 Gas: Comply with ASTM D2472. Provide enclosure with pressure gauge and self-sealing fill valve.



2. Mineral Oil: Comply with ASTM D3487, Type II, and tested for compliance with ASTM D117. Provide enclosure with level gauge to monitor the dielectric level; automatic pressure relief valve; and fill, drain, and sampling valves.
- C. Construct switchgear assembly with switched ways that have front-accessible terminations for cables entering from below and with manual operating provisions with a lineman's hotstick.
- D. Viewing Windows: For each switch, located adjacent to manual operating devices, and positioned to show switch contact position.
- E. Grounding: Provision to make grounding cable and wire connections at each way.

## 2.6 SWITCHED WAYS

- A. Source Switch Ways: Non-fused, hotstick operated, ganged vacuum load interrupter switches.
  1. Rated Continuous Current and Load Switching Current: 600 A.
  2. Vacuum Load Interrupter:
    - a. With 24 V(dc) motor operators to open or close the load interrupter.
    - b. Trip-free switch mechanism. Closing the switch must be independent of the speed of the operating handle.
  3. Visible-Break Disconnect Switch: Two positions, with open and closed positions. The switch must be mechanically interlocked so that the vacuum interrupter opens and closes first.
    - a. Switch position indicator, clearly labeled.
    - b. Padlocking and tagging provisions.
- B. Fault Interrupting Switched Ways: Non-fused, hotstick-operated, ganged vacuum fault interrupter switches. With internally mounted current transformers and electronic overcurrent sensing for three-phase ganged tripping of the interrupter. Comply with IEEE C37.60.
  1. Rated Continuous Current and Load Switching Current: 600 A.
  2. Vacuum Fault Interrupter:
    - a. Operated by a motor-charged stored energy mechanism, with provision to manually charge the mechanism. Charging motors must operate at 24 V(ac).
    - b. Auxiliary Switches: Provide two auxiliary switches, each with field-selectable NC or NO switch position, for connection of remote indication of the position of the switched way. The switches must be rated at 15 A, 120 V(ac), and 1 A, 120 V(dc).
    - c. Trip-free switch mechanism when manually operated. Closing the switch must be independent of the speed of the operating handle.
    - d. Single operating handle and a clearly labeled switch position indicator; open, closed, tripped.
    - e. Operations Counters: Mechanical type, linked to the operating handle of each switched way.
    - f. Padlocking and tagging provisions.

3. Visible-Break Disconnect Switch: Two positions, with open and closed positions. The switch must be mechanically interlocked so that the switch cannot be operated unless the vacuum fault interrupter is open.
  - a. Switch position indicator, clearly labeled.
  - b. Padlocking and tagging provisions.

C. Controls:

1. Motor Actuators: "Open," "close," and "stop" push buttons.
2. Switch Status LEDs: "Open" and "closed" lights. Show status of disconnect switch using its auxiliary contact.
3. Motor Actuator Process LEDs: "Opening" and "closing" lights indicating that the selected motor is operating the switch.
4. Power Switch: "On" and "off" toggle switch and circuit protector, to disconnect the dc supply to its motor and provide overload and short-circuit protection.
5. 120 V(ac) LED to display battery system power level.
6. Battery voltage meter to show battery condition.
7. Local and Remote Selector: In the "local" position remote operation of the switches is disabled and is possible only under the control of switchgear-mounted push buttons.

## 2.7 POWER SUPPLY

- A. The power supply for instrumentation, communications, and switch operations must be from a potential transformer installed as part of the switchgear.

## 2.8 BUSHINGS

- A. Separable insulated connectors must be used to connect primary cable.
  1. Bushings: One-piece, 600 A, BIL ratings the same as the connectors. Comply with IEEE 386.
  2. Supply a standoff bracket or parking stand for each bushing, mounted horizontally adjacent to each bushing.

## 2.9 SURGE ARRESTERS

- A. Distribution class; metal-oxide-varistor type, fully shielded, separable elbow type, suitable for plugging into the inserts. Comply with IEEE C62.11 and IEEE 386.
  1. Nominal System Line-to-Line Voltage: 13.2 kV RMS.

## 2.10 WARNING LABELS AND SIGNS

- A. Comply with requirements in Section 260553 "Identification for Electrical Systems" for labels and signs.

1. High-Voltage Warning Label: Self-adhesive warning labels on the outside of the high-voltage compartment door(s). Legend must be "DANGER HIGH VOLTAGE" printed in two lines of minimum 2-inch-high letters. The word "DANGER" must be in white letters on a red background and the words "HIGH VOLTAGE" must be in black letters on a white background.
2. Arc-Flash Warning Label: Self-adhesive labels on the outside of the high-voltage compartment door(s), warning of potential electrical arc-flash hazards and appropriate personal protective equipment required.

## 2.11 SOURCE QUALITY CONTROL

- A. Factory Tests: Comply with requirements in IEEE C37.60 and IEEE C37.74 for testing procedures.
1. Circuit Resistance Test: Verify that switchgear contacts have been properly aligned and current transfer points have been properly assembled.
  2. Power-frequency dry withstand voltage test.
  3. Dielectric withstand test; one-minute dry power-frequency.
  4. Calibrate overcurrent devices for conformance to published time-current characteristic curves.
  5. Sealed Tank Leak Test:
    - a. Comply with IEC 62271-1 for test procedure for switchgear using SF6.
    - b. The test procedure for vacuum switchgear must be as follows:
      - 1) Each vacuum tube must be identified by its serial number. Its vacuum pressure level must be tested by the manufacturer of the vacuum interrupter. Document the test results.
      - 2) After assembly of the switchgear way, test the vacuum pressure level of the vacuum tubes by the routine dielectric test across the open contacts. The test voltage must be stated by the manufacturer. The dielectric test must be carried out after the mechanical routine test.
  6. Operating tests must verify the following:
    - a. Switch position indicators and contacts are in the correct position for both the open and closed positions.
    - b. Insulating medium quantity indicator (if provided) is functioning properly.
    - c. Circuit configuration is shown correctly.
    - d. Mechanical interlocks are in place and operative.
    - e. Position and polarity of current transformers meets requirements.
    - f. Control, secondary wiring, and accessory devices are connected correctly.
    - g. Devices and relays actually operate as intended. Circuits for which operation is not feasible must be checked for continuity.

## **PART 3 - EXECUTION**

### **3.1 EXAMINATION**

- A. Upon delivery of switchgear and prior to unloading, inspect equipment for damage.
- B. Handle switchgear, in accordance with manufacturer's recommendations; avoid damage to the enclosure, termination compartments, base, frame, and internal components. Do not subject switchgear to impact, jolting, jarring, or rough handling.
- C. Switchgear may be stored outdoors. If possible, store switchgear at final installation locations on concrete pads. If dry concrete surfaces are not available, use pallets of adequate strength to protect switchgear from direct contact with the ground. Ensure switchgear is level.

### **3.2 SWITCHGEAR INSTALLATION**

- A. Equipment Mounting:
  - 1. Install switchgear on precast concrete equipment base designed and coordinated with manufacturer dimensions and requirements. Modify existing concrete base as required to salvage existing conduit stub ups and to accept new precast base.
- B. Install level and plumb, tilting less than 1.5 degrees when energized.
- C. Maintain minimum clearances and workspace at equipment in accordance with manufacturer's instructions and NFPA 70.
- D. Maintain minimum clearances and workspace at equipment in accordance with manufacturer's instructions and IEEE C2.

### **3.3 CONNECTIONS**

- A. Ground equipment in accordance with Section 260526 "Grounding and Bonding for Electrical Systems."
- B. Connect wiring in accordance with Section 260519 "Low-Voltage Electrical Power Conductors and Cables."
- C. Terminate medium-voltage cables in incoming section of switchgear in accordance with industry standards and applicable codes.

### **3.4 SIGNS AND LABELS**

- A. Comply with the installation requirements for labels and signs specified in Section 260553 "Identification for Electrical Systems."
- B. Install warning signs as required to comply with OSHA 29 CFR 1910.269.

### **3.5 FIELD QUALITY CONTROL**

#### **A. Tests and Inspections:**

1. Perform each electrical test and visual and mechanical inspection stated in NETA ATS. Certify compliance with test parameters. Perform NETA tests and inspections for each of the following NETA categories:
  - a. Switchgear.
  - b. Circuit breakers.
  - c. Protective relays.
  - d. Instrument transformers.
  - e. Metering and instrumentation.
  - f. Ground-fault systems.
  - g. Battery systems.
  - h. Surge arresters.
  - i. Capacitors.

#### **B. Nonconforming Work:**

1. Switchgear will be considered defective if it does not pass tests and inspections.
2. Remove and replace defective units and retest.

#### **C. Prepare test and inspection reports.**

### **3.6 SYSTEM FUNCTION TESTS**

#### **A. System function tests must prove the correct interaction of sensing, processing, and action devices. Perform system function tests after "Field Quality Control" tests have been completed and components have passed specified tests.**

1. Develop test parameters and perform tests for evaluating performance of integral components and their functioning as a complete unit within design requirements and manufacturer's published data.
2. Verify the correct operation of interlock safety devices for fail-safe functions in addition to design function.
3. Verify the correct operation of sensing devices, alarms, and indicating devices.

**END OF SECTION 261329**

## SECTION 262413 - SWITCHBOARDS

### PART 1 - GENERAL

#### 1.1 SUMMARY

##### A. Section Includes:

1. Switchboards.
2. Surge protection devices.
3. Disconnecting and overcurrent protective devices.
4. Instrumentation.
5. Control power.
6. Accessory components and features.

#### 1.2 ACTION SUBMITTALS

##### A. Product Data:

1. Switchboards.
2. Overcurrent protective devices.
3. Surge protection devices.
4. Ground-fault protection devices.
5. Accessories.
6. Other components.
7. Include dimensions and manufacturers' technical data on features, performance, electrical characteristics, ratings, accessories, and finishes.

##### B. Shop Drawings: For each switchboard and related equipment.

1. Include dimensioned plans, elevations, sections, and details, including required clearances and service space around equipment. Show tabulations of installed devices, equipment features, and ratings.
2. Detail enclosure types for types other than UL 50E, Type 1.
3. Detail bus configuration, current, and voltage ratings.
4. Detail short-circuit current rating of switchboards and overcurrent protective devices.
5. Include evidence of listing, by qualified electrical testing laboratory recognized by authorities having jurisdiction, for series rating of installed devices.
6. Detail features, characteristics, ratings, and factory settings of individual overcurrent protective devices and auxiliary components.
7. Include time-current coordination curves for each type and rating of overcurrent protective device included in switchboards. Submit on translucent log-log graph paper; include selectable ranges for each type of overcurrent protective device.

##### C. Field Quality-Control Submittals:

1. Field Quality-Control Reports:
  - a. Test procedures used.
  - b. Test results that comply with requirements.
  - c. Results of failed tests and corrective action taken to achieve test results that comply with requirements.

### 1.3 INFORMATIONAL SUBMITTALS

- A. Manufacturers' Published Instructions: Record copy of official installation instructions issued to Installer by manufacturer for the following:
  1. Handling, storing, and providing temporary heat.
  2. Mounting accessories and anchoring devices.
  3. Testing and adjusting overcurrent protective devices.
- B. Sample warranties.

### 1.4 CLOSEOUT SUBMITTALS

- A. Warranty documentation.

### 1.5 MAINTENANCE MATERIAL SUBMITTALS

- A. Special Tools: Furnish to Owner proprietary equipment and keys required to operate, maintain, repair, adjust, or implement future changes to switchboards, that are packaged with protective covering for storage on-site and identified with labels describing contents.

### 1.6 WARRANTY

- A. Special Installer Extended Warranty: Installer warrants that fabricated and installed switchboard perform in accordance with specified requirements and agrees to repair or replace components that fail to perform as specified within extended-warranty period.
  1. Extended-Warranty Period: Two years from date of Substantial Completion; full coverage for labor, materials, and equipment.

## PART 2 - PRODUCTS

### 2.1 SWITCHBOARDS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  1. ABB, Electrification Business.
  2. Eaton.
  3. Siemens Industry, Inc., Energy Management Division.

4. Square D; Schneider Electric USA.
- B. Electrical Components, Devices, and Accessories: Listed and labeled in accordance with NFPA 70, by qualified electrical testing laboratory recognized by authorities having jurisdiction, and marked for intended location and application.
- C. Comply with NEMA PB 2.
- D. Comply with NFPA 70.
- E. Comply with UL 891.
- F. Front-Connected, Front-Accessible Switchboards:
  1. Main Devices: Fixed, individually mounted.
  2. Branch Devices: Panel mounted.
  3. Sections front and rear aligned.
- G. Nominal System Voltage: 480Y/277 V.
- H. Main-Bus Continuous: 1000 A.
- I. Enclosure Finish for Indoor Units: Factory-applied finish in manufacturer's standard gray finish over rust-inhibiting primer on treated metal surface.
- J. Outdoor Enclosures: Type 3R
  1. Finish: Factory-applied finish in manufacturer's standard color; undersurfaces treated with corrosion-resistant undercoating.
  2. Enclosure: Downward, rearward sloping roof; bolt-on rear covers for each section, with provisions for padlocking.
  3. Doors: Personnel door at each end of aisle, minimum width of 30 inch opening outwards; with panic hardware and provisions for padlocking. At least one door must be sized to permit largest single switchboard section to pass through without disassembling doors, hinges, or switchboard section.
    - a. Factory-installed electric unit heater(s), wall or ceiling mounted, with integral thermostat and disconnect and with capacities to maintain switchboard interior temperature of 40 deg F with outside design temperature of 0 deg.
    - b. Factory-installed exhaust fan with capacities to maintain switchboard interior temperature of 100 deg F with outside design temperature of 105 deg F.
    - c. Ventilating openings.
    - d. Thermostat: Single stage; wired to control heat and exhaust fan.
  4. Power for Space Heaters, Ventilation, and Receptacle: Include control-power transformer, with spare capacity of 25 percent, within switchboard.
  5. Power for space heaters, ventilation, lighting, and receptacle provided by breaker within switchboard.
- K. Space Heaters: Factory-installed electric space heaters of sufficient wattage in each vertical section to maintain enclosure temperature above expected dew point.



1. Space-Heater Control: Thermostats to maintain temperature of each section above expected dew point.
  2. Space-Heater Power Source: Transformer, factory installed in switchboard.
- L. Service Entrance Rating: Switchboards intended for use as service entrance equipment may contain from one to six service disconnecting means with overcurrent protection, neutral bus with disconnecting link, grounding electrode conductor terminal, and main bonding jumper.
- M. Bus Transition and Incoming Pull Sections: Matched and aligned with basic switchboard.
- N. Removable, Hinged Rear Doors and Compartment Covers: Secured by standard bolts, for access to rear interior of switchboard.
- O. Hinged Front Panels: Allow access to circuit breaker, metering, accessory, and blank compartments.
- P. Buses and Connections: Three phase, four wire unless otherwise indicated.
1. Provide phase bus arrangement A, B, C from front to back, top to bottom, and left to right when viewed from front of switchboard.
  2. Load Terminals: Insulated, rigidly braced, runback bus extensions, of same material as through buses, equipped with mechanical connectors for outgoing circuit conductors. Provide load terminals for future circuit-breaker positions at full-ampere rating of circuit-breaker position.
  3. Ground Bus: 1/4 by 1 inch hard-drawn copper of 98 percent conductivity, equipped with mechanical connectors for feeder and branch-circuit ground conductors.
  4. Main-Phase Buses and Equipment-Ground Buses: Uniform capacity for entire length of switchboard's main and distribution sections. Provide for future extensions from both ends.
  5. Disconnect Links:
    - a. Isolate neutral bus from incoming neutral conductors.
    - b. Bond neutral bus to equipment-ground bus for switchboards utilized as service equipment or separately derived systems.
  6. Neutral Buses: 100 percent of ampacity of phase buses unless otherwise indicated, equipped with mechanical connectors for outgoing circuit neutral cables. Brace bus extensions for busway feeder neutral bus.
- Q. Future Devices: Equip compartments with mounting brackets, supports, bus connections, and appurtenances at full rating of circuit-breaker compartment.

## 2.2 SURGE PROTECTION DEVICES

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
1. ABB, Electrification Business.
  2. Eaton.
  3. Siemens Industry, Inc., Energy Management Division.
  4. Square D; Schneider Electric USA.

B. SPDs: Listed and labeled in accordance with UL 1449, Type 2.

C. Features and Accessories:

1. Integral disconnect switch.
2. Internal thermal protection that disconnects SPD before damaging internal suppressor components.
3. Indicator light display for protection status.
4. Surge counter.

D. Peak Surge Current Rating: Minimum single-pulse surge current withstand rating per phase may not be less than 240 kA. Peak surge current rating must be arithmetic sum of ratings of individual MOVs in each mode.

E. Protection modes and UL 1449 VPR for grounded wye circuits with 480Y/277 V, three-phase, four-wire circuits may not exceed the following:

1. Line to Neutral: 1200 V for 480Y/277 V
2. Line to Ground: 1200 V for 480Y/277 V
3. Line to Line: 2000 V for 480Y/277 V

### 2.3 DISCONNECTING AND OVERCURRENT PROTECTIVE DEVICES

A. Molded-Case Circuit Breaker (MCCB): Comply with UL 489, with capacity to meet available fault currents. Coordinate with transformer manufacturer submittal.

1. 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.
2. Adjustable Instantaneous-Trip Circuit Breakers: Magnetic trip element with front-mounted, field-adjustable trip setting.
3. Electronic trip circuit breakers with RMS sensing; field-replaceable rating plug or field-replaceable electronic trip; and the following field-adjustable settings:
  - a. Instantaneous trip.
  - b. Long- and short-time pickup levels.
  - c. Long- and short-time adjustments.
  - d. Ground-fault pickup level, time delay, and  $I^2t$  response.
4. Current-Limiting Circuit Breakers: Frame sizes 400 A and smaller; let-through ratings less than NEMA FU 1, RK-5.
5. MCCB Features and Accessories:
  - a. Standard frame sizes, trip ratings, and number of poles.
  - b. Lugs: Mechanical style, suitable for number, size, trip ratings, and conductor material.

- c. Undervoltage Trip: Set to operate at 35 to 75 percent of rated voltage without intentional time delay.
  - 6. Service-Rated Switches: Labeled for use as service equipment.
  - 7. Open-Fuse Trip Device: Arranged to trip switch open if phase fuse opens.
- B. Fused Switch: NEMA KS 1, Type HD; clips to accommodate specified fuses; lockable handle.

## **PART 3 - EXECUTION**

### **3.1 INSTALLATION**

- A. Comply with manufacturer's published instructions.
- B. Reference Standards:
  - 1. Switchboards and Accessories: Unless more stringent requirements are specified in Contract Documents or manufacturers' published instructions, comply with NECA 400
  - 2. Consult Architect for resolution of conflicting requirements.
- C. Special Techniques:
  - 1. Equipment Mounting: Install switchboards on concrete base, 4 inch nominal thickness.
    - a. Install conduits entering underneath switchboard, entering under vertical section where conductors will terminate. Install with couplings flush with concrete base. Extend 2 inch above concrete base after switchboard is anchored in place.
    - b. Install dowel rods to connect concrete base to concrete floor. Unless otherwise indicated, install dowel rods on 18 inch centers around full perimeter of concrete base.
    - c. For supported equipment, install epoxy-coated anchor bolts that extend through concrete base and anchor into structural concrete floor.
    - d. Place and secure anchorage devices. Use setting drawings, templates, diagrams, published instructions, and directions furnished with items to be embedded.
    - e. Install anchor bolts to elevations required for proper attachment to switchboards.
    - f. Anchor switchboard to building structure at top of switchboard if required or recommended by manufacturer.
  - 2. Temporary Lifting Provisions: Remove temporary lifting eyes, channels, straps and brackets, and temporary blocking of moving parts from switchboard units and components.
  - 3. Install filler plates in unused spaces of panel-mounted sections.

### **3.2 CONNECTIONS**

- A. Bond conduits entering underneath switchboard to equipment ground bus with bonding conductor sized in accordance with NFPA 70.
- B. Support and secure conductors within switchboard in accordance with NFPA 70.

- C. Extend insulated equipment grounding cable to busway ground connection and support cable at intervals in vertical run.

### **3.3 IDENTIFICATION**

- A. Device Nameplates: Label each disconnecting and overcurrent protective device and each meter and control device mounted in compartment doors with.
- B. Service Equipment Label: Labeled, by qualified electrical testing laboratory recognized by authorities having jurisdiction, for use as service equipment for switchboards with one or more service disconnecting and overcurrent protective devices.
- C. Provide arc-flash labels as required by study.

### **3.4 FIELD QUALITY CONTROL**

#### **A. Tests and Inspections:**

##### **1. Acceptance Testing:**

- a. Test insulation resistance for each switchboard bus, component, connecting supply, feeder, and control circuit. Open control and metering circuits within switchboard, and remove neutral connection to surge protection and other electronic devices prior to insulation test. Reconnect after test.
  - b. Test continuity of each circuit.
- 2. Test ground-fault protection of equipment for service equipment in accordance with NFPA 70.
  - 3. Perform each visual and mechanical inspection and electrical test stated in NETA Acceptance Testing Specification. Certify compliance with test parameters.
  - 4. Correct malfunctioning units on-site where possible, and retest to demonstrate compliance; otherwise, replace with new units and retest.
  - 5. Perform the following infrared scan tests and inspections, and prepare reports:
    - a. Initial Infrared Scanning: After Substantial Completion, but not more than 60 days after Final Acceptance, perform infrared scan of each switchboard. Remove front panels so joints and connections are accessible to portable scanner.
    - b. Follow-up Infrared Scanning: Perform additional follow-up infrared scan of each switchboard 11 months after date of Substantial Completion.
    - c. Instruments and Equipment:
      - 1) Use infrared scanning device designed to measure temperature or to detect significant deviations from normal values. Provide calibration record for device.

#### **B. Nonconforming Work:**

- 1. Switchboard will be considered defective if it does not pass tests and inspections.
- 2. Remove and replace defective units and retest.

C. Collect, assemble, and submit test and inspection reports, including certified report that identifies switchboards included and that describes scanning results. Include notation of deficiencies detected, remedial action taken, and observations after remedial action.

D. Manufacturer Services:

1. Engage factory-authorized service representative to support field tests and inspections.

**END OF SECTION 262413**

## **SECTION 262416 - PANELBOARDS**

### **PART 1 - GENERAL**

#### **1.1 SUMMARY**

- A. Section Includes:
  - 1. Distribution panelboards.
  - 2. Lighting and appliance branch-circuit panelboards.

#### **1.2 DEFINITIONS**

- A. ATS: Acceptance testing specification.
- B. GFCI: Ground-fault circuit interrupter.
- C. GFEP: Ground-fault equipment protection.
- D. HID: High-intensity discharge.
- E. MCCB: Molded-case circuit breaker.
- F. SPD: Surge protective device.
- G. VPR: Voltage protection rating.

#### **1.3 ACTION SUBMITTALS**

- A. Product Data: For each type of panelboard.
  - 1. Include materials, switching and overcurrent protective devices, SPDs, accessories, and components indicated.
  - 2. Include dimensions and manufacturers' technical data on features, performance, electrical characteristics, ratings, and finishes.
- B. Shop Drawings: For each panelboard and related equipment.
  - 1. Include dimensioned plans, elevations, sections, and details.
  - 2. Show tabulations of installed devices with nameplates, conductor termination sizes, equipment features, and ratings.
  - 3. Detail enclosure types including mounting and anchorage, environmental protection, knockouts, corner treatments, covers and doors, gaskets, hinges, and locks.
  - 4. Detail bus configuration, current, and voltage ratings.
  - 5. Short-circuit current rating of panelboards and overcurrent protective devices.

#### **1.4 CLOSEOUT SUBMITTALS**

- A. Operation and Maintenance Data: For panelboards and components 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 overcurrent protective devices.
  - 2. Time-current curves, including selectable ranges for each type of overcurrent protective device that allows adjustments.

#### **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. Keys: Two spares for each type of panelboard cabinet lock.
  - 2. Circuit Breakers Including GFCI and GFEP Types: Two spares for each panelboard.

#### **1.6 QUALITY ASSURANCE**

- A. Manufacturer Qualifications: ISO 9001 or ISO 9002 certified.

#### **1.7 DELIVERY, STORAGE, AND HANDLING**

- A. Remove loose packing and flammable materials from inside panelboards; install temporary electric heating (250 W per panelboard) to prevent condensation.
- B. Handle and prepare panelboards for installation according to NECA 407.

#### **1.8 FIELD CONDITIONS**

- A. Environmental Limitations:
  - 1. Do not deliver or install panelboards until spaces are enclosed and weathertight, wet work in spaces is complete and dry, work above panelboards is complete, and temporary HVAC system is operating and maintaining ambient temperature and humidity conditions at occupancy levels during the remainder of the construction period.
  - 2. Rate equipment for continuous operation under the following conditions unless otherwise indicated:
    - a. Ambient Temperature: Not exceeding 23 deg F to plus 104 deg F.
    - b. Altitude: Not exceeding 6600 feet.
- B. Interruption of Existing Electric Service: Do not interrupt electric service to facilities occupied by Owner or others unless permitted under the following conditions and then only after arranging to provide temporary electric service according to requirements indicated:

1. Notify Architect and Owner no fewer than 14 days in advance of proposed interruption of electric service.
2. Do not proceed with interruption of electric service without Architect's and Owner's written permission.
3. Comply with NFPA 70E.

## **1.9 WARRANTY**

- A. Manufacturer's Warranty: Manufacturer agrees to repair or replace panelboards that fail in materials or workmanship within specified warranty period.
  1. Panelboard Warranty Period: 18 months from date of Substantial Completion.

## **PART 2 - PRODUCTS**

### **2.1 PANELBOARDS AND LOAD CENTERS COMMON REQUIREMENTS**

- 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. Comply with NEMA PB 1.
- C. Comply with NFPA 70.
- D. Enclosures: Flush and Surface-mounted, dead-front cabinets.
  1. Rated for environmental conditions at installed location.
    - a. Indoor Dry and Clean Locations: NEMA 250, Type 1.
    - b. Outdoor Locations: NEMA 250, Type 3R.
    - c. Kitchen Areas: NEMA 250, Type 4X, stainless steel.
  2. Height: 84 inches maximum.
  3. Front: Secured to box with concealed trim clamps. For surface-mounted fronts, match box dimensions; for flush-mounted fronts, overlap box. Trims shall cover all live parts and shall have no exposed hardware.
  4. Hinged Front Cover: Entire front trim hinged to box and with standard door within hinged trim cover. Trims shall cover all live parts and shall have no exposed hardware.
  5. Finishes:
    - a. Panels and Trim: Steel and galvanized steel, factory finished immediately after cleaning and pretreating with manufacturer's standard two-coat, baked-on finish consisting of prime coat and thermosetting topcoat.
    - b. Back Boxes: Galvanized steel.
- E. Incoming Mains:
  1. Location: Convertible between top and bottom.



2. Main Breaker: Main lug interiors up to 400 amperes shall be field convertible to main breaker.
- F. Phase, Neutral, and Ground Buses:
1. Material: Hard-drawn copper, 98 percent conductivity.
    - a. Plating shall run entire length of bus.
    - b. Bus shall be fully rated the entire length.
  2. Interiors shall be factory assembled into a unit. Replacing switching and protective devices shall not disturb adjacent units or require removing the main bus connectors.
  3. Equipment Ground Bus: Adequate for feeder and branch-circuit equipment grounding conductors; bonded to box.
  4. Isolated Ground Bus: Adequate for branch-circuit isolated ground conductors; insulated from box.
  5. Full-Sized Neutral: Equipped with full-capacity bonding strap for service entrance applications. Mount electrically isolated from enclosure. Do not mount neutral bus in gutter.
  6. Extra-Capacity Neutral Bus: Neutral bus rated 200 percent of phase bus and listed and labeled by an NRTL acceptable to authority having jurisdiction, as suitable for nonlinear loads in electronic-grade panelboards and others designated on Drawings. Connectors shall be sized for double-sized or parallel conductors as indicated on Drawings. Do not mount neutral bus in gutter.
- G. Conductor Connectors: Suitable for use with conductor material and sizes.
1. Material: Hard-drawn copper, 98 percent conductivity.
  2. Terminations shall allow use of 75 deg C rated conductors without derating.
  3. Size: Lugs suitable for indicated conductor sizes, with additional gutter space, if required, for larger conductors.
  4. Main and Neutral Lugs: Mechanical type, with a lug on the neutral bar for each pole in the panelboard.
  5. Ground Lugs and Bus-Configured Terminators: Mechanical type, with a lug on the bar for each pole in the panelboard.
  6. Feed-Through Lugs: Mechanical type, suitable for use with conductor material. Locate at opposite end of bus from incoming lugs or main device.
  7. Subfeed (Double) Lugs: Mechanical type suitable for use with conductor material. Locate at same end of bus as incoming lugs or main device.
  8. Extra-Capacity Neutral Lugs: Rated 200 percent of phase lugs mounted on extra-capacity neutral bus.
- H. Future Devices: Panelboards or load centers shall have mounting brackets, bus connections, filler plates, and necessary appurtenances required for future installation of devices.
- I. Panelboard Short-Circuit Current Rating: Fully rated to interrupt symmetrical short-circuit current available at terminals. Assembly listed by an NRTL for 100 percent interrupting capacity.
1. Panelboards and overcurrent protective devices rated 240 V or less shall have short-circuit ratings as shown on Drawings, but not less than 10,000 A rms symmetrical.

2. Panelboards and overcurrent protective devices rated above 240 V and less than 600 V shall have short-circuit ratings as shown on Drawings, but not less than 14,000 A rms symmetrical.

## **2.2 POWER PANELBOARDS**

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  1. ABB (Electrification Products Division).
  2. Eaton.
  3. Schneider Electric USA (Square D).
  4. Siemens Industry, Inc., Energy Management Division.
- B. Panelboards: NEMA PB 1, distribution type.
- C. Doors: Secured with vault-type latch with tumbler lock; keyed alike.
  1. For doors more than 36 inches high, provide two latches, keyed alike.
- D. Branch Overcurrent Protective Devices for Circuit-Breaker Frame Sizes 125 A and Smaller: Bolt-on circuit breakers.
- E. Branch Overcurrent Protective Devices for Circuit-Breaker Frame Sizes Larger Than 125 A: Bolt-on circuit breakers.

## **2.3 LIGHTING AND APPLIANCE BRANCH-CIRCUIT PANELBOARDS**

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  1. ABB (Electrification Products Division).
  2. Eaton.
  3. Schneider Electric USA (Square D).
  4. Siemens Industry, Inc., Energy Management Division.
- B. Panelboards: NEMA PB 1, lighting and appliance branch-circuit type.
- C. Branch Overcurrent Protective Devices: Bolt-on circuit breakers, replaceable without disturbing adjacent units.
- D. Doors: Door-in-door construction with concealed hinges; secured with multipoint latch with tumbler lock; keyed alike. Outer door shall permit full access to the panel interior. Inner door shall permit access to breaker operating handles and labeling, but current carrying terminals and bus shall remain concealed.

## 2.4 DISCONNECTING AND OVERCURRENT PROTECTIVE DEVICES

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. ABB (Electrification Products Division).
  - 2. Eaton.
  - 3. Schneider Electric USA (Square D).
  - 4. Siemens Industry, Inc., Energy Management Division.
- B. MCCB: Comply with UL 489, with interrupting capacity to meet available fault currents.
  - 1. Thermal-Magnetic Circuit Breakers:
    - a. Inverse time-current element for low-level overloads.
    - b. Instantaneous magnetic trip element for short circuits.
    - c. Adjustable magnetic trip setting for circuit-breaker frame sizes 250 A and larger.
  - 2. Adjustable Instantaneous-Trip Circuit Breakers: Magnetic trip element with front-mounted, field-adjustable trip setting.
  - 3. Current-Limiting Circuit Breakers: Frame sizes 400 A and smaller; let-through ratings less than NEMA FU 1, RK-5.
  - 4. GFCI Circuit Breakers: Single- and double-pole configurations with Class A ground-fault protection (6-mA trip).
  - 5. Subfeed Circuit Breakers: Vertically mounted.
  - 6. MCCB Features and Accessories:
    - a. Standard frame sizes, trip ratings, and number of poles.
    - b. Breaker handle indicates tripped status.
    - c. UL listed for reverse connection without restrictive line or load ratings.
    - d. Lugs: Mechanical style, suitable for number, size, trip ratings, and conductor materials.
    - e. Application Listing: Appropriate for application; Type SWD for switching fluorescent lighting loads; Type HID for feeding fluorescent and HID lighting circuits.
    - f. Handle Padlocking Device: Fixed attachment, for locking circuit-breaker handle in on or off position.
    - g. Handle Clamp: Loose attachment, for holding circuit-breaker handle in on position.

## 2.5 IDENTIFICATION

- A. Panelboard Label: Manufacturer's name and trademark, voltage, amperage, number of phases, and number of poles shall be located on the interior of the panelboard door.
- B. Breaker Labels: Faceplate shall list current rating, UL and IEC certification standards, and AIC rating.
- C. Circuit Directory: Computer-generated circuit directory mounted inside panelboard door with transparent plastic protective cover.

1. Circuit directory shall identify specific purpose with detail sufficient to distinguish it from all other circuits.

## **2.6 ACCESSORY COMPONENTS AND FEATURES**

- A. Accessory Set: Include tools and miscellaneous items required for overcurrent protective device test, inspection, maintenance, and operation.

## **PART 3 - EXECUTION**

### **3.1 EXAMINATION**

- A. Verify actual conditions with field measurements prior to ordering panelboards to verify that equipment fits in allocated space in, and comply with, minimum required clearances specified in NFPA 70.
- B. Receive, inspect, handle, and store panelboards according to NECA 407.
- C. Examine panelboards before installation. Reject panelboards that are damaged, rusted, or have been subjected to water saturation.
- D. Examine elements and surfaces to receive panelboards for compliance with installation tolerances and other conditions affecting performance of the Work.
- E. Proceed with installation only after unsatisfactory conditions have been corrected.

### **3.2 INSTALLATION**

- A. Coordinate layout and installation of panelboards and components with other construction that penetrates walls or is supported by them, including electrical and other types of equipment, raceways, piping, encumbrances to workspace clearance requirements, and adjacent surfaces. Maintain required workspace clearances and required clearances for equipment access doors and panels.
- B. Comply with NECA 1.
- C. Install panelboards and accessories according to NECA 407.
- D. Equipment Mounting:
  1. Attach panelboard to the vertical finished or structural surface behind the panelboard.
- E. Mount top of trim 90 inches above finished floor unless otherwise indicated.
- F. Mount panelboard cabinet plumb and rigid without distortion of box.
- G. Mount recessed panelboards with fronts uniformly flush with wall finish and mating with back box.

- H. Mount surface-mounted panelboards to steel slotted supports 5/8 inch in depth. Orient steel slotted supports vertically.
- I. Install overcurrent protective devices and controllers not already factory installed.
  - 1. Set field-adjustable, circuit-breaker trip ranges.
  - 2. Tighten bolted connections and circuit breaker connections using calibrated torque wrench or torque screwdriver per manufacturer's written instructions.
- J. Make grounding connections and bond neutral for services and separately derived systems to ground. Make connections to grounding electrodes, separate grounds for isolated ground bars, and connections to separate ground bars.
- K. Install filler plates in unused spaces.
- L. Stub four 1-inch empty conduits from panelboard into accessible ceiling space or space designated to be ceiling space in the future.
- M. Arrange conductors in gutters into groups and bundle and wrap with wire ties after completing load balancing.

### **3.3 IDENTIFICATION**

- A. Identify field-installed conductors, interconnecting wiring, and components; install warning signs complying with requirements in Section 260553 "Identification for Electrical Systems."
- B. Create a directory to indicate installed circuit loads after balancing panelboard loads; incorporate Owner's final room designations. Obtain approval before installing. Handwritten directories are not acceptable. Install directory inside panelboard door.
- C. Panelboard Nameplates: Label each panelboard with a nameplate complying with requirements for identification specified in Section 260553 "Identification for Electrical Systems."
- D. Install warning signs complying with requirements in Section 260553 "Identification for Electrical Systems" identifying source of remote circuit.

### **3.4 FIELD QUALITY CONTROL**

- A. Perform tests and inspections.
- B. Acceptance Testing Preparation:
  - 1. Test insulation resistance for each panelboard bus, component, connecting supply, feeder, and control circuit.
  - 2. Test continuity of each circuit.
- C. Tests and Inspections:

1. Perform each visual and mechanical inspection and electrical test for low-voltage air circuit breakers stated in NETA ATS, Paragraph 7.6 Circuit Breakers. Perform optional tests. Certify compliance with test parameters.
  2. Correct malfunctioning units on-site, where possible, and retest to demonstrate compliance; otherwise, replace with new units and retest.
- D. Panelboards will be considered defective if they do not pass tests and inspections.
- E. Prepare test and inspection reports, including a certified report that identifies panelboards included and that describes scanning results, with comparisons of the two scans. Include notation of deficiencies detected, remedial action taken, and observations after remedial action.

### **3.5 ADJUSTING**

- A. Adjust moving parts and operable components to function smoothly, and lubricate as recommended by manufacturer.
- B. Load Balancing: After Substantial Completion, but not more than 60 days after Final Acceptance, measure load balancing and make circuit changes. Prior to making circuit changes to achieve load balancing, inform Architect of effect on phase color coding.
1. Measure loads during period of normal facility operations.
  2. Perform circuit changes to achieve load balancing outside normal facility operation schedule or at times directed by the Architect. Avoid disrupting services such as fax machines and on-line data processing, computing, transmitting, and receiving equipment.
  3. After changing circuits to achieve load balancing, recheck loads during normal facility operations. Record load readings before and after changing circuits to achieve load balancing.
  4. Tolerance: Maximum difference between phase loads, within a panelboard, shall not exceed 20 percent.

### **3.6 PROTECTION**

- A. Temporary Heating: Prior to energizing panelboards, apply temporary heat to maintain temperature according to manufacturer's written instructions.

**END OF SECTION 262416**

## **SECTION 262726 - WIRING DEVICES**

### **PART 1 - GENERAL**

#### **1.1 SUMMARY**

- A. Section Includes:
  - 1. Standard-grade receptacles, 125 V, 20 A.
  - 2. GFCI receptacles, 125 V, 20 A.
  - 3. Toggle switches, 120/277 V, 20 A.

#### **1.2 DEFINITIONS**

- A. AFCI: Arc-fault circuit interrupter.
- B. BAS: Building automation system.
- C. EMI: Electromagnetic interference.
- D. GFCI: Ground-fault circuit interrupter.
- E. Pigtail: Short lead used to connect a device to a branch-circuit conductor.
- F. RFI: Radio-frequency interference.
- G. SPD: Surge protective device.

#### **1.3 ACTION SUBMITTALS**

- A. Product Data: For each type of product.
- B. Shop Drawings: List of legends and description of materials and process used for premarking wall plates.
- C. Samples: One for each type of device and wall plate specified, in each color specified.

#### **1.4 INFORMATIONAL SUBMITTALS**

- A. Field quality-control reports.

#### **1.5 CLOSEOUT SUBMITTALS**

- A. Operation and Maintenance Data: For wiring devices to include in all manufacturers' packing-label warnings and instruction manuals that include labeling conditions.

## **PART 2 - PRODUCTS**

### **2.1 GENERAL WIRING-DEVICE REQUIREMENTS**

- A. Wiring Devices, Components, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and use.
- B. Comply with NFPA 70.
- C. RoHS compliant.
- D. Comply with NEMA WD 1.
- E. Devices that are manufactured for use with modular plug-in connectors may be substituted under the following conditions:
  - 1. Connectors shall comply with UL 2459 and shall be made with stranding building wire.
  - 2. Devices shall comply with requirements in this Section.
- F. Devices for Owner-Furnished Equipment:
  - 1. Receptacles: Match plug configurations.
  - 2. Cord and Plug Sets: Match equipment requirements.
- G. Device Color:
  - 1. Wiring Devices Connected to Normal Power System: White unless otherwise indicated or required by NFPA 70 or device listing.
    - a. Special Finish 'SF' Devices: Confirm device and plate finish with Architect prior to ordering.
  - 2. Isolated-Ground Receptacles: Orange.
- H. Wall Plate Color: For plastic covers, match device color.
- I. Source Limitations: Obtain each type of wiring device and associated wall plate from single source from single manufacturer.

### **2.2 STANDARD-GRADE RECEPTACLES, 125 V, 20 A**

- A. Duplex Receptacles, 125 V, 20 A:
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Eaton (Wiring Devices - Arrow Hart).
    - b. Leviton Manufacturing Co., Inc.
    - c. Pass & Seymour; Legrand North America, LLC.
    - d. Wiring Device-Kellems; Hubbell Incorporated, Commercial and Industrial.



2. Description: Two pole, three wire, and self-grounding.
3. Configuration: NEMA WD 6, Configuration 5-20R.
4. Standards: Comply with UL 498 and FS W-C-596.

B. Weather-Resistant Duplex Receptacle, 125 V, 20 A:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Eaton (Wiring Devices - Arrow Hart).
  - b. Leviton Manufacturing Co., Inc.
  - c. Pass & Seymour; Legrand North America, LLC.
  - d. Wiring Device-Kellems; Hubbell Incorporated, Commercial and Industrial.
2. Description: Two pole, three wire, and self-grounding. Integral shutters that operate only when a plug is inserted in the receptacle. Square face.
3. Configuration: NEMA WD 6, Configuration 5-20R.
4. Standards: Comply with UL 498.
5. Marking: Listed and labeled as complying with NFPA 70, "Receptacles in Damp or Wet Locations" Article.

### **2.3 GFCI RECEPTACLES, 125 V, 20 A**

A. Duplex GFCI Receptacles, 125 V, 20 A:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Eaton (Wiring Devices - Arrow Hart).
  - b. Leviton Manufacturing Co., Inc.
  - c. Pass & Seymour; Legrand North America, LLC.
  - d. Wiring Device-Kellems; Hubbell Incorporated, Commercial and Industrial.
2. Description: Integral GFCI with "Test" and "Reset" buttons and LED indicator light. Two pole, three wire, and self-grounding.
3. Configuration: NEMA WD 6, Configuration 5-20R.
4. Type: Non-feed through.
5. Standards: Comply with UL 498, UL 943 Class A, and FS W-C-596.

### **2.4 TOGGLE SWITCHES, 120/277 V, 20 A**

A. Single-Pole Switches, 120/277 V, 20 A:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Eaton (Wiring Devices - Arrow Hart).
  - b. Leviton Manufacturing Co., Inc.
  - c. Pass & Seymour; Legrand North America, LLC.

- d. Wiring Device-Kellems; Hubbell Incorporated, Commercial and Industrial.
- 2. Standards: Comply with UL 20 and FS W-S-896.

## 2.5 WALL PLATES

- A. Single Source: Obtain wall plates from same manufacturer of wiring devices.
- B. Single and combination types shall match corresponding wiring devices.
  - 1. Plate-Securing Screws: Metal with head color to match plate finish.
  - 2. Material for Finished Spaces: 0.035-inch-thick, satin-finished, Type 302 stainless steel.
  - 3. Material for Unfinished Spaces: Galvanized steel.
  - 4. Material for Damp Locations: Thermoplastic with spring-loaded lift cover, and listed and labeled for use in wet and damp locations.
- C. Wet-Location, Weatherproof Cover Plates: NEMA 250, complying with Type 3R, weather-resistant thermoplastic with lockable cover.

## PART 3 - EXECUTION

### 3.1 INSTALLATION

- A. Comply with NECA 1, including mounting heights listed in that standard, unless otherwise indicated.
- B. Coordination with Other Trades:
  - 1. Protect installed devices and their boxes. Do not place wall finish materials over device boxes, and do not cut holes for boxes with routers that are guided by riding against outside of boxes.
  - 2. Keep outlet boxes free of plaster, drywall joint compound, mortar, cement, concrete, dust, paint, and other material that may contaminate the raceway system, conductors, and cables.
  - 3. Install device boxes in brick or block walls so that the cover plate does not cross a joint unless the joint is troweled flush with the face of the wall.
  - 4. Install wiring devices after all wall preparation, including painting, is complete.
- C. Conductors:
  - 1. Do not strip insulation from conductors until right before they are spliced or terminated on devices.
  - 2. Strip insulation evenly around the conductor using tools designed for the purpose. Avoid scoring or nicking of solid wire or cutting strands from stranded wire.
  - 3. The length of free conductors at outlets for devices shall comply with NFPA 70, Article 300, without pigtails.
  - 4. Existing Conductors:
    - a. Cut back and pigtail, or replace all damaged conductors.

- b. Straighten conductors that remain and remove corrosion and foreign matter.
- c. Pigtailling existing conductors is permitted, provided the outlet box is large enough.

D. Device Installation:

- 1. Replace devices that have been in temporary use during construction and that were installed before building finishing operations were complete.
- 2. Keep each wiring device in its package or otherwise protected until it is time to connect conductors.
- 3. Do not remove surface protection, such as plastic film and smudge covers, until the last possible moment.
- 4. Connect devices to branch circuits using pigtails that are not less than 6 inches in length.
- 5. When there is a choice, use side wiring with binding-head screw terminals. Wrap solid conductor tightly clockwise, two-thirds to three-fourths of the way around terminal screw.
- 6. Use a torque screwdriver when a torque is recommended or required by manufacturer.
- 7. When conductors larger than No. 12 AWG are installed on 15- or 20-A circuits, splice No. 12 AWG pigtails for device connections.
- 8. Tighten unused terminal screws on the device.
- 9. When mounting into metal boxes, remove the fiber or plastic washers used to hold device-mounting screws in yokes, allowing metal-to-metal contact.

E. Receptacle Orientation:

- 1. Install ground pin of vertically mounted receptacles up, and on horizontally mounted receptacles to the right.

F. Device Plates: Do not use oversized or extra-deep plates. Repair wall finishes and remount outlet boxes when standard device plates do not fit flush or do not cover rough wall opening.

G. Arrangement of Devices: Unless otherwise indicated, mount flush, with long dimension vertical and with grounding terminal of receptacles on top. Group adjacent switches under single, multigang wall plates.

H. Adjust locations of floor service outlets and service poles to suit arrangement of partitions and furnishings.

### 3.2 GFCI RECEPTACLES

- A. Install non-feed-through GFCI receptacles where protection of downstream receptacles is not required.

### 3.3 IDENTIFICATION

- A. Comply with Section 260553 "Identification for Electrical Systems."
- B. Identify each receptacle with panelboard identification and circuit number. Use hot, stamped, or engraved machine printing with black-filled lettering on face of plate, and durable wire markers or tags inside outlet boxes.

### **3.4 FIELD QUALITY CONTROL**

- A. Test Instruments: Use instruments that comply with UL 1436.
- B. Test Instrument for Receptacles: Digital wiring analyzer with digital readout or illuminated digital-display indicators of measurement.
- C. Perform the following tests and inspections:
  - 1. Test Instruments: Use instruments that comply with UL 1436.
  - 2. Test Instrument for Receptacles: Digital wiring analyzer with digital readout or illuminated digital-display indicators of measurement.
- D. Tests for Receptacles:
  - 1. Line Voltage: Acceptable range is 105 to 132 V.
  - 2. Percent Voltage Drop under 15-A Load: A value of 6 percent or higher is unacceptable.
  - 3. Ground Impedance: Values of up to 2 ohms are acceptable.
  - 4. GFCI Trip: Test for tripping values specified in UL 1436 and UL 943.
  - 5. Using the test plug, verify that the device and its outlet box are securely mounted.
  - 6. Tests shall be diagnostic, indicating damaged conductors, high resistance at the circuit breaker, poor connections, inadequate fault-current path, defective devices, or similar problems. Correct circuit conditions, remove malfunctioning units and replace with new ones, and retest as specified above.
- E. Wiring device will be considered defective if it does not pass tests and inspections.
- F. Prepare test and inspection reports.

**END OF SECTION 262726**

## **SECTION 262816 - ENCLOSED SWITCHES AND CIRCUIT BREAKERS**

### **PART 1 - GENERAL**

#### **1.1 SUMMARY**

- A. Section Includes:
  - 1. Nonfusible switches.
  - 2. Enclosures.

#### **1.2 DEFINITIONS**

- A. NC: Normally closed.
- B. NO: Normally open.
- C. SPDT: Single pole, double throw.

#### **1.3 ACTION SUBMITTALS**

- A. Product Data: For each type of enclosed switch, circuit breaker, accessory, and component indicated. Include nameplate ratings, 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).
- B. Shop Drawings: For enclosed switches and circuit breakers.
  - 1. Include plans, elevations, sections, details, and attachments to other work.

#### **1.4 INFORMATIONAL SUBMITTALS**

- A. Qualification Data: For qualified testing agency.
- B. Field quality-control reports.

#### **1.5 CLOSEOUT SUBMITTALS**

- A. Operation and Maintenance Data: For enclosed switches and circuit breakers to include in emergency, operation, and maintenance manuals.

1. Include the following:
  - a. Manufacturer's written instructions for testing and adjusting enclosed switches and circuit breakers.

## **1.6 QUALITY ASSURANCE**

- A. Testing Agency Qualifications: Accredited by NETA.
  1. Testing Agency's Field Supervisor: Currently certified by NETA to supervise on-site testing.

## **1.7 FIELD 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.

## **1.8 WARRANTY**

- A. Manufacturer's Warranty: Manufacturer and Installer agree to repair or replace components that fail in materials or workmanship within specified warranty period.
  1. Warranty Period: One year(s) from date of Substantial Completion.

## **PART 2 - PRODUCTS**

### **2.1 GENERAL REQUIREMENTS**

- A. Source Limitations: Obtain enclosed switches and circuit breakers, overcurrent protective devices, components, and accessories, within same product category, from single manufacturer.
- B. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by an NRTL, and marked for intended location and application.
- C. Comply with NFPA 70.

### **2.2 NONFUSIBLE SWITCHES**

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  1. ABB (Electrification Products Division).
  2. Eaton.

3. Schneider Electric USA (Square D).
  4. Siemens Industry, Inc., Energy Management Division.
- B. Type HD, Heavy Duty, Three Pole, 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.
- C. Accessories:
1. Equipment Ground Kit: Internally mounted and labeled for copper and aluminum ground conductors.
  2. Neutral Kit: Internally mounted; insulated, capable of being grounded and bonded; labeled for copper and aluminum neutral conductors.
  3. Lugs: Mechanical type, suitable for number, size, and conductor material.

## **2.3 ENCLOSURES**

- A. Enclosed Switches and Circuit Breakers: UL 489, NEMA KS 1, NEMA 250, and UL 50, to comply with environmental conditions at installed location.
- B. Enclosure Finish: The enclosure shall be finished with gray baked enamel paint, electrodeposited on cleaned, phosphatized steel (NEMA 250 Type 1), gray baked enamel paint, electrodeposited on cleaned, phosphatized galvanized steel (NEMA 250 Types 3R, 12), and a brush finish on Type 304 stainless steel (NEMA 250 Type 4-4X stainless steel).
- C. Conduit Entry: NEMA 250 Types 4, 4X, and 12 enclosures shall contain no knockouts. NEMA 250 Types 7 and 9 enclosures shall be provided with threaded conduit openings in both endwalls.
- D. Operating Mechanism: The circuit-breaker operating handle shall be externally operable with the operating mechanism being an integral part of the box, not the cover. The cover interlock mechanism shall have an externally operated override. The override shall not permanently disable the interlock mechanism, which shall return to the locked position once the override is released. The tool used to override the cover interlock mechanism shall not be required to enter the enclosure in order to override the interlock.
- E. Enclosures designated as NEMA 250 Type 4, 4X stainless steel, 12, or 12K shall have a dual cover interlock mechanism to prevent unintentional opening of the enclosure cover when the circuit breaker is ON and to prevent turning the circuit breaker ON when the enclosure cover is open.

## **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.

1. Commencement of work shall indicate Installer's acceptance of the areas and conditions as satisfactory.

### **3.2 PREPARATION**

- A. Interruption of Existing Electric Service: Do not interrupt electric service to facilities occupied by Owner or others unless permitted under the following conditions and then only after arranging to provide temporary electric service according to requirements indicated:
  1. Notify Architect and Owner no fewer than 14 days in advance of proposed interruption of electric service.
  2. Indicate method of providing temporary electric service.
  3. Do not proceed with interruption of electric service without Architect's and Owner's written permission.
  4. Comply with NFPA 70E.

### **3.3 ENCLOSURE ENVIRONMENTAL RATING APPLICATIONS**

- A. Enclosed Switches and Circuit Breakers: Provide enclosures at installed locations with the following environmental ratings.
  1. Indoor, Dry and Clean Locations: NEMA 250, Type 1.
  2. Outdoor Locations: NEMA 250, Type 3R.
  3. Kitchen Areas: NEMA 250, Type 4X, stainless steel.
  4. Other Wet or Damp, Indoor Locations: NEMA 250, Type 4.

### **3.4 INSTALLATION**

- 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.
- B. Install individual wall-mounted switches and circuit breakers with tops at uniform height unless otherwise indicated.
- C. Temporary Lifting Provisions: Remove temporary lifting of eyes, channels, and brackets and temporary blocking of moving parts from enclosures and components.
- D. Install fuses in fusible devices.
- E. Comply with NFPA 70 and NECA 1.

### **3.5 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 with engraved metal or laminated-plastic nameplate.

### 3.6 FIELD QUALITY CONTROL

- A. Perform tests and inspections with the assistance of a factory-authorized service representative.
- B. Tests and Inspections for Switches:
  1. Visual and Mechanical Inspection:
    - a. Inspect physical and mechanical condition.
    - b. Inspect anchorage, alignment, grounding, and clearances.
    - c. Verify that the unit is clean.
    - d. Verify blade alignment, blade penetration, travel stops, and mechanical operation.
    - e. Verify that fuse sizes and types match the Specifications and Drawings.
    - f. Verify that each fuse has adequate mechanical support and contact integrity.
    - g. Inspect bolted electrical connections for high resistance using one of the two following methods:
      - 1) Use a low-resistance ohmmeter.
        - a) Compare bolted connection resistance values to values of similar connections. Investigate values that deviate from those of similar bolted connections by more than 50 percent of the lowest value.
      - 2) Verify tightness of accessible bolted electrical connections by calibrated torque-wrench method in accordance with manufacturer's published data or NETA ATS Table 100.12.
        - a) Bolt-torque levels shall be in accordance with manufacturer's published data. In the absence of manufacturer's published data, use NETA ATS Table 100.12.
    - h. Verify lubrication of moving current-carrying parts and moving and sliding surfaces.
  2. Electrical Tests:
    - a. Perform resistance measurements through bolted connections with a low-resistance ohmmeter. Compare bolted connection resistance values to values of similar connections. Investigate values that deviate from adjacent poles or similar switches by more than 50 percent of the lowest value.
    - b. Measure contact resistance across each switchblade fuseholder. Drop values shall not exceed the high level of the manufacturer's published data. If manufacturer's published data are not available, investigate values that deviate from adjacent poles or similar switches by more than 50 percent of the lowest value.
    - c. Perform insulation-resistance tests for one minute on each pole, phase-to-phase and phase-to-ground with switch closed, and across each open pole. Apply voltage in accordance with manufacturer's published data. In the absence of manufacturer's published data, use Table 100.1 from the NETA ATS. Investigate values of

insulation resistance less than those published in Table 100.1 or as recommended in manufacturer's published data.

- d. Measure fuse resistance. Investigate fuse-resistance values that deviate from each other by more than 15 percent.
  - e. Perform ground fault test according to NETA ATS 7.14 "Ground Fault Protection Systems, Low-Voltage."
- C. Enclosed switches and circuit breakers will be considered defective if they do not pass tests and inspections.
- D. Prepare test and inspection reports.
- 1. Test procedures used.
  - 2. Include identification of each enclosed switch and circuit breaker tested and describe test results.
  - 3. List deficiencies detected, remedial action taken, and observations after remedial action.

### **3.7 ADJUSTING**

- A. Adjust moving parts and operable components to function smoothly, and lubricate as recommended by manufacturer.

**END OF SECTION 262816**