DLRGROUP

PROJECT MANUAL

100% CD

12/01/2025

Murrieta Valley HS Athletic Lighting Upgrade

Prepared For:

Murrieta Valley Unified School District

41870 McAlby Court

Murrieta, CA

DLR Group Project Number: 75-25240-00

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San Diego, CA 92101
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SIGNATURES

PROJECT

Murrieta Valley HS Athletic Lighting Upgrade
DLR Project No. 75-25240-00

OWNER

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41870 MCALBY COURT,
MURRIETA, CA 92562

ARCHITECT

DLR Group

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STRUCTURAL ENGINEER:
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REGISTERED PROFESSIONAL ENGINEER
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Exp 6/30/27
STRUCTURAL
STATE OF CALIFORNIA

ELECTRICAL ENGINEER:
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(858) 679-4030

REGISTERED PROFESSIONAL ENGINEER
MONICA GOESE-HANSEN
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ELECTRICAL
STATE OF CALIFORNIA

DSA APPROVAL

IDENTIFICATION STAMP
DIV. OF THE STATE ARCHITECT
APP. 04-125019 INC:
REVIEWED FOR
SS ☑ FLS ☑ ACS ☐
DATE: 01/14/2026

SECTION 00 01 10

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SECTION 01 10 00 - SUMMARY

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. Section Includes:

1. Project information.
2. Work covered by Contract Documents.
3. Work performed by Owner.
4. .
5. Contractor's use of site and premises.
6. Coordination with occupants.
7. Work restrictions.
8. Specification and Drawing conventions.
9. Miscellaneous provisions.

B. Related Requirements:

1. Section 01 50 00 "Temporary Facilities and Controls" for limitations and procedures governing temporary use of Owner's facilities.
2. Section 01 73 00 "Execution" for coordination of Owner-installed products.

1.3 DEFINITIONS

A. Work Package: A group of specifications, drawings, and schedules prepared by the design team to describe a portion of the Project Work for pricing, permitting, and construction.

1.4 PROJECT INFORMATION

A. Project Identification: Murrieta Valley High School.

1. Project Location: 42200 Nighthawk Wy, Murrieta, CA 92562

B. Owner: Murrieta Valley Unified School District

1. Owner's Representative: Jose Contreras, Director of Facilities

C. Architect: DLR Group.

1. Architect's Representative: Alfred F. Gessel.

D. Architect's Consultants: Architect has retained the following design professionals, who have prepared designated portions of the Contract Documents:

1. Structural: RTM Engineering Consultants, 1 ADA, SUITE 100, IRVINE, CA 92618 .

2. Electrical: JOHNSON CONSULTING ENGINEERS, 12875 Brookprinter Pl #300, Poway, CA 92064

E. Web-Based Project Software: Project software will be used for purposes of managing communication and documents during the construction stage.

1. See Section 01 31 00 "Project Management and Coordination." for requirements for using web-based Project software.

1.5 WORK COVERED BY CONTRACT DOCUMENTS

A. The Work of Project is defined by the Contract Documents and includes, but is not limited to, the following:

1. Upgrading athletic lighting at football field and other Work indicated in the Contract Documents.

B. Type of Contract:

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

1.6 WORK PERFORMED BY OWNER

A. Cooperate fully with Owner, so work may be carried out smoothly, without interfering with or delaying Work under this Contract or work by Owner. Coordinate the Work of this Contract with work performed by Owner.

1.7 CONTRACTOR'S USE OF SITE AND PREMISES

A. Restricted Use of Site: Contractor shall have limited use of Project site for construction operations as indicated on Drawings by the Contract limits and as indicated by requirements of this Section.

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

1. Driveways, Walkways and Entrances: Keep driveway parking garage, loading areas, and entrances serving premises clear and available to Owner, Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or for storage of materials.

a. Schedule deliveries to minimize use of driveways and entrances by construction operations.

b. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.

C. Condition of Existing Building: Maintain portions of existing building affected by construction operations in a weathertight condition throughout construction period. Repair damage caused by construction operations.

D. Condition of Existing Grounds: Maintain portions of existing grounds, landscaping, and hardscaping affected by construction operations throughout construction period. Repair damage caused by construction operations.

1.8 COORDINATION WITH OCCUPANTS

A. Full Owner Occupancy: Owner will occupy Project site and adjacent building(s) during entire construction period. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with Owner's day-to-day operations. Maintain existing exits unless otherwise indicated.

1. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities. Do not close or obstruct walkways, corridors, or other occupied or used facilities without written permission from Owner and approval of authorities having jurisdiction.
2. Notify Owner not less than **72** hours in advance of activities that will affect Owner's operations.

B. Partial Owner Occupancy: Owner will occupy the premises during entire construction period, with the exception of areas under construction. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with Owner's operations. Maintain existing exits unless otherwise indicated.

1. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities. Do not close or obstruct walkways, corridors, or other occupied or used facilities without written permission from Owner and authorities having jurisdiction.
2. Provide not less than 72 hours' notice to Owner of activities that will affect Owner's operations.

C. Owner Limited Occupancy of Completed Areas of Construction: Owner reserves the right to occupy and to place and install equipment in completed portions of the Work, prior to Substantial Completion of the Work, provided such occupancy does not interfere with completion of the Work. Such placement of equipment and limited occupancy shall not constitute acceptance of the total Work.

1. Architect will prepare a Certificate of Substantial Completion for each specific portion of the Work to be occupied prior to Owner acceptance of the completed Work.
2. Obtain a Certificate of Occupancy from authorities having jurisdiction before limited Owner occupancy.
3. Before limited Owner occupancy, mechanical and electrical systems shall be fully operational, and required tests and inspections shall be successfully completed. On occupancy, Owner will operate and maintain mechanical and electrical systems serving occupied portions of Work.

4. On occupancy, Owner will assume responsibility for maintenance and custodial service for occupied portions of Work.

1.9 WORK RESTRICTIONS

A. Comply with restrictions on construction operations.

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

B. On-Site Work Hours: Limit work to between 7 a.m. to \5 p.m., Monday through Friday, unless otherwise indicated. Work hours may be modified to meet Project requirements if approved by Owner and authorities having jurisdiction.

1. Weekend Hours: Requires owner's permission
2. Early Morning Hours: Requires owner's permission

C. On-Site Work Day Restrictions: Do not perform work resulting in utility shutdowns on-site during work black-out days indicated in Document 00 31 13 "Preliminary Schedules."

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

1. Notify Construction Manager and Owner] not less than two days in advance of proposed utility interruptions.
2. Obtain Construction Manager's and Owner's written permission before proceeding with utility interruptions.

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

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

F. Smoking and Controlled Substance Restrictions: Use of tobacco products , alcoholic beverages, and other controlled substances on Owner's property is not permitted.

G. Employee Identification: Provide identification tags for Contractor personnel working on Project site. Require personnel to use identification tags at all times.

H. Employee Screening: Comply with Owner's requirements for drug and background screening of Contractor personnel working on Project site.

1. Maintain list of approved screened personnel with Owner's representative.

1.10 SPECIFICATION AND DRAWING CONVENTIONS

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

1. Imperative mood and streamlined language are generally used in the Specifications. The words "shall," "shall be," or "shall comply with," depending on the context, are implied where a colon (:) is used within a sentence or phrase.
2. Text Color: Text used in the Specifications, including units of measure, manufacturer and product names, and other text may appear in multiple colors or underlined as part of a hyperlink; no emphasis is implied by text with these characteristics.
3. Hypertext: Text used in the Specifications may contain hyperlinks. Hyperlinks may allow for access to linked information that is not residing in the Specifications. Unless otherwise indicated, linked information is not part of the Contract Documents.
4. Specification requirements are to be performed by Contractor unless specifically stated otherwise.

B. Division 00 Contracting Requirements: General provisions of the Contract, including General and Supplementary Conditions, apply to all Sections of the Specifications.

C. Division 01 General Requirements: Requirements of Sections in Division 01 apply to the Work of all Sections in the Specifications.

D. Drawing Coordination: Requirements for materials and products identified on Drawings are described in detail in the Specifications. One or more of the following are used on Drawings to identify materials and products:

1. Terminology: Materials and products are identified by the typical generic terms used in the individual Specifications Sections.
2. Abbreviations: Materials and products are identified by abbreviations published as part of the U.S. National CAD Standard.
3. Keynoting: Materials and products are identified by reference keynotes referencing Specification Section numbers found in this Project Manual.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 10 00

SECTION 01 25 00 - SUBSTITUTION PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. Section includes administrative and procedural requirements for substitutions.

B. Related Requirements:
   1. Section 01 60 00 "Product Requirements" for requirements for submitting comparable product submittals for products by listed manufacturers.

1.3 DEFINITIONS

A. Substitutions: Changes in products, materials, equipment, and methods of construction from those required by the Contract Documents and proposed by Contractor.
   1. Substitutions for Cause: Changes proposed by Contractor that are required due to changed Project conditions, such as unavailability of product, regulatory changes, or unavailability of required warranty terms.
   2. Substitutions for Convenience: Changes proposed by Contractor or Owner that are not required in order to meet other Project requirements but may offer advantage to Contractor or Owner.

B. Contractors proposing to use an "equal" product, when listed as acceptable in the products sections of this specifications by the term "or equal," are proposing a substitution and must conform to all requirements of substitutions as listed in this section.

1.4 AGENCY REQUIREMENTS

A. All substitutions affecting ACS, FLS and SS shall be considered a change order or addenda and shall be approved by DSA prior to fabrication and installation. (Section 4-338, Part 1).

1.5 ACTION SUBMITTALS

A. Substitution Requests: Submit three copies of each request for consideration. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.
   1. Substitution Request Form: Use form provided in Project Manual.
   2. Documentation: Show compliance with requirements for substitutions and the following, as applicable:
      a. Statement indicating why specified product or fabrication or installation cannot be provided, if applicable.
      b. Coordination information, including a list of changes or revisions needed to other parts of the Work and to construction performed by Owner and separate contractors, that will be necessary to accommodate proposed substitution.
      c. Detailed comparison of significant qualities of proposed substitution with those of the Work specified. Include annotated copy of applicable Specification Section. Significant qualities may include attributes such as performance, weight, size, durability, visual effect, sustainable design characteristics, warranties, and specific

features and requirements indicated. Indicate deviations, if any, from the Work specified.

d. Product Data, including drawings and descriptions of products and fabrication and installation procedures.
e. Samples, where applicable or requested.
f. Certificates and qualification data, where applicable or requested.
g. List of similar installations for completed projects with project names and addresses and names and addresses of architects and owners.
h. Material test reports from a qualified testing agency indicating and interpreting test results for compliance with requirements indicated.
i. Research reports evidencing compliance with building code in effect for Project.
j. Detailed comparison of Contractor's construction schedule using proposed substitution with products specified for the Work, including effect on the overall Contract Time. If specified product or method of construction cannot be provided within the Contract Time, include letter from manufacturer, on manufacturer's letterhead, stating date of receipt of purchase order, lack of availability, or delays in delivery.
k. Cost information, including a proposal of change, if any, in the Contract Sum.
l. Contractor's certification that proposed substitution complies with requirements in the Contract Documents except as indicated in substitution request, is compatible with related materials, and is appropriate for applications indicated.
m. Contractor's waiver of rights to additional payment or time that may subsequently become necessary because of failure of proposed substitution to produce indicated results.

3. Contractor agrees to compensate Architect, at Architects current billing rates, for substitution requests that require modification to the Contract Documents. Compensation shall be made by an adjustment to the Contract amount.
   a. Where required by Division of the State Architect (D.S.A.) approvals, the Contractor shall pay all plan check fees. Or fees required to obtain approval.
   b. The Contractor shall pay the Architect and his Consultants for all services rendered for the drawings, calculations, review time, and/or D.S.A. plan check time for each substitute item(s) for approval.
4. Architect's Action: If necessary, Architect will request additional information or documentation for evaluation of a request for substitution. Architect will notify Contractor of acceptance or rejection of proposed substitution within a reasonable period after the Architect receives final documentation.
   a. Forms of Acceptance: Change Order, Construction Change Directive, or Architect's Supplemental Instructions for minor changes in the Work.
   b. Use product specified if Architect does not issue a decision on use of a proposed substitution within time allocated.

1.6 QUALITY ASSURANCE

A. Compatibility of Substitutions: Investigate and document compatibility of proposed substitution with related products and materials. Engage a qualified testing agency to perform compatibility tests recommended by manufacturers.

1.7 PROCEDURES

A. Coordination: Revise or adjust affected work as necessary to integrate work of the approved substitutions.

PART 2 - PRODUCTS

2.1 SUBSTITUTIONS

A. Substitutions for Cause: Substitutions may be considered when a Product becomes unavailable through no fault of the Contractor. Submit requests for substitution immediately on discovery of need for change, but not later than 30 days prior to time required for preparation and review of related submittals.

1. Conditions: Architect will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Architect will return requests without action, except to record noncompliance with these requirements:
   a. Requested substitution is consistent with the Contract Documents and will produce indicated results.
   b. Substitution request is fully documented and properly submitted.
   c. Requested substitution will not adversely affect Contractor's construction schedule.
   d. Requested substitution has received necessary approvals of authorities having jurisdiction.
   e. Requested substitution is compatible with other portions of the Work.
   f. Requested substitution has been coordinated with other portions of the Work.
   g. Requested substitution provides specified warranty.
   h. If requested substitution involves more than one contractor, requested substitution has been coordinated with other portions of the Work, is uniform and consistent, is compatible with other products, and is acceptable to all contractors involved.
   i. A maximum of one substitution request shall be submitted for any one item\

B. Substitutions for Convenience: **Requests are restricted to before bid opening.**

C. The Instruction to bidders specify time restrictions for submitting request for Substitution during the bidding periods according to the requirements specified in this section. In the event that the bidder does not agree in the request form to provide the specified item and the District denies the request substation, the bidder's bid shall be considered non-responsive and the District may award the contract to the next lowest bidder or in its sole discretion, release all bidders.

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 25 00

SECTION 01 26 00 - 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 01 Specification Sections, apply to this Section.

1.2 SUMMARY

A. Section includes administrative and procedural requirements for handling and processing Contract modifications.

B. Related Requirements:
   1. Section 01 25 00 "Substitution Procedures" for administrative procedures for handling requests for substitutions made after the Contract award.
   2. Section 01 31 00 "Project Management and Coordination" for requirements for forms for contract modifications provided as part of web-based Project management software.

1.3 MINOR CHANGES IN THE WORK

A. Architect will issue supplemental instructions authorizing minor changes in the Work, not involving adjustment to the Contract Sum or the Contract Time, on AIA Document G710.

1.4 PROPOSAL REQUESTS

A. Owner-Initiated Proposal Requests: Architect will issue a detailed description of proposed changes in the Work that may require adjustment to the Contract Sum or the Contract Time. If necessary, the description will include supplemental or revised Drawings and Specifications.
   1. Work Change Proposal Requests issued by Architect are not instructions either to stop work in progress or to execute the proposed change.
   2. Within time specified in Proposal Request after receipt of Proposal Request, submit a quotation estimating cost adjustments to the Contract Sum and the Contract Time necessary to execute the change.
      a. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
      b. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
      c. Include costs of labor and supervision directly attributable to the change.
      d. 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. Use available total float before requesting an extension of the Contract Time.
      e. Quotation Form: Use forms acceptable to Architect.

B. Contractor-Initiated Proposals: If latent or changed conditions require modifications to the Contract, Contractor may initiate a claim by submitting a request for a change to Architect.
   1. Include a statement outlining reasons for the change and the effect of the change on the Work. Provide a complete description of the proposed change. Indicate the effect of the proposed change on the Contract Sum and the Contract Time.

2. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
3. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
4. Include costs of labor and supervision directly attributable to the change.
5. 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. Use available total float before requesting an extension of the Contract Time.
6. Comply with requirements in Section 01 25 00 "Substitution Procedures" if the proposed change requires substitution of one product or system for product or system specified.
7. Proposal Request Form: Use form acceptable to Architect.

1.5 ADMINISTRATIVE CHANGE ORDERS

A. Allowance Adjustment: See Section 01 21 00 "Allowances" for administrative procedures for preparation of Change Order Proposal for adjusting the Contract Sum to reflect actual costs of allowances.

B. Unit-Price Adjustment: See Section 01 22 00 "Unit Prices" for administrative procedures for preparation of Change Order Proposal for adjusting the Contract Sum to reflect measured scope of unit-price work.

1.6 CHANGE ORDER PROCEDURES

A. On Owner's approval of a Work Change Proposal Request, Architect will issue a Change Order for signatures of Owner and Contractor on form included in Project Manual.

1.7 CONSTRUCTION CHANGE DIRECTIVE

A. Construction Change Directive: Architect may issue a Construction Change Directive on form included in Project Manual. Construction Change Directive instructs Contractor to proceed with a change in the Work, for subsequent inclusion in a Change Order.
1. Construction Change Directive contains a complete description of change in the Work. It also designates method to be followed to determine change in the Contract Sum or the Contract Time.

B. Documentation: Maintain detailed records on a time and material basis of work required by the Construction Change Directive.
1. After completion of change, submit an itemized account and supporting data necessary to substantiate cost and time adjustments to the Contract.

1.8 WORK CHANGE DIRECTIVE

A. Work Change Directive: Architect may issue a Work Change Directive on form included in Project Manualform provided as part of web-based Project management software. Work Change Directive instructs Contractor to proceed with a change in the Work, for subsequent inclusion in a Change Order.
1. Work Change Directive contains a complete description of change in the Work. It also designates method to be followed to determine change in the Contract Sum or the Contract Time.

B. Documentation: Maintain detailed records on a time and material basis of work required by the Work Change Directive.
   1. After completion of change, submit an itemized account and supporting data necessary to substantiate cost and time adjustments to the Contract.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 26 00

SECTION 01 29 00 - PAYMENT PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. Section includes administrative and procedural requirements necessary to prepare and process Applications for Payment.

B. Related Requirements:
   1. Section 01 26 00 "Contract Modification Procedures" for administrative procedures for handling changes to the Contract.
   2. Section 01 32 00 "Construction Progress Documentation" for administrative requirements governing the preparation and submittal of the Contractor's construction schedule.

1.3 DEFINITIONS

A. Schedule of Values: A statement furnished by Contractor allocating portions of the Contract Sum to various portions of the Work and used as the basis for reviewing Contractor's Applications for Payment.

1.4 SCHEDULE OF VALUES

A. Coordination: Coordinate preparation of the schedule of values with preparation of Contractor's construction schedule.
   1. Coordinate line items in the schedule of values with items required to be indicated as separate activities in Contractor's construction schedule.
   2. Submit the schedule of values to Architect through Construction Manager at earliest possible date, but no later than seven days before the date scheduled for submittal of initial Applications for Payment.

B. Format and Content: Use Project Manual table of contents as a guide to establish line items for the schedule of values. Provide at least one line item for each Specification Section.
   1. Identification: Include the following Project identification on the schedule of values:
      a. Project name and location.
      b. Owner's name.
      c. Owner's Project number.
      d. Name of Architect.
      e. Architect's Project number.
      f. Contractor's name and address.
      g. Date of submittal.
   2. Arrange schedule of values consistent with format of AIA Document G703
   3. Arrange the schedule of values in tabular form, with separate columns to indicate the following for each item listed:
      a. Related Specification Section or division.
      b. Description of the Work.
      c. Name of subcontractor.
      d. Name of manufacturer or fabricator.
      e. Name of supplier.

f. Change Orders (numbers) that affect value.
g. Dollar value of the following, as a percentage of the Contract Sum to nearest one-hundredth percent, adjusted to total 100 percent. Round dollar amounts to whole dollars, with total equal to Contract Sum.
1) Labor.
2) Materials.
3) Equipment.

4. Provide a breakdown of the Contract Sum in enough detail to facilitate continued evaluation of Applications for Payment and progress reports. Provide multiple line items for principal subcontract amounts in excess of five percent of the Contract Sum.
5. Provide a separate line item in the schedule of values for each part of the Work where Applications for Payment may include materials or equipment purchased or fabricated and stored, but not yet installed.
a. Differentiate between items stored on-site and items stored off-site.
6. Allowances: Provide a separate line item in the schedule of values for each allowance. Show line-item value of unit-cost allowances, as a product of the unit cost, multiplied by measured quantity. Use information indicated in the Contract Documents to determine quantities.
7. Purchase Contracts: Provide a separate line item in the schedule of values for each Purchase contract. Show line-item value of Purchase contract. Indicate Owner payments or deposits, if any, and balance to be paid by Contractor.
8. Overhead Costs, Proportional Distribution: Include total cost and proportionate share of general overhead and profit for each line item.
9. Overhead Costs, Separate Line Items: Show cost of temporary facilities and other major cost items that are not direct cost of actual work-in-place as separate line items.
10. Temporary Facilities: Show cost of temporary facilities and other major cost items that are not direct cost of actual work-in-place as separate line items.
11. Schedule of Values Revisions: Revise the schedule of values when Change Orders or Construction Change Directives result in a change in the Contract Sum. Include at least one separate line item for each Change Order and Construction Change Directive.

1.5 APPLICATIONS FOR PAYMENT

A. Each Application for Payment following the initial Application for Payment shall be consistent with previous applications and payments, as certified by Architect and Construction Manager and paid for by Owner.

B. Payment Application Times: The date for each progress payment is indicated in the Owner/Contractor Agreement. The period of construction work covered by each Application for Payment is the period indicated in the Agreement.
1. Submit draft copy of Application for Payment seven days prior to due date for review by Architect.

C. Application for Payment Forms: Use AIA Document G702 and AIA Document G703 as form for Applications for Payment.

D. Application Preparation: Complete every entry on form. Notarize and execute by a person authorized to sign legal documents on behalf of Contractor. Construction Manager will return incomplete applications without action.
1. Entries shall match data on the schedule of values and Contractor's construction schedule. Use updated schedules if revisions were made.

2. Include amounts for work completed following previous Application for Payment, whether or not payment has been received. Include only amounts for work completed at time of Application for Payment.
3. Include amounts of Change Orders and Construction Change Directives issued before last day of construction period covered by application.
4. Indicate separate amounts for work being carried out under Owner-requested project acceleration.

E. Stored Materials: Include in Application for Payment amounts applied for materials or equipment purchased or fabricated and stored, but not yet installed. Differentiate between items stored on-site and items stored off-site.
1. Provide certificate of insurance, evidence of transfer of title to Owner, and consent of surety to payment for stored materials.
2. Provide supporting documentation that verifies amount requested, such as paid invoices. Match amount requested with amounts indicated on documentation; do not include overhead and profit on stored materials.
3. Provide summary documentation for stored materials indicating the following:
    a. Value of materials previously stored and remaining stored as of date of previous Applications for Payment.
    b. Value of previously stored materials put in place after date of previous Application for Payment and on or before date of current Application for Payment.
    c. Value of materials stored since date of previous Application for Payment and remaining stored as of date of current Application for Payment.

F. Transmittal: Submit three signed and notarized original copies of each Application for Payment to Construction Manager by a method ensuring receipt within 24 hours. One copy shall include waivers of lien and similar attachments if required.
1. Transmit each copy with a transmittal form listing attachments and recording appropriate information about application.

G. Waivers of Mechanic's Lien: With each Application for Payment, submit waivers of mechanic's lien from subcontractors, sub-subcontractors, and suppliers for construction period covered by the previous application.
1. Submit partial waivers on each item for amount requested in previous application, after deduction for retainage, on each item.
2. When an application shows completion of an item, submit conditional final or full waivers.
3. Owner reserves the right to designate which entities involved in the Work must submit waivers.
4. Submit final Application for Payment with or preceded by conditional final waivers from every entity involved with performance of the Work covered by the application who is lawfully entitled to a lien.
5. Waiver Forms: Submit executed waivers of lien on forms acceptable to Owner.

H. Initial Application for Payment: Administrative actions and submittals that must precede or coincide with submittal of first Application for Payment include the following:
1. List of subcontractors.
2. Schedule of values.
3. Contractor's construction schedule (preliminary if not final).
4. Combined Contractor's construction schedule (preliminary if not final) incorporating Work of multiple contracts, with indication of acceptance of schedule by each Contractor.

5. Sustainable design action plans, including preliminary project materials cost data.
6. Schedule of unit prices.
7. Submittal schedule (preliminary if not final).
8. List of Contractor's staff assignments.
9. Copies of building permits.
10. Copies of authorizations and licenses from authorities having jurisdiction for performance of the Work.
11. Initial progress report.
12. Report of preconstruction conference.
13. Certificates of insurance and insurance policies.
14. Performance and payment bonds.

I. Application for Payment at Substantial Completion: After Architect issues the Certificate of Substantial Completion, submit an Application for Payment showing 100 percent completion for portion of the Work claimed as substantially complete.
   1. Include documentation supporting claim that the Work is substantially complete and a statement showing an accounting of changes to the Contract Sum.
   2. This application shall reflect Certificate(s) of Substantial Completion issued previously for Owner occupancy of designated portions of the Work.

J. Final Payment Application: After completing Project closeout requirements, submit final Application for Payment with releases and supporting documentation not previously submitted and accepted, including, but not limited, to the following:
   1. Evidence of completion of Project closeout requirements.
   2. Certification of completion of final punch list items.
   3. Insurance certificates for products and completed operations where required and proof that taxes, fees, and similar obligations were paid.
   4. Updated final statement, accounting for final changes to the Contract Sum.
   5. AIA Document G706.
   6. AIA Document G706A.
   7. AIA Document G707.
   8. Evidence that claims have been settled.
   9. Final meter readings for utilities, a measured record of stored fuel, and similar data as of date of Substantial Completion or when Owner took possession of and assumed responsibility for corresponding elements of the Work.
   10. Final liquidated damages settlement statement.
   11. Proof that taxes, fees, and similar obligations are paid.
   12. Waivers and releases.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 29 00

SECTION 01 31 00 - PROJECT MANAGEMENT AND COORDINATION

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 provisions for coordinating construction operations on Project including, but not limited to, the following:
   1. General coordination procedures.
   2. Coordination drawings.
   3. RFIs.
   4. Digital project management procedures.
   5. Project meetings.

B. Related Requirements:
   1. Section 01 73 00 "Execution" for procedures for coordinating general installation and field-engineering services, including establishment of benchmarks and control points.

1.3 DEFINITIONS

A. BIM: Building Information Modeling.

B. RFI: Request for Information. Request from Owner, Construction Manager, Architect, or Contractor seeking information required by or clarifications of the Contract Documents.

1.4 INFORMATIONAL SUBMITTALS

A. Subcontract List: Prepare a written summary identifying individuals or firms proposed for each portion of the Work, including those who are to furnish products or equipment fabricated to a special design. Include the following information in tabular form:
   1. Name, address, telephone number, and email address of entity performing subcontract or supplying products.
   2. Number and title of related Specification Section(s) covered by subcontract.
   3. Drawing number and detail references, as appropriate, covered by subcontract.

1.5 GENERAL COORDINATION PROCEDURES

A. Coordination: Coordinate construction operations included in different Sections of the Specifications to ensure efficient and orderly installation of each part of the Work. Coordinate construction operations included in different Sections that depend on each other for proper installation, connection, and operation.
   1. Schedule construction operations in sequence required to obtain the best results where installation of one part of the Work depends on installation of other components, before or after its own installation.
   2. Coordinate installation of different components to ensure maximum performance and accessibility for required maintenance, service, and repair.
   3. Make adequate provisions to accommodate items scheduled for later installation.

B. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities and scheduled activities of other contractors to

avoid conflicts and to ensure orderly progress of the Work. Such administrative activities include, but are not limited to, the following:

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

C. Construction Documents Gaps, Conflicts, and Cost

1. When conflicts in construction documents are identified, the contractor shall, at the time of bidding, assume the most costly solution as presented in the construction documents unless otherwise clarified by a Request for Information. A credit will be provided to the owner if the less costly design/option is selected. Contractor to provide notification to the design team when such circumstances are identified.
2. All Items shown in the construction drawings or specifications should be assumed by the contractor to have all necessary connections, even when not indicated on the construction drawings. Drinking fountains, roof drains, pumps, outlets, etc, should be assumed to be furnished with all necessary plumbing, electrical, data, mechanical, or structural connections for the equipment or item to function. Contractor to assume the scope of all such items in their initial bids.
3. Where Contractor, as a component of BIM coordination, re-routes assemblies or building systems due to conflict coordination procedures, changes for these revisions will not be considered a change in cost, scope or schedule as they are identified in advance of installation.

1.6 COORDINATION DRAWINGS

A. Coordination Drawings, General: Prepare coordination drawings according to requirements in individual Sections, and additionally where installation is not completely indicated on Shop Drawings, where limited space availability necessitates coordination, or if coordination is required to facilitate integration of products and materials fabricated or installed by more than one entity.

B.

1. Content: Project-specific information, drawn accurately to a scale large enough to indicate and resolve conflicts. Do not base coordination drawings on standard printed data. Include the following information, as applicable:
2.
    a. Indicate functional and spatial relationships of components of architectural, structural, civil, mechanical, and electrical systems.
    b. Indicate dimensions shown on Drawings. Specifically note dimensions that appear to be in conflict with submitted equipment and minimum clearance requirements. Provide alternative sketches to Architect indicating proposed resolution of such conflicts. Minor dimension changes and difficult installations will not be considered changes to the Contract.

C. Coordination Drawing Organization: Organize coordination drawings as follows:

1. Floor Plans and Reflected Ceiling Plans: Show architectural and structural elements, and mechanical, plumbing, fire-protection, fire-alarm, and electrical Work. Show locations of

visible ceiling-mounted devices relative to acoustical ceiling grid. Supplement plan drawings with section drawings where required to adequately represent the Work.

2. Plenum Space: Indicate subframing for support of ceiling and wall systems, mechanical and electrical equipment, and related Work. Locate components within plenums to accommodate layout of light fixtures and other components indicated on Drawings. Indicate areas of conflict between light fixtures and other components.
3. Mechanical Rooms: Provide coordination drawings for mechanical rooms showing plans and elevations of mechanical, plumbing, fire-protection, fire-alarm, and electrical equipment.
4. Structural Penetrations: Indicate penetrations and openings required for all disciplines.
5. Slab Edge and Embedded Items: Indicate slab edge locations and sizes and locations of embedded items for metal fabrications, sleeves, anchor bolts, bearing plates, angles, door floor closers, slab depressions for floor finishes, curbs and housekeeping pads, and similar items.
6. Review: Architect will review coordination drawings to confirm that in general the Work is being coordinated, but not for the details of the coordination, which are Contractor's responsibility.
7. File Preparation Format: Same digital data software program, version, and operating system as original Drawings.
8. File Submittal Format: Submit or post coordination drawing files using format same as file preparation format.
9. Architect will furnish Contractor one set of digital data files of Drawings for use in preparing coordination digital data files.
    a. Architect makes no representations as to the accuracy or completeness of digital data files as they relate to Drawings.
    b. Digital Data Software Program: Drawings are available in Revit 2019 and ACAD2019 >.
    c. Contractor shall execute a data licensing agreement in the form of Agreement form acceptable to Owner and Architect**.**

1.7 REQUEST FOR INFORMATION (RFI)

A. General: Immediately on discovery of the need for additional information, clarification, or interpretation of the Contract Documents, Contractor shall prepare and submit an RFI in the form specified.
    1. Architect will return without response those RFIs submitted to Architect by other entities controlled by Contractor.
    2. Coordinate and submit RFIs in a prompt manner so as to avoid delays in Contractor's work or work of subcontractors.

B. Content of the RFI: Include a detailed, legible description of item needing information or interpretation and the following:
    1. Project name.
    2. Project number.
    3. Date.
    4. Name of Contractor.
    5. Name of Architect and Construction Manager.
    6. RFI number, numbered sequentially.
    7. RFI subject.
    8. Specification Section number and title and related paragraphs, as appropriate.
    9. Drawing number and detail references, as appropriate.

10. Field dimensions and conditions, as appropriate.
11. Contractor's suggested resolution. If Contractor's suggested resolution impacts the Contract Time or the Contract Sum, Contractor shall state impact in the RFI.
12. Contractor's signature.
13. Attachments: Include sketches, descriptions, measurements, photos, Product Data, Shop Drawings, coordination drawings, and other information necessary to fully describe items needing interpretation.

C. RFI Forms: Software-generated form with substantially the same content as indicated above, acceptable to Architect.

D. Architect's will review each RFI, determine action required, and respond. Allow seven working days for Architect's response for each RFI. RFIs received by Architect after 1:00 p.m. will be considered as received the following working day.
1. The following Contractor-generated RFIs will be returned without action:
   a. Requests for approval of submittals.
   b. Requests for approval of substitutions.
   c. Requests for approval of Contractor's means and methods.
   d. Requests for coordination information already indicated in the Contract Documents.
   e. Requests for adjustments in the Contract Time or the Contract Sum.
   f. Requests for interpretation of Architect's actions on submittals.
   g. Incomplete RFIs or inaccurately prepared RFIs.
2. Architect's action may include a request for additional information, in which case Architect's time for response will date from time of receipt by Architect of additional information.

E. E. RFI Log: Prepare, maintain, and submit a tabular log of RFIs organized by the RFI number. Submit log weekly Software log with not less than the following**:**
1. 1. Project name.
2. Name and address of Contractor.
3. Name and address of Architect and Construction Manager.
4. RFI number including RFIs that were returned without action or withdrawn.
5. RFI description.
6. Date the RFI was submitted.
7. Date Architect's and Construction Manager's response was received.

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

1.8 DIGITAL PROJECT MANAGEMENT PROCEDURES

A. Architect's Data Files Not Available: Architect will not provide Architect's BIM model CAD drawing digital data files for Contractor's use during construction.

B. Use of Architect's Digital Data Files: Digital data files of Architect's BIM model CAD drawings will be provided by Architect for Contractor's use during construction.

C. Digital data files may be used by Contractor in preparing coordination drawings, Shop Drawings, and Project record Drawings.
1. Architect makes no representations as to the accuracy or completeness of digital data files as they relate to Contract Drawings.

2. Digital Drawing Software Program: Contract Drawings are available in Revit 2019 and ACAD 2019
3. Contractor shall execute a data licensing agreement in the form of Agreement form acceptable to Owner and Architect.
    a.]

D. D.Web-Based Project Software: Use Owner's web-based Project software site for purposes of hosting and managing Project communication and documentation until Final Completion.
1. 1. Web-based Project software site includes, at a minimum, the following features:
    a. a. Compilation of Project data, including Contractor, subcontractors, Architect, architect's consultants, Owner, and other entities involved in Project. Include names of individuals and contact information.
    b. Access control for each entity for each workflow process, to determine entity's digital rights to create, modify, view, and print documents.
    c. Document workflow planning, allowing customization of workflow between project entities.
    d. Creation, logging, tracking, and notification for Project communications required in other Specification Sections, including, but not limited to, RFIs, submittals, Minor Changes in the Work, Construction Change Directives, and Change Orders.
    e. Track status of each Project communication in real time, and log time and date when responses are provided.
    f. Procedures for handling PDFs or similar file formats, allowing markups by each entity. Provide security features to lock markups against changes once submitted.
    g. Processing and tracking of payment applications.
    h. Processing and tracking of contract modifications.
    i. Creating and distributing meeting minutes.
    j. Document management for Drawings, Specifications, and coordination drawings, including revision control.
    k. Management of construction progress photographs.
    l. Mobile device compatibility, including smartphones and tablets.
2. 2. Provide up to sevenweb-based Project software user licenses for use of Owner , Construction Manager, Architect, and Architect's consultants. Provide eight hours of software training at Architect's office for web-based Project software users.
3. At completion of Project, provide digital archive in format that is readable by common desktop software applications in format acceptable to Architect. Provide data in locked format to prevent further changes.
4. Provide one of the following web-based Project software packages under their current published licensing agreements:
    a. Autodesk;.
    b. Corecon Technologies, Inc.
    c. Meridian Systems; Prolog.
    d. Newforma, Inc.
    e. Procore Technologies, Inc.
    f. Viewpoint, Inc.; Viewpoint for Project Collaboration.

E. E. PDF Document Preparation: Where PDFs are required to be submitted to Architect, prepare as follows:
1. Assemble complete submittal package into a single indexed file incorporating submittal requirements of a single Specification Section and transmittal form with links enabling navigation to each item.
2. Name file with submittal number or other unique identifier, including revision identifier.

3. Certifications: Where digitally submitted certificates and certifications are required, provide a digital signature with digital certificate on where indicated.

1.9 PROJECT MEETINGS

A. General: Construction Manager will schedule and conduct meetings and conferences at Project site unless otherwise indicated.

B. Preconstruction Conference: Construction Manager will schedule and conduct a preconstruction conference before starting construction, at a time convenient to Owner and Architect, but no later than 15 days after execution of the Agreement.
   1. Attendees: Authorized representatives of Owner , Construction Manager, Architect, and their consultants; Contractor and its superintendent; major subcontractors; suppliers; and other concerned parties shall attend the conference. Participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.
   2. Agenda: Discuss items of significance that could affect progress, including the following:
      a. Responsibilities and personnel assignments.
      b. Tentative construction schedule.
      c. Phasing.
      d. Critical work sequencing and long lead items.
      e. Designation of key personnel and their duties.
      f. Lines of communications.
      g. Use of web-based Project software.
      h. Procedures for processing field decisions and Change Orders.
      i. Procedures for RFIs.
      j. Procedures for testing and inspecting.
      k. Procedures for processing Applications for Payment.
      l. Distribution of the Contract Documents.
      m. Submittal procedures.
      n. Sustainable design requirements.
      o. Preparation of Record Documents.
      p. Use of the premises.
      q. Work restrictions.
      r. Working hours.
      s. Owner's occupancy requirements.
      t. Responsibility for temporary facilities and controls.
      u. Procedures for moisture and mold control.
      v. Procedures for disruptions and shutdowns.
      w. Construction waste management and recycling.
      x. Parking availability.
      y. Office, work, and storage areas.
      z. Equipment deliveries and priorities.
      aa. First aid.
      bb. Security.
      cc. Progress cleaning.
      dd.
   3. Minutes: Contractor will record and distribute meeting minutes.
   4.

C. Preinstallation Conferences: Conduct a preinstallation conference at Project site before each construction activity when required by other sections and when required for coordination with other construction.

1. Attendees: Installer and representatives of manufacturers and fabricators involved in or affected by the installation and its coordination or integration with other materials and installations that have preceded or will follow, shall attend the meeting. Advise Architect**,** Construction Manager 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. Possible conflicts.
    i. Compatibility requirements.
    j. Time schedules.
    k. Weather limitations.
    l. Manufacturer's written instructions.
    m. Warranty requirements.
    n. Compatibility of materials.
    o. Acceptability of substrates.
    p. Temporary facilities and controls.
    q. Space and access limitations.
    r. Regulations of authorities having jurisdiction.
    s. Testing and inspecting requirements.
    t. Installation procedures.
    u. Coordination with other work.
    v. Required performance results.
    w. Protection of adjacent work.
    x. Protection of construction and personnel.
3. Record significant conference discussions, agreements, and disagreements, including required corrective measures and actions.
4. Reporting: Distribute minutes of the meeting to each party present and to other parties requiring information.
5. Do not proceed with installation if the conference cannot be successfully concluded. Initiate whatever actions are necessary to resolve impediments to performance of the Work and reconvene the conference at earliest feasible date.

D. Progress Meetings: [Conduct] [Construction Manager will conduct] progress meetings at [weekly] [biweekly] [monthly] [regular] <Insert appropriate interval> intervals.
1. Coordinate dates of meetings with preparation of payment requests.
2. Attendees: In addition to representatives of Owner, Owner's Commissioning Authority and Architect, each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the meeting shall be familiar with Project and authorized to conclude matters relating to the Work.
3. Agenda: Review and correct or approve minutes of previous progress meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.

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

b. Review present and future needs of each entity present, including the following:
   1) Interface requirements.
   2) Sequence of operations.
   3) Resolution of BIM component conflicts.
   4) Status of submittals.
   5) Status of sustainable design documentation.
   6) Deliveries.
   7) Off-site fabrication.
   8) Access.
   9) Site use.
   10) Temporary facilities and controls.
   11) Progress cleaning.
   12) Quality and work standards.
   13) Status of correction of deficient items.
   14) Field observations.
   15) Status of RFIs.
   16) Status of Proposal Requests.
   17) Pending changes.
   18) Status of Change Orders.
   19) Pending claims and disputes.
   20) Documentation of information for payment requests.

4. Minutes: Contractor will record and distribute the meeting minutes to each party present and to parties requiring information.
   a. Schedule Updating: Revise Contractor's construction schedule after each progress meeting where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with the report of each meeting.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 31 00

SECTION 01 32 00 - CONSTRUCTION PROGRESS DOCUMENTATION

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 documenting the progress of construction during performance of the Work, including the following:
   1. Startup construction schedule.
   2. Contractor's Construction Schedule.
   3. Construction schedule updating reports.
   4. Daily construction reports.
   5. Material location reports.
   6. Site condition reports.
   7. Unusual event reports.

B. Related Requirements:
   1. Section 01 40 00 "Quality Requirements" for schedule of tests and inspections.
   2. Section 01 29 00 "Payment Procedures" for schedule of values and requirements for use of cost-loaded schedule for Applications for Payment.

1.3 DEFINITIONS

A. Activity: A discrete part of a project that can be identified for planning, scheduling, monitoring, and controlling the construction Project. Activities included in a construction schedule consume time and resources.
   1. Critical Activity: An activity on the critical path that must start and finish on the planned early start and finish times.
   2. Predecessor Activity: An activity that precedes another activity in the network.
   3. Successor Activity: An activity that follows another activity in the network.

B. Cost Loading: The allocation of the schedule of values for completing an activity as scheduled. The sum of costs for all activities must equal the total Contract Sum.

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

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

E. Resource Loading: The allocation of manpower and equipment necessary for completing an activity as scheduled.

1.4 INFORMATIONAL SUBMITTALS

A. Format for Submittals: Submit required submittals in the following format:
   1. Working electronic copy of schedule file.
   2. PDF file.
   3. Two paper copies, of sufficient size to display entire period or schedule, as required.

B. Startup construction schedule.

1. Submittal of cost-loaded startup construction schedule will not constitute approval of schedule of values for cost-loaded activities.

C. Startup Network Diagram: Of size required to display entire network for entire construction period. Show logic ties for activities.

D. Contractor's Construction Schedule: Initial schedule, of size required to display entire schedule for entire construction period.
   1. Submit a working digital copy of schedule, using software indicated, and labeled to comply with requirements for submittals.

E. Construction Schedule Updating Reports: Submit with Applications for Payment.

F. Daily Construction Reports: Submit at weekly intervals.

G. Material Location Reports: Submit at **weekly** intervals.

H. Site Condition Reports: Submit at time of discovery of differing conditions.

I. Unusual Event Reports: Submit at time of unusual event.

J. Qualification Data: For scheduling consultant.

1.5 QUALITY ASSURANCE

A. Scheduling Consultant Qualifications: An experienced specialist in CPM scheduling and reporting, with capability of producing CPM reports and diagrams within 24 hours of Architect's request.

B. Prescheduling Conference: Conduct conference at Project site to comply with requirements in Section 01 31 00 "Project Management and Coordination." Review methods and procedures related to the preliminary construction schedule and Contractor's Construction Schedule, including, but not limited to, the following:
   1. Review software limitations and content and format for reports.
   2. Verify availability of qualified personnel needed to develop and update schedule.
   3. Discuss constraints, including phasing.
   4. Review delivery dates for Owner-furnished products.
   5. Review schedule for work of Owner's separate contracts.
   6. Review submittal requirements and procedures.
   7. Review time required for review of submittals and resubmittals.
   8. Review requirements for tests and inspections by independent testing and inspecting agencies.
   9. Review time required for Project closeout and Owner startup procedures.
   10. Review and finalize list of construction activities to be included in schedule.
   11. Review procedures for updating schedule.

1.6 COORDINATION

A. Coordinate Contractor's Construction Schedule with the schedule of values, list of subcontracts, submittal schedule, progress reports, payment requests, and other required schedules and reports.
   1. Secure time commitments for performing critical elements of the Work from entities involved.
   2. Coordinate each construction activity in the network with other activities, and schedule them in proper sequence.

1.7 CONTRACTOR'S CONSTRUCTION SCHEDULE

A. Computer Scheduling Software: Prepare schedules using current version of a program that has been developed specifically to manage construction schedules.

B. Time Frame: Extend schedule from date established for commencement of the Work the Notice of Award the Notice to Proceed to date of Substantial Completion Final Completion.
   1. Contract completion date shall not be changed by submission of a schedule that shows an early completion date, unless specifically authorized by Change Order.

C. Constraints: Include constraints and work restrictions indicated in the Contract Documents and as follows in schedule, and show how the sequence of the Work is affected.
   1. Phasing: Arrange list of activities on schedule by phase.
   2. Work under More Than One Contract: Include a separate activity for each contract.
   3. Work by Owner: Include a separate activity for each portion of the Work performed by Owner.
   4. Products Ordered in Advance: Include a separate activity for each product. Include delivery date indicated in Section 01 10 00 "Summary." Delivery dates indicated stipulate the earliest possible delivery date.
   5. Owner-Furnished Products: Include a separate activity for each product. Include delivery date indicated in Section 01 10 00 "Summary." Delivery dates indicated stipulate the earliest possible delivery date.
   6. Work Restrictions: Show the effect of the following items on the schedule:
      a. Coordination with existing construction.
      b. Limitations of continued occupancies.
      c. Uninterruptible services.
      d. Partial occupancy before Substantial Completion.
      e. Use-of-premises restrictions.
      f. Provisions for future construction.
      g. Seasonal variations.
      h. Environmental control.

D. Milestones: Include milestones indicated in the Contract Documents in schedule, including, but not limited to, the Notice to Proceed, Substantial Completion, and Final Completion
   1. Temporary enclosure and space conditioning.
   2.

E. Cost Correlation: Superimpose a cost correlation timeline, indicating planned and actual costs. On the line, show planned and actual dollar volume of the Work performed as of planned and actual dates used for preparation of payment requests.
   1. See Section 01 29 00 "Payment Procedures" for cost reporting and payment procedures.

F. Upcoming Work Summary: Prepare summary report indicating activities scheduled to occur or commence prior to submittal of next schedule update. Summarize the following issues:
   1. Unresolved issues.
   2. Unanswered Requests for Information.
   3. Rejected or unreturned submittals.
   4. Notations on returned submittals.
   5. Pending modifications affecting the Work and the Contract Time.

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

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

H. Distribution: Distribute copies of approved schedule to Architect, Construction Manager, Owner, separate contractors, testing and inspecting agencies, and other parties identified by Contractor with a need-to-know schedule responsibility.
1. Post copies in Project meeting rooms and temporary field offices.
2. When revisions are made, distribute updated schedules to the same parties and post in the same locations. Delete parties from distribution when they have completed their assigned portion of the Work and are no longer involved in performance of construction activities.

1.8 GANTT-CHART SCHEDULE REQUIREMENTS

A. Gantt-Chart Schedule: Submit a comprehensive, fully developed, horizontal, Gantt-chart-type, Contractor's Construction Schedule within 30 days of date established for the Notice to Proceed.
1. Base schedule on the startup construction schedule and additional information received since the start of Project.

B. Preparation: Indicate each significant construction activity separately. Identify first workday of each week with a continuous vertical line.
1. For construction activities that require three months or longer to complete, indicate an estimated completion percentage in **10** percent increments within time bar.

1.9 REPORTS

A. Daily Construction Reports: Prepare a daily construction report recording the following information concerning events at Project site:
1. List of subcontractors at Project site.
2. List of separate contractors at Project site.
3. Approximate count of personnel at Project site.
4. Equipment at Project site.
5. Material deliveries.
6. High and low temperatures and general weather conditions, including presence of rain or snow.
7. Testing and inspection.
8. Accidents.
9. Meetings and significant decisions.
10. Unusual events.
11. Stoppages, delays, shortages, and losses.
12. Meter readings and similar recordings.
13. Emergency procedures.
14. Orders and requests of authorities having jurisdiction.
15. Change Orders received and implemented.
16. Construction Change Directives received and implemented.
17. Services connected and disconnected.
18. Equipment or system tests and startups.
19. Partial completions and occupancies.

20. Substantial Completions authorized.

B. Material Location Reports: At weekly intervals, prepare and submit a comprehensive list of materials delivered to and stored at Project site. List shall be cumulative, showing materials previously reported plus items recently delivered. Include with list a statement of progress on and delivery dates for materials or items of equipment fabricated or stored away from Project site. Indicate the following categories for stored materials:
   1. Material stored prior to previous report and remaining in storage.
   2. Material stored prior to previous report and since removed from storage and installed.
   3. Material stored following previous report and remaining in storage.

C. Site Condition Reports: Immediately on discovery of a difference between site conditions and the Contract Documents, prepare and submit a detailed report. Submit with a Request for Information. Include a detailed description of the differing conditions, together with recommendations for changing the Contract Documents.

D. Unusual Event Reports: When an event of an unusual and significant nature occurs at Project site, whether or not related directly to the Work, prepare and submit a special report. List chain of events, persons participating, responses by Contractor's personnel, evaluation of results or effects, and similar pertinent information. Advise Owner in advance when these events are known or predictable.
   1. Submit unusual event reports directly to Owner within one day(s) of an occurrence. Distribute copies of report to parties affected by the occurrence.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 32 00

SECTION 01 32 33 - PHOTOGRAPHIC DOCUMENTATION

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 the following:
   1. Preconstruction photographs.
   2. Concealed Work photographs.
   3. Periodic construction photographs.
   4. Final Completion construction photographs.
   5. Preconstruction video recordings.
   6. Periodic construction video recordings.
   7. Construction webcam.

B. Related Requirements:
   1. Section 01 77 00 "Closeout Procedures" for submitting photographic documentation as Project Record Documents at Project closeout.
   2. Section 01 79 00 "Demonstration and Training" for submitting video recordings of demonstration of equipment and training of Owner's personnel.
   3. Section 02 41 16 "Structure Demolition" for photographic documentation before building demolition operations commence.
   4. Section 31 10 00 "Site Clearing" for photographic documentation before site clearing operations commence.

1.3 INFORMATIONAL SUBMITTALS

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

B. Digital Photographs: Submit image files within three days of taking photographs.
   1. Submit photos on CD-ROM or thumb-drive. Include copy of key plan indicating each photograph's location and direction.
   2. Identification: Provide the following information with each image description in file metadata tag:
      a. Name of Project.
      b. Name and contact information for photographer.
      c. Name of Architect.
      d. Name of Contractor.
      e. Date photograph was taken.
      f. Description of location, vantage point, and direction.
      g. Unique sequential identifier keyed to accompanying key plan.

C. Printed Photographs: Submit two sets of prints of each photographic view within seven days of taking photographs.
   1. Format: 8-by-10-inch smooth-surface matte prints on single-weight, paper; enclosed back to back in clear plastic sleeves punched for three-ring binder. Include copy of key plan

indicating each photograph's location and direction. Provide one binder for each set of prints.

2. Identification: On back of each print, label with the following information:
   a. Name of Project.
   b. Name and contact information for photographer.
   c. Name of Architect.
   d. Name of Contractor.
   e. Date photograph was taken if not date stamped by camera.
   f. Description of vantage point, indicating location, direction (by compass point), and elevation or story of construction.
   g. Unique sequential identifier keyed to accompanying key plan.

D. Video Recordings: Submit video recordings within sevendays of recording.
   1. Submit video recordings on CD-ROM or thumb drive. Include copy of key plan indicating each video's location and direction.
   2. Identification: With each submittal, provide the following information in file metadata tag:
      a. Name of Project.
      b. Name and address of photographer.
      c. Name of Architect.
      d. Name of Contractor.
      e. Date video recording was recorded.
      f. Description of vantage point, indicating location, direction (by compass point), and elevation or story of construction.
   3. Transcript: Prepared on 8-1/2-by-11-inch paper, punched and bound in three-ring binders. Provide label on front and spine. Include a cover sheet with label information. Include name of Project and date of video recording on each page.

1.4 QUALITY ASSURANCE

A. Photographer Qualifications: An individual who has been regularly engaged as a professional photographer of construction projects for not less than three years.

B. Construction Webcam Service Provider: A firm specializing in providing photographic equipment, web-based software, and related services for construction projects, with a record of providing satisfactory services similar to those required for Project.

1.5 FORMATS AND MEDIA

A. Digital Photographs: Provide color images in JPG format, produced by a digital camera with minimum sensor size of 12 megapixels, and at an image resolution of not less than 3200 by 2400 pixels. Use flash in low light levels or backlit conditions.

B. Digital Video Recordings: Provide high-resolution, digital video in MPEG format, produced by a digital camera with minimum sensor resolution of 12 megapixels and capable of recording in full high-definition mode. Provide supplemental lighting in low light levels or backlit conditions.

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

D. Metadata: Record accurate date and time from camera.

E. File Names: Name media files with date and sequential numbering suffix.

1.6 CONSTRUCTION PHOTOGRAPHS

A. Photographer: Engage a qualified photographer to take construction photographs.

B. General: Take photographs with maximum depth of field and in focus.
   1. Maintain key plan with each set of construction photographs that identifies each photographic location.

C. Preconstruction Photographs: Before commencement of the Work, take photographs of Project site and surrounding properties, including existing items to remain during construction, from different vantage points, as directed by Architect.
   1. Flag construction limits before taking construction photographs.
   2. Take 20 photographs to show existing conditions adjacent to property before starting the Work.
   3. Take 20 photographs of existing buildings either on or adjoining property, to accurately record physical conditions at start of construction.
   4. Take additional photographs as required to record settlement or cracking of adjacent structures, pavements, and improvements.

D. Concealed Work Photographs: Before proceeding with installing work that will conceal other work, take photographs sufficient in number, with annotated descriptions, to record nature and location of concealed Work, including, but not limited to, the following:
   1. Underground utilities.
   2. Underslab services.
   3. Piping.
   4. Electrical conduit.
   5. Waterproofing and weather-resistant barriers.

E. Periodic Construction Photographs: Take 20 photographs weekly. Select vantage points to show status of construction and progress since last photographs were taken.

F. Final Completion Construction Photographs: Take 20 photographs after date of Substantial Completion for submission as Project Record Documents. Architect will inform photographer of desired vantage points.

G. Additional Photographs: Architect may request photographs in addition to periodic photographs specified. Additional photographs will be paid for by Change Order and are not included in the Contract Sum.
   1. Three days' notice will be given, where feasible.
   2. In emergency situations, take additional photographs within 24 hours of request.
   3. Circumstances that could require additional photographs include, but are not limited to, the following:
      a. Special events planned at Project site.
      b. Immediate follow-up when on-site events result in construction damage or losses.
      c. Photographs shall be taken at fabrication locations away from Project site. These photographs are not subject to unit prices or unit-cost allowances.
      d. Substantial Completion of a major phase or component of the Work.
      e. Extra record photographs at time of final acceptance.
      f. Owner's request for special publicity photographs.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 32 33

SECTION 01 33 00 - SUBMITTAL PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. Section Includes:
1. Submittal schedule requirements.
2. Administrative and procedural requirements for submittals.

B. Related Requirements:
1. Section 01 29 00 "Payment Procedures" for submitting Applications for Payment and the schedule of values.
2. Section 01 31 00 "Project Management and Coordination" for submitting coordination drawings and subcontract list and for requirements for web-based Project software.
3. Section 01 32 00 "Construction Progress Documentation" for submitting schedules and reports, including Contractor's construction schedule.
4. Section 01 40 00 "Quality Requirements" for submitting test and inspection reports, and schedule of tests and inspections.
5. Section 01 77 00 "Closeout Procedures" for submitting closeout submittals and maintenance material submittals.
6. Section 01 78 23 "Operation and Maintenance Data" for submitting operation and maintenance manuals.
7. Section 01 78 39 "Project Record Documents" for submitting record Drawings, record Specifications, and record Product Data.

1.3 DEFINITIONS

A. Action Submittals: Written and graphic information and physical samples that require Architect's responsive action. Action submittals are those submittals indicated in individual Specification Sections as "action submittals."

B. Informational Submittals: Written and graphic information and physical samples that do not require Architect's responsive action. Submittals may be rejected for not complying with requirements. Informational submittals are those submittals indicated in individual Specification Sections as "informational submittals."

1.4 SUBMITTAL SCHEDULE

A. Submittal Schedule: Submit, as an action submittal, a list of submittals, arranged in chronological order by dates required by construction schedule. Include time required for review, ordering, manufacturing, fabrication, and delivery when establishing dates. Include additional time required for making corrections or revisions to submittals noted by Architect[**and Construction Manager**] and additional time for handling and reviewing submittals required by those corrections.
1. Coordinate submittal schedule with list of subcontracts, the schedule of values, and Contractor's construction schedule.
2. Initial Submittal Schedule: Submit concurrently with startup construction schedule. Include submittals required during the first 60 days of construction. List those submittals

required to maintain orderly progress of the Work and those required early because of long lead time for manufacture or fabrication.

3. Final Submittal Schedule: Submit concurrently with the first complete submittal of Contractor's construction schedule.
    a. Submit revised submittal schedule as required to reflect changes in current status and timing for submittals.
4. Format: Arrange the following information in a tabular format:
    a. Scheduled date for first submittal.
    b. Specification Section number and title.
    c. Submittal Category: Action; informational.
    d. Name of subcontractor.
    e. Description of the Work covered.
    f. Scheduled date for Architect's final release or approval.
    g. Scheduled dates for purchasing.

1.5 SUBMITTAL FORMATS

A. Submittal Information: Include the following information in each submittal:
1. Project name.
2. Date.
3. Name of Architect.
4. Name of Construction Manager.
5. Name of Contractor.
6. Name of firm or entity that prepared submittal.
7. Names of subcontractor, manufacturer, and supplier.
8. Unique submittal number, including revision identifier. Include Specification Section number with sequential alphanumeric identifier and alphanumeric suffix for resubmittals.
9. Category and type of submittal.
10. Submittal purpose and description.
11. Number and title of Specification Section, with paragraph number and generic name for each of multiple items.
12. Drawing number and detail references, as appropriate.
13. Indication of full or partial submittal.
14. Location(s) where product is to be installed, as appropriate.
15. Other necessary identification.
16. Remarks.
17. Signature of transmitter.

B. Options: Identify options requiring selection by Architect.

C. Deviations and Additional Information: On each submittal, clearly indicate deviations from requirements in the Contract Documents, including minor variations and limitations; include relevant additional information and revisions, other than those requested by Architect on previous submittals. Indicate by highlighting on each submittal or noting on attached separate sheet.

D. Electronic Submittals: Prepare submittals as PDF package, incorporating complete information into each PDF file. Name PDF file with submittal number.

E. Submittals Utilizing Web-Based Project Software: Prepare submittals as PDF files or other format indicated by Project management software.

1.6 SUBMITTAL PROCEDURES

A. Prepare and submit submittals required by individual Specification Sections. Types of submittals are indicated in individual Specification Sections.
   1. Email: Prepare submittals as PDF package and transmit to Architect by sending via email. Include PDF transmittal form. Include information in email subject line as requested by Architect.
      a. Architect will return annotated file. Annotate and retain one copy of file as a digital Project Record Document file.
   2. Web-Based Project Management Software: Prepare submittals in PDF form, and upload to web-based Project management software website. Enter required data in web-based software site to fully identify submittal.
   3. Paper: Prepare submittals in paper form and deliver to Architect.

B. Coordination: Coordinate preparation and processing of submittals with performance of construction activities.
   1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.
   2. Submit all submittal items required for each Specification Section concurrently unless partial submittals for portions of the Work are indicated on approved submittal schedule.
   3. Submit action submittals and informational submittals required by the same Specification Section as separate packages under separate transmittals.

C. Processing Time: Allow time for submittal review, including time for resubmittals, as follows. Time for review shall commence on Architect's receipt of submittal. No extension of the Contract Time will be authorized because of failure to transmit submittals enough in advance of the Work to permit processing, including resubmittals.
   1. Initial Review: Allow 15 days for initial review of each submittal. Allow additional time if coordination with subsequent submittals is required. Architect will advise Contractor when a submittal being processed must be delayed for coordination.
   2. Intermediate Review: If intermediate submittal is necessary, process it in same manner as initial submittal.
   3. Resubmittal Review: Allow 15 days for review of each resubmittal.
   4. Concurrent Consultant Review: Where the Contract Documents indicate that submittals may be transmitted simultaneously to Architect and to Architect's consultants, allow 15 days for review of each submittal. Submittal will be returned to Construction Manager, through Architect**,** before being returned to Contractor.
      a. Submit one copy of submittal to concurrent reviewer in addition to specified number of copies to Architect and Construction Manager.

D. Resubmittals: Make resubmittals in same form and number of copies as initial submittal.
   1. Note date and content of previous submittal.
   2. Note date and content of revision in label or title block, and clearly indicate extent of revision.
   3. Resubmit submittals until they are marked with approval notation from Architect's and Construction Manager's action stamp.

E. Distribution: Furnish copies of final submittals to manufacturers, subcontractors, suppliers, fabricators, installers, authorities having jurisdiction, and others as necessary for performance of construction activities. Show distribution on transmittal forms.

F. Use for Construction: Retain complete copies of submittals on Project site. Use only final action submittals that are marked with approval notation from Architect's and Construction Manager's action stamp.

1.7 SUBMITTAL REQUIREMENTS

A. Product Data: Collect information into a single submittal for each element of construction and type of product or equipment.
   1. If information must be specially prepared for submittal because standard published data are unsuitable for use, submit as Shop Drawings, not as Product Data.
   2. Mark each copy of each submittal to show which products and options are applicable.
   3. Include the following information, as applicable:
      a. Manufacturer's catalog cuts.
      b. Manufacturer's product specifications.
      c. Standard color charts.
      d. Statement of compliance with specified referenced standards.
      e. Testing by recognized testing agency.
      f. Application of testing agency labels and seals.
      g. Notation of coordination requirements.
      h. Availability and delivery time information.
   4. For equipment, include the following in addition to the above, as applicable:
      a. Wiring diagrams that show factory-installed wiring.
      b. Printed performance curves.
      c. Operational range diagrams.
      d. Clearances required to other construction, if not indicated on accompanying Shop Drawings.
   5. Submit Product Data before Shop Drawings, and before or concurrently with Samples.

B. Shop Drawings: Prepare Project-specific information, drawn accurately to scale. Do not base Shop Drawings on reproductions of the Contract Documents or standard printed data.
   1. Preparation: Fully illustrate requirements in the Contract Documents. Include the following information, as applicable:
      a. Identification of products.
      b. Schedules.
      c. Compliance with specified standards.
      d. Notation of coordination requirements.
      e. Notation of dimensions established by field measurement.
      f. Relationship and attachment to adjoining construction clearly indicated.
      g. Seal and signature of professional engineer if specified.

C. Samples: Submit Samples for review of type, color, pattern, and texture for a check of these characteristics with other materials.
   1. Transmit Samples that contain multiple, related components, such as accessories together in one submittal package.
   2. Identification: Permanently attach label on unexposed side of Samples that includes the following:
      a. Project name and submittal number.
      b. Generic description of Sample.
      c. Product name and name of manufacturer.
      d. Sample source.
      e. Number and title of applicable Specification Section.

f. Specification paragraph number and generic name of each item.

3. Email Transmittal: Provide PDF transmittal. Include digital image file illustrating Sample characteristics and identification information for record.
4. Web-Based Project Management Software: Prepare submittals in PDF form, and upload to web-based Project software website. Enter required data in web-based software site to fully identify submittal.
5. Paper Transmittal: Include paper transmittal, including complete submittal information indicated.
6. Disposition: Maintain sets of approved Samples at Project site, available for quality-control comparisons throughout the course of construction activity. Sample sets may be used to determine final acceptance of construction associated with each set.
   a. Samples that may be incorporated into the Work are indicated in individual Specification Sections. Such Samples must be in an undamaged condition at time of use.
   b. Samples not incorporated into the Work, or otherwise designated as Owner's property, are the property of Contractor.

D. Certificates:
1. Certificates and Certifications Submittals: Submit a statement that includes signature of entity responsible for preparing certification. Certificates and certifications shall be signed by an officer or other individual authorized to sign documents on behalf of that entity. Provide a notarized signature where indicated.
2. Installer Certificates: Submit written statements on manufacturer's letterhead, certifying that Installer complies with requirements in the Contract Documents and, where required, is authorized by manufacturer for this specific Project.
3. Manufacturer Certificates: Submit written statements on manufacturer's letterhead, certifying that manufacturer complies with requirements in the Contract Documents. Include evidence of manufacturing experience where required.
4. Material Certificates: Submit written statements on manufacturer's letterhead, certifying that material complies with requirements in the Contract Documents.
5. Product Certificates: Submit written statements on manufacturer's letterhead, certifying that product complies with requirements in the Contract Documents.
6. Welding Certificates: Prepare written certification that welding procedures and personnel comply with requirements in the Contract Documents. Submit record of AWS B2.1/B2.1M on AWS forms. Include names of firms and personnel certified.

E. Test and Research Reports:
1. Compatibility Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of compatibility tests performed before installation of product. Include written recommendations for substrate preparation and primers required.
2. Field Test Reports: Submit written reports indicating and interpreting results of field tests performed either during installation of product or after product is installed in its final location, for compliance with requirements in the Contract Documents.
3. Material Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting test results of material for compliance with requirements in the Contract Documents.
4. Preconstruction Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of tests performed

before installation of product, for compliance with performance requirements in the Contract Documents.

5. Product Test Reports: Submit written reports indicating that current product produced by manufacturer complies with requirements in the Contract Documents. Base reports on evaluation of tests performed by manufacturer and witnessed by a qualified testing agency, or on comprehensive tests performed by a qualified testing agency.
6. Research Reports: Submit written evidence, from a model code organization acceptable to authorities having jurisdiction, that product complies with building code in effect for Project. Include the following information:
    a. Name of evaluation organization.
    b. Date of evaluation.
    c. Time period when report is in effect.
    d. Product and manufacturers' names.
    e. Description of product.
    f. Test procedures and results.
    g. Limitations of use.

1.8 DELEGATED-DESIGN SERVICES

A. Performance and Design Criteria: Where professional design services or certifications by a design professional are specifically required of Contractor by the Contract Documents, provide products and systems complying with specific performance and design criteria indicated.
    1. If criteria indicated are insufficient to perform services or certification required, submit a written request for additional information to Architect.

B. Delegated-Design Services Certification: In addition to Shop Drawings, Product Data, and other required submittals, submit digitally signed PDF file and three paper copies of certificate, signed and sealed by the responsible design professional, for each product and system specifically assigned to Contractor to be designed or certified by a design professional.
    1. Indicate that products and systems comply with performance and design criteria in the Contract Documents. Include list of codes, loads, and other factors used in performing these services.

C. BIM Incorporation: Incorporate delegated-design drawing and data files into BIM established for Project.
    1. Prepare delegated-design drawings in the following format: Same digital data software program, version, and operating system as original Drawings

1.9 CONTRACTOR'S REVIEW

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

B. Contractor's Approval: Indicate Contractor's approval for each submittal with indication in web-based Project management software. Include name of reviewer, date of Contractor's approval, and statement certifying that submittal has been reviewed, checked, and approved for compliance with the Contract Documents.
    1. Architect will not review submittals received from Contractor that do not have Contractor's review and approval.

1.10 ARCHITECT'S REVIEW

A. Action Submittals: Architect will review each submittal, indicate corrections or revisions required, and return.
   1. PDF Submittals: Architect will indicate, via markup on each submittal, the appropriate action .
   2. Submittals by Web-Based Project Management Software: Architect will indicate, on Project management software website, the appropriate action.
      a. Actions taken by indication on Project management software website have the following meanings:

B. Informational Submittals: Architect will review each submittal and will not return it, or will return it if it does not comply with requirements. Architect and Construction Manager will forward each submittal to appropriate party.

C. Partial submittals prepared for a portion of the Work will be reviewed when use of partial submittals has received prior approval from Architect.

D. Incomplete submittals are unacceptable, will be considered nonresponsive, and will be returned for resubmittal without review.

E. Submittals not required by the Contract Documents will be returned by Architect without action.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 33 00

SECTION 01 40 00 - QUALITY REQUIREMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

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

B. Testing and inspection services are required to verify compliance with requirements specified or indicated. These services do not relieve Contractor of responsibility for compliance with the Contract Document requirements.
   1. Specific quality-assurance and quality-control requirements for individual work results are specified in their respective Specification Sections. Requirements in individual Sections may also cover production of standard products.
   2. Specified tests, inspections, and related actions do not limit Contractor's other quality-assurance and quality-control procedures that facilitate compliance with the Contract Document requirements.
   3. Requirements for Contractor to provide quality-assurance and quality-control services required by Architect, Owner, or authorities having jurisdiction are not limited by provisions of this Section.

1.3 DEFINITIONS

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

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

C. Installer/Applicator/Erector: Contractor or another entity engaged by Contractor as an employee, subcontractor, or sub-subcontractor, to perform a particular construction operation, including installation, erection, application, assembly, and similar operations.
   1. Use of trade-specific terminology in referring to a Work result does not require that certain construction activities specified apply exclusively to specific trade(s).

D. Preconstruction Testing: Tests and inspections performed specifically for Project before products and materials are incorporated into the Work, to verify performance or compliance with specified criteria. Unless otherwise indicated, copies of reports of tests or inspections performed for other than the Project do not meet this definition.

E. Source Quality-Control Tests and Inspections: Tests and inspections that are performed at the source (e.g., plant, mill, factory, or shop).

F. Testing Agency: An entity engaged to perform specific tests, inspections, or both. The term "testing laboratory" shall have the same meaning as the term "testing agency."

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

H. Quality-Control Services: Tests, inspections, procedures, and related actions during and after execution of the Work, to evaluate that actual products incorporated into the Work and completed construction comply with requirements. Contractor's quality-control services do not include contract administration activities performed by Architect.

1.4 DELEGATED-DESIGN SERVICES

A. Performance and Design Criteria: Where professional design services or certifications by a design professional are specifically required of Contractor by the Contract Documents, provide products and systems complying with specific performance and design criteria indicated.
   1. If criteria indicated are not sufficient to perform services or certification required, submit a written request for additional information to Architect.

B. Delegated-Design Services Statement: Submit a statement signed and sealed by the responsible design professional, for each product and system specifically assigned to Contractor to be designed or certified by a design professional, indicating that the products and systems are in compliance with performance and design criteria indicated. Include list of codes, loads, and other factors used in performing these services.

1.5 CONFLICTING REQUIREMENTS

A. Conflicting Standards and Other Requirements: If compliance with two or more standards or requirements is specified and the standards or requirements establish different or conflicting requirements for minimum quantities or quality levels, inform the Architect regarding the conflict and obtain clarification prior to proceeding with the Work. Refer conflicting requirements that are different, but apparently equal, to Architect for clarification before proceeding.

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

1.6 INFORMATIONAL SUBMITTALS

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

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

C. Contractor's Statement of Responsibility: When required by authorities having jurisdiction, submit copy of written statement of responsibility submitted to authorities having jurisdiction before starting work on the following systems:
   1. Seismic-force-resisting system, designated seismic system, or component listed in the Statement of Special Inspections.
   2. Primary wind-force-resisting system or a wind-resisting component listed in the Statement of Special Inspections.

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

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

F. Reports: Prepare and submit certified written reports and documents as specified.

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

1.7 CONTRACTOR'S QUALITY-CONTROL PLAN

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

B. Quality-Control Personnel Qualifications: Engage qualified personnel trained and experienced in managing and executing quality-assurance and quality-control procedures similar in nature and extent to those required for Project.
   1. Project quality-control manager may also serve as Project superintendent

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

D. Testing and Inspection: In quality-control plan, include a comprehensive schedule of Work requiring testing or inspection, including the following:
   1. Contractor-performed tests and inspections, including subcontractor-performed tests and inspections. Include required tests and inspections and Contractor-elected tests and inspections. Distinguish source quality-control tests and inspections from field quality-control tests and inspections.
   2. Special inspections required by authorities having jurisdiction and indicated on the Statement of Special Inspections.
   3. Owner-performed tests and inspections indicated in the Contract Documents, including tests and inspections indicated to be performed by Commissioning Authority.

E. Continuous Inspection of Workmanship: Describe process for continuous inspection during construction to identify and correct deficiencies in workmanship in addition to testing and

inspection specified. Indicate types of corrective actions to be required to bring the Work into compliance with standards of workmanship established by Contract requirements and approved mockups.

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

1.8 REPORTS AND DOCUMENTS

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

B. Manufacturer's Technical Representative's Field Reports: Prepare written information documenting manufacturer's technical representative's tests and inspections specified in other Sections. Include the following:
   1. Name, address, telephone number, and email address of technical representative making report.
   2. Statement on condition of substrates and their acceptability for installation of product.
   3. Statement that products at Project site comply with requirements.
   4. Summary of installation procedures being followed, whether they comply with requirements and, if not, what corrective action was taken.
   5. Results of operational and other tests and a statement of whether observed performance complies with requirements.
   6. Statement of whether conditions, products, and installation will affect warranty.
   7. Other required items indicated in individual Specification Sections.

C. Factory-Authorized Service Representative's Reports: Prepare written information documenting manufacturer's factory-authorized service representative's tests and inspections specified in other Sections. Include the following:
   1. Name, address, telephone number, and email address of factory-authorized service representative making report.
   2. Statement that equipment complies with requirements.
   3. Results of operational and other tests and a statement of whether observed performance complies with requirements.
   4. Statement of whether conditions, products, and installation will affect warranty.

5. Other required items indicated in individual Specification Sections.

1.9 QUALITY ASSURANCE

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

B. Manufacturer Qualifications: A firm experienced in manufacturing products or systems similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units. As applicable, procure products from manufacturers able to meet qualification requirements, warranty requirements, and technical or factory-authorized service representative requirements.

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

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

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

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

G. Testing and Inspecting Agency Qualifications: An NRTL, an NVLAP, or an independent agency with the experience and capability to conduct testing and inspection indicated, as documented in accordance with ASTM E329, and with additional qualifications specified in individual Sections; and, where required by authorities having jurisdiction, that is acceptable to authorities.

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

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

J. Preconstruction Testing: Where testing agency is indicated to perform preconstruction testing for compliance with specified requirements for performance and test methods, comply with the following Contractor's responsibilities, including the following:
   1. Provide test specimens representative of proposed products and construction.

2. Submit specimens in a timely manner with sufficient time for testing and analyzing results to prevent delaying the Work.
3. Provide sizes and configurations of test assemblies, mockups, and laboratory mockups to adequately demonstrate capability of products to comply with performance requirements.
4. Build site-assembled test assemblies and mockups, using installers who will perform same tasks for Project.
5. Build laboratory mockups at testing facility, using personnel, products, and methods of construction indicated for the completed Work.
6. When testing is complete, remove test specimens and test assemblies,] do not reuse products on Project.
7. Testing Agency Responsibilities: Submit a certified written report of each test, inspection, and similar quality-assurance service to Architect with copy to Contractor. Interpret tests and inspections, and state in each report whether tested and inspected Work complies with or deviates from the Contract Documents.

1.10 QUALITY CONTROL

A. Owner Responsibilities: Where quality-control services are indicated as Owner's responsibility, Owner will engage a qualified testing agency to perform these services.
   1. Owner will furnish Contractor with names, addresses, and telephone numbers of testing agencies engaged and a description of types of testing and inspection they are engaged to perform.

B. Contractor Responsibilities: Tests and inspections not explicitly assigned to Owner are Contractor's responsibility. Perform additional quality-control activities, whether specified or not, to verify and document that the Work complies with requirements.
   1. Unless otherwise indicated, provide quality-control services specified and those required by authorities having jurisdiction. Perform quality-control services required of Contractor by authorities having jurisdiction, whether specified or not.
   2. Engage a qualified testing agency to perform quality-control services.
      a. Contractor shall not employ same entity engaged by Owner, unless agreed to in writing by Owner.
   3. Notify testing agencies at least 24 hours in advance of time when Work that requires testing or inspection will be performed.
   4. Where quality-control services are indicated as Contractor's responsibility, submit a certified written report, in duplicate, of each quality-control service.
   5. Testing and inspection requested by Contractor and not required by the Contract Documents are Contractor's responsibility.
   6. Submit additional copies of each written report directly to authorities having jurisdiction, when they so direct.

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

D. Testing Agency Responsibilities: Cooperate with Architect Construction Manager, and Contractor in performance of duties. Provide qualified personnel to perform required tests and inspections.
   1. Notify Architect , Construction Manager, and Contractor promptly of irregularities or deficiencies observed in the Work during performance of its services.
   2. Determine the locations from which test samples will be taken and in which in-situ tests are conducted.

3. Conduct and interpret tests and inspections, and state in each report whether tested and inspected Work complies with or deviates from requirements.
4. Submit a certified written report, in duplicate, of each test, inspection, and similar quality-control service through Contractor.
5. Do not release, revoke, alter, or increase the Contract Document requirements or approve or accept any portion of the Work.
6. Do not perform duties of Contractor.

E. Manufacturer's Field Services: Where indicated, engage a factory-authorized service representative to inspect field-assembled components and equipment installation, including service connections. Report results in writing as specified in Section 01 33 00 "Submittal Procedures."

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

G. Contractor's Associated Requirements and Services: Cooperate with agencies and representatives performing required tests, inspections, and similar quality-control services, and provide reasonable auxiliary services as requested. Notify agency sufficiently in advance of operations to permit assignment of personnel. Provide the following:
1. Access to the Work.
2. Incidental labor and facilities necessary to facilitate tests and inspections.
3. Adequate quantities of representative samples of materials that require testing and inspection. Assist agency in obtaining samples.
4. Facilities for storage and field curing of test samples.
5. Delivery of samples to testing agencies.
6. Preliminary design mix proposed for use for material mixes that require control by testing agency.
7. Security and protection for samples and for testing and inspection equipment at Project site.

H. Coordination: Coordinate sequence of activities to accommodate required quality-assurance and quality-control services with a minimum of delay and to avoid necessity of removing and replacing construction to accommodate testing and inspection.
1. Schedule times for tests, inspections, obtaining samples, and similar activities.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 TEST AND INSPECTION LOG

A. Test and Inspection Log: Prepare a record of tests and inspections. Include the following:
1. Date test or inspection was conducted.
2. Description of the Work tested or inspected.
3. Date test or inspection results were transmitted to Architect.
4. Identification of testing agency or special inspector conducting test or inspection.

B. Maintain log at Project site. Post changes and revisions as they occur. Provide access to test and inspection log for Architect's and Construction Manager's reference during normal working hours.
   1. Submit log at Project closeout as part of Project Record Documents.

3.2 REPAIR AND PROTECTION

A. General: On completion of testing, inspection, sample-taking, and similar services, repair damaged construction and restore substrates and finishes.
   1. Provide materials and comply with installation requirements specified in other Specification Sections or matching existing substrates and finishes. Restore patched areas and extend restoration into adjoining areas with durable seams that are as invisible as possible. Comply with the Contract Document requirements for cutting and patching in Section 01 73 00 "Execution."

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

C. Repair and protection are Contractor's responsibility, regardless of the assignment of responsibility for quality-control services.

END OF SECTION 01 40 00

SECTION 01 42 00 - REFERENCES

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 DEFINITIONS

A. General: Basic Contract definitions are included in the Conditions of the Contract.

B. "Approved": When used to convey Architect's action on Contractor's submittals, applications, and requests, "approved" is limited to Architect's duties and responsibilities as stated in the Conditions of the Contract.

C. "Directed": A command or instruction by Architect. Other terms including "requested," "authorized," "selected," "required," and "permitted" have the same meaning as "directed."

D. "Indicated": Requirements expressed by graphic representations or in written form on Drawings, in Specifications, and in other Contract Documents. Other terms including "shown," "noted," "scheduled," and "specified" have the same meaning as "indicated."

E. "Regulations": Laws, ordinances, statutes, and lawful orders issued by authorities having jurisdiction, and rules, conventions, and agreements within the construction industry that control performance of the Work.

F. "Furnish": Supply and deliver to Project site, ready for unloading, unpacking, assembly, installation, and similar operations.

G. "Install": Unload, temporarily store, unpack, assemble, erect, place, anchor, apply, work to dimension, finish, cure, protect, clean, and similar operations at Project site.

H. "Provide": Furnish and install, complete and ready for the intended use.

I. "Project Site": Space available for performing construction activities. The extent of Project site is shown on Drawings and may or may not be identical with the description of the land on which Project is to be built.

1.3 INDUSTRY STANDARDS

A. Applicability of Standards: Unless the Contract Documents include more stringent requirements, applicable construction industry standards have the same force and effect as if bound or copied directly into the Contract Documents to the extent referenced. Such standards are made a part of the Contract Documents by reference.

B. Publication Dates: Comply with standards in effect as of date of the Contract Documents unless otherwise indicated.

C. Copies of Standards: Each entity engaged in construction on Project should be familiar with industry standards applicable to its construction activity. Copies of applicable standards are not bound with the Contract Documents.
   1. Where copies of standards are needed to perform a required construction activity, obtain copies directly from publication source.

1.4 ABBREVIATIONS AND ACRONYMS

A. Industry Organizations: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities indicated in Gale's "Encyclopedia of Associations: National Organizations of the U.S." or in Columbia Books' "National Trade & Professional Associations of the United States."

B. Industry Organizations: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. The information in this list is subject to change and is believed to be accurate as of the date of the Contract Documents.

1. AABC - Associated Air Balance Council; www.aabc.com.
2. AAMA - American Architectural Manufacturers Association; www.aamanet.org.
3. AAPFCO - Association of American Plant Food Control Officials; www.aapfco.org.
4. AASHTO - American Association of State Highway and Transportation Officials; www.transportation.org.
5. AATCC - American Association of Textile Chemists and Colorists; www.aatcc.org.
6. ABMA - American Bearing Manufacturers Association; www.americanbearings.org.
7. ABMA - American Boiler Manufacturers Association; www.abma.com.
8. ACI - American Concrete Institute; (Formerly: ACI International); www.concrete.org.
9. ACPA - American Concrete Pipe Association; www.concrete-pipe.org.
10. AEIC - Association of Edison Illuminating Companies, Inc. (The); www.aeic.org.
11. AF&PA - American Forest & Paper Association; www.afandpa.org.
12. AGA - American Gas Association; www.aga.org.
13. AHAM - Association of Home Appliance Manufacturers; www.aham.org.
14. AHRI - Air-Conditioning, Heating, and Refrigeration Institute (The); www.ahrinet.org.
15. AI - Asphalt Institute; www.asphaltinstitute.org.
16. AIA - American Institute of Architects (The); www.aia.org.
17. AISC - American Institute of Steel Construction; www.aisc.org.
18. AISI - American Iron and Steel Institute; www.steel.org.
19. AITC - American Institute of Timber Construction; www.aitc-glulam.org.
20. AMCA - Air Movement and Control Association International, Inc.; www.amca.org.
21. ANSI - American National Standards Institute; www.ansi.org.
22. AOSA - Association of Official Seed Analysts, Inc.; www.aosaseed.com.
23. APA - APA - The Engineered Wood Association; www.apawood.org.
24. APA - Architectural Precast Association; www.archprecast.org.
25. API - American Petroleum Institute; www.api.org.
26. ARI - Air-Conditioning & Refrigeration Institute; (See AHRI).
27. ARI - American Refrigeration Institute; (See AHRI).
28. ARMA - Asphalt Roofing Manufacturers Association; www.asphaltroofing.org.
29. ASCE - American Society of Civil Engineers; www.asce.org.
30. ASCE/SEI - American Society of Civil Engineers/Structural Engineering Institute; (See ASCE).
31. ASHRAE - American Society of Heating, Refrigerating and Air-Conditioning Engineers; www.ashrae.org.
32. ASME - ASME International; (American Society of Mechanical Engineers); www.asme.org.
33. ASSE - American Society of Safety Engineers (The); www.asse.org.
34. ASSE - American Society of Sanitary Engineering; www.asse-plumbing.org.
35. ASTM - ASTM International; www.astm.org.

36. ATIS - Alliance for Telecommunications Industry Solutions; www.atis.org.
37. AWEA - American Wind Energy Association; www.awea.org.
38. AWI - Architectural Woodwork Institute; www.awinet.org.
39. AWMAC - Architectural Woodwork Manufacturers Association of Canada; www.awmac.com.
40. AWPA - American Wood Protection Association; www.awpa.com.
41. AWS - American Welding Society; www.aws.org.
42. AWWA - American Water Works Association; www.awwa.org.
43. BHMA - Builders Hardware Manufacturers Association; www.buildershardware.com.
44. BIA - Brick Industry Association (The); www.gobrick.com.
45. BICSI - BICSI, Inc.; www.bicsi.org.
46. BIFMA - BIFMA International; (Business and Institutional Furniture Manufacturer's Association); www.bifma.org.
47. BISSC - Baking Industry Sanitation Standards Committee; www.bissc.org.
48. BWF - Badminton World Federation; (Formerly: International Badminton Federation); www.bissc.org.
49. CDA - Copper Development Association; www.copper.org.
50. CE - Conformite Europeenne; http://ec.europa.eu/growth/single-market/ce-marking/.
51. CEA - Canadian Electricity Association; www.electricity.ca.
52. CEA - Consumer Electronics Association; www.ce.org.
53. CFFA - Chemical Fabrics and Film Association, Inc.; www.chemicalfabricsandfilm.com.
54. CFSEI - Cold-Formed Steel Engineers Institute; www.cfsei.org.
55. CGA - Compressed Gas Association; www.cganet.com.
56. CIMA - Cellulose Insulation Manufacturers Association; www.cellulose.org.
57. CISCA - Ceilings & Interior Systems Construction Association; www.cisca.org.
58. CISPI - Cast Iron Soil Pipe Institute; www.cispi.org.
59. CLFMI - Chain Link Fence Manufacturers Institute; www.chainlinkinfo.org.
60. CPA - Composite Panel Association; www.pbmdf.com.
61. CRI - Carpet and Rug Institute (The); www.carpet-rug.org.
62. CRRC - Cool Roof Rating Council; www.coolroofs.org.
63. CRSI - Concrete Reinforcing Steel Institute; www.crsi.org.
64. CSA - CSA Group; www.csagroup.com.
65. CSA - CSA International; www.csa-international.org.
66. CSI - Construction Specifications Institute (The); www.csinet.org.
67. CSSB - Cedar Shake & Shingle Bureau; www.cedarbureau.org.
68. CTI - Cooling Technology Institute; (Formerly: Cooling Tower Institute); www.cti.org.
69. CWC - Composite Wood Council; (See CPA).
70. DASMA - Door and Access Systems Manufacturers Association; www.dasma.com.
71. DHI - Door and Hardware Institute; www.dhi.org.
72. ECA - Electronic Components Association; (See ECIA).
73. ECAMA - Electronic Components Assemblies & Materials Association; (See ECIA).
74. ECIA - Electronic Components Industry Association; www.eciaonline.org.
75. EIA - Electronic Industries Alliance; (See TIA).
76. EIMA - EIFS Industry Members Association; www.eima.com.
77. EJMA - Expansion Joint Manufacturers Association, Inc.; www.ejma.org.
78. ESD - ESD Association; (Electrostatic Discharge Association); www.esda.org.
79. ESTA - Entertainment Services and Technology Association; (See PLASA).
80. ETL - Intertek (See Intertek); www.intertek.com.
81. EVO - Efficiency Valuation Organization; www.evo-world.org.
82. FCI - Fluid Controls Institute; www.fluidcontrolsinstitute.org.

83. FIBA - Federation Internationale de Basketball; (The International Basketball Federation); www.fiba.com.
84. FIVB - Federation Internationale de Volleyball; (The International Volleyball Federation); www.fivb.org.
85. FM Approvals - FM Approvals LLC; www.fmglobal.com.
86. FM Global - FM Global; (Formerly: FMG - FM Global); www.fmglobal.com.
87. FRSA - Florida Roofing, Sheet Metal & Air Conditioning Contractors Association, Inc.; www.floridaroof.com.
88. FSA - Fluid Sealing Association; www.fluidsealing.com.
89. FSC - Forest Stewardship Council U.S.; www.fscus.org.
90. GA - Gypsum Association; www.gypsum.org.
91. GANA - Glass Association of North America; www.glasswebsite.com.
92. GS - Green Seal; www.greenseal.org.
93. HI - Hydraulic Institute; www.pumps.org.
94. HI/GAMA - Hydronics Institute/Gas Appliance Manufacturers Association; (See AHRI).
95. HMMA - Hollow Metal Manufacturers Association; (See NAAMM).
96. HPVA - Hardwood Plywood & Veneer Association; www.hpva.org.
97. HPW - H. P. White Laboratory, Inc.; www.hpwhite.com.
98. IAPSC - International Association of Professional Security Consultants; www.iapsc.org.
99. IAS - International Accreditation Service; www.iasonline.org.
100. ICBO - International Conference of Building Officials; (See ICC).
101. ICC - International Code Council; www.iccsafe.org.
102. ICEA - Insulated Cable Engineers Association, Inc.; www.icea.net.
103. ICPA - International Cast Polymer Alliance; www.icpa-hq.org.
104. ICRI - International Concrete Repair Institute, Inc.; www.icri.org.
105. IEC - International Electrotechnical Commission; www.iec.ch.
106. IEEE - Institute of Electrical and Electronics Engineers, Inc. (The); www.ieee.org.
107. IES - Illuminating Engineering Society; (Formerly: Illuminating Engineering Society of North America); www.ies.org.
108. IESNA - Illuminating Engineering Society of North America; (See IES).
109. IEST - Institute of Environmental Sciences and Technology; www.iest.org.
110. IGMA - Insulating Glass Manufacturers Alliance; www.igmaonline.org.
111. IGSHPA - International Ground Source Heat Pump Association; www.igshpa.okstate.edu.
112. ILI - Indiana Limestone Institute of America, Inc.; www.iliai.com.
113. Intertek - Intertek Group; (Formerly: ETL SEMCO; Intertek Testing Service NA); www.intertek.com.
114. ISA - International Society of Automation (The); (Formerly: Instrumentation, Systems, and Automation Society); www.isa.org.
115. ISAS - Instrumentation, Systems, and Automation Society (The); (See ISA).
116. ISFA - International Surface Fabricators Association; (Formerly: International Solid Surface Fabricators Association); www.isfanow.org.
117. ISO - International Organization for Standardization; www.iso.org.
118. ISSFA - International Solid Surface Fabricators Association; (See ISFA).
119. ITU - International Telecommunication Union; www.itu.int/home.
120. KCMA - Kitchen Cabinet Manufacturers Association; www.kcma.org.
121. LMA - Laminating Materials Association; (See CPA).
122. LPI - Lightning Protection Institute; www.lightning.org.
123. MBMA - Metal Building Manufacturers Association; www.mbma.com.
124. MCA - Metal Construction Association; www.metalconstruction.org.

125. MFMA - Maple Flooring Manufacturers Association, Inc.; www.maplefloor.org.
126. MFMA - Metal Framing Manufacturers Association, Inc.; www.metalframingmfg.org.
127. MHIA - Material Handling Industry of America; www.mhia.org.
128. MIA - Marble Institute of America; www.marble-institute.com.
129. MMPA - Moulding & Millwork Producers Association; www.wmmpa.com.
130. MPI - Master Painters Institute; www.paintinfo.com.
131. MSS - Manufacturers Standardization Society of The Valve and Fittings Industry Inc.; www.mss-hq.org.
132. NAAMM - National Association of Architectural Metal Manufacturers; www.naamm.org.
133. NACE - NACE International; (National Association of Corrosion Engineers International); www.nace.org.
134. NADCA - National Air Duct Cleaners Association; www.nadca.com.
135. NAIMA - North American Insulation Manufacturers Association; www.naima.org.
136. NBGQA - National Building Granite Quarries Association, Inc.; www.nbgqa.com.
137. NBI - New Buildings Institute; www.newbuildings.org.
138. NCAA - National Collegiate Athletic Association (The); www.ncaa.org.
139. NCMA - National Concrete Masonry Association; www.ncma.org.
140. NEBB - National Environmental Balancing Bureau; www.nebb.org.
141. NECA - National Electrical Contractors Association; www.necanet.org.
142. NeLMA - Northeastern Lumber Manufacturers Association; www.nelma.org.
143. NEMA - National Electrical Manufacturers Association; www.nema.org.
144. NETA - InterNational Electrical Testing Association; www.netaworld.org.
145. NFHS - National Federation of State High School Associations; www.nfhs.org.
146. NFPA - National Fire Protection Association; www.nfpa.org.
147. NFPA - NFPA International; (See NFPA).
148. NFRC - National Fenestration Rating Council; www.nfrc.org.
149. NHLA - National Hardwood Lumber Association; www.nhla.com.
150. NLGA - National Lumber Grades Authority; www.nlga.org.
151. NOFMA - National Oak Flooring Manufacturers Association; (See NWFA).
152. NOMMA - National Ornamental & Miscellaneous Metals Association; www.nomma.org.
153. NRCA - National Roofing Contractors Association; www.nrca.net.
154. NRMCA - National Ready Mixed Concrete Association; www.nrmca.org.
155. NSF - NSF International; www.nsf.org.
156. NSPE - National Society of Professional Engineers; www.nspe.org.
157. NSSGA - National Stone, Sand & Gravel Association; www.nssga.org.
158. NTMA - National Terrazzo & Mosaic Association, Inc. (The); www.ntma.com.
159. NWFA - National Wood Flooring Association; www.nwfa.org.
160. PCI - Precast/Prestressed Concrete Institute; www.pci.org.
161. PDI - Plumbing & Drainage Institute; www.pdionline.org.
162. PLASA - PLASA; (Formerly: ESTA - Entertainment Services and Technology Association); www.plasa.org.
163. RCSC - Research Council on Structural Connections; www.boltcouncil.org.
164. RFCI - Resilient Floor Covering Institute; www.rfci.com.
165. RIS - Redwood Inspection Service; www.redwoodinspection.com.
166. SAE - SAE International; www.sae.org.
167. SCTE - Society of Cable Telecommunications Engineers; www.scte.org.
168. SDI - Steel Deck Institute; www.sdi.org.
169. SDI - Steel Door Institute; www.steeldoor.org.
170. SEFA - Scientific Equipment and Furniture Association (The); www.sefalabs.com.

171. SEI/ASCE - Structural Engineering Institute/American Society of Civil Engineers; (See ASCE).
172. SIA - Security Industry Association; www.siaonline.org.
173. SJI - Steel Joist Institute; www.steeljoist.org.
174. SMA - Screen Manufacturers Association; www.smainfo.org.
175. SMACNA - Sheet Metal and Air Conditioning Contractors' National Association; www.smacna.org.
176. SMPTE - Society of Motion Picture and Television Engineers; www.smpte.org.
177. SPFA - Spray Polyurethane Foam Alliance; www.sprayfoam.org.
178. SPIB - Southern Pine Inspection Bureau; www.spib.org.
179. SPRI - Single Ply Roofing Industry; www.spri.org.
180. SRCC - Solar Rating & Certification Corporation; www.solar-rating.org.
181. SSINA - Specialty Steel Industry of North America; www.ssina.com.
182. SSPC - SSPC: The Society for Protective Coatings; www.sspc.org.
183. STI - Steel Tank Institute; www.steeltank.com.
184. SWI - Steel Window Institute; www.steelwindows.com.
185. SWPA - Submersible Wastewater Pump Association; www.swpa.org.
186. TCA - Tilt-Up Concrete Association; www.tilt-up.org.
187. TCNA - Tile Council of North America, Inc.; www.tileusa.com.
188. TEMA - Tubular Exchanger Manufacturers Association, Inc.; www.tema.org.
189. TIA - Telecommunications Industry Association (The); (Formerly: TIA/EIA - Telecommunications Industry Association/Electronic Industries Alliance); www.tiaonline.org.
190. TIA/EIA - Telecommunications Industry Association/Electronic Industries Alliance; (See TIA).
191. TMS - The Masonry Society; www.masonrysociety.org.
192. TPI - Truss Plate Institute; www.tpinst.org.
193. TPI - Turfgrass Producers International; www.turfgrasssod.org.
194. TRI - Tile Roofing Institute; www.tileroofing.org.
195. UL - Underwriters Laboratories Inc.; www.ul.com.
196. UNI - Uni-Bell PVC Pipe Association; www.uni-bell.org.
197. USAV - USA Volleyball; www.usavolleyball.org.
198. USGBC - U.S. Green Building Council; www.usgbc.org.
199. USITT - United States Institute for Theatre Technology, Inc.; www.usitt.org.
200. WA - Wallcoverings Association; www.wallcoverings.org.
201. WASTEC - Waste Equipment Technology Association; www.wastec.org.
202. WCLIB - West Coast Lumber Inspection Bureau; www.wclib.org.
203. WCMA - Window Covering Manufacturers Association; www.wcmanet.org.
204. WDMA - Window & Door Manufacturers Association; www.wdma.com.
205. WI - Woodwork Institute; www.wicnet.org.
206. WSRCA - Western States Roofing Contractors Association; www.wsrca.com.
207. WWPA - Western Wood Products Association; www.wwpa.org.

C. Code Agencies: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. This information is believed to be accurate as of the date of the Contract Documents.
1. DIN - Deutsches Institut fur Normung e.V.; www.din.de.
2. IAPMO - International Association of Plumbing and Mechanical Officials; www.iapmo.org.
3. ICC - International Code Council; www.iccsafe.org.

4. ICC-ES - ICC Evaluation Service, LLC; www.icc-es.org.

D. Federal Government Agencies: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. Information is subject to change and is up to date as of the date of the Contract Documents.
   1. COE - Army Corps of Engineers; www.usace.army.mil.
   2. CPSC - Consumer Product Safety Commission; www.cpsc.gov.
   3. DOC - Department of Commerce; National Institute of Standards and Technology; www.nist.gov.
   4. DOD - Department of Defense; www.quicksearch.dla.mil.
   5. DOE - Department of Energy; www.energy.gov.
   6. EPA - Environmental Protection Agency; www.epa.gov.
   7. FAA - Federal Aviation Administration; www.faa.gov.
   8. FG - Federal Government Publications; www.gpo.gov/fdsys.
   9. GSA - General Services Administration; www.gsa.gov.
   10. HUD - Department of Housing and Urban Development; www.hud.gov.
   11. LBL - Lawrence Berkeley National Laboratory; Environmental Energy Technologies Division; www.eetd.lbl.gov.
   12. OSHA - Occupational Safety & Health Administration; www.osha.gov.
   13. SD - Department of State; www.state.gov.
   14. TRB - Transportation Research Board; National Cooperative Highway Research Program; The National Academies; www.trb.org.
   15. USDA - Department of Agriculture; Agriculture Research Service; U.S. Salinity Laboratory; www.ars.usda.gov.
   16. USDA - Department of Agriculture; Rural Utilities Service; www.usda.gov.
   17. USDOJ - Department of Justice; Office of Justice Programs; National Institute of Justice; www.ojp.usdoj.gov.
   18. USP - U.S. Pharmacopeial Convention; www.usp.org.
   19. USPS - United States Postal Service; www.usps.com.

E. Standards and Regulations: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the standards and regulations in the following list. This information is subject to change and is believed to be accurate as of the date of the Contract Documents.
   1. CFR - Code of Federal Regulations; Available from Government Printing Office; www.gpo.gov/fdsys.
   2. DOD - Department of Defense; Military Specifications and Standards; Available from DLA Document Services; www.quicksearch.dla.mil.
   3. DSCC - Defense Supply Center Columbus; (See FS).
   4. FED-STD - Federal Standard; (See FS).
   5. FS - Federal Specification; Available from DLA Document Services; www.quicksearch.dla.mil.
      a. Available from Defense Standardization Program; www.dsp.dla.mil.
      b. Available from General Services Administration; www.gsa.gov.
      c. Available from National Institute of Building Sciences/Whole Building Design Guide; www.wbdg.org.
   6. MILSPEC - Military Specification and Standards; (See DOD).
   7. USAB - United States Access Board; www.access-board.gov.
   8. USATBCB - U.S. Architectural & Transportation Barriers Compliance Board; (See USAB).

F. State Government Agencies: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. This information is subject to change and is believed to be accurate as of the date of the Contract Documents.
   1. CBHF; State of California; Department of Consumer Affairs; Bureau of Electronic and Appliance Repair, Home Furnishings and Thermal Insulation; www.bearhfti.ca.gov.
   2. CCR; California Code of Regulations; Office of Administrative Law; California Title 24 Energy Code; www.calregs.com.
   3. CDHS; California Department of Health Services; (See CDPH).
   4. CDPH; California Department of Public Health; Indoor Air Quality Program; www.cal-iaq.org.
   5. CPUC; California Public Utilities Commission; www.cpuc.ca.gov.
   6. SCAQMD; South Coast Air Quality Management District; www.aqmd.gov.
   7. TFS; Texas A&M Forest Service; Sustainable Forestry and Economic Development; www.txforestservice.tamu.edu.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 42 00

SECTION 01 45 29 - TESTING LAB SERVICES

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 quality assurance and quality control related to tests and inspections performed by District's Testing Agency.

B. Testing and inspection services specified in this Section will be performed by a Testing Agency selected and employed by the District.

C. Testing and inspecting services are required to verify compliance with requirements specified or indicated. These services do not relieve Contractor of responsibility for compliance with the Contract Document requirements.
   1. Specific quality-assurance and -control requirements for individual construction activities are specified in the Sections that specify those activities. Requirements in those Sections may also cover production of standard products.
   2. Specified tests, inspections, and related actions do not limit Contractor's other quality-assurance and -control procedures that facilitate compliance with the Contract Document requirements.
   3. Requirements for Contractor to provide quality-assurance and -control services required by other Sections are not limited by provisions of this Section.

D. Related Requirements:
   1. Section 01 40 00 "Quality Requirements"
   2. Section 01 73 00 "Execution."

1.3 DEFINITIONS

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

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

C. Testing Agency: For this Section, an entity engaged by the District to perform specific tests, inspections, or both.

1.4 CONFLICTING REQUIREMENTS

A. Referenced Standards: If compliance with two or more standards is specified and the standards establish different or conflicting requirements for minimum quantities or quality levels, District will comply with the most stringent requirement.

B. Minimum Quantity or Quality Levels: The quantity or quality level shown or specified shall be the minimum provided or performed. The actual installation may comply exactly with the minimum quantity or quality specified, or it may exceed the minimum within reasonable limits.

To comply with these requirements, indicated numeric values are minimum or maximum, as appropriate, for the context of requirements.

1.5 INFORMATIONAL SUBMITTALS

A. Schedule of Tests and Inspections: District will prepare in tabular form and include the following:
   1. Specification Section number and title.
   2. Description of test and inspection.
   3. Number of tests and inspections required.
   4. Time schedule or time span for tests and inspections.
   5. Requirements for obtaining samples.

1.6 QUALITY ASSURANCE

A. Testing and inspections required by governing authorities will be performed by an independent testing laboratory selected and employed by the District and approved by the Division of the State Architect (DSA). Qualification of a testing agency or laboratory will be under the jurisdiction of the DSA Office of Regulations (ORS) Structural Safety Section (SSS) when applicable. Procedural and acceptance criteria are set forth in CBC Sections 110 and 1701A, and California Code of Regulations (CBC) Title 24 Part 1, Administrative Code, and the DSA Interpretation of Regulations.

B. Testing and inspection services which are performed will be in accordance with requirements of CBC Title 24 Part 1, Administrative Code, and as specified herein.

C. When specified, testing and inspections not required by governing authorities (NON-DSA) will also be performed by an independent Testing Agency selected and employed by the District.

D. Testing and inspection services will verify that work meets the requirements of the Contract Documents.

E. In general, tests and inspections for structural materials shall include all items enumerated on the Statement of Structural Tests and Special Inspections (DSA Form 103) for this project as prepared and distributed by the Architect.

F. Testing Agency will submit a certified written report of each test, inspection, and similar quality-assurance service to Architect, District Construction Manager, and Project Inspector, with copy to Contractor. Testing Agency will interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from the Contract Documents.
   1. Testing Agency will notify Architect, District Construction Manager, Project Inspector and Contractor promptly of irregularities and deficiencies observed in the Work during performance of its services.
   2. Testing Agency will submit a certified written report of each test, inspection, and similar quality-control service to Architect, District Construction Manager, and Project Inspector, with copy to Contractor and to authorities having jurisdiction.
   3. Testing Agency will interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from the Contract Documents.
   4. Testing Agency will retest and reinspect corrected work.
   5. Testing Agency will not release, revoke, alter, or increase requirements of the Contract Documents or approve or accept any portion of the Work.
   6. Testing Agency will not perform any duties of the Contractor.

G. Test reports will include all tests made, regardless of whether such tests indicate that the material is satisfactory or unsatisfactory. Samples taken but not tested will also be reported. Records of special sampling operations as required shall also be reported. The reports shall show that the material or materials were sampled and tested in accordance with the requirements of CBC Title 24 Part 1 Administrative Code, Part 2 California Building Code, and with the DSA approved specifications. They will also state definitely whether or not the material or materials tested comply with requirements.

H. Reporting Test Failures:
   1. Immediately upon Testing Agency determination of a test failure, the Agency will notify Contractor and other interested parties.

1.7 PAYMENTS

A. Costs of initial testing and inspection, except as specifically modified herein, or specified otherwise in technical sections, will be paid by the District. Initial tests and inspections are defined as the first tests and inspections as herein specified.

B. In the event a test or inspection indicates failure of a material or procedure to meet requirements of Contract Documents, costs for retesting and additional work related to failure will be paid by the District and backcharged to the Contractor.

C. Additional tests and inspections, not herein specified but requested by District or Architect, will be paid by District unless results of such tests and inspections are found to be not in compliance with Contract Documents, in which case the District will pay all costs for initial testing as well as retesting, reinspection and additional work related to non-compliance. District will then backcharge the Contractor for these costs.

D. Costs for additional tests or inspections required because Contractor changed materials or changed source or supply will be paid by District and backcharged to the Contractor.

E. Costs for tests or inspections that are required to correct deficiencies will be paid by the District and backcharged to the Contractor.

F. Extra Testing Agency expenses resulting from a failure to notify the Testing Agency will be paid by the District and backcharged to the Contractor.

G. Charges due to insufficient advance notice of cancellations or time extension will be paid for by the District and backcharged to the Contractor.

H. Cost of testing that is required solely for the convenience of Contractor in his scheduling and performance of work will be paid by the District and backcharged to the Contractor.

I. Overtime costs for testing and inspections performed outside the regular work day hours, including weekends and holidays, due to fault of Contractor will be paid for by the District and backcharged to the Contractor. Such costs include overtime costs for the District's personnel.

J. Should it be considered necessary or advisable by the District at any time before final acceptance of the entire work to make an examination of work already completed by removing or tearing out the completed work, the Contractor shall on request promptly furnish necessary facilities, labor and materials. If such work is found to be defective in any respect due to fault of the Contractor or his subcontractor, Contactor shall be responsible for all expenses of such examinations and of satisfactory reconstruction. If, however, such work is found to meet the requirements of the Contract, the additional cost of labor and material necessarily involved in the examination and replacement shall be reimbursed to the Contractor.

1.8 QUALITY CONTROL

A. Contractor Responsibilities:
   1. Notify District Construction Manager and Testing Agencies at least 48 hours in advance of time when Work that requires testing or inspecting will be performed.
   2. Testing and inspecting requested by Contractor and not required by the Contract Documents are Contractor's responsibility.
   3. Costs for retesting and reinspecting construction that replaces or is necessitated by work that failed to comply with the Contract Documents will be charged to Contractor and the Contract Sum will be adjusted by Change Order.

B. Contractor Services: Cooperate with agencies performing required tests, inspections, and similar quality-control services, and provide reasonable auxiliary services as requested. Notify Testing Agency sufficiently in advance of operations to permit assignment of personnel. Provide the following:
   1. Access to the Work.
   2. Incidental labor and facilities necessary to facilitate tests and inspections.
   3. Adequate quantities of representative samples of materials that require testing and inspecting. Assist agency in obtaining samples.
   4. Facilities for storage and field-curing of test samples.
   5. Preliminary design mix proposed for use for material mixes that require control by Testing Agency.
   6. Security and protection for samples and for testing and inspecting equipment at Project site.
   7. Selection of the material required to be tested will be by the Testing Agency or the District and not by the Contractor.

C. Contractor shall notify the Testing Agency a minimum of 3 working days in advance of the manufacture of material to be supplied by him under the Contract Documents, which must by terms of the Contract be tested, in order that the Agency may arrange for the testing of such material at the source of supply.
   1. Material shipped by the Contractor from the source of supply before having satisfactorily passed such testing and inspection or before the receipt of notice from the District that such testing and inspection will not be required, shall not be incorporated in the Project.

D. Coordinate sequence of activities to accommodate required quality-assurance and quality-control services with a minimum of delay and to avoid necessity of removing and replacing construction to accommodate testing and inspecting.
   1. Schedule times for tests, inspections, obtaining samples, and similar activities.

1.9 PROJECT INSPECTOR

A. An Inspector employed by the District in accordance with the requirements of CBC Title 24 Part 1, Administrative Code, will be assigned to the work. His duties are specifically defined in CBC Title 24 Part 1, Sec. 4-342.

B. The Contractor shall notify the Inspector a minimum of two working days in advance of execution of all work that requires inspection.

C. The work of construction in all stages of progress shall be subject to the personal continuous observation of the Inspector. Inspector shall have free access to any or all parts of the work at any time. The Contractor shall furnish the Inspector reasonable facilities for obtaining such information as may be necessary to be fully informed respecting the progress and manner of the

work and the character of the materials. Inspection of the work shall not relieve the Contractor from any obligation to comply with the Contract requirements.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 DSA TESTS AND INSPECTIONS

A. Test and inspections for the following will be performed in conformance with the California Building Code, Title 24, Part 2, of the California Code of Regulations, and the DSA Interpretations of Regulations (IR) Manual.

B. Structural tests and inspections will be performed in accordance with CBC Chapter 17A.

C. Soils (CBC Chapter 18A).
   1. General: CBC Table 1705A.6.
      a. Verification of site preparation
   2. Compacted Fills: CBC Table 1705A.6.
      a. Qualification of fill materials.
      b. Inspect placement.
   3. Driven Deep Foundations (Piles): CBC Table 1705A.7.
      a. Verify materials, sizes, lengths.
      b. Load tests.
      c. Inspect driving operations.
      d. Verify locations, plumbness, penetrations.
   4. Cast-In-Place Deep Foundations (Piers): CBC Table 1705A.8.
      a. Inspect drilling operations.
      b. Verify locations.
      c. Confirm diameters, plumbness, embedment.
      d. Confirm bearing capacity.
   5. Retaining Walls:
      a. Backfill: CBC Table 1705A.6.1

D. Concrete (CBC Chapter 19A).
   1. Cast-In-Place Concrete: CBC Table 1705A.3.
      a. Material Verification and Testing:
         1) Design Mix: verification.
         2) Reinforcing Steel: CBC Section 1910A.2; ASTM A370; DSA IR 17-10.
         3) Slump, Temperature, Air Content: ASTM C172; ASTM C31.
         4) Compression: ACI 318 Section 5.6; CBC Section 1905A.1.2; ASTM C39.
      b. Inspection:
         1) Batch Plant Inspection: CBC Section 1705A.3.2.
         2) Batch Plant Inspection: CBC Section 1705A.3.3.
         3) Placement of formwork, reinforcing steel, embedded items.
         4) Verify concrete strength prior to removal of forms.
   2. Prestressed Concrete:
      a. Test prestressing tendons and anchorages: CBC Section 1705A.3.
      b. Inspect placement of prestressing tendons.
      c. Verify concrete strength prior to stressing of tendons.
      d. Inspect application of prestressing forces and grouting of tendons.
   3. Precast Concrete:

a. Inspect fabrication of precast members.
b. Inspect erection of precast members.

4. Shotcrete:
   a. Inspect shotcrete placement: CBC Section 1705A.19.
   b. Test shotcrete compression: CBC Sections 1908A.5, 1908A.10, and 1910A.5; ASTM C42; ASTM C1140.
5. Post-Installed Anchors:
   a. Inspect installation: CBC Table 1705A.3.
   b. Test post-installed anchors: CBC Section 1910A.5.

E. Masonry (CBC Chapter 21A and TMS 402-11/ACI 530-11/ASCE 5-11 Table 1.19.3).
1. Structural Masonry:
   a. Material Verification and Testing:
      1) Reinforcing Steel: CBC Section 2103A.4; ASTM A370; DSA IR 17-10.
      2) Strength: CBC Sections 1708A.1.4 and 2105A.2.2.1; ASTM C140; ASTM C1586; ASTM C1019.
      3) Prism Test: CBC Section 2105A2.2.2; ASTM C1314.
      4) Verify mortar and grout proportions: ASTM C780.
      5) Test core-drilled holes: CBC Section 2105A.4.
   b. Mandatory Tests Required by DSA IR 21-4:
      1) Measurements: Per Section 5, ASTM C 140.
      2) Compressive Strength: Per Section 6, ASTM C 140.
      3) Absorption: Per Section B, ASTM C 140.
      4) Shrinkage of CMU: Per ASTM C 90, Section 5.2 and 8.3.
   c. Inspection:
      1) Inspect preparation of prisms: ASTM C1314.
      2) Verify size, location, and condition of dowels.
      3) Verify size, grade, and type of reinforcement.
      4) Inspect placement of reinforcement, connectors, masonry units, mortar joints.
      5) Verify protection of masonry during cold or hot weather.
      6) Inspect type, size, and location of embedded anchor.
      7) Inspect grout space prior to grouting.
2. Veneer or Glass Block Partitions: CBC Table 1705A.4.1.
   a. Verify mortar and grout proportions: ASTM C780.
   b. Inspect placement of units and construction of joints.
   c. Inspect placement of reinforcement, connectors, anchors.
   d. Inspect type, size, and location of anchors and other embedded items.
   e. Verify protection of masonry during cold or hot weather.
3. Post-Installed Anchors in masonry:
   a. Inspect installation of post-installed anchors: CBC Section 1705A.4.
   b. Test post-installed anchors: CBC Sections 1705A.4 and 1910A.5; ASTM E488.

F. Steel (CBC Chapter 22A and CBC Table 1705A.2.1).
1. Structural Steel and Cold-Formed Steel Used for Structural Purposes:
   a. Material Verification:
      1) Verify markings, mill certificates, sizes, types, and grades.
      2) Test unidentified materials: CBC Section 2203A.1; ASTM A370.
      3) Examine seam welds of structural tubes and pipes: DSA IR 17-3.
   b. Inspection:
      1) Verify member locations and details constructed in field.

2) Verify stiffener locations and details fabricated in shop.

2. High-Strength Bolts:
   a. Material Verification:
      1) Verify markings and certificates of compliance: DSA IR 17-9.
      2) Test bolts, nuts, washers: CBC Section 2213A.1; ASTM F606; ASTM A370; DSA IR 17-8.
   b. Inspection
      1) Bearing-type connections: DSA IR 17-9.
      2) Slip-critical connections: DSA IR 17-9.
3. Welding: DSA IR 17-3; AWS D1.1; AWS D1.8.
   a. Verification
      1) Verify weld filler identification markings.
      2) Verify weld filler material manufacturer's certificate of compliance.
      3) Verify WPS, welder qualifications, and equipment: DSA IR 17-3.
   b. Shop Welding
      1) Inspect groove, multi-pass, and fillet welds >5/16": AISC 360; DSA IR 17-3.
      2) Inspect single pass fillet welds ≤5/16": AISC 360; DSA IR 17-3.
      3) Inspect welding of stairs and railings: CBC Section 1705A.2.2; AISC 360; DSA IR 17-3.
      4) Verification of reinforcing steel weldability: CBC Section 1705A.3.1; DSA IR 17-3.
      5) Inspect welding of reinforcing steel: CBC Sections 1705A.3.1, Table 1705A.3 Itme 2 and Table 1705A.2.1 Item 5b, 1903A.8; DSA IR 17-3.
   c. Field Welding:
      1) Inspect groove, multi-pass, and fillet welds >5/16": AISC 360; DSA IR 17-3.
      2) Inspect single pass fillet welds ≤5/16": AISC 360; DSA IR 17-3.
      3) Inspect floor and roof deck welds: AISC 360; DSA IR 17-3.
      4) Inspect welding of structural cold-formed steel: CBC Sections 1705A.2.5 ; DSA IR 17-3.
      5) Inspect welding of stairs and railings: CBC Sections 1705A.2.1; DSA IR 17-3.
      6) Verification of reinforcing steel weldability: CBC Section 1705A.3.1; DSA IR 17-3.
      7) Inspect welding of reinforcing steel: CBC Section 1705A.3.1; Table 1705A.3 Item 2 and Table 1705A.2.1 Item 5b, 1903A.8, DSA IR 17-3.
4. Non-Destructive Testing:
   a. Ultrasonic: AISC 341, App. Q 5.2. AWS D1.1, D1.8.- ANSI/ASNT CP-189, SNT-TC-1A. - ASTM E543, E1444, E164 - DSA IR 17-2.
   b. Magnetic Particle: AISC 341, App. Q 5.2. AWS D1.1, D1.8.- ANSI/ASNT CP-189, SNT-TC-1A. - ASTM E543, E1444, E164 - DSA IR 17-2.
5. Steel Joists and Trusses:
   a. Verify size, type, and grade of all members, connectors, weld filler materials: CBC Section 1705A.2.2.3 and DSA IR 22-3 for steel joists only; CBC Section 1705A.2.2.4 for steel trusses.
      1) Spray-Applied Fireproofing:
   b. Examine surfaces, inspect application, take samples, measure thickness; CBC Section 1705A.13; ASTM E605.
   c. Test bond strength: CBC Section 1705A.13.6; ASTM E736.

d. Test density: CBC Section 1705A.13.5; ASTM E605.

6. Other Steel:
   a. High-Strength Threaded Rods: CBC Section 2212A.1.

G. Wood (CBC Chapter 23)
1. Prefabricated Wood Structural Elements: CBC Section 1705A.5.
   a. Inspect fabrication of structural glued-laminated timber.
   b. Inspect fabrication of manufactured open-web trusses: CBC Section 1705A.5.5; DSA IR 23-4.
   c. Inspect fabrication of manufactured metal plate connected trusses: CBC Section 1705A.5; DS AIR 23-8.

H. Other
1. Skylight Load Test: CBC Sections 1709A.2 and 1709A.3.
2. Grounding: CEC Section 25 0. 56.

3.2 NON-DSA TESTS AND INSPECTIONS

A. Concrete Floor Slabs (Section 09 05 61.13 “Moisture Vapor Emission Control”).
1. Testing for Moisture Vapor:
   a. Anhydrous calcium chloride vapor transmission tests: ASTM F1869.
2. Testing for Alkalinity:
   a. pH level tests: ASTM F710.

B. Playground Protective Surfacing (Section 32 18 16.13 “Playground Protective Surfacing”).
1. Safety Inspection: California Health and Safety Code Section 11 57 25.

C. Playground Equipment (Section 11 68 00 “Play Field Equipment and Structures”).
1. Safety Inspection: California health and Safety Code Section 11 57 25.
2. Telescoping Stands (Section 12 66 00 “Telescoping Stands”).
3. Field Inspections: DSA IR 16-5.07.
4. ICC 300 Inspection: Inspect installed telescoping stands to verify that construction, installation, and operation are according to ICC 300 requirements.
5. Test and adjust controls and safeties.

D. Grandstands and Bleachers (Section 13 34 16 “Grandstands and Bleachers”).
1. Field Inspections: DSA IR 16-5.07.

E. Synthetic Grass surfacing:
1. Compaction: Of in-place soils according to ASTM D 1556, ASTM D 2167, ASTM D 2937, and ASTM D 6938, as applicable.
2. Permeability: Minimum 5 inches per hour per square foot of rainfall capacity according to ASTM F 2898 or EN 15330-1.
3. Shock Attenuation: No greater than 125 G(max) at time of installation according to ASTM F 1936.

3.3 REPAIR AND PROTECTION

A. General: On completion of testing, inspecting, sample taking, and similar services, repair damaged construction and restore substrates and finishes.
1. Provide materials and comply with installation requirements specified in other Specification Sections or matching existing substrates and finishes. Restore patched areas and extend restoration into adjoining areas with durable seams that are as invisible as

possible. Comply with the Contract Document requirements for cutting and patching in Section 01 73 00 "Execution."

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

C. Repair and protection are Contractor's responsibility, regardless of the assignment of responsibility for quality-control services.

END OF SECTION 01 45 29

SECTION 01 60 00 - PRODUCT REQUIREMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. Section includes administrative and procedural requirements for selection of products for use in Project; product delivery, storage, and handling; manufacturers' standard warranties on products; special warranties; and comparable products.

B. Related Requirements:
   1. Section 01 10 00 "Summary" for Contractor requirements related to Owner-furnished products.
   2. Section 01 25 00 "Substitution Procedures" for requests for substitutions.
   3. Section 01 77 00 "Closeout Procedures" for submitting warranties.

1.3 DEFINITIONS

A. Products: Items obtained for incorporating into the Work, whether purchased for Project or taken from previously purchased stock. The term "product" includes the terms "material," "equipment," "system," and terms of similar intent.
   1. Named Products: Items identified by manufacturer's product name, including make or model number or other designation shown or listed in manufacturer's published product literature that is current as of date of the Contract Documents.
   2. New Products: Items that have not previously been incorporated into another project or facility. Salvaged items or items reused from other projects are not considered new products. Items that are manufactured or fabricated to include recycled content materials are considered new products, unless indicated otherwise.
   3. Comparable Product: Product by named manufacturer that is demonstrated and approved through the comparable product submittal process described in Part 2 "Comparable Products" Article, to have the indicated qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics that equal or exceed those of specified product.

B. Basis-of-Design Product Specification: A specification in which a single manufacturer's product is named and accompanied by the words "basis-of-design product," including make or model number or other designation. Published attributes and characteristics of basis-of-design product establish salient characteristics of products.

C. Subject to Compliance with Requirements: Where the phrase "Subject to compliance with requirements" introduces a product selection procedure in an individual Specification Section, provide products qualified under the specified product procedure. In the event that a named product or product by a named manufacturer does not meet the other requirements of the specifications, select another named product or product from another named manufacturer that does meet the requirements of the specifications; submit a comparable product request or substitution request, if applicable.

D. Comparable Product Request Submittal: An action submittal requesting consideration of a comparable product, including the following information:

1. Identification of basis-of-design product or fabrication or installation method to be replaced, including Specification Section number and title and Drawing numbers and titles.
2. Data indicating compliance with the requirements specified in Part 2 "Comparable Products" Article.

E. Basis-of-Design Product Specification Submittal: An action submittal complying with requirements in Section 01 33 00 "Submittal Procedures."

F. Substitution: Refer to Section 01 25 00 "Substitution Procedures" for definition and limitations on substitutions.

1.4 QUALITY ASSURANCE

A. Compatibility of Options: If Contractor is given option of selecting between two or more products for use on Project, select product compatible with products previously selected, even if previously selected products were also options.
1. Resolution of Compatibility Disputes between Multiple Contractors:
a. Contractors are responsible for providing products and construction methods compatible with products and construction methods of other contractors.
b. If a dispute arises between the multiple contractors over concurrently selectable but incompatible products, Architect will determine which products shall be used.

B. Identification of Products: Except for required labels and operating data, do not attach or imprint manufacturer or product names or trademarks on exposed surfaces of products or equipment that will be exposed to view in occupied spaces or on the exterior.
1. Labels: Locate required product labels and stamps on a concealed surface, or, where required for observation following installation, on a visually accessible surface that is not conspicuous.
2. Equipment Nameplates: Provide a permanent nameplate on each item of service- or power-operated equipment. Locate on a visually accessible but inconspicuous surface. Include information essential for operation, including the following:
a. Name of product and manufacturer.
b. Model and serial number.
c. Capacity.
d. Speed.
e. Ratings.

1.5 PRODUCT DELIVERY, STORAGE, AND HANDLING

A. Deliver, store, and handle products, using means and methods that will prevent damage, deterioration, and loss, including theft and vandalism. Comply with manufacturer's written instructions.

B. Delivery and Handling:
1. Schedule delivery to minimize long-term storage at Project site and to prevent overcrowding of construction spaces.
2. Coordinate delivery with installation time to ensure minimum holding time for items that are flammable, hazardous, easily damaged, or sensitive to deterioration, theft, and other losses.
3. Deliver products to Project site in an undamaged condition in manufacturer's original sealed container or other packaging system, complete with labels and instructions for handling, storing, unpacking, protecting, and installing.

4. Inspect products on delivery to determine compliance with the Contract Documents and that products are undamaged and properly protected.

C. Storage:
1. Provide a secure location and enclosure at Project site for storage of materials and equipment.
2. Store products to allow for inspection and measurement of quantity or counting of units.
3. Store materials in a manner that will not endanger Project structure.
4. Store products that are subject to damage by the elements under cover in a weathertight enclosure above ground, with ventilation adequate to prevent condensation and with adequate protection from wind.
5. Protect foam plastic from exposure to sunlight, except to extent necessary for period of installation and concealment.
6. Comply with product manufacturer's written instructions for temperature, humidity, ventilation, and weather-protection requirements for storage.
7. Protect stored products from damage and liquids from freezing.
8. Provide a secure location and enclosure at Project site for storage of materials and equipment by Owner's construction forces. Coordinate location with Owner.

1.6 PRODUCT WARRANTIES

A. Warranties specified in other Sections shall be in addition to, and run concurrent with, other warranties required by the Contract Documents. Manufacturer's disclaimers and limitations on product warranties do not relieve Contractor of obligations under requirements of the Contract Documents.
1. Manufacturer's Warranty: Written standard warranty form furnished by individual manufacturer for a particular product and issued in the name of the Owner or endorsed by manufacturer to Owner.
2. Special Warranty: Written warranty required by the Contract Documents to provide specific rights for Owner and issued in the name of the Owner or endorsed by manufacturer to Owner.

B. Special Warranties: Prepare a written document that contains appropriate terms and identification, ready for execution.
1. Manufacturer's Standard Form: Modified to include Project-specific information and properly executed.
2. Specified Form: When specified forms are included in the Project Manual, prepare a written document, using indicated form properly executed.
3. See other Sections for specific content requirements and particular requirements for submitting special warranties.

C. Submittal Time: Comply with requirements in Section 01 77 00 "Closeout Procedures."

PART 2 - PRODUCTS

2.1 PRODUCT SELECTION PROCEDURES

A. General Product Requirements: Provide products that comply with the Contract Documents, are undamaged and, unless otherwise indicated, are new at time of installation.
1. Provide products complete with accessories, trim, finish, fasteners, and other items needed for a complete installation and indicated use and effect.

2. Standard Products: If available, and unless custom products or nonstandard options are specified, provide standard products of types that have been produced and used successfully in similar situations on other projects.
3. Owner reserves the right to limit selection to products with warranties meeting requirements of the Contract Documents.
4. Where products are accompanied by the term "as selected," Architect will make selection.
5. Descriptive, performance, and reference standard requirements in the Specifications establish salient characteristics of products.
6. Or Equal: For products specified by name and accompanied by the term "or equal," "or approved equal," or "or approved," comply with requirements in "Comparable Products" Article to obtain approval for use of an unnamed product.

B. Product Selection Procedures:
1. Sole Product: Where Specifications name a single manufacturer and product, provide the named product that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered.
2. Sole Manufacturer/Source: Where Specifications name a single manufacturer or source, provide a product by the named manufacturer or source that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered.
3. Limited List of Products: Where Specifications include a list of names of both manufacturers and products, provide one of the products listed that complies with requirements. Comparable products or substitutions for Contractor's convenience will be considered unless otherwise indicated.
4. Non-Limited List of Products: Where Specifications include a list of names of both available manufacturers and products, provide one of the products listed or an unnamed product that complies with requirements.
5. Limited List of Manufacturers: Where Specifications include a list of manufacturers' names, provide a product by one of the manufacturers listed that complies with requirements. Comparable products or substitutions **for Contractor's convenience** will not **be considered** unless otherwise indicated**.**
    a. Limited list of manufacturers is indicated by the phrase "Subject to compliance with requirements, provide products by one of the following."
6. Non-Limited List of Manufacturers: Where Specifications include a list of available manufacturers, provide a product by one of the manufacturers listed or a product by an unnamed manufacturer that complies with requirements.
7. Basis-of-Design Product: Where Specifications name a product, or refer to a product indicated on Drawings, and include a list of manufacturers, provide the specified or indicated product or a comparable product by one of the other named manufacturers. Drawings and Specifications may additionally indicate sizes, profiles, dimensions, and other characteristics that are based on the product named. Comply with requirements in "Comparable Products" Article for consideration of an unnamed product by one of the other named manufacturers.

C. Visual Matching Specification: Where Specifications require the phrase "match Architect's sample," provide a product that complies with requirements and matches Architect's sample. Architect's decision will be final on whether a proposed product matches.

1. If no product available within specified category matches and complies with other specified requirements, comply with requirements in Section 01 25 00 "Substitution Procedures" for proposal of product.

D. Visual Selection Specification: Where Specifications include the phrase "as selected by Architect from manufacturer's full range" or a similar phrase, select a product that complies with requirements. Architect will select color, gloss, pattern, density, or texture from manufacturer's product line that includes both standard and premium items.

2.2 COMPARABLE PRODUCTS

A. Conditions for Consideration of Comparable Products: Architect will consider Contractor's request for comparable product when the following conditions are satisfied. If the following conditions are not satisfied, Architect may return requests without action, except to record noncompliance with the following requirements:
1. Evidence that proposed product does not require revisions to the Contract Documents, is consistent with the Contract Documents, will produce the indicated results, and is compatible with other portions of the Work.
2. Detailed comparison of significant qualities of proposed product with those of the named basis-of-design product. Significant product qualities include attributes, such as type, function, in-service performance and physical properties, weight, dimension, durability, visual characteristics, and other specific features and requirements.
3. Evidence that proposed product provides specified warranty.
4. List of similar installations for completed projects, with project names and addresses and names and addresses of architects and owners, if requested.
5. Samples, if requested.

B. Architect's Action on Comparable Products Submittal: If necessary, Architect will request additional information or documentation for evaluation, as specified in Section 01 33 00 "Submittal Procedures."
1. Form of Approval of Submittal: As specified in Section 01 33 00 "Submittal Procedures."
2. Use product specified if Architect does not issue a decision on use of a comparable product request within time allocated.

C. Submittal Requirements, Two-Step Process: Approval by the Architect of Contractor's request for use of comparable product is not intended to satisfy other submittal requirements. Comply with specified submittal requirements.

D. Submittal Requirements, Single-Step Process: When acceptable to Architect, incorporate specified submittal requirements of individual Specification Section in combined submittal for comparable products. Approval by the Architect of Contractor's request for use of comparable product and of individual submittal requirements will also satisfy other submittal requirements.

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 60 00

SECTION 01 73 00 - EXECUTION

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 general administrative and procedural requirements governing execution of the Work, including, but not limited to, the following:
   1. Construction layout.
   2. Field engineering and surveying.
   3. Installation of the Work.
   4. Cutting and patching.
   5. Coordination of Owner's portion of the Work.
   6. Coordination of Owner-installed products.
   7. Progress cleaning.
   8. Starting and adjusting.
   9. Protection of installed construction.

B. Related Requirements:
   1. Section 01 10 00 "Summary" for coordination of and limits on use of Project site.
   2. Section 01 33 00 "Submittal Procedures" for submitting surveys.
   3. Section 01 77 00 "Closeout Procedures" for submitting final property survey with Project Record Documents, recording of Owner-accepted deviations from indicated lines and levels, replacing defective work, and final cleaning.
   4. Section 02 41 19 "Selective Demolition" for demolition and removal of selected portions of the building.

1.3 DEFINITIONS

A. Cutting: Removal of in-place construction necessary to permit installation or performance of subsequent work.

B. Patching: Fitting and repair work required to restore construction to original conditions after installation of subsequent work.

1.4 PREINSTALLATION MEETINGS

A. Cutting and Patching Conference: Conduct conference at Project site.
   1. Prior to submitting cutting and patching plan, review extent of cutting and patching anticipated and examine procedures for ensuring satisfactory result from cutting and patching work. Inform Architect and Construction Manager of scheduled meeting. Require representatives of each entity directly concerned with cutting and patching to attend, including the following:
      a. Contractor's superintendent.
      b. Trade supervisor responsible for cutting operations.
      c. Trade supervisor(s) responsible for patching of each type of substrate.
      d. Mechanical, electrical, and utilities subcontractors' supervisors, to the extent each trade is affected by cutting and patching operations.

2. Review areas of potential interference and conflict. Coordinate procedures and resolve potential conflicts before proceeding.

1.5 INFORMATIONAL SUBMITTALS

A. Qualification Data: For land surveyor.

B. Certified Surveys: Submit two copies signed by land surveyor

C. Certificates: Submit certificate signed by land surveyor, certifying that location and elevation of improvements comply with requirements.

D. Cutting and Patching Plan: Submit plan describing procedures **at least 10** days prior to the time cutting and patching will be performed. Include the following information:
1. Extent: Describe reason for and extent of each occurrence of cutting and patching.
2. Changes to In-Place Construction: Describe anticipated results. Include changes to structural elements and operating components as well as changes in building appearance and other significant visual elements.
3. Products: List products to be used for patching and firms or entities that will perform patching work.
4. Dates: Indicate when cutting and patching will be performed.
5. Utilities and Mechanical and Electrical Systems: List services and systems that cutting and patching procedures will disturb or affect. List services and systems that will be relocated and those that will be temporarily out of service. Indicate length of time permanent services and systems will be disrupted.
    a. Include description of provisions for temporary services and systems during interruption of permanent services and systems.

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

1.6 CLOSEOUT SUBMITTALS

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

1.7 QUALITY ASSURANCE

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

B. Professional Engineer Qualifications: Refer to Section 01 40 00 "Quality Requirements."

C. Cutting and Patching: Comply with requirements for and limitations on cutting and patching of construction elements.
1. Structural Elements: When cutting and patching structural elements, or when encountering the need for cutting and patching of elements whose structural function is not known, notify Architect of locations and details of cutting and await directions from Architect before proceeding. Shore, brace, and support structural elements during cutting and patching. Do not cut and patch structural elements in a manner that could change their load-carrying capacity or increase deflection.
2. Operational Elements: Do not cut and patch operating elements and related components in a manner that results in reducing their capacity to perform as intended or that results in increased maintenance or decreased operational life or safety. Operational elements include the following:

a. Primary operational systems and equipment.
b. Fire separation assemblies.
c. Air or smoke barriers.
d. Fire-suppression systems.
e. Plumbing piping systems.
f. Mechanical systems piping and ducts.
g. Control systems.
h. Communication systems.
i. Fire-detection and -alarm systems.
j. Conveying systems.
k. Electrical wiring systems.
l. Operating systems of special construction.

3. Other Construction Elements: Do not cut and patch other construction elements or components in a manner that could change their load-carrying capacity, that results in reducing their capacity to perform as intended, or that results in increased maintenance or decreased operational life or safety. Other construction elements include but are not limited to the following:
   a. Water, moisture, or vapor barriers.
   b. Membranes and flashings.
   c. Exterior curtain-wall construction.
   d. Sprayed fire-resistive material.
   e. Equipment supports.
   f. Piping, ductwork, vessels, and equipment.
   g. Noise- and vibration-control elements and systems.
4. Visual Elements: Do not cut and patch construction in a manner that results in visual evidence of cutting and patching. Do not cut and patch exposed construction in a manner that would, in Architect's opinion, reduce the building's aesthetic qualities. Remove and replace construction that has been cut and patched in a visually unsatisfactory manner.

D. Manufacturer's Installation Instructions: Obtain and maintain on-site manufacturer's written recommendations and instructions for installation of specified products and equipment.

PART 2 - PRODUCTS

2.1 MATERIALS

A. In-Place Materials: Use materials for patching identical to in-place materials. For exposed surfaces, use materials that visually match in-place adjacent surfaces to the fullest extent possible.
   1. If identical materials are unavailable or cannot be used, use materials that, when installed, will provide a match acceptable to Architect for the visual and functional performance of in-place materials. Use materials that are not considered hazardous.

B. Cleaning Agents: Use cleaning materials and agents recommended by manufacturer or fabricator of the surface to be cleaned. Do not use cleaning agents that are potentially hazardous to health or property or that might damage finished surfaces.
   1. Use cleaning products that comply with Green Seal's GS-37, or if GS-37 is not applicable, use products that comply with the California Code of Regulations maximum allowable VOC levels.

PART 3 - EXECUTION

3.1 EXAMINATION

A. Existing Conditions: The existence and location of underground and other utilities and construction indicated as existing are not guaranteed. Before beginning sitework, investigate and verify the existence and location of underground utilities, and other construction affecting the Work.
   1. Before construction, verify the location and invert elevation at points of connection of sanitary sewer, storm sewer, gas service piping, and water-service piping; underground electrical services; and other utilities.
   2. Furnish location data for work related to Project that must be performed by public utilities serving Project site.

B. Examination and Acceptance of Conditions: Before proceeding with each component of the Work, examine substrates, areas, and conditions, with Installer or Applicator present where indicated, for compliance with requirements for installation tolerances and other conditions affecting performance. Record observations.
   1. Examine roughing-in for mechanical and electrical systems to verify actual locations of connections before equipment and fixture installation.
   2. Examine walls, floors, and roofs for suitable conditions where products and systems are to be installed.
   3. Verify compatibility with and suitability of substrates, including compatibility with existing finishes or primers.

C. Written Report: Where a written report listing conditions detrimental to performance of the Work is required by other Sections, include the following:
   1. Description of the Work, including Specification Section number and paragraph, and Drawing sheet number and detail, where applicable.
   2. List of detrimental conditions, including substrates.
   3. List of unacceptable installation tolerances.
   4. Recommended corrections.

D. Proceed with installation only after unsatisfactory conditions have been corrected. Proceeding with the Work indicates acceptance of surfaces and conditions.

3.2 PREPARATION

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

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

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

D. Review of Contract Documents and Field Conditions: Immediately on discovery of the need for clarification of the Contract Documents, submit a request for information to Architect in accordance with requirements in Section 01 31 00 "Project Management and Coordination."

3.3 CONSTRUCTION LAYOUT

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

B. Engage a land surveyor experienced in laying out the Work, using the following accepted surveying practices:
   1. Establish benchmarks and control points to set lines and levels at each story of construction and elsewhere as needed to locate each element of Project.
   2. Establish limits on use of Project site.
   3. Establish dimensions within tolerances indicated. Do not scale Drawings to obtain required dimensions.
   4. Inform installers of lines and levels to which they must comply.
   5. Check the location, level and plumb, of every major element as the Work progresses.
   6. Notify Architect and Construction Manager when deviations from required lines and levels exceed allowable tolerances.
   7. Close site surveys with an error of closure equal to or less than the standard established by authorities having jurisdiction.

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

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

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

3.4 FIELD ENGINEERING

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

B. Reference Points: Locate existing permanent benchmarks, control points, and similar reference points before beginning the Work. Preserve and protect permanent benchmarks and control points during construction operations.
   1. Do not change or relocate existing benchmarks or control points without prior written approval of Architect. Report lost or destroyed permanent benchmarks or control points promptly. Report the need to relocate permanent benchmarks or control points to Architect before proceeding.
   2. Replace lost or destroyed permanent benchmarks and control points promptly. Base replacements on the original survey control points.

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

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

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

E. Final Property Survey: Engage a land surveyor to prepare a final property survey showing significant features (real property) for Project. Include on the survey a certification, signed by land surveyor, that principal metes, bounds, lines, and levels of Project are accurately positioned as shown on the survey.
1. Show boundary lines, monuments, streets, site improvements and utilities, existing improvements and significant vegetation, adjoining properties, acreage, grade contours, and the distance and bearing from a site corner to a legal point.
2. Recording: At Substantial Completion, have the final property survey recorded by or with authorities having jurisdiction as the official "property survey."

3.5 INSTALLATION

A. Locate the Work and components of the Work accurately, in correct alignment and elevation, as indicated.
1. Make vertical work plumb, and make horizontal work level.
2. Where space is limited, install components to maximize space available for maintenance and ease of removal for replacement.
3. Conceal pipes, ducts, and wiring in finished areas unless otherwise indicated.
4. Maintain minimum headroom clearance of 96 inches in occupied spaces and 90 inches in unoccupied spaces, unless otherwise indicated on Drawings.

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

C. Install products at the time and under conditions that will ensure satisfactory results as judged by Architect. Maintain conditions required for product performance until Substantial Completion.

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

E. Sequence the Work and allow adequate clearances to accommodate movement of construction items on-site and placement in permanent locations.

F. Tools and Equipment: Select tools or equipment that minimize production of excessive noise levels.

G. Templates: Obtain and distribute to the parties involved templates for Work specified to be factory prepared and field installed. Check Shop Drawings of other portions of the Work to confirm that adequate provisions are made for locating and installing products to comply with indicated requirements.

H. Attachment: Provide blocking and attachment plates and anchors and fasteners of adequate size and number to securely anchor each component in place, accurately located and aligned with other portions of the Work. Where size and type of attachments are not indicated, verify size and type required for load conditions with manufacturer.
   1. Mounting Heights: Where mounting heights are not indicated, mount components at heights directed by Architect.
   2. Allow for building movement, including thermal expansion and contraction.
   3. Coordinate installation of anchorages. Furnish setting drawings, templates, and directions for installing anchorages, including sleeves, concrete inserts, anchor bolts, and items with integral anchors, that are to be embedded in concrete or masonry. Deliver such items to Project site in time for installation.

I. Joints: Make joints of uniform width. Where joint locations in exposed Work are not indicated, arrange joints for the best visual effect, as judged by Architect. Fit exposed connections together to form hairline joints.

J. Repair or remove and replace damaged, defective, or nonconforming Work.
   1. Comply with Section 01 77 00 "Closeout Procedures" for repairing or removing and replacing defective Work.

3.6 CUTTING AND PATCHING

A. General: Employ skilled workers to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time, and complete without delay.
   1. Cut in-place construction to provide for installation of other components or performance of other construction, and subsequently patch as required to restore surfaces to their original condition.

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

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

D. Protection: Protect in-place construction during cutting and patching to prevent damage. Provide protection from adverse weather conditions for portions of Project that might be exposed during cutting and patching operations.

E. Adjacent Occupied Areas: Where interference with use of adjoining areas or interruption of free passage to adjoining areas is unavoidable, coordinate cutting and patching in accordance with requirements in Section 01 10 00 "Summary."

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

G. Cutting: Cut in-place construction by sawing, drilling, breaking, chipping, grinding, and similar operations, including excavation, using methods least likely to damage elements retained or adjoining construction. If possible, review proposed procedures with original Installer; comply with original Installer's written recommendations.
   1. In general, use hand or small power tools designed for sawing and grinding, not hammering and chopping. Cut holes and slots neatly to minimum size required, and with minimum disturbance of adjacent surfaces. Temporarily cover openings when not in use.
   2. Finished Surfaces: Cut or drill from the exposed or finished side into concealed surfaces.

3. Concrete and Masonry: Cut using a cutting machine, such as an abrasive saw or a diamond-core drill.
4. Excavating and Backfilling: Comply with requirements in applicable Sections where required by cutting and patching operations.
5. Mechanical and Electrical Services: Cut off pipe or conduit in walls or partitions to be removed. Cap, valve, or plug and seal remaining portion of pipe or conduit to prevent entrance of moisture or other foreign matter after cutting.
6. Proceed with patching after construction operations requiring cutting are complete.

H. Patching: Patch construction by filling, repairing, refinishing, closing up, and similar operations following performance of other Work. Patch with durable seams that are as invisible as practicable, as judged by Architect. Provide materials and comply with installation requirements specified in other Sections, where applicable.
1. Inspection: Where feasible, test and inspect patched areas after completion to demonstrate physical integrity of installation.
2. Exposed Finishes: Restore exposed finishes of patched areas and extend finish restoration into retained adjoining construction in a manner that will eliminate evidence of patching and refinishing.
    a. Clean piping, conduit, and similar features before applying paint or other finishing materials.
    b. Restore damaged pipe covering to its original condition.
3. Floors and Walls: Where walls or partitions that are removed extend one finished area into another, patch and repair floor and wall surfaces in the new space. Provide an even surface of uniform finish, color, texture, and appearance. Remove in-place floor and wall coverings and replace with new materials, if necessary, to achieve uniform color and appearance.
    a. Where patching occurs in a painted surface, prepare substrate and apply primer and intermediate paint coats appropriate for substrate over the patch, and apply final paint coat over entire unbroken surface containing the patch, corner to corner of wall and edge to edge of ceiling. Provide additional coats until patch blends with adjacent surfaces.
4. Ceilings: Patch, repair, or rehang in-place ceilings as necessary to provide an even-plane surface of uniform appearance.
5. Exterior Building Enclosure: Patch components in a manner that restores enclosure to a weathertight condition and ensures thermal and moisture integrity of building enclosure.

I. Cleaning: Clean areas and spaces where cutting and patching are performed. Remove paint, mortar, oils, putty, and similar materials from adjacent finished surfaces.

3.7 COORDINATION OF OWNER'S PORTION OF THE WORK

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

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

preinstallation conferences conducted by Owner's construction personnel if portions of the Work depend on Owner's construction.

3.8 PROGRESS CLEANING

A. Clean Project site and work areas daily, including common areas. Enforce requirements strictly. Dispose of materials lawfully.
   1. Comply with requirements in NFPA 241 for removal of combustible waste materials and debris.
   2. Do not hold waste materials more than seven days during normal weather or three days if the temperature is expected to rise above 80 deg F.
   3. Containerize hazardous and unsanitary waste materials separately from other waste. Mark containers appropriately and dispose of legally, according to regulations.
      a. Use containers intended for holding waste materials of type to be stored.
   4. Coordinate progress cleaning for joint-use areas where Contractor and other contractors are working concurrently.

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

C. Work Areas: Clean areas where Work is in progress to the level of cleanliness necessary for proper execution of the Work.
   1. Remove liquid spills promptly.
   2. Where dust would impair proper execution of the Work, broom-clean or vacuum the entire work area, as appropriate.

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

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

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

G. Waste Disposal: Do not bury or burn waste materials on-site. Do not wash waste materials down sewers or into waterways. Comply with waste disposal requirements in Section 01 50 00 "Temporary Facilities and Controls." Section 01 74 19 "Construction Waste Management and Disposal."

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

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

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

3.9 STARTING AND ADJUSTING

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

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

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

D. Manufacturer's Field Service: Comply with qualification requirements in Section 01 40 00 "Quality Requirements."

3.10 PROTECTION AND REPAIR OF INSTALLED CONSTRUCTION

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

B. Repair Work previously completed and subsequently damaged during construction period. Repair to like-new condition.

C. Protection of Existing Items: Provide protection and ensure that existing items to remain undisturbed by construction are maintained in condition that existed at commencement of the Work.

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

END OF SECTION 01 73 00

SECTION 01 77 00 - CLOSEOUT PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. Section includes administrative and procedural requirements for Contract closeout, including, but not limited to, the following:
   1. Substantial Completion procedures.
   2. Final completion procedures.
   3. Warranties.
   4. Final cleaning.

B. Related Requirements:
   1. Section 01 29 00 "Payment Procedures" for requirements for Applications for Payment for Substantial Completion and Final Completion.
   2. Section 01 32 33 "Photographic Documentation" for submitting Final Completion construction photographic documentation.
   3. Section 01 78 23 "Operation and Maintenance Data" for additional operation and maintenance manual requirements.
   4. Section 01 78 39 "Project Record Documents" for submitting Record Drawings, Record Specifications, and Record Product Data.
   5. Section 01 79 00 "Demonstration and Training" for requirements to train the Owner's maintenance personnel to adjust, operate, and maintain products, equipment, and systems.

1.3 DEFINITIONS

A. List of Incomplete Items: Contractor-prepared list of items to be completed or corrected, prepared for the Architect's use prior to Architect's inspection, to determine if the Work is substantially complete.

1.4 ACTION SUBMITTALS

A. Product Data: For each type of cleaning agent.

B. Contractor's List of Incomplete Items: Initial submittal at Substantial Completion.

C. Certified List of Incomplete Items: Final submittal at Final Completion.

1.5 CLOSEOUT SUBMITTALS

A. Certificates of Release: From authorities having jurisdiction.

B. Certificate of Insurance: For continuing coverage.

C. Field Report: For pest-control inspection.

1.6 MAINTENANCE MATERIAL SUBMITTALS

A. Schedule of Maintenance Material Items: For maintenance material submittal items required by other Sections.

1.7 SUBSTANTIAL COMPLETION PROCEDURES

A. Contractor's List of Incomplete Items: Prepare and submit a list of items to be completed and corrected (Contractor's "punch list"), indicating the value of each item on the list and reasons why the Work is incomplete.

B. Submittals Prior to Substantial Completion: Complete the following a minimum of 10 days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.
   1. Certificates of Release: Obtain and submit releases from authorities having jurisdiction, permitting Owner unrestricted use of the Work and access to services and utilities. Include occupancy permits, operating certificates, and similar releases.
   2. Submit closeout submittals specified in other Division 01 Sections, including Project Record Documents, operation and maintenance manuals, damage or settlement surveys, property surveys, and similar final record information.
   3. Submit closeout submittals specified in individual Sections, including specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.
   4. Submit maintenance material submittals specified in individual Sections, including tools, spare parts, extra materials, and similar items, and deliver to location designated by Architect. Label with manufacturer's name and model number.
      a. Schedule of Maintenance Material Items: Prepare and submit schedule of maintenance material submittal items, including name and quantity of each item and name and number of related Specification Section. Obtain Owner's signature for receipt of submittals.
   5. Submit testing, adjusting, and balancing records.
   6. Submit sustainable design submittals not previously submitted.
   7. Submit changeover information related to Owner's occupancy, use, operation, and maintenance.

C. Procedures Prior to Substantial Completion: Complete the following a minimum of 10 days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.
   1. Advise Owner of pending insurance changeover requirements.
   2. Make final changeover of permanent locks and deliver keys to Owner. Advise Owner's personnel of changeover in security provisions.
   3. Complete startup and testing of systems and equipment.
   4. Perform preventive maintenance on equipment used prior to Substantial Completion.
   5. Instruct Owner's personnel in operation, adjustment, and maintenance of products, equipment, and systems. Submit demonstration and training video recordings specified in Section 01 79 00 "Demonstration and Training."
   6. Advise Owner of changeover in utility services.
   7. Participate with Owner in conducting inspection and walkthrough with local emergency responders.
   8. Terminate and remove temporary facilities from Project site, along with mockups, construction tools, and similar elements.
   9. Complete final cleaning requirements.
   10. Touch up paint and otherwise repair and restore marred exposed finishes to eliminate visual defects.

D. Inspection: Submit a written request for inspection to determine Substantial Completion a minimum of 10 days prior to date the Work will be completed and ready for final inspection and tests. On receipt of request, Architect and Construction Manager will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare the Certificate of Substantial Completion after inspection or will notify Contractor of items, either on Contractor's list or additional items identified by Architect, that must be completed or corrected before certificate will be issued.
   1. Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.
   2. Results of completed inspection will form the basis of requirements for Final Completion.

1.8 FINAL COMPLETION PROCEDURES

A. Submittals Prior to Final Completion: Before requesting final inspection for determining Final Completion, complete the following:
   1. Submit a final Application for Payment in accordance with Section 01 29 00 "Payment Procedures."
   2. Certified List of Incomplete Items: Submit certified copy of Architect's Substantial Completion inspection list of items to be completed or corrected (punch list), endorsed and dated by Architect. Certified copy of the list shall state that each item has been completed or otherwise resolved for acceptance.
   3. Certificate of Insurance: Submit evidence of final, continuing insurance coverage complying with insurance requirements.
   4. Submit pest-control final inspection report.
   5. Submit Final Completion photographic documentation.

B. Inspection: Submit a written request for final inspection to determine acceptance a minimum of 10 days prior to date the Work will be completed and ready for final inspection and tests. On receipt of request, Architect will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare a final Certificate for Payment after inspection or will notify Contractor of construction that must be completed or corrected before certificate will be issued.
   1. Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.

1.9 LIST OF INCOMPLETE ITEMS

A. Organization of List: Include name and identification of each space and area affected by construction operations for incomplete items and items needing correction including, if necessary, areas disturbed by Contractor that are outside the limits of construction.
   1. Organize list of spaces in sequential order, starting with exterior areas first listed by room or space number.
   2. Organize items applying to each space by major element, including categories for ceilings, individual walls, floors, equipment, and building systems.
   3. Include the following information at the top of each page:
      a. Project name.
      b. Date.
      c. Name of Architect.
      d. Name of Contractor.
      e. Page number.
   4. Submit list of incomplete items in the following format:

a. MS Excel Electronic File: Architect will return annotated file.
b. PDF Electronic File: Architect will return annotated file.
c. Three Paper Copies: Architect will return two copies.

1.10 SUBMITTAL OF PROJECT WARRANTIES

A. Time of Submittal: Submit written warranties on request of Architect for designated portions of the Work where warranties are indicated to commence on dates other than date of Substantial Completion, or when delay in submittal of warranties might limit Owner's rights under warranty.

B. Partial Occupancy: Submit properly executed warranties within 15 days of completion of designated portions of the Work that are completed and occupied or used by Owner during construction period by separate agreement with Contractor.

C. Organize warranty documents into an orderly sequence based on the table of contents of Project Manual.

D. Warranties in Paper Form:
1. Bind warranties and bonds in heavy-duty, three-ring, vinyl-covered, loose-leaf binders, thickness as necessary to accommodate contents, and sized to receive 8-1/2-by-11-inch paper.
2. Provide heavy paper dividers with plastic-covered tabs for each separate warranty. Mark tab to identify the product or installation. Provide a typed description of the product or installation, including the name of the product and the name, address, and telephone number of Installer.
3. Identify each binder on the front and spine with the typed or printed title "WARRANTIES," Project name, and name of Contractor.

E. Provide additional copies of each warranty to include in operation and maintenance manuals.

PART 2 - PRODUCTS

2.1 MATERIALS

A. Cleaning Agents: Use cleaning materials and agents recommended by manufacturer or fabricator of the surface to be cleaned. Do not use cleaning agents that are potentially hazardous to health or property or that might damage finished surfaces.
1. Use cleaning products that comply with Green Seal's GS-37, or if GS-37 is not applicable, use products that comply with the California Code of Regulations maximum allowable VOC levels.

PART 3 - EXECUTION

3.1 FINAL CLEANING

A. General: Perform final cleaning. Conduct cleaning and waste-removal operations to comply with local laws and ordinances and Federal and local environmental and antipollution regulations.

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

1. Complete the following cleaning operations before requesting inspection for certification of Substantial Completion for entire Project or for a designated portion of Project:
    a. Clean Project site of rubbish, waste material, litter, and other foreign substances.
    b. Sweep paved areas broom clean. Remove petrochemical spills, stains, and other foreign deposits.
    c. Rake grounds that are not planted, mulched, or paved to a smooth, even-textured surface.
    d. Remove tools, construction equipment, machinery, and surplus material from Project site.
    e. Remove snow and ice to provide safe access to building.
    f. Clean exposed exterior and interior hard-surfaced finishes to a dirt-free condition, free of stains, films, and similar foreign substances. Avoid disturbing natural weathering of exterior surfaces. Restore reflective surfaces to their original condition.
    g. Remove debris and surface dust from limited-access spaces, including roofs, plenums, shafts, trenches, equipment vaults, manholes, attics, and similar spaces.
    h. Clean flooring, removing debris, dirt, and staining; clean according to manufacturer's recommendations.
    i. Vacuum and mop concrete.
    j. Vacuum carpet and similar soft surfaces, removing debris and excess nap; clean according to manufacturer's recommendations if visible soil or stains remain.
    k. Clean transparent materials, including mirrors and glass in doors and windows. Remove glazing compounds and other noticeable, vision-obscuring materials. Polish mirrors and glass, taking care not to scratch surfaces.
    l. Remove labels that are not permanent.
    m. Wipe surfaces of mechanical and electrical equipment, elevator equipment, and similar equipment. Remove excess lubrication, paint and mortar droppings, and other foreign substances.
    n. Clean plumbing fixtures to a sanitary condition, free of stains, including stains resulting from water exposure.
    o. Replace disposable air filters and clean permanent air filters. Clean exposed surfaces of diffusers, registers, and grills.
    p. Clean ducts, blowers, and coils if units were operated without filters during construction or that display contamination with particulate matter on inspection.
        1) Clean HVAC system in compliance with NADCA ACR. Provide written report on completion of cleaning.
    q. Clean luminaires, lamps, globes, and reflectors to function with full efficiency.
    r. Clean strainers.
    s. Leave Project clean and ready for occupancy.

C. Pest Control: Comply with pest control requirements in Section 01 50 00 "Temporary Facilities and Controls." Prepare written report.

D. Construction Waste Disposal: Comply with waste-disposal requirements in Section 01 74 19 "Construction Waste Management and Disposal."

3.2 REPAIR OF THE WORK

A. Complete repair and restoration operations required by Section 01 73 00 "Execution" before requesting inspection for determination of Substantial Completion.

END OF SECTION 01 77 00

SECTION 01 78 23 - OPERATION AND MAINTENANCE DATA

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. Section includes administrative and procedural requirements for preparing operation and maintenance manuals, including the following:
   1. Operation and maintenance documentation directory manuals.
   2. Emergency manuals.
   3. Systems and equipment operation manuals.
   4. Systems and equipment maintenance manuals.
   5. Product maintenance manuals.

B. Related Requirements:
   1. Section 01 33 00 "Submittal Procedures" for submitting copies of submittals for operation and maintenance manuals.

1.3 DEFINITIONS

A. System: An organized collection of parts, equipment, or subsystems united by regular interaction.

B. Subsystem: A portion of a system with characteristics similar to a system.

1.4 CLOSEOUT SUBMITTALS

A. Submit operation and maintenance manuals indicated. Provide content for each manual as specified in individual Specification Sections, and as reviewed and approved at the time of Section submittals. Submit reviewed manual content formatted and organized as required by this Section.
   1. Architect will comment on whether content of operation and maintenance submittals is acceptable.
   2. Where applicable, clarify and update reviewed manual content to correspond to revisions and field conditions.

B. Format: Submit operation and maintenance manuals in the following format:
   1. Submit on digital media acceptable to Architect by email to Architect. Enable reviewer comments on draft submittals.
   2. Submit [three] paper copies. Architect, through Construction Manager, will return two copies.

C. Initial Manual Submittal: Submit draft copy of each manual at least 30 days before commencing demonstration and training. Architect and Commissioning Authority will comment on whether general scope and content of manual are acceptable.

D. Final Manual Submittal: Submit each manual in final form prior to requesting inspection for Substantial Completion and at least 15 days before commencing demonstration and training. Architect and Commissioning Authority will return copy with comments.

1. Correct or revise each manual to comply with Architect's and Commissioning Authority's comments. Submit copies of each corrected manual within 15 days of receipt of Architect's and Commissioning Authority's comments and prior to commencing demonstration and training.

E. Comply with Section 01 77 00 "Closeout Procedures" for schedule for submitting operation and maintenance documentation.

1.5 FORMAT OF OPERATION AND MAINTENANCE MANUALS

A. Manuals, Electronic Files: Submit manuals in the form of a multiple file composite electronic PDF file for each manual type required.
1. Electronic Files: Use electronic files prepared by manufacturer where available. Where scanning of paper documents is required, configure scanned file for minimum readable file size.
2. File Names and Bookmarks: Bookmark individual documents based on file names. Name document files to correspond to system, subsystem, and equipment names used in manual directory and table of contents. Group documents for each system and subsystem into individual composite bookmarked files, then create composite manual, so that resulting bookmarks reflect the system, subsystem, and equipment names in a readily navigated file tree. Configure electronic manual to display bookmark panel on opening file.

B. Manuals, Paper Copy: Submit manuals in the form of hard-copy, bound and labeled volumes.
1. Binders: Heavy-duty, three-ring, vinyl-covered, loose-leaf binders, in thickness necessary to accommodate contents, sized to hold 8-1/2-by-11-inch paper; with clear plastic sleeve on spine to hold label describing contents and with pockets inside covers to hold folded oversize sheets.
a. If two or more binders are necessary to accommodate data of a system, organize data in each binder into groupings by subsystem and related components. Cross-reference other binders if necessary to provide essential information for proper operation or maintenance of equipment or system.
b. Identify each binder on front and spine, with printed title "OPERATION AND MAINTENANCE MANUAL," Project title or name, subject matter of contents, and indicate Specification Section number on bottom of spine. Indicate volume number for multiple-volume sets.
2. Dividers: Heavy-paper dividers with plastic-covered tabs for each section of the manual. Mark each tab to indicate contents. Include typed list of products and major components of equipment included in the section on each divider, cross-referenced to Specification Section number and title of Project Manual.
3. Protective Plastic Sleeves: Transparent plastic sleeves designed to enclose diagnostic software storage media for computerized electronic equipment. Enclose title pages and directories in clear plastic sleeves.
4. Supplementary Text: Prepared on 8-1/2-by-11-inch white bond paper.
5. Drawings: Attach reinforced, punched binder tabs on drawings and bind with text.
a. If oversize drawings are necessary, fold drawings to same size as text pages and use as foldouts.
b. If drawings are too large to be used as foldouts, fold and place drawings in labeled envelopes and bind envelopes in rear of manual. At appropriate locations in manual, insert typewritten pages indicating drawing titles, descriptions of contents, and drawing locations.

1.6 REQUIREMENTS FOR EMERGENCY, OPERATION, AND MAINTENANCE MANUALS

A. Organization of Manuals: Unless otherwise indicated, organize each manual into a separate section for each system and subsystem, and a separate section for each piece of equipment not part of a system. Each manual shall contain the following materials, in the order listed:
   1. Title page.
   2. Table of contents.
   3. Manual contents.

B. Title Page: Include the following information:
   1. Subject matter included in manual.
   2. Name and address of Project.
   3. Name and address of Owner.
   4. Date of submittal.
   5. Name and contact information for Contractor.
   6. Name and contact information for Construction Manager.
   7. Name and contact information for Architect.
   8. Name and contact information for Commissioning Authority.
   9. Names and contact information for major consultants to the Architect that designed the systems contained in the manuals.
   10. Cross-reference to related systems in other operation and maintenance manuals.

C. Table of Contents: List each product included in manual, identified by product name, indexed to the content of the volume, and cross-referenced to Specification Section number in Project Manual.
   1. If operation or maintenance documentation requires more than one volume to accommodate data, include comprehensive table of contents for all volumes in each volume of the set.

D. Manual Contents: Organize into sets of manageable size. Arrange contents alphabetically by system, subsystem, and equipment. If possible, assemble instructions for subsystems, equipment, and components of one system into a single binder.

E. Identification: In the documentation directory and in each operation and maintenance manual, identify each system, subsystem, and piece of equipment with same designation used in the Contract Documents. If no designation exists, assign a designation according to ASHRAE Guideline 4, "Preparation of Operating and Maintenance Documentation for Building Systems."

1.7 OPERATION AND MAINTENANCE DOCUMENTATION DIRECTORY MANUAL

A. Operation and Maintenance Documentation Directory: Prepare a separate manual that provides an organized reference to emergency, operation, and maintenance manuals. List items and their location to facilitate ready access to desired information. Include the following:
   1. List of Systems and Subsystems: List systems alphabetically. Include references to operation and maintenance manuals that contain information about each system.
   2. List of Equipment: List equipment for each system, organized alphabetically by system. For pieces of equipment not part of system, list alphabetically in separate list.
   3. Tables of Contents: Include a table of contents for each emergency, operation, and maintenance manual.

1.8 EMERGENCY MANUALS

A. Emergency Manual: Assemble a complete set of emergency information indicating procedures for use by emergency personnel and by Owner's operating personnel for types of emergencies indicated.

B. Content: Organize manual into a separate section for each of the following:
   1. Type of emergency.
   2. Emergency instructions.
   3. Emergency procedures.

C. Type of Emergency: Where applicable for each type of emergency indicated below, include instructions and procedures for each system, subsystem, piece of equipment, and component:
   1. Fire.
   2. Flood.
   3. Gas leak.
   4. Water leak.
   5. Power failure.
   6. Water outage.
   7. System, subsystem, or equipment failure.
   8. Chemical release or spill.

D. Emergency Instructions: Describe and explain warnings, trouble indications, error messages, and similar codes and signals. Include responsibilities of Owner's operating personnel for notification of Installer, supplier, and manufacturer to maintain warranties.

E. Emergency Procedures: Include the following, as applicable:
   1. Instructions on stopping.
   2. Shutdown instructions for each type of emergency.
   3. Operating instructions for conditions outside normal operating limits.
   4. Required sequences for electric or electronic systems.
   5. Special operating instructions and procedures.

1.9 SYSTEMS AND EQUIPMENT OPERATION MANUALS

A. Systems and Equipment Operation Manual: Assemble a complete set of data indicating operation of each system, subsystem, and piece of equipment not part of a system. Include information required for daily operation and management, operating standards, and routine and special operating procedures.
   1. Engage a factory-authorized service representative to assemble and prepare information for each system, subsystem, and piece of equipment not part of a system.
   2. Prepare a separate manual for each system and subsystem, in the form of an instructional manual for use by Owner's operating personnel.

B. Content: In addition to requirements in this Section, include operation data required in individual Specification Sections and the following information:
   1. System, subsystem, and equipment descriptions. Use designations for systems and equipment indicated on Contract Documents.
   2. Performance and design criteria if Contractor has delegated design responsibility.
   3. Operating standards.
   4. Operating procedures.
   5. Operating logs.
   6. Wiring diagrams.

7. Control diagrams.
8. Piped system diagrams.
9. Precautions against improper use.
10. License requirements including inspection and renewal dates.

C. Descriptions: Include the following:
1. Product name and model number. Use designations for products indicated on Contract Documents.
2. Manufacturer's name.
3. Equipment identification with serial number of each component.
4. Equipment function.
5. Operating characteristics.
6. Limiting conditions.
7. Performance curves.
8. Engineering data and tests.
9. Complete nomenclature and number of replacement parts.

D. Operating Procedures: Include the following, as applicable:
1. Startup procedures.
2. Equipment or system break-in procedures.
3. Routine and normal operating instructions.
4. Regulation and control procedures.
5. Instructions on stopping.
6. Normal shutdown instructions.
7. Seasonal and weekend operating instructions.
8. Required sequences for electric or electronic systems.
9. Special operating instructions and procedures.

E. Systems and Equipment Controls: Describe the sequence of operation, and diagram controls as installed.

F. Piped Systems: Diagram piping as installed, and identify color coding where required for identification.

1.10 SYSTEMS AND EQUIPMENT MAINTENANCE MANUALS

A. Systems and Equipment Maintenance Manuals: Assemble a complete set of data indicating maintenance of each system, subsystem, and piece of equipment not part of a system. Include manufacturers' maintenance documentation, preventive maintenance procedures and frequency, repair procedures, wiring and systems diagrams, lists of spare parts, and warranty information.
1. Engage a factory-authorized service representative to assemble and prepare information for each system, subsystem, and piece of equipment not part of a system.
2. Prepare a separate manual for each system and subsystem, in the form of an instructional manual for use by Owner's operating personnel.

B. Content: For each system, subsystem, and piece of equipment not part of a system, include source information, manufacturers' maintenance documentation, maintenance procedures, maintenance and service schedules, spare parts list and source information, maintenance service contracts, and warranties and bonds as described below.

C. Source Information: List each system, subsystem, and piece of equipment included in manual, identified by product name and arranged to match manual's table of contents. For each product, list name, address, and telephone number of Installer or supplier and maintenance service agent,

and cross-reference Specification Section number and title in Project Manual and drawing or schedule designation or identifier where applicable.

D. Manufacturers' Maintenance Documentation: Include the following information for each component part or piece of equipment:
   1. Standard maintenance instructions and bulletins; include only sheets pertinent to product or component installed. Mark each sheet to identify each product or component incorporated into the Work. If data include more than one item in a tabular format, identify each item using appropriate references from the Contract Documents. Identify data applicable to the Work and delete references to information not applicable.
      a. Prepare supplementary text if manufacturers' standard printed data are not available and where the information is necessary for proper operation and maintenance of equipment or systems.
   2. Drawings, diagrams, and instructions required for maintenance, including disassembly and component removal, replacement, and assembly.
   3. Identification and nomenclature of parts and components.
   4. List of items recommended to be stocked as spare parts.

E. Maintenance Procedures: Include the following information and items that detail essential maintenance procedures:
   1. Test and inspection instructions.
   2. Troubleshooting guide.
   3. Precautions against improper maintenance.
   4. Disassembly; component removal, repair, and replacement; and reassembly instructions.
   5. Aligning, adjusting, and checking instructions.
   6. Demonstration and training video recording, if available.

F. Maintenance and Service Schedules: Include service and lubrication requirements, list of required lubricants for equipment, and separate schedules for preventive and routine maintenance and service with standard time allotment.
   1. Scheduled Maintenance and Service: Tabulate actions for daily, weekly, monthly, quarterly, semiannual, and annual frequencies.
   2. Maintenance and Service Record: Include manufacturers' forms for recording maintenance.

G. Spare Parts List and Source Information: Include lists of replacement and repair parts, with parts identified and cross-referenced to manufacturers' maintenance documentation and local sources of maintenance materials and related services.

H. Maintenance Service Contracts: Include copies of maintenance agreements with name and telephone number of service agent.

I. Warranties and Bonds: Include copies of warranties and bonds and lists of circumstances and conditions that would affect validity of warranties or bonds.
   1. Include procedures to follow and required notifications for warranty claims.

J. Drawings: Prepare drawings supplementing manufacturers' printed data to illustrate the relationship of component parts of equipment and systems and to illustrate control sequence and flow diagrams. Coordinate these drawings with information contained in record Drawings to ensure correct illustration of completed installation.
   1. Do not use original project record documents as part of maintenance manuals.

1.11 PRODUCT MAINTENANCE MANUALS

A. Product Maintenance Manual: Assemble a complete set of maintenance data indicating care and maintenance of each product, material, and finish incorporated into the Work.

B. Content: Organize manual into a separate section for each product, material, and finish. Include source information, product information, maintenance procedures, repair materials and sources, and warranties and bonds, as described below.

C. Source Information: List each product included in manual, identified by product name and arranged to match manual's table of contents. For each product, list name, address, and telephone number of Installer or supplier and maintenance service agent, and cross-reference Specification Section number and title in Project Manual and drawing or schedule designation or identifier where applicable.

D. Product Information: Include the following, as applicable:
   1. Product name and model number.
   2. Manufacturer's name.
   3. Color, pattern, and texture.
   4. Material and chemical composition.
   5. Reordering information for specially manufactured products.

E. Maintenance Procedures: Include manufacturer's written recommendations and the following:
   1. Inspection procedures.
   2. Types of cleaning agents to be used and methods of cleaning.
   3. List of cleaning agents and methods of cleaning detrimental to product.
   4. Schedule for routine cleaning and maintenance.
   5. Repair instructions.

F. Repair Materials and Sources: Include lists of materials and local sources of materials and related services.

G. Warranties and Bonds: Include copies of warranties and bonds and lists of circumstances and conditions that would affect validity of warranties or bonds.
   1. Include procedures to follow and required notifications for warranty claims.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 78 23

SECTION 01 78 39 - PROJECT RECORD DOCUMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. Section includes administrative and procedural requirements for Project Record Documents, including the following:

1. Record Drawings.
2. Record specifications.
3. Record Product Data.
4. Miscellaneous record submittals.

B. Related Requirements:

1. Section 01 12 00 "Multiple Contract Summary" for coordinating Project Record Documents covering the Work of multiple contracts.
2. Section 01 73 00 "Execution" for final property survey.
3. Section 01 77 00 "Closeout Procedures" for general closeout procedures.
4. Section 01 78 23 "Operation and Maintenance Data" for operation and maintenance manual requirements.

1.3 CLOSEOUT SUBMITTALS

A. Record Drawings: Comply with the following:

1. Number of Copies: Submit one set(s) of marked-up record prints.
2. Number of Copies: Submit copies of Record Drawings as follows:

a. Initial Submittal:

1) Submit one paper-copy set(s) of marked-up record prints.
2) Submit PDF electronic files of scanned record prints and one set(s) of file prints.
3) Submit Record Digital Data Files and one set(s) of plots.
4) Architect will indicate whether general scope of changes, additional information recorded, and quality of drafting are acceptable.

b. Final Submittal:

1) Submit three> paper-copy set(s) of marked-up record prints.
2) Submit PDF electronic files of scanned Record Prints and three set(s) of file prints.
3) Print each drawing, whether or not changes and additional information were recorded.

c. Final Submittal:

1) Submit one paper-copy set(s) of marked-up record prints.
2) Submit Record Digital Data Files and three set(s) of Record Digital Data File plots.
3) Plot each drawing file, whether or not changes and additional information were recorded.

B. Record Specifications: Submit annotated PDF electronic files of Project's Specifications, including addenda and Contract modifications.

C. Record Product Data: Submit annotated PDF electronic files and directories of each submittal.

1. Where record Product Data are required as part of operation and maintenance manuals, submit duplicate marked-up Product Data as a component of manual.

D. Miscellaneous Record Submittals: See other Specification Sections for miscellaneous record-keeping requirements and submittals in connection with various construction activities. Submit annotated PDF electronic files and directories of each submittal.

E. Reports: Submit written report weekly indicating items incorporated into Project Record Documents concurrent with progress of the Work, including revisions, concealed conditions, field changes, product selections, and other notations incorporated.

1.4 RECORD DRAWINGS

A. Record Prints: Maintain one set of marked-up paper copies of the Contract Drawings and Shop Drawings, incorporating new and revised drawings as modifications are issued.

1. Preparation: Mark record prints to show the actual installation, where installation varies from that shown originally. Require individual or entity who obtained record data, whether individual or entity is Installer, subcontractor, or similar entity, to provide information for preparation of corresponding marked-up record prints.

a. Give particular attention to information on concealed elements that would be difficult to identify or measure and record later.
b. Accurately record information in an acceptable drawing technique.
c. Record data as soon as possible after obtaining it.
d. Record and check the markup before enclosing concealed installations.
e. Cross-reference record prints to corresponding photographic documentation.

2. Content: Types of items requiring marking include, but are not limited to, the following:

a. Dimensional changes to Drawings.
b. Revisions to details shown on Drawings.
c. Depths of foundations.
d. Locations and depths of underground utilities.
e. Revisions to routing of piping and conduits.
f. Revisions to electrical circuitry.
g. Actual equipment locations.
h. Duct size and routing.
i. Locations of concealed internal utilities.
j. Changes made by Change Order or Construction Change Directive.
k. Changes made following Architect's written orders.
l. Details not on the original Contract Drawings.
m. Field records for variable and concealed conditions.
n. Record information on the Work that is shown only schematically.

3. Mark the Contract Drawings and Shop Drawings completely and accurately. Use personnel proficient at recording graphic information in production of marked-up record prints.
4. Mark record prints with erasable, red-colored pencil. Use other colors to distinguish between changes for different categories of the Work at same location.
5. Mark important additional information that was either shown schematically or omitted from original Drawings.
6. Note Construction Change Directive numbers, alternate numbers, Change Order numbers, and similar identification, where applicable.

B. Record Digital Data Files: Immediately before inspection for Certificate of Substantial Completion, review marked-up record prints with Architect and Construction Manager When authorized, prepare a full set of corrected digital data files of the Contract Drawings, as follows:

1. Format: Same digital data software program, version, and operating system as for the original Contract Drawings.
2. Format: DWG, Version 2018, Microsoft Windows operating system.
3. Format: Annotated PDF electronic file with comment function enabled.
4. Incorporate changes and additional information previously marked on record prints. Delete, redraw, and add details and notations where applicable.
5. Refer instances of uncertainty to Architect through Construction Manager for resolution.
6. Architect will furnish Contractor with one set of digital data files of the Contract Drawings for use in recording information.

a. See Section 01 31 00 "Project Management and Coordination" for requirements related to use of Architect's digital data files.
b. Architect will provide data file layer information. Record markups in separate layers.

C. Format: Identify and date each Record Drawing; include the designation "PROJECT RECORD DRAWING" in a prominent location.

1. Record Prints: Organize record prints into manageable sets. Bind each set with durable paper cover sheets. Include identification on cover sheets.
2. Format: Annotated PDF electronic file with comment function enabled.

3. Record Digital Data Files: Organize digital data information into separate electronic files that correspond to each sheet of the Contract Drawings. Name each file with the sheet identification. Include identification in each digital data file.
4. Identification: As follows:

    a. Project name.
    b. Date.
    c. Designation "PROJECT RECORD DRAWINGS."
    d. Name of Architect and Construction Manager.
    e. Name of Contractor.

1.5 RECORD SPECIFICATIONS

A. Preparation: Mark Specifications to indicate the actual product installation, where installation varies from that indicated in Specifications, addenda, and Contract modifications.

1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
2. Mark copy with the proprietary name and model number of products, materials, and equipment furnished, including substitutions and product options selected.
3. Record the name of manufacturer, supplier, Installer, and other information necessary to provide a record of selections made.
4. For each principal product, indicate whether Record Product Data has been submitted in operation and maintenance manuals instead of submitted as Record Product Data.
5. Note related Change Orders, Record Product Data, and Record Drawings where applicable.

B. Format: Submit record specifications as annotated PDF electronic file

1.6 RECORD PRODUCT DATA

A. Recording: Maintain one copy of each submittal during the construction period for Project Record Document purposes. Post changes and revisions to Project Record Documents as they occur; do not wait until end of Project.

B. Preparation: Mark Product Data to indicate the actual product installation where installation varies substantially from that indicated in Product Data submittal.

1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
2. Include significant changes in the product delivered to Project site and changes in manufacturer's written instructions for installation.
3. Note related Change Orders, Record Specifications, and Record Drawings where applicable.

C. Format: Submit Record Product Data as annotated PDF electronic file.

1. Include Record Product Data directory organized by Specification Section number and title, electronically linked to each item of Record Product Data.

1.7 MISCELLANEOUS RECORD SUBMITTALS

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

B. Format: Submit miscellaneous record submittals as PDF electronic file

1. Include miscellaneous record submittals directory organized by Specification Section number and title, electronically linked to each item of miscellaneous record submittals.

1.8 MAINTENANCE OF RECORD DOCUMENTS

A. Maintenance of Record Documents: Store Record Documents in the field office apart from the Contract Documents used for construction. Do not use Project Record Documents for construction purposes. Maintain Record Documents in good order and in a clean, dry, legible condition, protected from deterioration and loss. Provide access to Project Record Documents for Architect's and Construction Manager's reference during normal working hours.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 78 39

SECTION 01 79 00 - 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. Instruction in operation and maintenance of systems, subsystems, and equipment.
   2. Demonstration and training video recordings.

B. Unit Price for Instruction Time: Length of instruction time will be measured by actual time spent performing demonstration and training in required location. No payment will be made for time spent assembling educational materials, setting up, or cleaning up.

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.
   1. Indicate proposed training modules using manufacturer-produced demonstration and training video recordings for systems, equipment, and products in lieu of video recording of live instructional module.

B. Qualification Data: For facilitator.

C. Attendance Record: For each training module, submit list of participants and length of instruction time.

D. 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 and bound in format matching operation and maintenance manuals. Mark appropriate identification on front and spine of each binder. Include a cover sheet with same label information as the corresponding video recording. Include name of Project and date of video recording on each page.
   3. 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.

4. At completion of training, submit complete training manual(s) for Owner's use prepared in same PDF file format required for operation and maintenance manuals specified in Section 01 78 23 "Operation and Maintenance Data."

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, complying with requirements in Section 01 40 00 "Quality Requirements," experienced in operation and maintenance procedures and training.

C. Videographer Qualifications: A professional videographer who is experienced photographing demonstration and training events similar to those required.

D. Preinstruction Conference: Conduct conference at Project site to comply with requirements in Section 01 31 00 "Project Management and 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 have been reviewed and approved by Architect.

1.7 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. Systems and equipment operation manuals.
   c. Systems and equipment maintenance manuals.
   d. Product maintenance manuals.
   e. Project Record Documents.
   f. Identification systems.
   g. Warranties and bonds.
   h. 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.

1.8 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 01 78 23 "Operation and Maintenance Data."

B. Set up instructional equipment at instruction location.

1.9 INSTRUCTION

A. Facilitator: Engage a qualified facilitator to prepare instruction program and training modules, to coordinate instructors, and to coordinate between Contractor and Owner for number of participants, instruction times, and location.

B. 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.

C. 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.

D. 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.

E. Evaluation: At conclusion of each training module, assess and document each participant's mastery of module by use of an oral performance-based test.

F. Cleanup: Collect used and leftover educational materials and give to Owner. Remove instructional equipment. Restore systems and equipment to condition existing before initial training use.

1.10 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. Digital Video Recordings: Provide high-resolution, digital video in MPEG format, produced by a digital camera with minimum sensor resolution of 12 megapixels and capable of recording in full HD mode.
   1. Submit video recordings on CD-ROM or thumb drive.
   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 on 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 recording that describes the following for each Contractor involved on the Project, arranged according to Project Manual table of contents:
      a. Name of Contractor/Installer.
      b. Business address.
      c. Business phone number.
      d. Point of contact.
      e. Email 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.

PART 2 - PRODUCTS

PART 3 - EXECUTION

END OF SECTION 01 79 00

SECTION 02 41 19 - SELECTIVE DEMOLITION

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Demolition and removal of selected portions of building or structure.
2. Demolition and removal of selected site elements.
3. Salvage of existing items to be reused or recycled.

1.2 DEFINITIONS

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

B. Remove and Salvage: Carefully detach from existing construction, in a manner to prevent damage, and deliver to Owner[ready for reuse].

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

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

1.3 PREINSTALLATION MEETINGS

A. Predemolition Conference: Conduct conference at [Project site .

1.4 INFORMATIONAL SUBMITTALS

A. Qualification Data: For refrigerant recovery technician.

B. Predemolition Photographs or Video: Submit before Work begins.

C. Statement of Refrigerant Recovery: Signed by refrigerant recovery technician.

1.5 CLOSEOUT SUBMITTALS

A. Landfill Records: Indicate receipt and acceptance of hazardous wastes by a landfill facility licensed to accept hazardous wastes.

1.6 QUALITY ASSURANCE

A. Refrigerant Recovery Technician Qualifications: Certified by an EPA-approved certification program.

1.7 FIELD CONDITIONS

A. Owner will occupy portions of building immediately adjacent to selective demolition area. Conduct selective demolition so Owner's operations will not be disrupted.

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

1. Before selective demolition, Owner will remove the following items:
   a. District to provide.

C. Notify Architect of discrepancies between existing conditions and Drawings before proceeding with selective demolition.

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

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

E. Hazardous Materials: Hazardous materials are present in buildings and structures to be selectively demolished. A report on the presence of hazardous materials is on file for review and use. Examine report to become aware of locations where hazardous materials are present.

1. Hazardous material remediation is specified elsewhere in the Contract Documents.
2. Do not disturb hazardous materials or items suspected of containing hazardous materials except under procedures specified elsewhere in the Contract Documents.

F. Storage or sale of removed items or materials on-site is not permitted.

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

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

1.8 WARRANTY

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

PART 2 - PRODUCTS

2.1 PEFORMANCE REQUIREMENTS

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

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

PART 3 - EXECUTION

3.1 EXAMINATION

A. Verify that utilities have been disconnected and capped before starting selective demolition operations.

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

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

D. Perform an engineering survey of condition of building to determine whether removing any element might result in structural deficiency or unplanned collapse of any portion of structure or adjacent structures during selective building demolition operations.

E. Survey of Existing Conditions: Record existing conditions by use of preconstruction photographs.
   1. Comply with requirements specified in Section 01 32 33 "Photographic Documentation."

3.2 UTILITY SERVICES AND MECHANICAL/ELECTRICAL SYSTEMS

A. Existing Services/Systems to Remain: Maintain services/systems indicated to remain and protect them against damage.

   1. Comply with requirements for existing services/systems interruptions specified in Section 01 10 00 "Summary."

B. Existing Services/Systems to Be Removed, Relocated, or Abandoned: Locate, identify, disconnect, and seal or cap off indicated utility services and mechanical/electrical systems serving areas to be selectively demolished.

   1. Owner will arrange to shut off indicated services/systems when requested by Contractor.
   2. Arrange to shut off indicated utilities with utility companies.
   3. If services/systems are required to be removed, relocated, or abandoned, provide temporary services/systems that bypass area of selective demolition and that maintain continuity of services/systems to other parts of building.
   4. Disconnect, demolish, and remove fire-suppression systems, plumbing, and HVAC systems, equipment, and components indicated to be removed.

      a. Piping to Be Removed: Remove portion of piping indicated to be removed and cap or plug remaining piping with same or compatible piping material.
      b. Piping to Be Abandoned in Place: Drain piping and cap or plug piping with same or compatible piping material.

c. Equipment to Be Removed: Disconnect and cap services and remove equipment.
d. Equipment to Be Removed and Reinstalled: Disconnect and cap services and remove, clean, and store equipment; when appropriate, reinstall, reconnect, and make equipment operational.
e. Equipment to Be Removed and Salvaged: Disconnect and cap services and remove equipment and deliver to Owner.
f. Ducts to Be Removed: Remove portion of ducts indicated to be removed and plug remaining ducts with same or compatible ductwork material.
g. Ducts to Be Abandoned in Place: Cap or plug ducts with same or compatible ductwork material.

C. Refrigerant: Remove refrigerant from mechanical equipment to be selectively demolished according to 40 CFR 82 and regulations of authorities having jurisdiction.

3.3 PREPARATION

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

1. Comply with requirements for access and protection specified in Section 01 50 00 "Temporary Facilities and Controls."

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

C. Temporary Shoring: Provide and maintain shoring, bracing, and structural supports as required to preserve stability and prevent movement, settlement, or collapse of construction and finishes to remain, and to prevent unexpected or uncontrolled movement or collapse of construction being demolished.

3.4 SELECTIVE DEMOLITION, GENERAL

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

1. Neatly cut openings and holes plumb, square, and true to dimensions required. Use cutting methods least likely to damage construction to remain or adjoining construction. Use hand tools or small power tools designed for sawing or grinding, not hammering and chopping, to minimize disturbance of adjacent surfaces. Temporarily cover openings to remain.
2. Cut or drill from the exposed or finished side into concealed surfaces to avoid marring existing finished surfaces.
3. Do not use cutting torches until work area is cleared of flammable materials. At concealed spaces, such as duct and pipe interiors, verify condition and contents of hidden space before starting flame-cutting operations. Maintain fire watch and portable fire-suppression devices during flame-cutting operations.

4. Locate selective demolition equipment and remove debris and materials so as not to impose excessive loads on supporting walls, floors, or framing.
5. Dispose of demolished items and materials promptly. Comply with requirements in Section 01 74 19 "Construction Waste Management and Disposal."

B. Removed and Salvaged Items:

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

C. Removed and Reinstalled Items:

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

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

3.5 DISPOSAL OF DEMOLISHED MATERIALS

A. General: Except for items or materials indicated to be[recycled,] reused, salvaged, reinstalled, or otherwise indicated to remain Owner's property, remove demolished materials from Project site and legally dispose of them in an EPA-approved landfill.

1. Do not allow demolished materials to accumulate on-site.
2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.
3. Remove debris from elevated portions of building by chute, hoist, or other device that will convey debris to grade level in a controlled descent.
4. Comply with requirements specified in Section 01 74 19 "Construction Waste Management and Disposal."

B. Burning: Do not burn demolished materials.

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

3.6 CLEANING

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

END OF SECTION 02 41 19

SECTION 26 01 00 - ELECTRICAL GENERAL PROVISIONS

PART 1 – GENERAL

SUMMARY

1.1 This Division of the specification outlines the provisions of the contract work to be performed under this Division.

1.2 This Section applies to and forms a part of each section of specifications in Division 26 and all work performed under Division 26, 27 and 28.

1.3 In addition, work in this Division is governed by the provisions of the bidding requirements, contract forms, general conditions and all sections under general requirements.

1.4 These specifications contain statements which may be more definitive or more restrictive than those contained in the General Conditions. Where these statements occur, they shall take precedence over the General Conditions.

1.5 Where the words 'provide' or 'provision' are used, it shall be definitely interpreted as 'furnishing and installing complete in operating condition'. Where the words 'as indicated' or 'as shown' are used, it shall mean as shown on contract drawings.

1.6 Where items are specified in the singular, this Division shall provide the quantity as shown on drawings plus any spares or extras mentioned on drawings or specifications. All specified and supplied equipment shall be new.

CONTRACTOR QUALIFICATIONS

1.7 The Contractor shall have a current California C-10 Electrical Contractor's license and all individuals working on this project shall have passed the Department of Industrial Relations Division of apprenticeship Standards – "Electrician Certification Program."

CODES, PERMITS AND FEES

1.8 Comply with all applicable laws, ordinances, rules, regulations, codes, or rulings of governmental units having jurisdiction as well as standards of CEC and serving utility requirements.

1.9 Obtain permits, fees, inspections, meter and the like, associated with work in each section of this Division.

1.10 Installation procedures, methods and conditions shall comply with the latest requirements of the Federal Occupational Safety and Health Act (OSHA).

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EXAMINATION OF PREMISES

1.11 Examine the construction drawings and premises prior to bidding. No allowances will be made for not being knowledgeable of existing conditions.

STANDARDS

1.12 The following standard publications of the latest editions enforced, and supplements thereto shall form a part of these specifications. All electrical work must, as a minimum, be in accordance with these standards.

1.12.1 2022 California Electrical Code (CEC), Part 3 Title 24 CCR.
1.12.2 National Fire Protection Association.
1.12.3 Underwriters' Laboratories, Inc. (UL).
1.12.4 Certified Ballast Manufacturers' Association (CBM).
1.12.5 National Electrical Manufacturers' Association (NEMA).
1.12.6 Institution of Electrical & Electronics Engineers (IEEE).
1.12.7 American Society for Testing & Materials (ASTM).
1.12.8 National Board of Fire Underwriters (NBFU).
1.12.9 National Board of Standards (NBS).
1.12.10 American National Standards Institute (ANSI).
1.12.11 Insulated Power Cable Engineers Association (IPECS).
1.12.12 Electrical Testing Laboratories (ETL).
1.12.13 National Electrical Safety Code (NESC).
1.12.14 2022 California Building Code (CBC), Part 2, Title 24 CCR.
1.12.15 2022 California Fire Code (CFC), Part 9, Title 24, CCR.
1.12.16 2022 NFPA 72 with California State Amendments
1.12.17 National Electrical Testing Association (NETA), 2010 or most current

DEFINITIONS

1.13 Concealed: Hidden from sight, as in trenches, chases, hollow construction, or above furred spaces, hung ceilings - acoustical or plastic type, or exposed to view only in tunnels, attics, shafts, crawl spaces, unfinished spaces, or other areas solely for maintenance and repair.

1.14 Exposed, Non-Concealed, Unfinished Space: A room or space that is ordinarily accessible only to building maintenance personnel, a room noted on the 'finish schedule' with exposed and unpainted construction for walls, floors, or ceilings or specifically mentioned as 'unfinished'.

1.15 Finish Space: Any space ordinarily visible, including exterior areas.

WORK AND MATERIALS

1.16 Unless otherwise specified, all materials must be new and of the best quality. Materials previously incorporated into other projects, salvaged, or refurbished are not considered new. Perform all labor in a thorough and workmanlike manner.

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1.17 All materials provided under the contract must bear the UL label where normally available. Note that this requirement may be repeated under equipment specifications. In general, such devices as will void the label should be provided in separate enclosures and wired to the labeled unit in proper manner.

SHOP DRAWINGS AND SUBMITTALS

1.18 Submit shop drawings and all data in accordance with Division 1 of these specifications and as noted below for all equipment provided under this Division.

1.19 Shop drawings submittal demonstrate to the Architect that the Contractor understands the design concept. The Contractor demonstrates their understanding by indicating which equipment and material they inten to furnish and install and by detailing the fabrication and installation methods of material and equipment he intends to use. If deviations, discrepancies, or conflicts etween submittals and specifications are discovered either prior to or after submittals are processed, notify the Architect immediately.

1.20 Manufacturer's data and dimension sheets shall be submitted giving all pertinent physical and engineering data including weights, cross sections and maintenance instructions. Standard items of equipment such as receptacles, switches, plates, etc., which are cataloged items, shall be listed by manufacturer.

1.21 Index all submittals and reference them to these specifications. All submittal items shall be assembled and submitted, one for each specification section. (Multiple specification sections may be grouped together in one common submittal binder, as long as each individual section is clearly identified.) Partial or incomplete submittal sections will not be reviewed.

EQUIPMENT PURCHASES

1.22 Arrange for purchase and delivery of all materials and equipment within 20 days after approval of submittals. All materials and equipment must be ordered in ample quantities for delivery at the proper time. If items are not on the project in time to expedite completion, the Owner may purchase said equipment and materials and deduct the cost from the contract sum.

1.23 Provide all materials of similar class or service by one manufacturer.

COOPERATIVE WORK

1.24 Correct without charge any work requiring alteration due to lack of proper supervision or failure to make proper provision in time. Correct without charge any damage to adjacent work caused by the alteration.

1.25 Cooperative work includes: General supervision and responsibility for proper location and size of work related to this Division, but provided under the other

sections of these specifications, and installation of sleeves, inserts, and anchor bolts for work under each section in this Division.

VERIFICATION OF DIMENSIONS

1.26 Scaled and figured dimensions are approximate only. Before proceeding with work, carefully check and verify dimensions, etc., and be responsible for properly fitting equipment and materials together and to the structure in spaces provided.

1.27 Drawings are essentially diagrammatic, and many offsets, bends, pull boxes, special fittings, and exact locations are not indicated. Carefully study drawings and premises in order to determine best methods, exact location, routes, building obstructions, etc. and install apparatus and equipment in manner and locations to avoid obstructions, preserve headroom, keep openings and passageways clear, and maintain proper clearances.

CLOSING-IN OF UNINSPECTED WORK

1.28 Cover no work until inspected, tested, and approved by the Architect. Where work is covered before inspection and test, uncover it and when inspected, tested, and approved, restore all work to original proper condition at no additional cost to Owner.

EXCAVATION AND BACKFILL

1.29 All excavation and backfill shall be in accordance with Division 1 of these specifications and as noted below.

1.30 Perform all necessary excavation, shoring, and backfilling required for the proper laying of all conduits inside the building and premises, and outside as may be necessary.

1.31 Excavate all trenches open cut, keep trench banks as nearly vertical as practicable, and sheet and brace trenches where required for stability and safety. Excavate trenches true to line and make bottoms no wider than necessary to provide ample work room. Grade trench bottoms accurately. Machine grade only to the top line of the conduits, doing the remainder by hand. Do not cut any trench near or under footings without first consulting the Architect. All trenches shall be done in accordance with OSHA standards and regulations.

1.32 Backfilling shall be done with each layer compacted before another layer is added. No stones or coarse lumps shall be laid directly on a conduit or conduits.

1.33 Trenches shall be filled with the specified material. Sod, if any, shall be removed in cut sections and replaced in same manners.

1.34 Provide pumps and drainage of all open trenches for purposes of installing electrical duct and wiring.

1.35 Perform all backfilling in accordance with the requirements of and under the direction of the Geotechnical Engineer.

1.36 Where new underground trenching is required on sites or in any area where existing underground utilities exist, the Contractor shall provide an independent professional utility locating service to locate exact vertical and horizontal locations of all existing utilities. Where existing utilities are found the Contractor shall hand dig those areas to avoid disruption. The Contractor shall be responsible for immediate repairs to existing underground utilities damaged during construction. The Contractor shall repair all existing asphalt, concrete and landscape surfaces damaged or removed during construction to match their original conditions. Where trenching extends through public streets or roadways, the Contractor shall notify underground service alert in addition to the independent locating service 48 hours before start of construction to determine location of existing utilities by calling (800) 422-4133.

CONCRETE

1.37 Where used for structures to be provided under the contract such as bases, etc., concrete work, and associated reinforcing shall be as specified under Division 3 of these specifications.

1.38 See other sections for additional requirements for underground vaults, cable ducts, etc.

ACCESSIBILITY

1.39 Install all control devices or other specialties requiring reading, adjustment, inspection, repairs, removal, or replacement conveniently and accessibly throughout the finished building.

1.40 All required access doors or panels in walls and ceilings are to be furnished and installed as part of the work under this Section. Refer to Division 1 of these specifications and as noted below.

1.41 Where located in fire rated assemblies, provide doors which match the rating of the assembly and are approved by the jurisdictional authority.

1.42 Refer to 'finish schedule' for types of walls and ceilings in each area and the architectural drawings for rated wall construction.

1.43 Coordinate work of the various sections to locate specialties requiring accessibility with others to avoid unnecessary duplication of access doors.

FLASHING

1.44 Flash and counter flash all conduits penetrating roofing membrane as shown on Architectural drawings. All work shall be in accordance with Division 7 of these specifications.

IDENTIFICATION OF EQUIPMENT

1.45 All electrical equipment shall be labeled, tagged, stamped, or otherwise identified in accordance with the following schedules:

1.45.1 General:

1.45.1.1 In general, the installed laminated nameplates as hereinafter called for shall also clearly indicate its use, areas served, circuit identification, voltage and any other useful data.

1.45.1.2 All auxiliary systems, including communications, shall be labeled to indicate function.

1.45.2 Lighting and Local Panelboards:

1.45.2.1 Panel identification shall be with white and black micarta nameplates. Letters shall be no less than 3/8" high.

1.45.2.2 Circuit directory shall be two column typewritten card set under glass or glass equivalent. Each circuit shall be identified by the room number and/or number of unit and other pertinent data as required.

1.45.3 Distribution Switchboards and Feeders Sections:

1.45.3.1 Identification shall be with 1" x 4" laminated white micarta nameplates with black lettering on each major component, each with name and/or number of unit and other pertinent data as required. Letters shall be no less than 3/8" high.

1.45.3.2 Circuit breakers and switches shall be identified by number and name with 3/8" x 1-1/2" laminated micarta nameplates with 3/16" high letters mounted adjacent to or on circuit breaker or switch.

1.45.4 Disconnect Switches, Motor Starters and Transformers:

1.45.4.1 Identification shall be with white micarta laminated labels and 3/8" high black lettering.

1.45.5 All communication system terminal boxes including T.V., telephone/intercom, security, fire alarm, clock, and computer networking shall be provided with white micarta laminated labels and 3/8" high black lettering.

CONSTRUCTION FACILITIES

1.46 Furnish and maintain from the beginning to the completion all lawful and necessary guards, railings, fences, canopies, lights, warning signs, etc. Take all necessary precautions required by City, State Laws, and OSHA to avoid injury or damage to any persons and property.

1.47 Temporary power and lighting for construction purposes shall be provided under this Section. All work shall be in accordance with Division 1 of these specifications.

GUARANTEE

1.48 Guarantee all material, equipment and workmanship for all sections under this Division in writing to be free from defect of material and workmanship for one year from date of final acceptance, as outlined in the general conditions. Replace without charge any material or equipment proven defective during this period. The guarantee shall include performance of equipment under all site conditions, conditions of load, installing any additional items of control and/or protective devices, as required.

PATENTS

1.49 Refer to the General Conditions for Contractor's responsibilities regarding patents.

PLUMBING (DIVISION 22) / HEATING, VENTILATING, AND AIR CONDTIONING (DIVISION 23) / ELECTRICAL – COORDINATION REQUIREMENTS

1.50 All electrical work performed for this project shall conform to the California Electrical Code, to Local Building Codes and in conformance with Division 22, 23, and 26 of these specifications, whether the work is provided under the “Plumbing”, “Heating, Ventilating, and Air Conditioning”, or the “Electrical” Division of these specifications. Where the Division 22 and/or Division 23 Contractor is required to provide electrical work, he shall arrange for the work to be done by a licensed Division 26 Contractor, using qualified electricians. The Division 22 and/or Division 23 Contractor shall be solely and completely responsible for the correct functioning of all equipment regardless of who provided the electrical work.

1.51 The work under Division 22 and/or Division 23 shall include the following:

1.51.1 All motors required by mechanical equipment.

1.51.2 All starters for mechanical equipment which are not provided under the electrical division as part of a motor control center or otherwise indicated on the electrical drawings.

1.51.3 All wiring interior to packaged equipment furnished as an integral part of the equipment.

1.51.4 All control **wiring and conduit** for mechanical control systems.

1.51.5 All control systems required by mechanical equipment.

1.52 The work under Division 26 shall include the following:

1.52.1 All power wiring and conduit; and conduit only for EMS control conductors between each building and the main control panel.

1.52.2 Electrical disconnects as shown on the electrical drawings.

1.52.3 Starters forming part of a motor control center.

1.53 All power wiring and conduit to equipment furnished under Division 22 and/or Division 23 shall be provided under Division 26. Control wiring and conduit, whether line voltage or low voltage, shall be provided under the division which furnishes the equipment.

1.54 Power wiring shall be defined as all wiring between the panelboard switchboard overcurrent device, motor control center starter or switch, and the safety disconnect switch or control panel serving the equipment. Also, the power wiring between safety disconnect switch and the equipment line terminals.

1.55 Control wiring shall be defined as all wiring, either line voltage or low voltage, required for the control and interlocking of equipment, including but not limited to wiring to motor control stations, solenoid valves, pressure switches, limit switches, flow switches, thermostats, humidistats, safety devices, smoke detectors, and other components required for the proper operation of the equipment.

1.56 All motor starters which are not part of motor control centers and which are required for equipment furnished under this Division shall be furnished and installed by the Division furnishing the equipment and power wiring connected under Division 26. Motor starters and control devices in motor control centers shall be furnished and installed under Division 26.

1.57 Division 26 Contractor shall make all final connections of power wiring to equipment furnished under this Division.

1.58 Wiring diagrams complete with all connection details shall be furnished under each respective Section.

1.59 Motor starters supplied by Plumbing and/or Heating, Ventilating and Air Conditioning shall be fused combination type minimum NEMA Size 1, and conform to appropriate NEMA standards for the service required. Provide NEMA type 3R/12 gasketed enclosures in wet locations. Provide all starters with appropriately sized overload protection and heater strips provided in each phase, hand/off auto switches, a minimum of 2 NO and NC auxiliary contacts as required, and an integral disconnecting means. For ½ horsepower motors and below, when control requirements do not dictate the use of a starter, a manual motor starter switch with overload protection in each phase may be provided. Acceptable manufacturers are Allen Bradley, General Electric, Square D, Furnas and Cutler Hammer.

EQUIPMENT ROUGH-IN

1.60 Rough-in all equipment, fixtures, etc. as designed on the drawings and as specified herein. The drawings indicate only the approximate location of rough-ins. Mounting heights of all switches, receptacles, wall mounted fixtures and such equipment must be coordinated with the Architectural Designs. The Contractor shall obtain all rough-in information before progressing with any work for rough-in connections. Minor changes in the contract drawings shall be anticipated and provided for under this Division of the specifications to comply with rough-in requirements.

OWNER FURNISHED AND OTHER EQUIPMENT

1.61 Rough-in and make final connections to all Owner furnished equipment shown on the drawings and specified, and all equipment furnished under other sections of the specifications.

EQUIPMENT FINAL CONNECTIONS

1.62 Provide all final connections for the following:

1.62.1 All equipment furnished under this Division.

1.62.2 Electrical equipment furnished under other sections of the specification.

1.62.3 Owner furnished equipment as specified under this Division.

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INSERTS, ANCHORS, AND MOUNTING SLEEVES

1.63 Inserts and anchors must be:

1.63.1 Furnished and installed for support of work under this Division.

1.63.2 Mounting of equipment that is of such size as to be free standing and that equipment which cannot conveniently be located on walls, such as motor starters, etc., shall be rigidly supported on a framework of galvanized steel angle of Unistrut or B-line systems with all unfinished edges painted.

1.63.3 Furnish and install all sleeves as required for the installation of all work under all Sections of this Division and for all communication systems including any communication systems described in this Section which are bid to the General Contractor. Sleeves through floors, roof, and walls shall be as described in "Conduit and Fittings" Section 26 05 33.

SEISMIC ANCHORING

1.64 All switchgear and other free-standing electrical equipment or enclosures shall be anchored to the floor and braced at the top of the equipment to the structure. The Contractor shall submit drawings signed by the Contractors registered structural Engineer indicating method of compliance prior installation.

1.65 All sound systems, communication, signal or data networking equipment or enclosures shall be anchored to the structure. The Contractor shall submit drawings signed by the Contractors registered Structural Engineer indicating method of compliance prior to installation.

RUST PROOFING

1.66 Rust proofing must be applied to all ferrous metals and shall be in accordance with Section 05500 of these specifications and as noted below.

1.66.1 Hot-dipped galvanized shall be applied and after forming of angle-iron, bolts, anchors, etc.

1.66.2 Hot-dipped galvanized coating shall be applied after fabrication for junction boxes and pull boxes cast in concrete.

GENERAL WIRING

1.67 Where located adjacent in walls, outlet boxes shall not be placed back to back, nor shall extension rings be used in place of double boxes, all to limit sound transmission between rooms. Provide short horizontal nipple between adjacent outlet boxes, which shall have depth sufficient to maintain wall coverage in rear by masonry wall.

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1.68 In those instances where outlet boxes, recessed terminal boxes, or recessed equipment enclosures are installed in a fire rated assembly, provide "Flamesafe FSD 1077" fire stopping pads or approved equal, over the outlet or box.

1.69 Complete rough-in requirements of all equipment to be wired under the contract are not indicated. Coordinate with respective trades furnishing equipment or with the Architect as the case may be for complete and accurate requirements to result in a neat, workmanlike installation.

SEPARATE CONDUIT SYSTEMS

1.70 Each electrical and signal system shall be contained in a separate conduit system as shown on the drawings and as specified herein. This includes each power system, each lighting system, each signal system of whatever nature, telephone, standby system, sound system, control system, fire alarm system, etc.

1.71 Further, each item of building equipment must have its own run of power wiring. Control wiring may be included in properly sized conduit for equipment feeders of #6 AWG and smaller, having separate conduit for larger sizes.

CLEANUP

1.72 In addition to cleanup specified under other sections, thoroughly clean all parts of the equipment. Where exposed parts are to be painted, thoroughly clean off any spattered construction materials and remove all oil and grease spots. Wipe the surface carefully and scrape out all cracks and corners.

1.73 Use steel brushes on exposed metal work to carefully remove rust, etc., and leave smooth and clean.

1.74 During the progress of the work, keep the premises clean and free of debris.

UTILITY SERVICES

1.75 The Division 26 Contractor shall contact the serving utility companies; notify the serving power, telephone and cable TV utilities of the following:

1.75.1 Name and address of Contractor.

1.75.2 Estimated times of construction start, completion and required service connections.

1.75.3 Project service voltage, phase load, and service size.

1.75.4 Provide to the Architect written verification from each utility company indicating their concurrence with the contract documents.

1.76 Contractor shall notify underground service alert 48 hours before start of construction to determine location of existing utilities by calling (800) 422-4133. All work shall be in accordance with the Division 1 Sections of these specifications.

1.77 All utility company requirements shall be complied with and approval shall be obtained from the utility company for service equipment. Such as, verification of a field test of the ground fault protection on the main service equipment, panic hardware and etc.

TEST AND INSPECTION PROCEDURES – EXISTING MEDIUM VOLTAGE, AIR INSULATED, CIRCUIT BREAKER TESTS

1.78 Tests shall be done in accordance with ANSI/NETA Standards and by a contractor certified in medium voltage testing and procedures. Contractor qualifications shall be submitted to the electrical engineer of record for approval.

1.79 Testing shall not be done or scheduled until the outage is scheduled and approved by the owner. Outage shall not exceed 24 hours unless approved by the owner and coordinated with the CM and Architect of Record.

1.80 Visual and Mechanical Inspection

1.80.1 Inspect physical and mechanical condition.

1.80.2 Inspect anchorage, alignment, and grounding.

1.80.3 Verify that all maintenance devices are available for servicing and operating the breaker.

1.80.4 Clean the Unit.

1.80.5 Inspect arc chutes.

1.80.6 Inspect moving and stationary contacts for condition, wear, and alignment.

1.80.7 Close/open breaker and check for binding, friction, contact alignment, contact sequence, and penetration.

1.80.8 Perform all mechanical operation tests on the operating mechanism in accordance with manufacturer's published data.

1.80.9 Inspect bolted electrical connections for high resistance using one of the following methods:

1.80.9.1 Use of a low-resistance ohmmeter in accordance with Section 33.4.

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1.80.9.2 Verify tightness of accessible bolted electrical connections by calibrated torque-wrench method in accordance with manufacturer's published data.

1.80.9.3 Perform a thermographic survey in accordance with NETA standards.

1.80.10 Verify cell fit and element alignment.

1.80.11 Verify racking mechanism operation.

1.80.12 Inspect puffer operation.

1.80.13 Use appropriate lubrication on moving current-carrying parts and on moving and sliding surfaces.

1.80.14 Record as-found and as-left operation-counter readings.

1.81 Electrical Tests

1.81.1 Perform resistance measurements through bolted connections with a low-resistance ohmmeter, if applicable. See Section 33.3.

1.81.2 Perform insulation-resistance tests for one minute on each pole, phase-to-phase and phase-to-ground with the circuit breaker closed, and across each open pole. Apply voltage in accordance with manufacturer's published data.

1.81.3 Perform a contact/pole-resistance test.

1.81.4 With the breaker in a test position, perform the following tests:

1.81.4.1 Trip and close breaker with the control switch.

1.81.4.2 Trip breaker by operating each of its protective relays. Recalibrate and adjust relay settings based on time current study to be done for the project.

1.81.4.3 Verify mechanism charge, trip-free, and antipump functions.

1.81.4.4 Verify blowout coil circuit continuity.

1.81.4.5 Verify operation of heaters, if applicable.

1.81.4.6 Test instrument transformers in accordance with NETA standards.

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1.82 Test Values

1.82.1 Test Values – Visual and Mechanical

1.82.1.1 Bolt-torque levels should be in accordance with manufacturer's published data.

1.82.1.2 Results of the thermographic survey shall be in accordance with NETA standards.

1.82.1.3 Compare travel and velocity values to manufacturer's published data.

1.82.2 Test Values – Electrical

1.82.2.1 Compare bolted connection resistance values to values of similar connections. Investigate values which deviate from those of similar bolted connections by more than 50 percent of the lowest value.

1.82.2.2 Circuit breaker insulation resistance should be in accordance with manufacturer's published standards.

1.82.2.3 Insulation-resistance values of circuit breakers should be in accordance with manufacturer's published data. Values of insulation resistance less than manufacturer's recommendations should be investigated.

1.82.2.4 Microhm or dc millivolt drop values shall not exceed the high levels of the normal range as indicated in the manufacturer's published data. If manufacturer's data is not available, investigate values that deviate from adjacent poles or similar breakers by more than 50 percent of the lowest value.

1.82.2.5 Breaker mechanism charge, close, open, trip, trip-free, and antipump features shall function as designed.

1.82.2.6 Minimum pickup for trip and close coils shall be in accordance with manufacturer's published data.

1.82.2.7 Power-factor or dissipation-factor and capacitance values should be within ten percent of nameplate rating for bushings. Hot collar tests are evaluated on a milliampere/milliwatt loss basis, and the results should be compared to values of similar bushings.

1.82.2.8 If no evidence of distress or insulation failure is observed by the end of the total time of voltage application during the

over potential test, the circuit breaker is considered to have passed the test.

1.82.2.9 The blowout coil circuit should exhibit continuity.

1.82.2.10 Heaters should be operational.

1.82.2.11 The results of instrument transformer tests shall be in accordance with manufacturer's standards.

PAINTING

1.83 Paint all unfinished metal as required in accordance with Division 1 of these specifications. (Galvanized and factory painted equipment shall be considered as having a sub-base finish.)

1.84 Paint all exposed conduit locations in finished spaces to match the finish on the surfaces they are attached to. Verify all color selections with the Architect prior to painting.

GENERAL DEMOLITION REQUIREMENTS

1.85 Remove existing work and items which are required to be removed in such manner that minimum damage and disturbance is caused to adjacent and connection work scheduled to remain. Repair or replace existing work schedule.

1.86 Include preparation of existing areas to receive new materials and removal of materials and equipment to alter or repair the existing building as indicated and as specified.

1.87 Perform demolition exercising proper care to prevent injury to the public, workmen and adjoining property.

1.88 Perform the removal, cutting, drilling of existing work with extreme care and use small tools in order not to jeopardize the structural integrity of the building.

1.89 Rebuild to existing condition or better, existing work which has to be removed to allow the installation of new work as required.

1.90 Remove, protect and reinstall existing items as indicated. Replace materials scheduled for reuse which are damaged by the Contractor to the extent that they cannot be reused, with equal quality material, and installation.

1.91 Do not reuse in this project materials and items removed from existing site or building, except with specific written approval by the Architect in each case, unless such removed material or item is specifically indicated or specified to be reused.

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1.92 Remove materials and equipment indicated to be salvaged for reinstallation and store to prevent damage and reinstall as the work progresses. Do not reuse in this project, other materials and equipment removed from existing site or building, except with specific written approval by the Architect in each case.

1.93 Patch areas requiring patching, including damage caused by removing, relocating or adding fixtures and equipment, damages caused by demolition at adjacent materials.

1.94 Do not stockpile debris in the existing building, without the approval of the Architect. Remove debris as it accumulates from removal operations to a legal disposal area.

1.95 Contractor to assume existing oil filled and dry transformers, oil switches, ballasts, lamps, wooden poles, cross arms, computers, computer monitors, and conductor insulation containing materials considered hazardous. Comply with local, state and federal regulations, laws, and ordinances concerning removal, handling and protection against exposure or environmental pollution. Contractor shall be responsible for removal of the above hazardous materials where encountered. Include all costs for such removal as part of this contract.

1.96 All fluorescent, compact fluorescent, high intensity discharge, metal halide, mercury vapor, high and low-pressure sodium, and neon lamps are to be disposed of as required by the California Waste Rule Regulations as described in the California Code of Regulations, Title 22, Division 4.5 and Chapter 23.

1.97 **Communication System:** Where new communication systems, (including telephone, intercom, clock, security, fire alarm, data, multimedia, CATV or lighting controls) are installed to replace existing systems, unless where otherwise directed the existing systems shall remain fully operational until the new system has been installed and tested. Demolition of the existing systems shall include removal of all equipment and associated wiring and exposed conduits and providing new blank covers for all abandoned device locations.

1.98 **Salvage Power Equipment:** The Contractor shall carefully remove all existing switchboards, panelboards, transformers, and confirm in writing which items the Owner wishes to keep. These items shall be transported to the Owner's maintenance facilities by the Contractor. All remaining items shall be disposed of by the Contractor.

1.99 **Salvage Lighting Equipment:** The Contractor shall confirm in writing which items the Owner wishes to keep. These items shall be transported to the Owner's maintenance facilities by the Contractor. All remaining items shall be disposed of by the Contractor.

1.100 **Salvage Communication Equipment:** The Contractor shall carefully remove all communication devices (telephone, intercom, clock, security, fire alarm, data,

multimedia, CATV or lighting controls) and box each type of devices separately. The Contractor shall deliver all items to the Owner's maintenance facility.

PROJECT CLOSEOUT

1.101 Prior to completion of project, compile a complete equipment maintenance manual for all equipment supplied under sections of this Division, in accordance with Division 1 of these specifications and as described below.

1.102 Equipment Lists and Maintenance Manuals:

1.102.1 Prior to completion of job, Contractor shall compile a complete equipment list and maintenance manuals. The equipment list shall include the following items for every piece of material equipment supplied under this Section of the specifications:

1.102.1.1 Name, model, and manufacturer.

1.102.1.2 Complete parts drawings and lists.

1.102.1.3 Local supply for parts and replacement and telephone number.

1.102.1.4 All tags, inspection slips, instruction packages, etc., removed from equipment as shipped from the factory, properly identified as to the piece of equipment it was taken from.

1.103 Maintenance manuals shall be furnished for each applicable section of the specifications and shall be suitably bound with hard covers and shall include all available manufacturers' operating and maintenance instructions, together with "as-built" drawings to properly operate and maintain the equipment. The equipment lists and maintenance manuals shall be submitted in duplicate to the Architect for approval not less than 10 days prior to the completion of the job. The maintenance manuals shall also include the name, address, and phone numbers of all subcontractors involved in any of the work specified herein. Four copies of the maintenance manuals bound in single volumes shall be provided.

RECORD DRAWINGS

1.104 The Division 26 Contractor shall maintain record drawings as specified in accordance with Division 1 of these specifications, and as noted below.

1.105 Drawings shall show locations of all concealed underground conduit runs, giving the number and size of conduit and wires. Underground ducts shall be shown with cross section elevations and shall be dimensioned in relation to permanent structures to indicate their exact location. Drawing changes shall not be identified only with referencing CORs and RFIs, the drawings shall reflect all of the actual additions or changes made. All as-built drawing information shall be

prepared by the contractor in AutoCAD, updating the contract computer files as needed to reflect actual installed conditions for all site plans, lighting, power, communication, networking, audio visual, security or fire alarms systems included in the scope of work for this project.

1.106 One set of these record drawings shall be delivered to the Architect. The engineer will review documents for completeness and will not be responsible for editing contractor computer files.

CHANGES AND EXTRA WORK

1.107 When **changes** in work are requested, the Division 26 Contractor shall provide unit prices for the work involved in accordance with Division 1 of these specifications, and the following:

1.107.1 The material Costs shall **not exceed** the invoice pricing from an Electrical Distributor indicating the pricing provided at the time of bid. The Contractor shall submit a print out copy of the pricing with the change order to substantiate these values.

1.107.2 The labor Costs shall **not exceed** the latest edition of the "NECA Manual of Labor Units" **normal column**.

1.108 When **credits** in work are requested, the Division 26 Contractor shall provide unit prices for the work involved in accordance with Division 1 of these specifications, and the following:

1.108.1 The Material Costs shall **not be less than 80% of** the invoice pricing from an Electrical Distributor indicating the pricing provided at the time of bid. Restocking fees may also be included in this amount where applicable.

1.108.2 The Labor Costs shall **not be less than 80% of** the latest edition of the "NECA Manual of Labor Units" **normal column**.

1.109 Conduit pricing for conduits of all types sized 3" or smaller.

When changes in the scope of work require the Contractor to estimate conduit Installations, they shall **NOT include labor values (only material cost may be included)** for any of the below items. The labor values for conduit installation represented in the NECA manual are inflated to a point where additional labor for the below items can not be justified.

1.109.1 Couplings.

1.109.2 Set Screw or Compression Fittings, locknuts, Bushings and washers.

1.109.3 Conduit straps and associated screws or nails.

1.109.4 LB fittings or other specialty fittings or specialty mounting hardware may be included where needed.

1.110 Wire pricing for all types and sizes.

When changes in the scope of work require the Contractor to estimate wire installations, they shall **NOT include labor values (only material cost may be included)** for any of the below items. The labor values for wire installation represented in the NECA manual are inflated to a point where additional labor for the below items can not be justified.

1.110.1 Locknuts, Bushings, tape, wire markers.

1.111 When changes in the scope of work require other equipment installations such as lighting fixtures, panelboards, switchboards, wiring devices, communications equipment etc. the Contractor shall **NOT include labor values (only material cost may be included)** for any of the below items. The labor values for these equipment items represented in the NECA manual are inflated to a point where additional labor for the below items can not be justified.

1.111.1 Associated screws, nails, bolts, anchors or supports.

1.111.2 Locknuts, washers, tape.

1.112 The total labor hours for extra work will be required to be calculated as follows:

1.112.1 Change orders with 1 to 30 total labor hours

General Laborer	10%	of total labor hours
Journeyman	10%	of total labor hours
Foreman	80%	of total labor hours

1.112.2 Change orders with 31 to 100 total labor hours

General Laborer	20%	of total labor hours
Journeyman	40%	of total labor hours
Foreman	40%	of total labor hours

1.112.3 Change orders with over 100 total labor hours

General Laborer	30%	of total labor hours
Journeyman	50%	of total labor hours
Foreman	20%	of total labor hours

1.113 When change orders are issued which allow the work to be completed in the normal sequence of construction, the labor rates shall be based on the most current "Prevailing Wage" – straight time total hourly rate. When change orders

require the Contractor to work out of sequence the "Prevailing Wage"– daily overtime hourly rate shall apply. Special condition situations shall be reviewed on an individual basis for alternate hourly rate schedules.

1.114 Costs **will not** be permitted for additional supervision on site or office time for processing any change order other than the 10% overhead allowance as described in Division 1. Cost for special equipment required to install items for an individual change order are permitted and must be individually identified. Lump Sum cost for small tools or any other cost not specifically required for the change order are not permitted.

1.115 Contractor estimates shall be formatted to clearly identify each of the following:

1.115.1 Line item description of each type of material or labor item.

1.115.2 Description of quantity for each item.

1.115.3 Description of (material cost per / quantity).

1.115.4 Description of (labor cost per / quantity).

1.115.5 Description of total labor hour breakdown per Foreman, Journeyman or General Laborer as described above.

ELECTRONIC FILES

1.116 The Contractor shall make a ***written*** request directly to Johnson Consulting Engineers for electronic drawing files. As a part of the written request, please include the following information:

1.116.1 Clearly indicate each drawing sheet needed (i.e., E1.1, E2.1, etc.).

1.116.2 Identify the name, phone number, mailing address and e-mail address of the person to receive the files.

1.116.3 Provide written confirmation and agreement with the requirements described for payment of computer files, as described below.

1.117 Detail or riser diagram sheets, or any other drawings other than floor plans or site plans, ***will not be made available to the Contractor***.

1.118 Files will only be provided in the AutoCAD format in which they were created.

1.119 Requests for files will be processed as soon as possible; a minimum of 7 working days should be the normal processing time. The Contractor shall be completely responsible for requesting the files in time for their use.

1.120 CAD files will be made available via e-mail or on disk, depending on the quantity of files requested. The Contractor requesting the files will be required to pay $50.00 per drawing plan, or $300.00 maximum, whichever is ***less***.

END OF SECTION 26 01 00

SECTION 26 05 19 - POWER CONDUCTORS

PART 1 – GENERAL

1.1 Furnish and install wire and cable for branch circuits and feeders specified herein and as shown on the electrical drawings.

1.2 Submittals: Submit manufacturers' data for the following items:

1.2.1 All cables and terminations

1.3 <u>Common submittal mistakes which will result in the submittals being rejected:</u>

1.3.1 Not including all items listed in the above itemized description.

1.3.2 Including catalog cut sheets which have several items on a page, and not clearly identifying by highlighting, underlining, or clouding the items to be reviewed, or crossing out the items which are not applicable.

1.3.3 Not including actual manufacturer's catalog information of proposed products.

1.3.4 Do not include multiple manufacturers for similar products and do not indicate "or approved equal" statements, or "to be determined later" statements. The products being submitted must be the products installed

PART 2 – PRODUCTS

2.1 Wire and cable Rated 120 volt to 600 volt.

2.1.1 All wire and cable shall be new, 600 volt insulated copper, of types specified below for each application. All wire and cable shall bear the UL label and shall be brought to the job in unbroken packages. Wire insulation shall be the color as specified herein and shall be type THWN-2. Insulated conductors shall be installed in all exterior exposed raceways. Conductors for branch circuit lighting, receptacle, power and miscellaneous systems shall be a minimum of No. 12 AWG. Increase conductor size to No. 10 AWG for 120 volt circuits greater than 100 feet from the panel to the load and for 277 volt circuits greater than 200 feet from the panel to the load. Circuit home-runs indicated to be larger than No. 12 must be increased the entire length of the circuit, including equipment grounding conductor. Wire sizes No. 14 through No. 10 shall be solid. No. 8 and larger shall be stranded.

2.1.2 Aluminum conductors will be permitted (only where specifically identified on the drawings. See "600 Volt Feeder Schedule") in sizes 2/0 or larger. Conductors shall be listed by Underwriters Laboratories (UL) and suitable for operation at 600 volts or less, at a maximum operating temperature of 90N C maximum in wet or dry locations. Conductors

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shall be marked “SUN-RES”. Aluminum alloy conductors shall be compact stranded conductors of STABILOY® (AA-8030) as manufactured by Alcan Cable or Listed equal. AA-8000 Series aluminum alloy conductor material shall be recognized by The Aluminum Association.

2.1.3 MC type armored cable reference Section 26 05 33.

2.2 Wire and cable for systems below120 volts.

2.2.1 All low voltage and communications systems cables routed underground shall be provided with a moisture resistant outer jacket, West Penn “Aquaseal” or equal, unless otherwise specified.

PART 3 - EXECUTION

3.1 Wire and cable shall be pulled into conduits without strain using powdered soapstone, mineralac, or other approved lubricant. In no case shall wire be repulled if same has been pulled out of a conduit run for any purpose. No conductor shall be pulled into conduit until conduit system is complete, including junction boxes, pull boxes, etc.

3.2 All connections of wires shall be made as noted below:

3.2.1 Connections to outlets and switches: Wire formed around binding post of screw.

3.2.2 No. 10 wire and smaller: Circuit wiring connections to lighting fixtures and other hard wired equipment shall be made with pressure type solderless connectors, Buchanan, Scotchlock, Wing Nut, or approved equal. Alternate “WAGO” #773 series or “IDEAL” #32, 33, 34 and 39 series push wire style connectors are also acceptable.

3.3 All wiring shall be continuous without splicing unless where specifically noted on the drawings or where permitted below.

3.3.1 No. 10 wire and smaller above grade: Quantities as needed, connection made with pressure type solderless connectors, Scotchlock or equal.

3.3.2 No. 10 wire and smaller below grade: Quantities as needed, connection made with ‘Raychem’ long barrel compression terminals with crimping tool and quantity of crimps as recommended by manufacturer, provide ‘Raychem’ WCSM-S series in-line heat shrink, sealant coated splice kit. Alternate products must be UL listed for direct burial/submersible and rated to (1000V).

3.3.3 No. 8 wire and larger above grade: Quantities only where indicated, ‘Raychem’ long barrel compression terminals with crimping tool and quantity of crimps as recommended by manufacturer, provide ‘Raychem’ WCSM-S series in-line heat shrink, sealant coated splice kit. Alternate

products must be UL listed for direct burial/submersible and rated to (1000V).

3.3.4 No. 8 wire and larger below grade: Quantities only where indicated, 'Raychem' long barrel compression terminals with crimping tool and quantity of crimps as recommended by manufacturer, provide 'Raychem' WCSM-S series in-line heat shrink, sealant coated splice kit. Alternate products must be UL listed for direct burial/submersible and rated to (1000V).

3.4 All wiring throughout shall be color coded as follows:

	480 volt system	208 or 240 volt system
A Phase	Brown	Black
B Phase	Orange	Red
C Phase	Yellow	Blue
Neutral	Grey	White
Ground	Green	Green

3.5 Wiring must be color coded throughout its entire length, except feeders may have color coded plastic tape at both ends and any other accessible point.

3.6 All control wiring in a circuit shall be color coded, each phase leg having a separate color, and with all segments of the control circuit, whether in apparatus or conduit, utilizing the same color coding.

3.7 At all terminations of control wiring, the wiring shall have a numbered T&B or Brady plastic wire marker.

3.8 Cables when installed are to be properly trained in junction boxes, etc., and in such a manner as to prevent any forces on the cable which might damage the cable.

3.9 All conductors to be installed into a common raceway, shall be pulled into the raceway at the same time.

3.10 All conductors shall be installed in such a manner as to not exceed the manufacturers' recommended pulling tension and bending radius. The equipment used for pulling must be specifically designed for the purpose. Motorized vehicles such as pickup trucks, are not acceptable.

END OF SECTION 26 05 19

SECTION 26 05 26 - GROUNDING

PART 1 – GENERAL

1.1 Furnish and install grounding and grounding conductors and electrodes as specified herein and as shown on the drawings.

1.2 Submit catalog data for all components.

1.3 **Common submittal mistakes which will result in the submittals being rejected:**

1.3.1 Not including all items listed in the above itemized description.

1.3.2 Including catalog cut sheets which have several items on a page, and not clearly identifying by highlighting, underlining or clouding the items to be reviewed, or crossing out the items which are not applicable.

1.3.3 Not including actual manufacturer's catalog information of proposed products.

1.3.4 Do not include multiple manufacturers for similar products and do not indicate "or approved equal" statements, or "to be determined later" statements. The products being submitted must be the products installed.

PART 2 – EXECUTION

2.1 Grounding

2.1.1 All panelboard cabinets, equipment, enclosures, and complete conduit system shall be grounded securely in accordance with pertinent sections of CEC Article 250. Conductors shall be copper. All electrically operated equipment shall be bonded to the grounded conduit system. All non-current carrying conductive surfaces that are likely to become energized and subject to personal contact shall be grounded by one or more of the methods detailed in CEC Article 250. All ground connections shall have clean contact surfaces. Install all grounding conductors in conduit and make connections readily accessible for inspection.

2.1.2 Provide an insulated equipment grounding conductor in all branch circuit and feeder raceway systems, sized in accordance with CEC 250-122.

2.1.3 Provide an additional individual insulated grounding conductor for each circuit which contains an isolated ground receptacle or surge suppression receptacle.

2.1.4 Grounding of metal raceways shall be assured by means of provisions of grounding bushings on feeder conduit terminations at the panelboard, and by means of insulated continuous stranded copper grounding wire

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extended from the ground bus in the panelboard to the conduit grounding bushings.

2.1.5 Except for connections which access for periodic testing is required, make grounding connections which are buried or otherwise inaccessible by exothermite type process.

2.1.6 The following ohmic values shall be test certified for each item listed. A written report signed and witnessed by the project IOR shall be provided to the engineer. If the ohmic value listed cannot be obtained additional grounding shall be installed to reach the value listed.

2.1.6.1 Service. . . . . .10 ohms.

2.1.6.2 Step down transformers and non-current carrying metal parts . . . . . 25 ohms.

2.1.6.3 Manholes, handholes, etc. . . . . 10 ohms.

END OF SECTION 26 05 26

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SECTION 26 05 33 - CONDUIT AND FITTINGS

PART 1 – GENERAL

1.1 Furnish and install conduit and fittings as shown on the drawings and as specified herein.

1.2 Submit Manufacturer's data on the following:

1.2.1 Conduit.

1.2.2 Fittings

1.2.3 Fire stopping Material.

1.2.4 Surface Raceways.

1.2.5 Type MC or MC-PCS cable, provide construction details and UL "E" number.

1.3 **Common submittal mistakes which will result in the submittals being rejected:**

1.3.1 Not including all items listed in the above itemized description.

1.3.2 Including catalog cut sheets which have several items on a page, and not clearly identifying by highlighting, underlining or clouding the items to be reviewed, or crossing out the items which are not applicable.

1.3.3 Not including actual manufacturer's catalog information of proposed products.

1.3.4 Do not include multiple manufacturers for similar products and do not indicate "or approved equal" statements, or "to be determined later" statements. The products being submitted must be the products installed.

PART 2 – PRODUCTS

2.1 Rigid steel conduit, intermediate metal conduit (IMC), electrical metallic tubing (EMT) and flexible metallic conduit shall be steel, hot dipped galvanized after fabrication.

2.2 PVC conduit shall be Carlon or approved equal.

2.3 Liquid tight flexible metal conduit shall be Anaconda Sealtite type UA or approved equal. Fittings shall be Appleton, Crouse-Hinds, Steel City, T&B, or equivalent.

2.4 MC type armored cable, when utilized, shall be provided with the following:

2.4.1 Comply with UL 1479 and CEC 330

2.4.2 90ºC, copper, THHN conductors.

2.4.3 Minimum #12 insulated grounding conductor.

2.4.4 Conductors sized No. 10 and smaller shall be solid, No. 8 and larger shall be stranded.

2.4.5 Oversized (150%) neutrals or separate neutrals shall be provided.

2.4.6 Increase phase conductors to No. 10 AWG for 120 volt circuits greater than 100 feet from panel to load and for 277 volt circuits greater than 200 feet from panel to load. Where required increase conductor sizes for entire length of circuit.

2.4.7 Interlocked armored **aluminum** sheath.

2.4.8 AC or BX type armored cable shall **not** be substituted in lieu of MC type cable.

2.4.9 Color code cable according to cable type and configuration.

2.4.10 Acceptable manufacturers are AFC and Alflex.

2.5 Conduits shall be provided with factory painted color coding, provide colored conduit for the following systems as follows:

2.5.1	Lighting and Power	Not Required
2.5.2	Emergency Power	Purple – White Lettering
2.5.3	High Voltage (over 600v)	Orange – Black Lettering
2.5.4	Security/Access Control	Green – Black Lettering
2.5.5	Fire Alarm	Red - White Lettering
2.5.6	Data	Blue – White Lettering
2.5.7	Fiber	Pink – Black Lettering
2.5.8	Audio Visual	Light Blue – Black Lettering
2.5.9	Intercom	Gray – Black Lettering

2.5.10 An alternate approved method would be to provide self-adhesive vinyl labels minimum ½" high lettering for conduits ¾" - 1" size, ¾" high for

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1½" – 2½", 1¼" high for 3" – 4". Minimum 8" length on all conduits exposed within the building or above accessible ceilings at maximum 20'0" intervals and all penetrations through walls or floors and all junction boxes. Color shall match the above with lettering identifying each system.

2.6 MC-PCS luminary armored cable , when utilized, shall be provided with the following:

2.6.1 Comply with UL 1479 and CEC 330

2.6.2 90ºC, copper, THHN conductors.

2.6.3 Minimum #12 insulated grounding conductor.

2.6.4 Lighting phase conductors sized No. 10 and smaller shall be solid, lighting control conductors shall be sized no. 16 solid.

2.6.5 Interlocked armored **aluminum** sheath.

2.6.6 AC or BX type armored cable shall **not** be substituted in lieu of MC type cable.

2.6.7 Color code phase cable according to cable type and configuration. color code control conductors purple/gray.

2.6.8 Acceptable manufacturers are AFC and Alflex.

2.7 Fire stopping material shall provide an effective seal against fire, heat, smoke and fire gases. Fire stopping material shall be tested to comply with ASTME 814 and UL 1479. The submittal for this product shall include the UL listed system number and installation requirements for each type of penetration seal required for this project.

2.8 Each length of conduit shall be stamped with the name or trademark of the manufacturer and shall bear the UL label.

2.9 All plastic conduit shall be rigid, schedule 40, heavy wall PVC. All PVC conduit shall be UL listed. Underground utility company conduits shall comply with local utility co. requirements.

2.10 Plastic conduit shall be stored on a flat surface, and protected from the direct rays of the sun.

2.11 Where branch circuit or communication raceways cannot be concealed in ceilings or walls and are required to be exposed in interior spaces, provide nonmetallic surface raceway system sized per the manufacturer capacity requirements. A full complement of nonmetallic fittings must be available and matching device boxes and cover plates must be provided. The color of the raceway system, components

and boxes shall be (white). Where data networking cabling is to be installed, all raceway fittings shall meet Category 5 radius requirements. Where specific raceway types have been noted on the drawings they shall be as follows:

2.11.1	System 'SR'	Hubbell	WALLTRAK 1 series
		Wiremold	ECLIPSE PN05series
		Panduit	LD5 series
		Hellerman-Tyton	TSR2 series
2.11.2	System 'SR2'	Hubbell	WALTRAK 22
		Wiremold	2300D Series
		Panduit	D2P10
		Hellerman-Tyton	TSR3 series
2.11.3	System 'SR3'	Hubbell	BASETRAK series
		Wiremold	5400 - series
		Panduit	70 series
		Hellerman-Tyton	MCR Infostream" series

Provide with offset boxes, inline boxes may only be used where specifically shown on the drawings.

PART 3 – FITTINGS

3.1 All metallic fittings, including those for EMT, flexible conduit, or malleable iron. Die cast fittings of any other material are not permitted.

3.2 Locknuts shall be steel or malleable iron with sharp clean cut threads.

3.3 Entrance seals shall be 0.Z. type FSK or equivalent.

3.4 Bushings and locknuts: Where conduits enter boxes, panels, cabinets, etc., they shall be rigidly clamped to the box by locknuts on the outside, and a lock nut and plastic bushing on the inside of the box. All conduits shall enter the box squarely.

3.5 Furnish and install insulated bushings as per CEC article No. 300 - 4 (F) on all conduits. The use of insulated bushings does not exclude the use of double locknuts to fasten conduit to the box.

3.6 Transition from plastic to steel conduits shall be with PVC female threaded adaptors.

3.7 Couplings and connectors for rigid steel or IMC conduit must be threaded, or compression type (set screw fittings are not permitted).

3.8 Couplings and connectors for EMT shall be compression, watertight. Set screw connectors are not acceptable, except for systems below 120 volts.

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3.9 MC or MC-PCS type armored cable shall be provided with listed clamp type die cast zinc set screw connectors. Anti-short bushings shall be provided at all cable ends.

3.10 Connectors for flexible metal conduit shall be steel or malleable iron with screw provided to clinch the conduit into the adapter body. For sizes up to ¾" a screw-in, "Jake type," fitting may be used.

3.11 Install approved expansion fittings, or liquid tight flex conduit with a minimum 6" slack for conduits passing through all expansion and seismic joints.

PART 4 - EXECUTION

4.1 All branch circuits shall be installed concealed in walls or above ceilings or in concrete floor slabs. PVC conduits installed in concrete floor slabs shall transition to PVC coated rigid steel where conduits penetrate above finished grade or finished floor.

4.2 Conduit sizes for various numbers and sizes of wire shall be as required by the CEC, but not smaller than ½" for power wiring and ¾" for communications and fire alarm systems unless otherwise noted. Conduit in slab or below grade shall be ¾" minimum trade size, unless otherwise identified.

4.3 Conduit size shall be such that the required number and sizes of wires can be easily pulled in and the Contractor shall be responsible for the selection of the conduit sizes to facilitate the ease of pulling. Conduit sizes shown on the drawings are minimum sizes in accordance with appropriate tables in the CEC. If because of bends or elbows a larger conduit size is required, the Contractor shall so furnish without further cost to the Owner.

4.4 The Contractor shall be entirely responsible for the proper protection of this work from the other trades on the job. When conduit becomes bent or holes are punched through same, or outlets moved after being roughed-in, the Contractor shall replace same, without additional cost to the Owner.

4.5 Rigid steel conduit or IMC shall be used as follows:

4.5.1 Exposed exterior locations.

4.5.2 Exposed interior locations below eight feet above floor, except in electrical rooms and closets.

4.5.3 In hazardous or classified areas as required by CEC.

4.6 EMT conduit shall be used for areas as follows:

4.6.1 All interior communications, signal, and data networking systems.

4.6.2 All interior power wiring systems where not required to be in rigid steel, IMC or flexible conduit.

4.7 Flexible metal conduit shall be used for areas as follows:

4.7.1 To connect motors, transformers, and other equipment subjected to vibration or where specifically detailed on the drawings.

4.7.2 Flexible metal conduit shall not be used to replace EMT in other locations where the conduit will be exposed.

4.7.3 Flexible metal conduit shall be ferrous. Installation shall be such that considerable slack is realized. The conduit shall contain separate code sized grounding conductor.

4.7.4 Liquid tight flexible metal conduit shall be used in conformance with CEC in lengths not to exceed 4'. For equipment connections, route the conduit at 90 degrees to the adjacent path for point of connection. The conduit shall contain separate code sized grounding conductor. Use liquid tight flexible metal conduit for all equipment connections exposed in possible wet, corrosive or oil contaminated areas, e.g., shops and outside areas.

4.8 MC armored cable may be used as follows:

4.8.1 All branch circuit wiring for lighting and power circuits where permitted and installed in compliance with UL 1569 and CEC 330.

4.9 MC-PCS luminary armored cable may be used as follows:

4.9.1 All Lighting branch circuit wiring for lighting circuits where permitted and installed in compliance with UL 1569 and CEC 300-22(c), 330. This cable permits conductors of control circuits to be placed in a cable with lighting power circuits or class 1 circuits.

4.9.2 It shall not be considered an acceptable option to install lighting control class 1 circuits as an open wire installation.

4.10 MC and MC-PCS armored cable shall **not** be used for the following areas:

4.10.1 Any exterior, underground or buried in concrete circuits.

4.10.2 Any circuits feeding HVAC equipment or pumps or any circuit with 30 AMPs or greater overcurrent protection.

4.10.3 Any exposed interior locations except in electrical, communication or mechanical equipment rooms.

4.10.4 Any exposed interior damp/wet locations, kitchens, science classrooms, shop areas, or concealed in science classroom casework, unless provided with approved PVC jacket.

4.10.5 Any hazardous rated area.

4.11 Plastic conduit shall be used for all exterior underground, in slab, and below slab on grade conduit installations. Install bell ends at all conduit terminations in manholes and pull boxes. Where plastic conduit transitions from below grade to above grade, no plastic conduit shall extend above finished exterior grade, or above interior finished floor level.

4.12 Plastic conduit joints shall be made up in accordance with the manufacturer's recommendations for the particular conduit and coupling selected. Conduit joint couplings shall be made watertight. Plastic conduit joints shall be made up by brushing a plastic solvent cement on the inside of a plastic fitting and on the outside of the conduit ends. The conduit and fitting shall then be slipped together with a quick one-quarter turn twist to set the joint tightly.

4.13 All underground conduit depths shall be as detailed on the drawings or a minimum of 30" below finished grade (when not specifically detailed otherwise), for all exterior underground conduits. Where concrete slurry or concrete encasement is provided, include “Red” color dye in mixture.

4.14 All underground conduits for power systems (600v and higher), shall be concrete encased and a minimum of 48” below grade or as detailed on the drawings. Where concrete slurry or concrete encasement is provided, include “Red” color dye in mixture.

4.15 Conduit shall be continuous from outlet to outlet, cabinet or junction box, and shall be so arranged that wire may be pulled in with the minimum practical number of junction boxes.

4.16 All conduits shall be concealed wherever possible. All conduit runs may be exposed in mechanical equipment rooms, electrical equipment rooms, electrical closets, and in existing or unfinished spaces. No conduit shall be run exposed in finished areas without the specific approval of the Architect.

4.17 All raceways which are not buried or embedded in concrete shall be supported by straps, clamps, or hangers to provide a rigid installation. Exposed conduit shall be run in straight lines at right angles to or parallel with walls, beams, or columns. In no case shall conduit be supported or fastened to other pipes or installed to prevent the ready removal of other trades piping. Wire shall not be used to support conduit.

4.18 It shall be the responsibility of the Contractor to consult the other trades before installing conduit and boxes. Any conflict between the location of conduit and boxes, piping, duct work, or structural steel supports, shall be adjusted before

installation. In general, large pipe mains, waste, drain, and steam lines shall be given priority.

4.19 Conduits above lay-in grid type ceilings shall be installed in such a manner that they do not interfere with the "lift-out" feature of the ceiling system. Conduit runs shall be installed to maintain the following minimum spacing wherever practical.

4.19.1 Water and waste piping not less than 3".

4.19.2 Steam and steam condensate lines not less than 12".

4.19.3 Radiation and reheat lines not less than 6".

4.20 Provide all necessary sleeves and chases required where conduits pass through floors or walls as part of the work of this section. Core drilling will only be permitted where approved by the Architect.

4.21 All empty conduits and surface mounted raceways shall be provided with a ¼" polypropylene plastic pull cord and threaded plastic or metal plugs over the ends. Fasten plastic "Dymo" tape label to exposed spare conduit to identify "power" or "communication" system, and to where it goes.

4.22 The ends of all conduits shall be securely plugged, and all boxes temporarily covered to prevent foreign material from entering the conduits during construction. All conduit shall be thoroughly swabbed out with a dry swab to remove moisture and debris before conductors are drawn into place.

4.23 Bending: Changes in direction shall be made by bends in the conduit. These shall be made smooth and even without flattening the pipe or flaking the finish. Bends shall be of as long a radius as possible, and in no case smaller than CEC requirements.

4.23.1 For power conduits for conductors (600v and below), provide minimum 36” radius (vertical) and 72” radius (horizontal) bends.

4.23.2 For power conduits for conductors (greater than 600v), provide minimum 72” radius (vertical) and 72” radius (horizontal) bends.

4.24 Supports: Conduit shall be supported at intervals as required by the California Electrical Code. Where conduits are run individually, they shall be supported by approved conduit straps or beam clamps. Straps shall be secured by means of toggle bolts on hollow masonry, machine screws or bolts on metal surfaces, and wood screws on wood construction. **[No perforated straps or wire hangers of any kind will be permitted. Where individual conduits are routed, or above ceilings, they shall be supported by hanger rods and hangers.]** Conduits installed exposed in damp locations shall be provided with clamp backs under each conduit clamp, to prevent accumulation of moisture around the conduits.

4.25 Where a number of conduits are to be run exposed and parallel, one with another, they shall be grouped and supported by trapeze hangers. Hanger rods shall be fastened to structural steel members with suitable beam clamps or to concrete inserts set flush with surface. A reinforced rod shall be installed through the opening provided in the concrete inserts. Beam clamps shall be suitable for structural members and conditions. Rods shall be galvanized steel 3/8" diameter minimum. Each conduit shall be clamped to the trapeze hanger with conduit clamps.

4.26 All concrete inserts and pipe clamps shall be galvanized. All steel bolts, nuts, washers, and screws shall be galvanized or cadmium plated. Individual hangers, trapeze hangers and rods shall be prime-coated.

4.27 Openings through fire rated floors/walls and/or smoke walls through which conduits pass shall be sealed by Fire stopping material to comply with Division 1 to seal off flame, heat, smoke and fire gases. Sleeves shall be provided for power or communication system cables which are not installed in conduits, and shall be sealed inside and out to comply with manufacturers UL system design details. Where multiple conduits and/or cable tray systems pass thru fire-rated walls at one location, the Contractor shall submit copies of the manufacturers UL system design details proposed for use on this project. All Fire stopping material shall have an hourly fire-rating equal to or higher than the fire rating of the floor or wall through which the conduit, cables, or cable trays pass.

4.28 Provide cap or other sealing type fitting on all spare conduits. Conduits stubbed into buildings from underground where cable only extends to equipment, the conduit/cable end shall be sealed to prevent moisture from entering the room or space.

4.29 All conduits which are part of a paralleled feeder or branch circuit shall be installed underground.

4.30 All conduits which are required as a part of systems specified in Divisions 27 or 28, or any other low voltage communication systems, shall be furnished and installed by the Division 26 Contractor.

4.30.1 The Contractor shall coordinate all conduit requirements with each system supplier prior to bid to determine special conduit system requirements.

4.30.2 The Contractor shall provide a pull rope in all conduits for these systems.

4.30.3 The Contractor shall provide conduit sleeves for all open cable installations thru rated walls or block walls. Provide conduit from each building main termination cabinet or backboard to the nearest accessible ceiling for access into all electrical or communications rooms.

4.31 In addition to the above requirements, the following requirements shall apply to all Division 27 or 28 conduits:

4.31.1 Flexible metal conduit may only be used where required at building seismic and/or expansion joints.

4.31.2 All underground conduits shall be provided with minimum 24" radius elbows (vertical) and 60” (horizontal).

4.31.3 No length of conduit above grade shall be installed to exceed 150 feet between pull boxes, or points of connection, unless where specifically detailed on the drawings.

4.31.4 No length of conduit shall be installed to exceed two 90 degree bends between pull boxes, or points of connection, unless where specifically detailed on the drawings.

4.32 Where surface raceways are installed in interior spaces, the Contractor shall take care to route in straight lines at right angles to or parallel with walls, beams, or columns. All raceways and device boxes shall be securely screwed to the finish surface with zinc screw “Auger” anchors Stk #ZSA1K by Gray Bar Electric or equal. Tape adhesive application will not be permitted.

4.33 The Contractor who installs surface raceway systems shall provide and install complete with wire retention clips, one for every (8) vertical feet or (5) horizontal feet or portion thereof. This Contractor shall also provide <u>each</u> raceway channel with pull strings.

4.34 It shall be the responsibility of the Contractor installing the raceway to coordinate the installation of raceway device plates and inserts with the communications or data contractors.

4.35 MC or MC-PCS cable shall be cut using a specific metallic sheath armor stripping tool. The use of hacksaws, dikes or any other tools not specifically designed to remove the armor sheath will not be permitted.

4.36 MC or MC-PCS cables installed in attic spaces or above lay-in ceilings shall be installed to be protected from physical damage. The cable shall be mounted along the sides or bottom of joists, rafters or studs.

4.37 Support wires used for supporting ceilings, lighting fixtures or other equipment items shall **<u>not</u>** be used to support MC or MC-PCS cables. Conduits, duct work, piping or any other equipment shall not be used to support or mount MC cables.

4.38 MC or MC-PCS cable supports, fasteners and clips shall be designed specifically for use with MC cables. Standard conduit supports, fasteners and clips, nails or other items are not permitted for installing MC cables.

END OF SECTION 26 05 33

SECTION 26 05 34 - OUTLET AND JUNCTION BOXES

PART 1 – GENERAL

1.1 Furnish and install electrical wiring boxes as specified and as shown on the electrical drawings.

1.2 Submit manufacturer's data for all items.

1.3 <u>Common submittal mistakes which will result in the submittals being rejected:</u>

1.3.1 Not including all items listed in the above itemized description.

1.3.2 Including catalog cut sheets which have several items on a page, and not clearly identifying by highlighting, underlining or clouding the items to be reviewed, or crossing out the items which are not applicable.

1.3.3 Not including actual manufacturer's catalog information of proposed products.

1.3.4 Do not include multiple manufacturers for similar products and do not indicate "or approved equal" statements, or "to be determined later" statements. The products being submitted must be the products installed.

PART 2 – PRODUCTS

2.1 Boxes shall be as manufactured by Steel City, Appleton, Raco, or approved equal.

2.2 All boxes must conform to the provisions of Article 370 of the CEC. All boxes shall be of the proper size to accommodate the quantity of conductors enclosed in the box. Minimum box size shall be 4" square x 1-½" deep.

2.3 Boxes generally shall be hot dipped galvanized steel with knockouts. Boxes on exterior surfaces or in damp locations shall be corrosion resistant, cast feraloy and shall have threaded hubs for rigid conduit and neoprene gaskets for their covers. Boxes shall be Appleton Type FS, Crouse-Hinds, or the approved equal. Conduit bodies shall be corrosion resistant, cast malleable iron. Conduit bodies shall have threaded hubs for rigid conduit and neoprene gaskets for their covers. Conduit bodies shall be Appleton Unilets, Crouse-Hinds, or the approved equal. Where recessed, boxes shall have square cut corners.

2.4 Deep boxes shall be used in wall covered by wainscot or paneling and in walls or glazed tile, brick, or other masonry which will not be covered with plaster. Through the wall type boxes shall not be used unless specifically called for. All boxes shall be nongangable. Boxes in concrete shall be of a type to allow the placing of conduit without displacing the reinforcing bars. All lighting fixture outlet boxes shall be equipped with the proper fittings to support and attach a light fixture.

2.5 All light, switch, receptacle, fire alarm devices and similar outlets shall be provided with approved boxes, suitable for their function. Back boxes shall be furnished and installed as required for the equipment and/or systems under this contract.

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2.6 Pull and junction boxes shall be code gauge boxes with screw covers. Boxes shall be rigid under torsional and deflecting forces and shall be provided with angle from framing where required. Boxes shall be 4" square with a blank cover in unfinished areas and with a plaster ring and blank cover in finished areas. Covers for flush mounted oversize boxes shall extend ¾" past boxes all around. Covers for 4" square boxes shall extend ¼" past box all around.

2.7 All terminal cabinets and junction boxes or equipment back boxes which are required as a part of systems specified in Divisions 27 or 28, or any other low voltage communication systems, shall be furnished and installed by the Division 26 Contractor.

2.7.1 The Division 26 Contractor shall coordinate all box requirements with each system supplier prior to bid to determine special cabinet or back box requirements. The Contractor shall also provide stainless steel blank cover plates for all low voltage systems installed for future equipment.

2.7.2 The Contractor shall provide all plywood backboards indicated on walls or inside equipment enclosures. All backboards shall be a minimum of ¾" thick fire rated type plywood.

2.7.3 The Contractor shall coordinate exact rough in locations and requirements with each system supplier.

2.8 In addition to the above requirements, boxes for data networking wiring and equipment shall comply with the following:

2.8.1 All boxes shall be a minimum of 4-11/16" square x 2-1/8" deep.

2.8.2 Where pull boxes are required on individual conduits 1-¼" or smaller, provide 4-11/16" square x 2-1/8" deep boxes. Where pull boxes are required on conduits larger than 1-¼" for straight pull through, provide eight times the conduit trade size for box length. Where pull boxes are required on conduits larger than 1-¼" for an angle or a U-pull through installation, provide a minimum distance of six times the conduit trade size between the entering and exiting conduit run for each cable.

2.9 Recessed boxes installed in fire rated floors/walls and /or smoke walls shall be sealed by Fire stopping material to comply with Division 1 to seal off flame, heat, smoke and fire gases. The Contractor shall submit copies of the manufacturers UL system design details proposed for use on this project. All Fire stopping material shall have an hourly fire-rating equal to or higher than the fire rating of the floor or wall through which the conduit, cables, or cable trays pass.

PART 3 – EXECUTION

3.1 Boxes shall be installed where required to pull cable or wire, but in finished areas only by approval of the Architect. Boxes shall be rigidly attached to the structure, independent of any conduit support. Boxes shall have their covers accessible. Covers shall be fastened

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to boxes with machine screws to ensure continuous contact all around. Covers for surface mounted boxes shall line up evenly with the edges of the boxes.

3.2 Outlets are only approximately located on the plans and great care must be used in the actual location of the outlets by consulting the various detailed drawings and specifications. Outlets shall be flush with finished wall or ceiling, boxes installed symmetrically on such trim or fixture. Refer to drawings for location and orientation of all outlet boxes.

3.3 Furnish and install all plaster rings as may be required. Plaster rings shall be installed on all boxes where the boxes are recessed. Plaster rings shall be of a depth to reach the finished surface. Where required, extension rings shall be installed so that the plaster ring is flush with the finished surface.

3.4 All cabinets and boxes shall be secured by means of toggle bolts on hollow masonry; expansion shields and machine screws or standard precast inserts on concrete or solid masonry; machine screws or bolts on metal surfaces and wood screws on wood construction. All wall and ceiling mounted outlet boxes shall be supported by bar supports extending from the studs or channels on either side of the box. Boxes mounted on drywall or plaster shall be secured to wall studs or adequate internal structure.

3.5 Boxes with unused punched-out openings shall have the openings filled with factory-made knockout seals.

3.6 Where standby power and normal power are to be located in the same outlet box or 480V in a switch box, install partition barriers to separate the various systems.

3.7 All device boxes and junction boxes for fire alarm system shall be painted red and shall be 4-11/16” square by 2-1/8” deep. No exceptions.

END OF SECTION 26 05 34

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SECTION 26 56 68 - EXTERIOR ATHLETIC LIGHTING

PART 1 – GENERAL

1.1 Work covered by this section of the specifications shall conform to the contract documents, engineering plans as well as state and local codes.

1.2 The purpose of these specifications is to define the lighting system performance and design standards for Sports Field and Pool Lighting using an LED Lighting source. The manufacturer / contractor shall supply lighting equipment to meet or exceed the standards set forth in these specifications

1.3 The sports lighting will be for the following venues:

1.3.1 Football/Soccer

1.3.2 Track Egress Bleachers, Ramps

1.3.3 Pool

1.4 Energy Efficient Lighting Design – Upgrade by replacing existing HID luminaires with fewer LED luminaires, maintaining existing minimum required light levels as outlined below and achieving the greatest possible amount of energy savings.

1.4.1 Guaranteed Light Levels: Selection of appropriate light levels impact the safety of the players and the enjoyment of spectators. Therefore, light levels are guaranteed to not drop below specified target values for a period of 25 years.

1.4.2 Environmental Light Control: It is the primary goal of this project to minimize spill light to adjoining properties and glare to the players, spectators and neighbors.

1.4.3 Cost of Ownership: In order to reduce the operating budget, the preferred lighting system shall be energy efficient and cost effective to operate. All maintenance costs shall be eliminated for the duration of the warranty.

1.5 Control and Monitoring – To allow for optimized use of labor resources and avoid unneeded operation of the facility, customer requires a remote on/off control system for the lighting system. Fields should be proactively monitored to detect luminaire outages over a 25 year life cycle. All communication and monitoring costs for 25 year period shall be included in the bid.

1.5.1 Control and monitoring system shall provide contactor control of all existing circuits, replacing existing contactor cabinets. Key switches shall be provided to provide field-level control of existing circuit groups.

1.5.2 Entertainment Features: Incorporation of theatrical light shows enhance the presentation and enjoyment of players and spectators. Control system shall incorporate pre-programmed light shows such as "chase", "wave", and "score." Control system shall incorporate the ability to initiate these shows locally. System shall be able to time light shows to customer-supplied music.

1.5.3 Accent Lighting: To allow for custom lighting effects, including team colors, lighting for special occasions, and theatrical effects, all poles should be equipped with RGB accent luminaires to illuminate the structures in various custom colors. Colors should be selectable via an onsite device.

1.6 ONFIELD LIGHTING PERFORMANCE

1.6.1 Illumination Levels and Design Factors: Playing surfaces shall be lit to an average target illumination level and uniformity as specified in the chart below. Lighting manufacturers will provide a guarantee that light levels will be sustained over the life of the warranty period. Lighting calculations shall be developed and field measurements taken on the grid spacing with the minimum number of grid points specified below.

1.6.2 Manufacturers will provide lumen maintenance data of the LED luminaires used per TM-21-11 and will Incorporate the lumen maintenance projections Into the lighting designs to ensure target light levels are achieved throughout the guaranteed period of the system. Per IES guidelines, lumen maintenance hours should be reported based on the 6x multiplier of testing hours.

Area of Lighting	**Average Target Illumination Levels**	**Maximum reading**	**Minimum reading**	**Maximum to Minimum Uniformity Ratio**	**Grid Points**	**Grid Spacing**
Football Field	51fc	56	47	1.19	72	30'x30'
Track	30fc	50	12	4.19	46	30' x 30'
Track Only (no field lights)	4fc	10	0	1914.10	46	30'x30'
Bleacher Home RGBW	7fc	11	0	288.78	658	5'58'
Bleacher Away RGBW	9fc	11	6	1.82	355	5'x5'
Pool	50fc	62	39	1.58	70	10'x10'
Deck	32fc	54	11	5.12	142	10'x10'

1.7 Color Temperature: The lighting system shall have a minimum color temperature of 5700K and a CRI of 75.

1.8 Playability: Lighting design and luminaire selection should be optimized for playability by reducing glare and providing sufficient uplight.

1.8.1 Aiming Angles: To reduce glare, luminaire aiming should ensure the top of the luminaire field angle (based on sample photometric reports) is a minimum of 10 degrees below horizontal.

1.8.2 Glare control technology – Luminaires selected should have glare control technology including, but not limited to: wedge shaped design with extended 7" minimum external visors, internal shields and louvres. No symmetrical beam patterns are acceptable.

1.8.3 Aerial lighting – Adequate illumination must be provided above the field in order to see the ball in flight. It is recommended that a lighting analysis be performed above the field of play to evaluate the visibility of the ball over its typical trajectory to ensure the participants will adequately see the ball. Calculation planes should be evaluated up to the maximum anticipated height for the level of play.

ENVIRONMENTAL LIGHT CONTROL

1.9 Light Control Luminaires: All luminaires must utilize spill light and glare control within the housing including, wedge shaped design with extended 12" minimum external straight visors, internal shields and louvres. No symmetrical beam patterns or round fixtures are acceptable.

1.10 Spill Light and Glare Control: To minimize impact on adjacent properties, spill light and candela values must not exceed the following levels taken at 3 feet above grade

Football	**Average**	**Minimum**	**Maximum**
Project Spill @ 3ft. Horizontal Illuminances	0.1479	0.80	0.00
Project Spill @ 5ft. Initial Candela Per Fixture	4483.0771	9802.06	33.53
Project Spill @ 5ft. Initial Max Vertical Illuminances Metric	0.2119	0.00	0.96
Pool	**Average**	**Minimum**	**Maximum**
Project Spill @ 3ft. Horizontal Illuminances	0.0028	0.00	0.01
Project Spill @ 5ft. Initial Max Candela Metric	231.3671	0.00	1043.00
Project Spill @ 5ft. Initial Max Vertical Illuminances Metric	0.0073	0.00	0.03

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1.11 Environmental Glare Impact Scans: Environmental glare impact scans must be submitted showing the maximum candela from the field edge on a map of the surrounding area until < 500 or other, F11> candela or less is achieved.

1.12 Spill Scans: Spill scans must be submitted indicating the amount of horizontal and vertical footcandles along the specified lines. Light levels shall be taken at 30-foot intervals along the boundary line. Readings shall be taken with the meter orientation at both horizontal and aimed towards the most intense bank of lights. Illumination level shall be measured in accordance with the IESNA LM-5-04 after 1 hour warm up.

1.13 Sample Photometry - The first page of a photometric report for all luminaire types proposed showing horizontal and vertical axial candle power shall be provided to demonstrate the capability of achieving the specified performance. Reports shall be certified by a qualified testing laboratory with a minimum of five years' experience or by a manufacturer's laboratory with a current accreditation under the National Voluntary Laboratory Accreditation Program for Energy Efficient Lighting Products. A summary of the horizontal and vertical aiming angles for each luminaire shall be included with the photometric report.

1.14 Field Verification – Lighting manufacturer shall supply field verification of environmental light control using a meter calibrated within the last 12 months:

1.14.1 Spill verification: The light sensing surface of the light meter should be held 36 inches above the playing surface with the sensing surface horizontal (for horizontal readings) or vertically pointed at the brightest light bank (for max vertical readings)

COST OF OWNERSHIP

1.15 Manufacturer shall submit a 25 Year Cost of Ownership summary that includes energy consumption, anticipated maintenance costs, and control costs. All costs associated with faulty luminaire replacement - equipment rentals, removal and installation labor, and shipping - are to be included in the maintenance costs.

WARRANTY AND GUARANTEE

1.16 25-Year Warranty: Each manufacturer shall supply a signed warranty covering the entire system for 25 years from the date of shipment. Warranty shall guarantee specified light levels. Manufacturer shall maintain specifically-funded financial reserves to assure fulfillment of the warranty for the full term. Warranty does not cover weather conditions events such as lightning or hail damage, improper installation, vandalism or abuse, unauthorized repairs or alterations, or product made by other manufacturers

1.17 Maintenance: Manufacturer shall monitor the performance of the lighting system, including on/off status, hours of usage and luminaire outage for 25 years from the date of equipment shipment. Parts and labor shall be covered such that individual luminaire outages will be repaired when the usage of any field is

materially impacted. Owner agrees to check fuses in the event of a luminaire outage

PRE-BID SUBMITTAL REQUIREMENTS (Non-Musco).

1.18 Design Approval: The owner / engineer will review pre-bid submittals per section 1.20-1.22 and 1.16-1.19 from all the manufacturers to ensure compliance to the specification 10 days prior to bid. If the design meets the design requirements of the specifications, a letter and/or addendum will be issued to the manufacturer indicating approval for the specific design submitted.

1.19 Approved Product: Musco's Light-Structure System™ with TLC for LED™ is the approved product. All substitutions must provide a complete submittal package for approval as outlined in Submittal Information at the end of this section at least 10 days prior to bid. Special manufacturing to meet the standards of this specification may be required. An addendum will be issued prior to bid listing any other approved lighting manufacturers and designs.

1.20 All listed manufacturers not pre-approved shall submit the information listed below at least 10 days prior to bid. An addendum will be issued prior to bid; listing approved lighting manufacturers and the design method to be used.

1.20.1 Listing of all information being submitted must be included on the table of contents. List the name of the manufacturer's local representative and his/her phone number. Signed submittal checklist to be included.

1.20.2 Drawing(s) showing field layouts with pole locations

1.20.3 Lighting design drawing(s) showing:

1.20.3.1 Field Name, date, file number, prepared by

1.20.3.2 Outline of field(s) being lighted, as well as pole locations referenced to the center of the field (x & y), Illuminance levels at grid spacing specified

1.20.3.3 Number of fixtures per pole, horizontal and vertical aiming angles, as well as luminaire information including wattage, lumens and optics

1.20.3.4 Height of light test meter above field surface.

1.20.3.5 Summary table showing the number and spacing of grid points; average, minimum and maximum illuminance levels in foot candles (fc); uniformity including maximum to minimum ratio, coefficient of variance (CV), coefficient of utilization (CU) uniformity gradient; number of luminaries, total kilowatts, average tilt factor; light loss factor.

1.20.4 Lighting design drawing showing initial spill light levels along the boundary line (defined on bid drawings) in footcandles. Lighting design showing glare along the boundary line in candela. Light levels shall be taken at 30-foot intervals along the boundary line. Readings shall be taken with the meter orientation at both horizontal and aimed towards the most intense bank of lights.

1.20.5 Provide first page of photometric report for all luminaire types being proposed showing candela tabulations as defined by IESNA Publication LM-35-02. Photometric data shall be certified by laboratory with current National Voluntary Laboratory Accreditation Program or an independent testing facility with over 5 years' experience

1.20.6 Provide performance guarantee including a written commitment to undertake all corrections required to meet the performance requirements noted in these specifications at no expense to the owner. Light levels must be guaranteed to not fall below target levels for warranty period

1.20.7 Manufacturer of the control and monitoring system shall provide written definition and schematics for automated control system. They will also provide ten (10) references of customers currently using proposed system in the state of California.

1.20.8 Manufacturer bidding an alternate product must include a revised electrical distribution plan including changes to service entrance, panels and wire sizing, signed by a licensed Electrical Engineer in the state of California

1.20.9 Provide written warranty information including all terms and conditions. Provide ten (10) references of customers currently under specified warranty in the state of California.

1.20.10 Manufacturer to provide a list of five (5) projects where the technology proposed for this project has been installed in the state of California. Reference list will include project name, project city, installation date, and if requested, contact name and contact phone number

1.20.11 Complete bill of material and current brochures/cut sheets for all product being provided

1.20.12 Manufacturer shall supply an expected delivery timeframe from receipt of approved submittals and complete order information

1.20.13 Manufacturer shall list all items that do not comply with the specifications. If in full compliance, tab may be omitted.

1.20.14 Document cost of ownership as defined in the specification. Identify energy costs for operating the luminaires. Maintenance cost for the system must be included. All costs should be based on 25 Years

1.20.15 Environmental glare impact scans must be submitted showing the maximum candela from the field edge on a map of the surrounding area until 500 candela or less is achieved.

1.21 Bidders are required to bid only products that have been approved by this specification or addendum by the owner or owner's representative. Bids received that do not utilize an approved system/design, will be rejected

ACCEPTABLE MANUFACTURES

1.22 Acceptable manufacturers shall be Musco Light Structure System with TLC for LED. System shall include Color RGB Show-Light package. Information for bid may be obtained from Musco Sports Lighting Inc., Attention: Karin Anderson (858) 232-1620, Karin Anderson@Musco.com

1.23 Equipment as Manufactured by Hubbell and Ephesus have been reviewed and are **Not** considered equal.

1.24 **Common submittal mistakes which will result in the submittals being rejected:**

1.24.1 Not including all items listed in the above itemized description.

1.24.2 Including catalog cut sheets which have several items on a page, and not clearly identifying by highlighting, underlining, or clouding the items to be reviewed, or crossing out the items which are not applicable.

1.24.3 Not including actual manufacturer's catalog information of proposed products.

1.24.4 Do not include multiple manufacturers for similar products and do not indicate "or approved equal" statements, or "to be determined later" statements. The products being submitted must be the products installed.

PART 2 — PRODUCTS

SPORTS LIGHTING SYSTEM CONSTRUCTION

2.1 Manufacturing Requirements: All components shall be designed and manufactured as a system. All luminaires, wire harnesses, drivers and other enclosures shall be factory assembled, aimed, wired and tested.

2.2 Durability: All exposed components shall be constructed of corrosion resistant material and/or coated to help prevent corrosion. All exposed carbon steel shall be hot dip galvanized per ASTM A123. All exposed aluminum shall be powder coated with high performance polyester or anodized. All exterior reflective inserts shall be anodized, coated, and protected from direct environmental exposure to prevent reflective degradation or corrosion. All exposed hardware and fasteners shall be stainless steel, passivated and coated with aluminum-based thermosetting epoxy resin for protection against corrosion and stress corrosion

cracking. Structural fasteners may be carbon steel and galvanized meeting ASTM A153 and ISO/EN 1461 (for hot dipped galvanizing), or ASTM B695 (for mechanical galvanizing). All wiring shall be enclosed within the cross-arms, pole, or electrical components enclosure.

2.3 Lighting systems Poles & concrete foundations are existing to remain. Fixture heads, crossarms and control cabinets to be removed and replaced with new.

2.4 System Description: Lighting system is intended to mount to existing structures and shall reuse exiting foundations, poles, underground supply wiring, and control system. The system shall consist of the following:

2.4.1 Existing equipment: Lighting manufacturer is required to provide stamped DSA Drawings and structural calculations, showing by a CA State licensed SE that the proposed loads will not structurally overload the existing poles. The analysis must be done using the data from the manufacturer of the existing poles.

2.4.2 Poletop luminaire assembly: Galvanized steel poletop luminaire assemblies to replace existing poletop by slip fit over the pole sections, bolting to top flange, or clamping to pole. Lighting manufacturer must supply new galvanized steel bolt-on crossarm assemblies, or supply calculations that show crossarms are strong enough to support new loads without deflection.

2.4.3 All luminaires, visors, and poletop luminaire assemblies shall withstand 150 mi/h winds and maintain luminaire aiming alignment.

2.4.4 Manufacturer will supply all drivers and supporting electrical equipment

2.4.4.1 Remote drivers and supporting electrical equipment shall be mounted approximately 10 feet above grade in aluminum enclosures. The enclosures shall be touch-safe and include drivers and fusing with indicator lights on fuses to notify when a fuse is to be replaced for each luminaire. Disconnect per circuit for each pole structure will be located in the enclosure. Integral drivers are not allowed.

2.4.4.2 Manufacturer shall provide surge protection at the pole equal to or greater than 40 kA for each line to ground (Common Mode) as recommended by IEEE C62.41.2_2002.

2.4.5 Wire harness complete with an abrasion protection sleeve, strain relief and plug-in connections for fast, trouble-free installation.

2.4.6 Control cabinet to provide remote on-off control, monitoring, and entertainment features of the lighting system. See Section 2.3 for further details.

2.4.7 Contactor cabinet to provide on-off control.

2.4.8 Manufacturer shall provide lightning grounding as defined by NFPA 780 and be UL Listed per UL 96 and UL 96A.

2.4.8.1 If grounding is not integrated into the structure, the manufacturer or installer shall supply grounding electrodes, down conductors, and exothermic weld kits. Electrodes and conductors shall be sized as required by NFPA 780.

2.5 Safety: All system components shall be UL listed for the appropriate application.

2.6 Manufacturer will supply all drivers and supporting electrical equipment

2.6.1 Remote drivers and supporting electrical equipment shall be mounted approximately 10 feet above grade in aluminum enclosures. The enclosures shall be touch-safe and include drivers and fusing with indicator lights on fuses to notify when a fuse is to be replaced for each luminaire. Disconnect per circuit for each pole structure will be located in the enclosure. Integral drivers are not allowed. If integral drivers are allowed, and are mounted at the top of the pole, the pole will require a pole mounted enclosure approximately 10 feet above grade. The enclosure shall include a disconnect per circuit, individual luminaire fusing, and surge protection. The pole shall include steps, cables, and platforms for luminaire maintenance, if owner responsible for removal of faulty luminaires.

2.6.2 Manufacturer shall provide surge protection at the pole equal to or greater than 40 kA for each line to ground (Common Mode) as recommended by IEEE C62.41.2_2002.

2.7 Wire harness complete with an abrasion protection sleeve, strain relief and plug-in connections for fast, trouble-free installation.

2.8 All luminaires, visors, and cross-arm assemblies shall withstand 150 mi/h winds and maintain luminaire aiming alignment.

2.9 Control cabinet to provide remote on-off control, monitoring of the lighting system.

2.10 Manufacturer shall provide lightning grounding as defined by NFPA 780 and be UL Listed per UL 96 and UL 96A.

2.10.1 Integrated grounding via concrete encased electrode grounding system.

2.10.2 If grounding is not integrated into the structure, the manufacturer shall supply grounding electrodes, copper down conductors, and exothermic weld kits. Electrodes and conductors shall be sized as required by NFPA 780.The grounding electrode shall be minimum size of 5/8 inch diameter and 8 feet long, with a minimum of 10 feet embedment. Grounding electrode shall be connected to the structure by a grounding electrode conductor with a minimum size of 2 AWG for poles with 75 feet

mounting height or less, and 2/0 AWG for poles with more than 75 feet mounting height.

2.11 Enhanced corrosion protection package: Due to the potentially corrosive environment for this project, manufacturers must provide documentation that their products meet the following enhanced requirements in addition to the standard durability protection specified above:

2.11.1 Exposed carbon steel horizontal surfaces on the crossarm assembly shall be galvanized to no less than a five (5) mil average thickness.

2.11.2 Exposed die cast aluminum components shall be Type II anodized per MIL-STD-8625 and coated with high performance polyester.

2.11.3 Exposed extruded aluminum components shall be Type II anodized per MIL-STD-8625 and coated with high performance polyester.

2.11.4 Safety: All system components shall be UL listed for the appropriate application.

ELECTRICAL

2.12 Electric Power Requirements for the Sports Lighting Equipment:

2.12.1 Electric power: 480 Volt, 3 Phase

2.12.2 Maximum total voltage drop: Voltage drop to the disconnect switch located on the poles shall not exceed three (3) percent of the rated voltage.

2.13 Energy Consumption: The kW consumption for the field lighting system shall be

2.13.1 7.74 kW for Pool

2.13.2 72.26kW for Field

CONTROL

2.14 Instant On/Off Capabilities: System shall provide for instant on/off of luminaires.

2.15 Lighting contactor cabinet(s) constructed of NEMA Type 4 aluminum, designed for easy installation with contactors, labeled to match field diagrams and electrical design. Manual off-on-auto selector switches shall be provided.

2.16 Contactor control of lights: To minimize wear on drivers and other electrical components and prevent lights from turning on due to communication loss, circuits must be controlled via contactor switching, not dimming driver output to zero.

2.17 Remote Lighting Control System: System shall allow owner and users with a security code to schedule on/off system operation via a web site, phone, fax or

email up to ten years in advance. Manufacturer shall provide and maintain a ***two-way TCP/IP communication link***. Trained staff shall be available 24/7 to provide scheduling support and assist with reporting needs.

2.18 The owner may assign various security levels to schedulers by function and/or fields. This function must be flexible to allow a range of privileges such as full scheduling capabilities for all fields to only having permission to execute “early off” commands by phone. Scheduling tool shall be capable of setting curfew limits.

2.19 Controller shall accept and store 7-day schedules, be protected against memory loss during power outages, and shall reboot once power is regained and execute any commands that would have occurred during outage.

2.20 Remote Monitoring System: System shall monitor lighting performance and notify manufacturer if individual luminaire outage is detected so that appropriate maintenance can be scheduled. The controller shall determine switch position (manual or auto) and contactor status (open or closed).

2.21 Management Tools: Manufacturer shall provide a web-based database and dashboard tool of actual field usage and provide reports by facility and user group. Dashboard shall also show current status of luminaire outages, control operation and service. Mobile application will be provided suitable for IOS, Android and Blackberry devices.

2.22 Hours of Usage: Manufacturer shall provide a means of tracking actual hours of usage for the field lighting system that is readily accessible to the owner.

2.22.1 Cumulative hours: shall be tracked to show the total hours used by the facility

2.22.2 Report hours saved by using early off and push buttons by users.

2.23 Communication Costs: Manufacturer shall include communication costs for operating the control and monitoring system for a period of 25 years.

2.24 Communication with luminaire drivers: Control system shall interface with drivers in electrical components enclosures by means of powerline communication.

2.25 Control and monitoring system shall provide contactor control of all existing circuits. Key switches shall be provided to provide field-level control of existing circuit groups

2.26 Entertainment Features: Incorporation of theatrical light shows enhance the presentation and enjoyment of players and spectators. Control system shall incorporate pre-programmed light shows such as "chase”, “wave”, “marquee”, and “random.” Control system shall incorporate the ability to initiate these shows locally. System shall be able to synchronize light shows to customer-supplied music.

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2.27 Accent Lighting: To allow for custom lighting effects, including team colors, lighting for special occasions, and theatrical effects, all poles should be equipped with RGB accent luminaires to illuminate the structures in various custom colors. Colors should be selectable via an onsite device.

STRUCTURAL PARAMETERS

2.28 Wind Loads: Wind loads shall be based on the 2022 California Building Code. Wind loads to be calculated using ASCE 7-16, a design wind speed of 95, exposure category C and wind importance factor of 1.0.

2.29 Pole Structural Design: The stress analysis and safety factor of the poles shall conform to AISC 360-16 Specification for Structural Steel Buildings.

2.30 Foundation Design: If no geotechnical report is available, the foundation design shall be based on soils that meet or exceed those of a Class 5 material as defined by 2022 CBC Table 1806.2.

2.31 Foundation Drawings: Project specific foundation drawings stamped by a registered engineer in the state where the project is located are required. The foundation drawings must list the moment, shear (horizontal) force, and axial (vertical) force at ground level for each pole. These drawings must be submitted at time of bid to allow for accurate pricing.

SHOW-LIGHT ENTERTAINMENT SYSTEM

2.32 Entertainment Features: Control System shall store four (4) standard preprogrammed lighting effects per field with option for two (2) custom preprogrammed lighting scenes or effects. Programming will additionally include four (4) minutes of custom programming with lights synchronized to music supplied by customer. Shows shall be initiated by a manufacturer-provided touchscreen user interface on the control system network.

PART 3 – EXECUTION

DELIVERY TIMING - DSA

3.1 Delivery Timing Equipment On-Site: The equipment must be on-site 10-12 weeks from receipt of approved submittals and receipt of complete order information. See DSA information below

3.1.1 10-12 weeks for delivery of materials to the job site from the time of order, submittal approval, and confirmation of order details including voltage, phase, and pole locations

3.2 Existing poles and foundations are to be re-used. New lighting fixtures and controls cabinets to be installed on existing poles.

3.3 Delivery to the job site for DSA projects can vary from 10-12 weeks. Musco must have the following information in order to schedule production of a project:

3.3.1 Approved Submittals

3.3.2 Stamped/signed approved DSA drawings

3.3.3 Contact information for the DSA certified inspection lab and specific inspection requirements

3.3.4 Confirmation of order details including voltage/phase and pole locations.

FIELD QUALITY CONTROL

3.4 Illumination Measurements: Upon substantial completion of the project and in the presence of the Contractor, Project Engineer, Owner's Representative, and Manufacturer's Representative, illumination measurements shall be taken and verified. The illumination measurements shall be conducted in accordance with IESNA RP-6-22.

3.5 Field Light Level and offsite Glare Accountability

3.5.1 Light levels are guaranteed not to fall below the target maintained light levels for the entire warranty period of 25 years. These levels will be specifically stated as “guaranteed” on the illumination summary provided by the manufacturer.

3.5.2 The contractor/manufacturer shall be responsible for conducting initial light level testing and an additional inspection of the system, in the presence of the owner, one year from the date of commissioning of the lighting.

3.5.3 The contractor/manufacturer will be held responsible for any and all changes needed to bring these fields back to compliance for light levels and uniformities. Contractor/Manufacturer will be held responsible for any damage to the fields during these repairs.

3.5.4 All expenses for obtaining approved DSA drawings, DSA Inspection vees for both on site inspections and inspections at the site of manufacture (including DSA Inspector travel charges), shall be included in the contractors’ quote.

3.6 Correcting Non-Conformance: If, in the opinion of the Owner or his appointed Representative, the actual performance levels including footcandles, uniformity ratios, uplight for aerial visibility, and offsite candela readings are not in conformance with the requirements of the performance specifications and submitted information, the Manufacturer shall be required to make adjustments to meet specifications and satisfy Owner.

END OF SECTION 26 56 68

SECTION 26 90 90 - ELECTRICAL CLOSEOUT

PART 1 – GENERAL

1.1 Upon completion of the electrical work, the entire installation shall be tested by the Contractor, and demonstrated to be operating satisfactorily to the Architect, Engineer, Inspector and Owner.

1.2 All testing and corrections shall be made prior to demonstration of operation to the Architect, Engineer, Inspector and Owner.

1.3 In addition to the demonstration of operation, the Contractor is also required to review the content and quality of instructions provided on items demonstrated with the Architect, Engineer, Inspector and Owner.

PART 2 – EXECUTION

2.1 Wiring shall be tested for continuity, short circuits and/or accidental grounds. All systems shall be entirely free from "grounds," "short circuits," and any or all defects.

2.2 Motors shall be operating in proper rotations, and control devices functioning properly. Check all motor controllers to determine that properly sized overload devices are installed, and all other electrical equipment for proper operation.

2.3 Tests and adjustments shall be made prior to acceptance of the electrical installation by the Architect, and a certificate of inspection and acceptance of the electrical installation by local inspection authorities shall be provided.

2.4 All equipment or wiring provided which tests prove to be defective or operating improperly shall be corrected or replaced promptly, at no additional cost to the Owner.

2.5 Test all motor and feeder circuits with a "megger" tester to determine that insulation values conform to Section 110-20, California Electrical Code (CEC). Test reports must be submitted and approved by the engineer before final acceptance.

2.6 Test all grounding electrode connections to assure a resistance of no more than 10 ohms is achieved. Augment grounding until the ohmic value stated above is achieved. Provide certified test results to the Architect, Engineer and Inspector.

END OF SECTION 26 90 90