PROJECT MANUAL

PROJECT:

WELLNESS CENTER RENOVATIONS
D.R.1. – AHU PRE-PURCHASE
2810 Baker Road
Dexter MI, 48130

OWNER:

DEXTER COMMUNITY SCHOOLS
2704 Baker Road
Dexter MI 48130

TMP PROJECT NO.: 25031

DATE: SEPTEMBER 25, 2026

ISSUED FOR: D.R.1 PRE-PURCHASE

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Wellness Center Renovations – D.R.1. – AHU Pre-Purchase

25031

This Document has been prepared under the supervision of the Architect and/or Professional Engineer as indicated by their individual License Seals affixed hereon.

Professional License Seals

Seal	*Seal*	*Seal*
TMP Architecture, Inc.	***Peter Basso Associates, Inc.***	***Peter Basso Associates, Inc.***
Architect	*Mechanical Engineer*	*Electrical Engineer*

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Not Used

END OF SECTION

SECTION 00 0115 - LIST OF DRAWINGS

LIST OF DRAWINGS

1.01 GENERAL

A. Drawings: Drawings consist of the Contract Drawings including drawings listed on the TITLE SHEET page of the separately bound drawing set titled Dexter Wellness Center - D.R.1 AHU Pre-Purchase, dated 09-25-2026 and any subsequent Addenda and Contract modifications which may occur.

END OF SECTION 00 0115

SECTION 00 8200 - AVAILABILITY OF ELECTRONIC FILES

AVAILABILITY OF ELECTRONIC FILES

1.01 POLICY

A. As a service to Contractor, subcontractors, vendors, material suppliers and others needing electronic copies of Drawings, the Architect will provide CAD files electronically in accordance with the following policy:

1. By acceptance it is understood and agreed that the data and medium being supplied is to be used only for the project referenced.
2. It is further understood and agreed that the undersigned will hold TMP Architecture, Inc. and its Consultants harmless and indemnify TMP Architecture, Inc. and its Consultants from all claims, liabilities, losses, and so forth, including attorney's fees arising out of the use or misuse of the transferred files.
3. It is understood and agreed that the files transmitted are prepared from CAD files current at the time of preparation. All files are AutoCAD version 2024 dwg files.
   a. Composite plans of floor plan, reflected ceiling plan, or roof plan will be provided in lieu of individual zone sheets. General Information, Life Safety Plans, and Detail sheets are not available for release.
4. This information does not waive the need to verify and review current field conditions and the status of Addenda and/or Bulletin and Proposal Request or Construction Change Directive documentation.
5. As a record of information to be transmitted, TMP Architecture, Inc. will prepare a duplicate electronic back-up for its record.
6. Compensation Fee for providing this material will be as follows: $0.00 / No Charge.
7. A signed copy of the Release Form must be provided before files will be released.

1.02 REQUEST PROCEDURE

A. To receive Drawing CAD files the Release Form must be completed in full and submitted to the Construction Manager to be forwarded to the Project Manager at TMP Architecture, Inc.

1. A signed copy of the Release Form must be submitted.
   a. Emailed copies will be accepted.
2. Upon remittance of the signed Release Form , allow five working days for processing.
3. Transmission of Drawings will be provided electronically to the Construction Manager .

1.03 RELEASE FORM

A. Release Form is located immediately after this Section. Refer to Section 00 8200.01 Electronic Files Release Form.

END OF SECTION 00 8200

SECTION 00 8200.01 - TMP ELECTRONIC FILES RELEASE FORM

RE: AUTHORIZATION FORM FOR CAD FILE TRANSFERS
PROJECT NAME: DEXTER WELLNESS CENTER- D.R. 1 AHU PRE-PURCHASE
TMP PROJECT NO. : 25031

Dear Sir/Madam:

Per your request, TMP Architecture, Inc. will electronically transmit requested CAD files upon receipt of an original signed copy of this form which states the conditions of agreement and the receipt of the required compensation fee.

1. By acceptance it is understood and agreed that the data and medium being supplied is to be used only for the project referenced.
2. It is further understood and agreed that the undersigned will hold TMP Architecture, Inc. and its Consultants harmless and indemnify TMP Architecture, Inc. and its Consultants from all claims, liabilities, losses, and so forth, including attorney's fees arising out of the use or misuse of the transferred files.
3. It is understood and agreed that the items transmitted are prepared from CAD files current at the time of preparation. All files are AutoCAD version 2024 dwg files.
   a. Composite plans of floor plan, reflected ceiling plan, or roof plan will be provided in lieu of individual zone sheets. General Information, Life Safety Plans, and Detail sheets are not available for release.
4. This information does not waive the need to verify and review current field conditions and the status of Addenda and/or Proposal Request or Construction Change Directive documentation.
5. As a record of information to be transmitted, TMP Architecture, Inc. will prepare a duplicate electronic back-up for its record.
6. Compensation for providing this material will be as follows: **$0.00 / No Charge**
7. A signed copy of this form must be provided before files will be released. Please remit to Construction Manager to be forwarded to the Project Manager at TMP Architecture, Inc. and allow five working days for processing.

REQUESTED DRAWINGS: _____
_____
_____

FIRM REQUESTING FILES:

Company: _____
Address: _____
Signed:_____Date: _____
Printed Name / Title: _____
Email: _____

TO BE COMPLETED BY TMP ARCHITECTURE, INC.

Released(signed by): _____TMP Architecture, Inc.
Printed Name/Title:_____ Date: _____

END OF SECTION 00 8200.01

SECTION 00 8201 - TMP ELECTRONIC BIM RELEASE FORM

AVAILABILITY OF ELECTRONIC BIM FILES

1.01 GENERAL PROVISIONS

A. This document establishes the terms and protocols of the following: ownership, development, uses, transmission, and sharing of Building Information Models and other Digital Data for the Project.

B. All the following will be removed from the Revit file prior to the file being distributed; sheets, title blocks, cover sheets, details, schedules, views (all) and TMP and consultant company information.

C. Definitions

1. Building Information Model or Model. A Building Information Model (BIM), or Model, is a digital representation of the Project or a subset of the Project. A Model is a collection of one or more Model Portions, each of which is an assemblage of Model Elements.
2. Model Portion or Portion. A Model Portion, or Portion, is a subset of a Model as designated within this document. The Model Portion may be designated by discipline, trade, area, location, phase, or other mutually agreeable distinction.
3. Model Author or Author. A Model Author, or Author, is the Project Participant responsible for developing a Model Portion.
4. Model Version. A Model Version is a specific edition of a Model or Model Portion that is sufficiently identifiable as unique and unchanged as of the time it is saved by its Author.
5. Model Element. A Model Element is a digital representation of a component, system, object, or assembly within a Model.
6. Non-Graphic Information. Non-Graphic Information is any information other than the physical geometry associated with, or attached to, a Model Element. Examples of Non-Graphic Information include equipment or product manufacturer, maintenance schedule, tonnage of HVAC, etc.
7. Digital Data. Digital Data is information created or stored for the Project in digital form.
8. Level of Development. The Level of Development (LOD) establishes the minimum dimensional, spatial, quantitative, and qualitative aspects of a Model Element, and the degree to which Project Participants may rely upon the Model Element when developed to that level in the Model. Level of Development (LOD) is established by Architect and Consultants at time of BIM Kickoff Meeting and is discipline specific as defined in section (1.05) below.
9. Project Participant. A Project Participant is the owner of, and any entity or individual providing services or work on, the Project.

D. This document shall not be construed to create a contractual relationship of any kind between Project Participants who are not otherwise in contractual privity.

1.02 POLICY

A. At the request of, and as a courtesy for the convenience of the Construction Manager, Architect will provide BIM files in accordance with the following policy:

1. By acceptance it is understood and agreed that the Model being supplied is to be used only for the project referenced.
2. It is further understood and agreed that the undersigned will hold TMP Architecture, Inc., and its Consultants harmless and indemnify TMP Architecture, Inc. and its Consultants from all claims, liabilities, losses, and so forth, including attorney's fees arising out of the use or misuse of the transferred files.

3. Data contained on these electronic files are part of our instruments of service and shall not be used by you or anyone else receiving these data through or from you for any purpose other than as a convenience in the preparation of shop drawings for the referenced project. Any other use or reuse by you or by others will be at your sole risk and without liability or legal exposure to us. You agree to make no claim and hereby waive, to the fullest extent permitted by law, any claim or cause of action of any nature against our firm, our officers, directors, employees, agents or subconsultants that may arise out of or in connection with your use of the electronic files.
4. The digital data is diagrammatic and represents the general intent of systems. The plans and 3D model are not to be considered coordination, fabrication, or shop drawing level. Coordination with all trades is required. Additional fittings, offsets, and components will be required to complete each system and to avoid interferences with other systems including the structural, sheet metal, HVAC piping, plumbing, electrical, fire protection, etc. and/or other space constraints.
5. It is understood and agreed that the files transmitted are prepared from BIM files current at the time of preparation. All files are Revit version decided upon between the Architect and Design Team at time of Project Kick-off meeting, unless mutually decided upon by the Architect and Consultant Team throughout the project duration. The Revit version for this Model or Model Portion will be stated below.
6. This document shall indicate the Model Version at time of release. Reliance upon the Model, Model Portion, or Model Elements shall be limited to the uses listed within this document. Any reliance on a Model Version not in accordance with this document shall be at the Project Participant's sole risk.
7. These electronic files are not construction documents. Differences may exist between these electronic files and corresponding hard-copy construction documents. We make no representation regarding the accuracy or completeness of the electronic files you receive. In the event that a conflict arises between the signed or sealed hard-copy construction documents prepared by us and the electronic files, the signed or sealed hard-copy construction documents shall govern. You are responsible for determining if any conflict exists. By your use of these electronic files, you are not relieved of your duty to fully comply with the contract documents, including, and without limitation, the need to check, confirm and coordinate all dimensions and details, take field measurements, verify field conditions and coordinate your work with that of other contractors for the project.
8. Because information presented on the electronic files can be modified, unintentionally or otherwise, we reserve the right to remove all indicia of ownership and/or involvement from each electronic display.
9. This information does not waive the need to verify and review current field conditions and the status of Addenda and/or Bulletin and Proposal Request or Construction Change Directive documentation.
10. As a record of information to be transmitted, TMP Architecture, Inc. will prepare a duplicate electronic back-up for its record.
11. Compensation Fee for providing this material will be as follows: $750.00.
12. A signed copy of this document, stating Project, Model Version, Level of Development at time of release, and intended use of Model or Model Portion must be provided before files will be released.
13. If Project Participants discover or become aware of any discrepancies, inconsistencies, errors, or omissions in any Model Version, they shall promptly report the discrepancy, inconsistency, error, or omission in writing to the Author and the Architect.
14. Under no circumstances shall delivery of the electronic files for use by you be deemed a sale by us, and we make no warranties, either express or implied, of merchantability and fitness for any particular purpose. In no event shall we be liable for any loss of profit or any consequential damages as a result of your use or reuse of these electronic files.

15. By transmitting Digital Data, the transmitting Party does not convey ownership right in the Digital Data or in the software used to generate the Digital Data. Unless otherwise granted in a separate document, the receiving Party's right to use, or modify Digital Data is specifically limited to the intended use of Model or Model Portion as indicated within this document.
16. The electronic files are issued only as supplemental information for the convenience of the Construction Manager.

1.03 LEVEL OF DEVELOPMENT

A. Level of Development Descriptions: The LOD descriptions included within this document shall be used to identify the minimum required characteristics for each Model Element at progressively developed levels. Other Project Participants may only rely on a Model Element consistent with the minimum required characteristics for the designated LOD.

1. Non-Graphic Information: Non-Graphic Information may be attached to a Model Element. If Non-Graphic Information has a different degree of reliance than the Model Element to which it is attached, then the Model Author shall indicate the difference.
2. LOD 100: The Model Element may be graphically represented in the Model with a symbol or other generic representation but does not satisfy the requirements for LOD 200. Information related to the Model Element can be derived from other Model Elements.
3. LOD 200: The Model Element is generically and graphically represented within the Model with approximate quantity, size, shape, location, and orientation.
4. LOD 300: The Model Element, as designed, is graphically represented within the Model such that its quantity, size, shape, location, and orientation can be measured.
5. LOD 350: The Model Element, as designed, is graphically represented within the Model such that its quantity, size, shape, location, orientation, and interfaces with adjacent or dependent Model Elements can be measured.
6. LOD 400: The Model Element is graphically represented within the Model with detail sufficient for fabrication, assembly, and installation.
7. LOD 500: The Model Element is a graphic representation of an existing or as-constructed condition developed through a combination of observation, field verification, or interpolation. The level of accuracy shall be noted or attached to the Model Element.

1.04 REQUESTED PROJECT MODEL

TMP Project Name: Dexter Wellness Center - D.R.1 - AHU Pre-Purchase
TMP Project Number: 23031
Requested Model Portion (Architectural, Structural, Mechanical/Electrical, etc.)
_____
Company Requesting Files: _____
Address: _____
Signed: _____
Printed Name / Title: _____
Email: _____

By signing above, it is understood and agreed that the undersigned will hold TMP Architecture, Inc., and its Consultants harmless and indemnify TMP Architecture, Inc. and its Consultants from all claims, liabilities, losses, and so forth, including attorney's fees arising out of the use or misuse of the transferred files. Reliance upon the Model, Model Portion, or Model Elements shall be limited to the uses listed within this document. Any reliance on a Model Version not in accordance with this document shall be at the Project Participant's sole risk. It is understood and agreed that the items transmitted are current as of date indicated below and this information does not waive the need of the user to verify and review current field conditions and the status of subsequent revisions including Addenda and/or Bulletin and Proposal Request or Construction Change Directive Documentation.

1.05 TO BE COMPLETED BY TMP ARCHITECTURE, INC.

Model Version: _____ Software Version: _____

Level of Development: _____

Comments: _____

Released (signed by): _____ TMP Architecture, Inc.

Printed Name / Title: _____ Date: _____

END OF SECTION 00 8201

SECTION 01 0005 - RELATED REQUIREMENTS

PART 1 GENERAL

1.01 DIVISION 00 AND DIVISION 01

A. Unless otherwise noted, all provisions of sections and documents in Division 00 and Division 01, including, but not limited to, General Conditions and Supplementary Conditions, relate and apply to all sections and documents within Project Manual; including, but not limited to, sections and documents in Division 00 through Division 48.

1.02 DRAWINGS

A. Unless otherwise noted, Drawings relate and apply to all specification sections and documents within Project Manual; including, but not limited to, sections and documents in Division 00 through Division 48.

PART 2 PRODUCTS -- NOT USED

PART 3 EXECUTION -- NOT USED

END OF SECTION 01 0005

SECTION 01 2500 - SUBSTITUTION PROCEDURES

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Procedural requirements for proposed substitutions.

1.02 RELATED REQUIREMENTS

A. Section 01 2500.01 - TMP Substitution Request Form.

1.03 DEFINITIONS

A. Substitutions: Changes from Contract Documents requirements proposed by Contractor to materials, products, assemblies, and equipment.
   1. Substitutions for Cause: Proposed due to changed Project circumstances beyond Contractor's control.
   2. Substitutions for Convenience: Proposed due to possibility of offering substantial advantage to the Project.

B. Substitutions: Any proposed substitution to be evaluated by the Architect and accepted as stipulated below.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 GENERAL REQUIREMENTS

A. A Substitution Request for products, assemblies, materials, and equipment constitutes a representation that the submitter:
   1. Has investigated proposed product and determined that it meets or exceeds the quality level of the specified product, equipment, assembly, or system.
   2. Agrees to provide the same warranty for the substitution as for the specified product.
   3. Agrees to provide same or equivalent maintenance service and source of replacement parts, as applicable.
   4. Agrees to coordinate installation and make changes to other work that may be required for the work to be complete, with no additional cost to Owner.
   5. Waives claims for additional costs or time extension that may subsequently become apparent.

B. Document each request with complete data substantiating compliance of proposed substitution with Contract Documents. Burden of proof is on proposer.
   1. Note explicitly any non-compliant characteristics.

C. Content: Include information necessary for tracking the status of each Substitution Request, and information necessary to provide an actionable response.
   1. Forms included in the Project Manual are adequate for this purpose, and must be used.

D. Limit each request to a single proposed substitution item.
   1. Submit an electronic document, combining the request form with supporting data into single document.

3.02 SUBSTITUTION PROCEDURES DURING PROCUREMENT

A. Submittal Time Restrictions:

B. Substitution Request Form: TMP Substitution Request Form must be completed and provided at the beginning of each substitution request.
   1. Refer to Section 01 2500.01 - TMP Substitution Request Form.
   2. Submittals without a completed TMP Substitution Request Form will not be acknowledged, reviewed, or returned. Use only this form; other forms of submission are unacceptable.

C. Instructions to Bidders specifies time restrictions for submitting requests for substitutions during the bidding period.

3.03 SUBSTITUTION PROCEDURES DURING CONSTRUCTION

A. Substitution Request Form: TMP Substitution Request Form must be completed and provided at the beginning of each substitution request.
   1. Refer to Section 01 2500.01 - TMP Substitution Request Form.
   2. Submittals without a completed TMP Substitution Request Form will not be acknowledged, reviewed, or returned. Use only this form; other forms of submission are unacceptable.

B. Submit request for Substitution for Cause immediately upon discovery of need for substitution, but not later than 14 days prior to time required for review and approval by Architect, in order to stay on approved project schedule.

C. Submit request for Substitution for Convenience within 14 days of discovery of its potential advantage to the project, but not later than 14 days prior to time required for review and approval by Architect, in order to stay on approved project schedule.
   1. In addition to meeting general documentation requirements, document how the requested substitution benefits the Owner through cost savings, time savings, greater energy conservation, or in other specific ways.
   2. Document means of coordinating of substitution item with other portions of the work, including work by affected subcontractors.
   3. Bear the costs engendered by proposed substitution of:
      a. Owner's compensation to the Architect for any required redesign, time spent processing and evaluating the request.
      b. Other unanticipated project considerations.

D. Substitutions will not be considered under one or more of the following circumstances:
   1. When they are indicated or implied on shop drawing or product data submittals, without having received prior approval.
   2. Without a separate written request.

3.04 RESOLUTION

A. Architect may request additional information and documentation prior to rendering a decision. Provide this data in an expeditious manner.

B. Architect will notify Contractor in writing of decision to accept or reject request.
   1. During construction, Architect's decision following review of proposed substitution will be noted on the submitted form.
   2. During bidding, Architect will approve substitution requests by issuing an Addendum. Substitutions not approved by addendum are rejected.

3.05 ACCEPTANCE

A. Accepted substitutions change the work of the Project. They will be documented and incorporated into work of the project by Change Order, Construction Change Directive, Architectural Supplementary Instructions, or similar instruments provided for in the Conditions of the Contract.

3.06 CLOSEOUT ACTIVITIES

A. See Section 01 7800 - Closeout Submittals, for closeout submittals.

END OF SECTION 01 2500

SECTION 01 2500.01 - TMP SUBSTITUTION REQUEST FORM

SUBSTITUTION REQUEST NUMBER: _____ DATE SUBMITTED: _____
TMP PROJECT NUMBER: 25031 PROJECT NAME: DEXTER WELLNESS CENTER - D.R.1 AHU PRE-PURCHASE

SPECIFIED ITEM

SPECIFICATION TITLE:_____
SPECIFICATION SECTION_____SPECIFICATION ARTICLE/PARAGRAPH: _____
SPECIFIED PRODUCT / DESCRIPTION: _____
SPECIFIED MANUFACTURER: _____
SPECIFIED PRODUCT / MODEL: _____
REASON SPECIFIED ITEM CANNOT BE PROVIDED: _____
_____
_____

PROPOSED SUBSTITUTION

DESCRIPTION OF PROPOSED SUBSTITUTION: _____
_____
PROPOSED MANUFACTURER: _____
ADDRESS: _____
WEBSITE: _____
PRODUCT / MODEL: _____
YEARS PRODUCT/MODEL HAS BEEN MANUFACTURED: _____
DIFFERENCES BETWEEN PROPOSED SUBSTITUTION AND SPECIFIED ITEM: _____
_____
_____
_____
_____
WILL PROPOSED SUBSTITUTION AFFECT OTHER PARTS OF WORK? ☐ NO ☐ YES
IF YES, EXPLAIN HOW: _____
_____
_____
_____
HOW WILL SUBSTITUTION BENEFIT THE OWNER: ☐ COST SAVINGS ☐ TIME SAVINGS ☐ OTHER
PROVIDE SPECIFIC DETAILS: _____
_____
_____
_____

THE FOLLOWING INFORMATION IS REQUIRED; CHECK TO INDICATE INFORMATION IS ATTACHED. (REQUEST WILL BE REJECTED WITHOUT REQUIRED DATA)

32.01

A. ☐ List of references where proposed product has been installed; include address, owner, architect, and date installed.
B. ☐ Product data sheets.

C. ☐ Applicable certificates and test reports.
D. ☐ Comparative Data: Provide point-by-point, side-by-side comparison of specified product and proposed substitution addressing essential attributes specified.

INDICATE WHICH OF THE FOLLOWING VOLUNTARY INFORMATION IS ATTACHED, IF ANY:
☐ DRAWINGS.
☐ SAMPLES.
☐ OTHER ITEMS: _____

SIGNATURE

THE UNDERSIGNED CERTIFIES:

The proposed substitution meets or exceeds the quality level of the specified product, equipment, assembly, or system.
To provide the same warranty for the substitution as for the specified product.
Agrees to provide same or equivalent maintenance service and source of replacement parts, as applicable.
Agrees to coordinate installation and make changes to other work that may be required for the work to be complete, with no additional cost to Owner.
The proposed substitution will have no adverse effects on other work.
The proposed substitution will not affect project schedule.
Waives claims for additional costs or time extension that may subsequently become apparent.

CONTRACTOR / COMPANY: _____
SIGNED BY: _____PRINTED NAME: _____
TITLE: _____
ADDRESS: _____
EMAIL: _____ PHONE: _____

ARCHITECT'S RESPONSE

A. During bidding, Architect will approve substitution requests by issuing an Addendum. Substitutions not approved by addendum are rejected.
B. During construction, Architect will notify Contractor in writing (see below) of decision to accept or reject request, and incorporate the substitution into the project by Change Order, Construction Change Directive, Architectural Supplementary Instructions, or similar instruments as provided for in the Conditions of the Contract.

☐ SUBSTITUTION APPROVED - PROVIDE SUBMITTALS PER SECTION 01 3000 AND RESPECTIVE SECTION FOR WHICH SUBSTITUTION WAS MADE.
☐ SUBSTITUTION REJECTED - PROVIDE SPECIFIED MATERIALS.

SIGNED BY: _____PRINTED NAME: _____
ARCHITECT'S COMMENTS: _____
_____
_____

END OF SECTION 01 2500.01

SECTION 01 3000 - ADMINISTRATIVE REQUIREMENTS

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Submittals for review, information, and project closeout.
B. Number of copies of submittals.
C. Requests for Information (RFI) procedures.
D. Submittal procedures.

1.02 RELATED REQUIREMENTS

A. Section 01 3000.01 - TMP Submittal and Sample Transmittal Form.

1.03 REFERENCE STANDARDS

A. AIA G716 - Request for Information; 2004.
B. CSI/CSC Form 13.2A - Request for Information; Current Edition.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 REQUESTS FOR INFORMATION (RFI)

A. Definition: A request seeking one of the following:
   1. An interpretation, amplification, or clarification of some requirement of Contract Documents arising from inability to determine from them the exact material, process, or system to be installed; or when the elements of construction are required to occupy the same space (interference); or when an item of work is described differently at more than one place in Contract Documents.
   2. A resolution to an issue which has arisen due to field conditions and affects design intent.
B. Preparation: Prepare an RFI immediately upon discovery of a need for interpretation of Contract Documents. Failure to submit a RFI in a timely manner is not a legitimate cause for claiming additional costs or delays in execution of the work.
   1. Prepare a separate RFI for each specific item.
      a. Review, coordinate, and comment on requests originating with subcontractors and/or materials suppliers.
      b. Do not forward requests which solely require internal coordination between subcontractors.
   2. Prepare in a format and with content acceptable to Architect. Use one of the following:
      a. Use AIA G716 - Request for Information .
      b. Use CSI/CSC Form 13.2A - Request for Interpretation.
      c. Other format acceptable to Architect.
   3. Combine RFI and its attachments into a single electronic file. PDF format is preferred.
   4. Submit RFIs through Procore, email, or other approved method agreed to by the Architect and Owner.
      a. RFIs submitted via an internet-based submittal service are to send electronic documents to the Architect via email with a downloadable link.
C. Reason for the RFI: Prior to initiation of an RFI, carefully study all Contract Documents to confirm that information sufficient for their interpretation is definitely not included.
   1. Include in each request Contractor's signature attesting to good faith effort to determine from Contract Documents information requiring interpretation.
   2. Improper RFIs: Requests not prepared in conformance to requirements of this section, and/or missing key information required to render an actionable response. They will be returned without a response and may include an explanatory notation.
   3. Frivolous RFIs: Requests regarding information that is clearly indicated on, or reasonably inferable from, the Contract Documents, with no additional input required to clarify the question. They will be returned without a response and may include an explanatory notation.

a. The Owner reserves the right to assess the Contractor for the costs (on time-and-materials basis) incurred by the Architect, and any of its consultants, due to processing of such RFIs.

D. Content: Include identifiers necessary for tracking the status of each RFI, and information necessary to provide an actionable response.
1. Official Project name and number, and any additional required identifiers established in Contract Documents.
2. Discrete and consecutive RFI number, and descriptive subject/title.
3. Issue date, and requested reply date.
4. Reference to particular Contract Document(s) requiring additional information/interpretation. Identify pertinent drawing and detail number and/or specification section number, title, and paragraph(s).
5. Annotations: Field dimensions and/or description of conditions which have engendered the request.
6. Contractor's suggested resolution: A written and/or a graphic solution, to scale, is required in cases where clarification of coordination issues is involved, for example; routing, clearances, and/or specific locations of work shown diagrammatically in Contract Documents. If applicable, state the likely impact of the suggested resolution on Contract Time or the Contract Sum.

E. Attachments: Include sketches, coordination drawings, descriptions, photos, submittals, and other information necessary to substantiate the reason for the request.

F. RFI Log: Prepare and maintain a tabular log of RFIs for the duration of the project.
1. Indicate current status of every RFI. Update log promptly and on a regular basis.
2. Note dates of when each request is made, and when a response is received.
3. Identify and include improper or frivolous RFIs.

G. Review Time: Architect will respond and return RFIs to Contractor within seven calendar days of receipt. For the purpose of establishing the start of the mandated response period, RFIs received after 3:00 PM will be considered as having been received on the following regular working day.
1. Response period may be shortened or lengthened for specific items, subject to mutual agreement, and recorded in a timely manner in progress meeting minutes.

H. Responses: Content of answered RFIs will not constitute in any manner a directive or authorization to perform extra work or delay the project. If in Contractor's belief it is likely to lead to a change to Contract Sum or Contract Time, promptly issue a notice to this effect, and follow up with an appropriate Change Order request to Owner.
1. Response may include a request for additional information, in which case the original RFI will be deemed as having been answered, and an amended one is to be issued forthwith. Identify the amended RFI with an R suffix to the original number.
2. Do not extend applicability of a response to specific item to encompass other similar conditions, unless specifically so noted in the response.
3. Upon receipt of a response, promptly review and distribute it to all affected parties, and update the RFI Log.
4. Notify Architect within seven calendar days if an additional or corrected response is required by submitting an amended version of the original RFI, identified as specified above.

3.02 SUBMITTAL SCHEDULE

A. Submit to Architect for review a schedule for submittals in tabular format.
1. Submit at the same time as the preliminary schedule.
2. Coordinate with Contractor's construction schedule and schedule of values.
3. Format schedule to allow tracking of status of submittals throughout duration of construction.

4. Arrange information to include scheduled date for initial submittal, specification number and title, description of item of work covered, and role and name of subcontractor.
5. Account for time required for preparation, review, manufacturing, fabrication and delivery when establishing submittal delivery and review deadline dates.
    a. For assemblies, equipment, systems comprised of multiple components and/or requiring detailed coordination with other work, allow for additional time to make corrections or revisions to initial submittals, and time for their review.

3.03 SUBMITTALS FOR REVIEW

A. When the following are specified in individual sections, submit them for review:
1. Product data.
2. Shop drawings.
3. Samples for selection.
4. Samples for verification.

B. Submit to Architect for review for the limited purpose of checking for compliance with information given and the design concept expressed in Contract Documents.

C. Samples will be reviewed for aesthetic, color, or finish selection.

D. After review, provide copies and distribute in accordance with SUBMITTAL PROCEDURES article below and for record documents purposes described in Section 01 7800 - Closeout Submittals.

3.04 SUBMITTALS FOR INFORMATION

A. When the following are specified in individual sections, submit them for information:
1. Design data.
2. Certificates.
3. Test reports.
4. Inspection reports.
5. Manufacturer's instructions.
6. Manufacturer's field reports.
7. Other types indicated.

B. Submit for Architect's knowledge as contract administrator or for Owner.

3.05 SUBMITTALS FOR PROJECT CLOSEOUT

A. Submit Correction Punch List for Substantial Completion.

B. Submit Final Correction Punch List for Substantial Completion.

C. When the following are specified in individual sections, submit them at project closeout in compliance with requirements of Section 01 7800 - Closeout Submittals:
1. Project record documents.
2. Operation and maintenance data.
3. Warranties.
4. Other types as indicated.

D. Submit for Owner's benefit during and after project completion.

3.06 NUMBER OF COPIES OF SUBMITTALS

A. Electronic Documents: Submit one electronic copy.

B. Samples: Submit the number specified in individual specification sections, but not less than 3; one (minimum) of which will be retained by Architect.
1. After review, produce duplicates.
2. Retained samples will not be returned to Contractor unless specifically so stated.

3.07 SUBMITTAL PROCEDURES

A. Transmittal Form: TMP Submittal and Sample Transmittal Form must be completed and provided at the beginning of each submittal.
1. Refer to Section 01 3000.01 - TMP Submittal and Sample Transmittal Form.

2. Submittals without a completed TMP Submittal and Sample Transmittal Form will not be acknowledged, reviewed, or returned.

B. Submittals shall be submitted in electronic form.
   1. Exceptions: Physical samples.
      a. Physical Samples must be accompanied by an electronic copy and a hard/physical copy of the completed TMP Submittal and Sample Transmittal Form.

C. Electronic Submittals: Comply with the following:
   1. Submittal process shall be through Procore, email, or other approved method agreed to by the Architect and Owner.
      a. Submittals via an internet-based submittal service are to send electronic documents to the Architect via email with a downloadable link.
   2. File Format: Portable Document Format (PDF).
   3. File Naming: File naming shall be in the following format:
      a. Specification section number, followed by a hyphen, and a consecutive number indicating sequential submittals for that section; followed by a general description of the submittal contents.
         1) Examples:
            (a) Section 07 9200; first submittal:
               (1) 07 9200-01 Joint Sealants
            (b) Section 07 9200; second submittal:
               (1) 07 9200-02 Joint Sealant Color
      b. Resubmittals. For revised resubmittals use original number and a sequential combination numerical and alphabetical suffix; hyphen followed by "R" and a two-digit consecutive number indicating sequential resubmittals for that particular submittal.
         1) Examples:
            (a) Section 07 9200; resubmittal of first submittal of section:
               (1) 07 9200-01-R01 Joint Sealants.
            (b) Section 07 9200; second resubmittal of first submittal of section:
               (1) 07 9200-01-R02 Joint Sealants
            (c) Section 07 9200; first resubmittal of second submittal of section:
               (1) 07 9200-02-R01 Joint Sealant Color
   4. Each Submittal shall be one file, complete with all attachments.
      a. Multi-file submittal will not be acknowledged, reviewed, or returned.

D. General Requirements:
   1. Use a single transmittal for related items.
      a. Each transmittal shall be for one specification section only; do not submit items for multiple sections under the same transmittal.
         1) Multi-section submittals will be acknowledged and returned; stamped "X - Not Approved - Resubmit".
   2. Submit separate packages of submittals for review and submittals for information, when included in the same specification section.
   3. Apply Contractor's stamp, signed or initialed certifying that review, approval, verification of products required, field dimensions, adjacent construction work, and coordination of information is in accordance with the requirements of the work and Contract Documents.
      a. Submittals from sources other than the Contractor, or without Contractor's stamp will not be acknowledged, reviewed, or returned.
   4. Deliver each submittal on date noted in submittal schedule, unless an earlier date has been agreed to by all affected parties, and is of the benefit to the project.
   5. Schedule submittals to expedite the Project, and coordinate submission of related items.
      a. For each submittal for review, allow 14 calendar days excluding delivery time to and from the Contractor.
      b. For sequential reviews involving Architect's consultants, Owner, or another affected party, allow an additional 7 calendardays.

6. Identify variations from Contract Documents and product or system limitations that may be detrimental to successful performance of the completed work.
7. When revised for resubmission, identify all changes made since previous submission.
8. Distribute reviewed submittals. Instruct parties to promptly report inability to comply with requirements.
9. Incomplete submittals will not be reviewed, unless they are partial submittals for distinct portion(s) of the work, and have received prior approval for their use.
10. Submittals not requested will be recognized and returned; stamped "NA - No Action Taken - Not Reviewed"

E. Product Data Procedures:
1. Submit only information required by individual specification sections.
2. Collect required information into a single submittal.
3. Submit concurrently with related shop drawing submittal.
4. Do not submit (Material) Safety Data Sheets for materials or products unless specifically called for in individual sections.

F. Shop Drawing Procedures:
1. Prepare accurate, drawn-to-scale, original shop drawing documentation by interpreting Contract Documents and coordinating related work.
2. Do not reproduce Contract Documents to create shop drawings.
3. Generic, non-project-specific information submitted as shop drawings do not meet the requirements for shop drawings.
4. Non-complying submittals will be acknowledged and returned; stamped "X - Not Approved - Resubmit".

G. Samples Procedures:
1. Transmit related items together as single package.
2. Identify each item to allow review for applicability in relation to shop drawings showing installation locations.
3. Submit actual physical samples.
4. Electronic submittals will not be accepted unless prior approval is received from the Architect. Electronic samples without prior approval will be acknowledged and returned; stamped "X - Not Approved - Resubmit."

3.08 SUBMITTAL REVIEW

A. General: Submittals that do not conform to the requirements of this section will not be acknowledged, reviewed, or returned.

B. Submittals for Review: Architect will review each submittal, and approve, or take other appropriate action.

C. Submittals for Information: Architect will acknowledge and may review. See below for actions to be taken.

D. Architect's actions will be reflected by marking each returned submittal using virtual stamp on electronic submittals.
1. Where more than one action has been indicated, each shall apply to that portion of the submittal for which the action is indicated.

E. Architect's review shall not indicate approval of dimensions, quantities or fabrication processes unless specific notations are made by the Architect regarding same.

F. Architect's and consultants' actions on items submitted for review:
1. Authorizing purchasing, fabrication, delivery, and installation:
a. "Reviewed - No Exceptions Taken", "Approved", or language with same legal meaning.
b. "Reviewed with Corrections Noted", "Approved as Noted, Resubmission not required", or language with same legal meaning.
1) At Contractor's option, submit corrected item, with review notations acknowledged and incorporated.

2. Not Authorizing fabrication, delivery, and installation:
   a. "Revise and Resubmit", "Not Approved - Resubmit", or language with the same legal meaning.
      1) Resubmit revised item, with review notations acknowledged and incorporated.
3. Not Authorizing manufacturer:
   a. Rejected - Resubmit, or language with the same legal meaning.

G. Architect's and consultants' actions on items submitted for information:
1. Items for which no action was taken:
   a. "No Action Taken - Not Reviewed" or "Received" - to notify the Contractor that the submittal has been received for record only.

END OF SECTION 01 3000

SUBMITTAL AND SAMPLE TRANSMITTAL FORM

01 3000.01

CONST. MANAGER / CONTRACTOR	PROJECT	TMP PROJECT NO.	DATE SUBMITTED	SUBMITTAL NO.
Name and Address:	Title:	25031		
	Wellness Center Renovations D.R.1. AHU Pre-Purchase	* ACTION CODES		Initial Submittal ☐ Resubmittal ☐
Email:	Location:	R Reviewed – No Exceptions Taken RN Reviewed with Corrections Noted RR Revise and Resubmit X Not Approved – Resubmit NA No Action Taken – Not Reviewed		REVIEWED BY
Phone:	2810 Baker Road Dexter, MI 48130			TMP ☐ Consultant ☐ Reviewer:

SPECIFICATION SECTION NO.	SUBCONTRACTOR / MANUFACTURER	ITEM DESCRIPTION	NO. OF SAMPLES	NO. OF SAMPLES RETURNED	ACTION CODE *	DATE REVIEWED	DATE RETURNED
Transmittal shall be for one specification section only; do not submit items from multiple sections under the same transmittal. Multi-section submittals will be returned; stamped "X - Not Approved - Resubmit"							

Submittal Stamps may be placed on subsequent blank page.

CONTRACTOR COMMENTS	ARCHITECT COMMENTS	The undersigned certifies that the above submitted items have been reviewed in detail and are correct and in strict conformance with the Contract Documents except as otherwise noted. NOTE: Approval of items submitted does not relieve Contractor from complying with all requirements of the Contract Documents.
		CONTRACTOR NAME
		SIGNATURE

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SECTION 01 4000 - QUALITY REQUIREMENTS

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Submittals.
B. Quality assurance.
C. References and standards.
D. Testing and inspection agencies and services.
E. Contractor's design-related professional design services.
F. Control of installation.
G. Mock-ups.
H. Tolerances.
I. Manufacturers' field services.
J. Defect Assessment.

1.02 REFERENCE STANDARDS

A. ASTM E329 - Standard Specification for Agencies Engaged in Construction Inspection, Testing, or Special Inspection; 2026.
B. ASTM E543 - Standard Specification for Agencies Performing Nondestructive Testing; 2026.
C. ASTM E699 - Standard Specification for Agencies Involved in Testing, Quality Assurance, and Evaluating of Manufactured Building Components; 2016.

1.03 DEFINITIONS

A. Contractor's Professional Design Services: Design of some aspect or portion of the project by party other than the design professional of record. Provide these services as part of the Contract for Construction.
    1. Design Services Types Required:
        a. Design-Related: Design services explicitly required to be performed by another design professional due to highly-technical and/or specialized nature of a portion of the project. Services primarily involve engineering analysis, calculations, and design, and are not intended to alter the aesthetic aspects of the design.
B. Design Data: Design-related, signed and sealed drawings, calculations, specifications, certifications, shop drawings and other submittals provided by Contractor, and prepared directly by, or under direct supervision of, appropriately licensed design professional.

1.04 CONTRACTOR'S DESIGN-RELATED PROFESSIONAL DESIGN SERVICES

A. Coordination: Contractor's professional design services are subject to requirements of project's Conditions for Construction Contract.
B. Base design on performance and/or design criteria indicated in individual specification sections.

1.05 SUBMITTALS

A. See Section 01 3000 - Administrative Requirements, for submittal procedures.
B. Design Data: Submit for Architect's knowledge as contract administrator for the limited purpose of assessing compliance with information given and the design concept expressed in the Contract Documents, or for Owner's information.
    1. Include a statement or certification attesting that design data complies with criteria indicated, such as building codes, loads, functional, and similar engineering requirements.
    2. Include signature and seal of design professional responsible for allocated design services on calculations and drawings.
C. Test Reports: After each test/inspection, promptly submit 1 copies of report to Architect and to Contractor.
    1. Include:

a. Date issued.
b. Project title and number.
c. Name of inspector.
d. Date and time of sampling or inspection.
e. Identification of product and specifications section.
f. Location in the Project.
g. Type of test/inspection.
h. Date of test/inspection.
i. Results of test/inspection.
j. Compliance with Contract Documents.
k. When requested by Architect, provide interpretation of results.

2. Test report submittals are for Architect's knowledge as contract administrator for the limited purpose of assessing compliance with information given and the design concept expressed in the Contract Documents, or for Owner's information.

D. Certificates: When specified in individual specification sections, submit certification by the manufacturer and Contractor or installation/application subcontractor to Architect, in quantities specified for Product Data.
1. Indicate material or product complies with or exceeds specified requirements. Submit supporting reference data, affidavits, and certifications as appropriate.
2. Certificates may be recent or previous test results on material or product, but must be acceptable to Architect.

E. Manufacturer's Instructions: When specified in individual specification sections, submit printed instructions for delivery, storage, assembly, installation, start-up, adjusting, and finishing, for the Owner's information. Indicate special procedures, perimeter conditions requiring special attention, and special environmental criteria required for application or installation.

F. Manufacturer's Field Reports: Submit reports for Architect's benefit as contract administrator or for Owner.
1. Submit for information for the limited purpose of assessing compliance with information given and the design concept expressed in the Contract Documents.

1.06 QUALITY ASSURANCE

A. Testing Agency Qualifications:
1. Prior to start of Work, submit agency name, address, and telephone number, and names of full time specialist and responsible officer.

B. Designer Qualifications: Where professional engineering design services and design data submittals are specifically required of Contractor by Contract Documents, provide services of a Professional Engineer experienced in design of this type of work and licensed in the State in which the Project is located.

1.07 REFERENCES AND STANDARDS

A. Comply with reference standard of date of issue current on date of Contract Documents, except where a specific date is established by applicable code.

B. Obtain copies of standards where required by product specification sections.

C. Maintain copy at project site during submittals, planning, and progress of the specific work, until Substantial Completion.

1.08 TESTING AND INSPECTION AGENCIES AND SERVICES

A. As indicated in individual specification sections, Owner or Contractor shall employ and pay for services of an independent testing agency to perform other specified testing.

B. Employment of agency in no way relieves Contractor of obligation to perform Work in accordance with requirements of Contract Documents.

C. Contractor Employed Agency:

1. Testing agency: Comply with requirements of ASTM E329, ASTM E543, and ASTM E699.
2. Inspection agency: Comply with requirements of ASTM E329.
3. Laboratory Staff: Maintain a full time specialist on staff to review services.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 CONTROL OF INSTALLATION

A. Monitor quality control over suppliers, manufacturers, products, services, site conditions, and workmanship, to produce work of specified quality.
B. Comply with manufacturers' instructions, including each step in sequence.
C. Should manufacturers' instructions conflict with Contract Documents, request clarification from Architect before proceeding.
D. Comply with specified standards as minimum quality for the work except where more stringent tolerances, codes, or specified requirements indicate higher standards or more precise workmanship.
E. Have work performed by persons qualified to produce required and specified quality.
F. Verify that field measurements are as indicated on shop drawings or as instructed by the manufacturer.
G. Secure products in place with positive anchorage devices designed and sized to withstand stresses, vibration, physical distortion, and disfigurement.

3.02 MOCK-UPS

A. Before installing portions of the Work where mock-ups are required, construct mock-ups in location and size indicated for each form of construction and finish required to comply with the following requirements, using materials indicated for the completed Work. The purpose of mock-up is to demonstrate the proposed range of aesthetic effects and workmanship.
B. Accepted mock-ups establish the standard of quality the Architect will use to judge the Work.
C. Integrated Exterior Mock-ups: Construct integrated exterior mock-up as indicated on drawings. Coordinate installation of exterior envelope materials and products as required in individual Specification Sections. Provide adequate supporting structure for mock-up materials as necessary.
D. Notify Architect 5 working days in advance of dates and times when mock-ups will be constructed.
E. Provide supervisory personnel who will oversee mock-up construction. Provide workers that will be employed during the construction at Project.
F. Tests shall be performed under provisions identified in this section and identified in the respective product specification sections.
G. Assemble and erect specified items with specified attachment and anchorage devices, flashings, seals, and finishes.
H. Obtain Architect's approval of mock-ups before starting work, fabrication, or construction.
   1. Make corrections as necessary until Architect's approval is issued.
I. Architect will use accepted mock-ups as a comparison standard for the remaining Work.
J. Where mock-up has been accepted by Architect and is specified in product specification sections to be removed, protect mock-up throughout construction, remove mock-up and clear area when directed to do so by Architect.

3.03 TOLERANCES

A. Monitor fabrication and installation tolerance control of products to produce acceptable Work. Do not permit tolerances to accumulate.

B. Comply with manufacturers' tolerances. Should manufacturers' tolerances conflict with Contract Documents, request clarification from Architect before proceeding.
C. Adjust products to appropriate dimensions; position before securing products in place.

3.04 TESTING AND INSPECTION

A. See individual specification sections for testing and inspection required.
B. Testing Agency Duties:
   1. Provide qualified personnel at site. Cooperate with Architect and Contractor in performance of services.
   2. Perform specified sampling and testing of products in accordance with specified standards.
   3. Ascertain compliance of materials and mixes with requirements of Contract Documents.
   4. Promptly notify Architect and Contractor of observed irregularities or non-compliance of Work or products.
   5. Perform additional tests and inspections required by Architect.
   6. Submit reports of all tests/inspections specified.
C. Limits on Testing/Inspection Agency Authority:
   1. Agency may not release, revoke, alter, or enlarge on requirements of Contract Documents.
   2. Agency may not approve or accept any portion of the Work.
   3. Agency may not assume any duties of Contractor.
   4. Agency has no authority to stop the Work.
D. Contractor Responsibilities:
   1. Deliver to agency at designated location, adequate samples of materials proposed to be used that require testing, along with proposed mix designs.
   2. Cooperate with laboratory personnel, and provide access to the Work.
   3. Provide incidental labor and facilities:
      a. To provide access to Work to be tested/inspected.
      b. To obtain and handle samples at the site or at source of Products to be tested/inspected.
      c. To facilitate tests/inspections.
      d. To provide storage and curing of test samples.
   4. Notify Architect and laboratory 48 hours prior to expected time for operations requiring testing/inspection services.
   5. Employ services of an independent qualified testing laboratory and pay for additional samples, tests, and inspections required by Contractor beyond specified requirements.
   6. Arrange with Owner's agency and pay for additional samples, tests, and inspections required by Contractor beyond specified requirements.
E. Re-testing required because of non-compliance with specified requirements shall be performed by the same agency on instructions by Architect.
F. Re-testing required because of non-compliance with specified requirements shall be paid for by Contractor.

3.05 MANUFACTURERS' FIELD SERVICES

A. When specified in individual specification sections, require material or product suppliers or manufacturers to provide qualified staff personnel to observe site conditions, conditions of surfaces and installation, quality of workmanship, start-up of equipment, test, adjust, and balance equipment as applicable, and to initiate instructions when necessary.
B. Report observations and site decisions or instructions given to applicators or installers that are supplemental or contrary to manufacturers' written instructions.

3.06 DEFECT ASSESSMENT

A. Replace Work or portions of the Work not complying with specified requirements.

B. If, in the opinion of Architect, it is not practical to remove and replace the work, Architect will direct an appropriate remedy or adjust payment.

END OF SECTION 01 4000

SECTION 01 4100 - REGULATORY REQUIREMENTS

PART 1 GENERAL

1.01 SUMMARY OF REFERENCE STANDARDS

A. Regulatory requirements applicable to this project are the following:
   1. ASHRAE Std 90.1 I-P-2019 - Energy Standard for Buildings Except Low-Rise Residential Buildings; 2019, with Errata and Addenda (2021).
   2. Barrier Free Code: Comply with the following:
      a. Michigan Building Code; 2021.
      b. ICC A117.1 - Accessible and Usable Buildings and Facilities; 2017.
   3. School Fire Safety Rules: Michigan School Fire Safety Rules; 2016.
      a. Includes NFPA 101-2012 - Life Safety Code; 2012, plus amendments.
   4. Building Code: Michigan Building Code; 2021.
   5. Plumbing Code: Michigan Plumbing Code; 2021.
   6. Mechanical Code: Michigan Mechanical Code; 2021.
   7. Electrical Code: NFPA 70 - National Electric Code; 2023.
      a. Includes 2023 Michigan Construction Code - Part 8 Electrical Code Rules.
   8. Elevator Code: Comply with the following:
      a. ASME A17.1 - Safety Code for Elevators and Escalators; 2016.
      b. ASME A18.1- Safety Standard for Platform Lifts and Stairway Chairlifts; 2017.
      c. 2023 Michigan Elevator Safety Board General Rules.
   9. Boiler Code: Michigan Boiler Code.
      a. Includes the following:
         1) ASME Boiler and Pressure Vessel Codes; 2019.
         2) National Board Inspection Code; 2019.
         3) PA 407 Skilled Trades Regulation Act; 2016.
   10. Energy Code: Michigan Commercial Energy Code; 2021.
      a. Includes ASHRAE Std 90.1 I-P-2019 - Energy Standard for Buildings Except Low-Rise Residential Buildings; 2019.
   11. Existing Building Code: Michigan Rehabilitation Code; 2021.

B. Where specification sections reference more current standards or codes, comply with the more restrictive requirements unless notified in writing by Architect.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION 01 4100

SECTION 01 4216 - DEFINITIONS

PART 1 GENERAL

1.01 SUMMARY

A. This section supplements the definitions contained in the General Conditions.

B. Other definitions are included in individual specification sections.

1.02 DEFINITIONS

A. Furnish: To supply, deliver, unload, and inspect for damage.

B. Install: To unpack, assemble, erect, apply, place, finish, cure, protect, clean, start up, and make ready for use.

C. Product: Material, machinery, components, equipment, fixtures, and systems forming the work result. Not materials or equipment used for preparation, fabrication, conveying, or erection and not incorporated into the work result. Products may be new, never before used, or re-used materials or equipment.

D. Project Manual: The book-sized volume that includes the procurement requirements (if any), the contracting requirements, and the specifications.

E. Provide: To furnish and install.

F. Supply: Same as Furnish.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION 01 4216

SECTION 01 4219 - REFERENCE STANDARDS

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Requirements relating to referenced standards.

1.02 QUALITY ASSURANCE

A. For products or workmanship specified by reference to a document or documents not included in the Project Manual, also referred to as reference standards, comply with requirements of the standard, except when more rigid requirements are specified or are required by applicable codes.

B. Comply with the reference standard of date of issue , except where a specific date is established by applicable code.

C. Should specified reference standards conflict with Contract Documents, request clarification from the Architect before proceeding.

D. Neither the contractual relationships, duties, or responsibilities of the parties in Contract nor those of the Architect shall be altered by Contract Documents by mention or inference otherwise in any reference document.

PART 2 PRODUCTS -- NOT USED

PART 3 EXECUTION -- NOT USED

END OF SECTION 01 4219

SECTION 01 6000 - PRODUCT REQUIREMENTS

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Re-use of existing products.
B. Transportation, handling, storage and protection.
C. Product option requirements.
D. Substitution limitations.
E. Procedures for Owner-supplied products.
F. Maintenance materials, including extra materials, spare parts, tools, and software.

1.02 SUBMITTALS

A. Product Data Submittals: Submit manufacturer's standard published data. Mark each copy to identify applicable products, models, options, and other data. Supplement manufacturers' standard data to provide information specific to this Project.
B. Shop Drawing Submittals: Prepared specifically for this Project; indicate utility and electrical characteristics, utility connection requirements, and location of utility outlets for service for functional equipment and appliances.
C. Sample Submittals: Illustrate functional and aesthetic characteristics of the product, with integral parts and attachment devices. Coordinate sample submittals for interfacing work.
    1. For selection from standard finishes, submit samples of the full range of the manufacturer's standard colors, textures, and patterns.

PART 2 PRODUCTS

2.01 EXISTING PRODUCTS

A. Do not use materials and equipment removed from existing premises unless specifically required or permitted by Contract Documents.
B. Unforeseen historic items encountered remain the property of the Owner; notify Owner promptly upon discovery; protect, remove, handle, and store as directed by Owner.
C. Existing materials and equipment indicated to be removed, but not to be re-used, relocated, reinstalled, delivered to the Owner, or otherwise indicated as to remain the property of the Owner, become the property of the Contractor; remove from site.
D. Specific Products to be Reused: The reuse of certain materials and equipment already existing on the project site is required.
    1. Refer to Drawings and Section 02 4100 - Demolition.

2.02 NEW PRODUCTS

A. Provide new products unless specifically required or permitted by Contract Documents.

2.03 PRODUCT OPTIONS

A. Products Specified by Reference Standards or by Description Only: Use any product meeting those standards or description.
B. Products Specified by Naming One or More Manufacturers: Use a product of one of the manufacturers named and meeting specifications, no options or substitutions allowed.
C. Products Specified by Naming One or More Manufacturers with a Provision for Substitutions: Submit a request for substitution for any manufacturer not named.
D. Available Products: Products specified by naming one or more Manufacturers as an Available Product indicates that these Manufacturers' products may be provided but other comparable products and Manufacturers not named may also be provided without submitting a request for substitution.

2.04 MAINTENANCE MATERIALS

A. Furnish extra materials, spare parts, tools, and software of types and in quantities specified in individual specification sections.

B. Deliver and place in location as directed; obtain receipt prior to final payment.

PART 3 EXECUTION

3.01 SUBSTITUTION LIMITATIONS

A. See Section 01 2500 - Substitution Procedures.

3.02 OWNER-SUPPLIED PRODUCTS

A. Owner's Responsibilities:

1. Arrange for and deliver Owner reviewed shop drawings, product data, and samples, to Contractor.
2. Arrange and pay for product delivery to site.
3. On delivery, inspect products jointly with Contractor.
4. Submit claims for transportation damage and replace damaged, defective, or deficient items.
5. Arrange for manufacturers' warranties, inspections, and service.

B. Contractor's Responsibilities:

1. Review Owner reviewed shop drawings, product data, and samples.
2. Receive and unload products at site; inspect for completeness or damage jointly with Owner.
3. Handle, store, install and finish products.
4. Repair or replace items damaged after receipt.

3.03 TRANSPORTATION AND HANDLING

A. Package products for shipment in manner to prevent damage; for equipment, package to avoid loss of factory calibration.

B. If special precautions are required, attach instructions prominently and legibly on outside of packaging.

C. Coordinate schedule of product delivery to designated prepared areas in order to minimize site storage time and potential damage to stored materials.

D. Transport and handle products in accordance with manufacturer's instructions.

E. Promptly inspect shipments to ensure that products comply with requirements, quantities are correct, and products are undamaged.

F. Provide equipment and personnel to handle products by methods to prevent soiling, disfigurement, or damage, and to minimize handling.

G. Arrange for the return of packing materials, such as wood pallets, where economically feasible.

3.04 STORAGE AND PROTECTION

A. Designate receiving/storage areas for incoming products so that they are delivered according to installation schedule and placed convenient to work area in order to minimize waste due to excessive materials handling and misapplication.

B. Store and protect products in accordance with manufacturers' instructions.

C. Store with seals and labels intact and legible.

D. Store sensitive products in weathertight, climate-controlled enclosures in an environment favorable to product.

E. For exterior storage of fabricated products, place on sloped supports above ground.

F. Provide off-site storage and protection when site does not permit on-site storage or protection.

G. Protect products from damage or deterioration due to construction operations, weather, precipitation, humidity, temperature, sunlight and ultraviolet light, dirt, dust, and other contaminants.

H. Comply with manufacturer's warranty conditions, if any.

I. Do not store products directly on the ground.
J. Cover products subject to deterioration with impervious sheet covering. Provide ventilation to prevent condensation and degradation of products.
K. Store loose granular materials on solid flat surfaces in a well-drained area. Prevent mixing with foreign matter.
L. Prevent contact with material that may cause corrosion, discoloration, or staining.
M. Provide equipment and personnel to store products by methods to prevent soiling, disfigurement, or damage.
N. Arrange storage of products to permit access for inspection. Periodically inspect to verify products are undamaged and are maintained in acceptable condition.

END OF SECTION 01 6000

SECTION 23 7210 - LIGHT COMMERCIAL AIR-TO-AIR ENERGY RECOVERY EQUIPMENT

PART 1 GENERAL

1.01 REFERENCE STANDARDS

A. ASTM B117 - Standard Practice for Operating Salt Spray (Fog) Apparatus; 2026.

B. NEMA ICS 2 - Controllers, Contactors and Overload Relays Rated 600 Volts; 2000 (Reaffirmed 2020).

C. NFPA 70 - National Electrical Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.

D. UL 508 - Industrial Control Equipment; Current Edition, Including All Revisions.

E. UL 1812 - Ducted Heat Recovery Ventilators; Current Edition, Including All Revisions.

1.02 RELATED DOCUMENTS

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

B. Related Sections include the following:

1. Division 07 Section "Roof Accessories" for roof curb installation.
2. Division 20 Section “Mechanical General Requirements.”
3. Division 23 Section "Temperature Controls" for control wiring and control devices connected to energy recovery units.

1.03 ACTION SUBMITTALS

A. Product Data: Include rated capacities, furnished specialties, and accessories.

1.04 INFORMATIONAL SUBMITTALS

A. Shop Drawings:

1. Include plans, elevations, sections, details, and attachments to other Work. For installed products indicated to comply with design loads, include structural analysis data.
2. Design Calculations: Calculate requirements for selecting vibration isolators and seismic restraints and for designing vibration isolation bases.
3. Vibration Isolation Base Details: Detail fabrication including anchorages and attachments to structure and to supported equipment. Include auxiliary motor slides and rails, and base weights.
4. Wiring Diagrams: Power, signal, and control wiring.

1.05 CLOSEOUT SUBMITTALS

A. Field quality-control test reports.

1.06 QUALITY ASSURANCE

A. Source Limitations: Obtain air-to-air energy recovery units through one source from a single manufacturer.

B. Product Options: Drawings indicate size, profiles, and dimensional requirements of air-to-air energy recovery units and are based on the specific system indicated. Refer to Division 01 Section "Product Requirements."

C. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, Article 100, by an NRTL acceptable to authorities having jurisdiction, and marked for intended use.

D. AHRI Compliance: Ratings for energy recovery devices shall comply with AHRI 1060, “Rating Air-to-Air Heat Exchangers for Energy Recovery Ventilation Equipment.”

E. ASHRAE Compliance:

1. Capacity ratings for air-to-air energy recovery equipment shall comply with ASHRAE 84, "Method of Testing Air-to-Air Heat Exchangers."

F. NRCA Compliance: Roof curbs for roof-mounted equipment shall be constructed according to recommendations of NRCA.

G. UL Compliance:

1. Packaged heat recovery ventilators shall comply with requirements in UL 1812, "Ducted Heat Recovery Ventilators"; or UL 1815, "Nonducted Heat Recovery Ventilators."

2. Electric coils shall comply with requirements in UL 60335-2-40.

1.07 COORDINATION

A. Coordinate size and location of concrete bases. Cast anchor-bolt inserts into bases. Concrete, reinforcement, and formwork requirements are specified in Division 03.

B. Coordinate installation of roof curbs, equipment supports, and roof penetrations. These items are specified in Division 07 Section "Roof Accessories."

1.08 EXTRA MATERIALS

A. Furnish extra materials described below that match products installed and that are packaged with protective covering for storage and identified with labels describing contents.

1. Filters: Furnish one set of each type of filter specified.

2. Fan Belts: Furnish one set of belts for each belt-driven fan in energy recovery units.

3. Wheel Belts: Furnish one set of belts for each heat wheel (not required for units with minimum 5 year wheel drive warranty).

PART 2 PRODUCTS

2.01 MANUFACTURERS

A. In other Part 2 articles where subparagraph titles below introduce lists, the following requirements apply for product selection:

1. Manufacturers: Subject to compliance with requirements, provide products by the manufacturers specified.

2.02 ENERGY RECOVERY VENTILATORS

A. Manufacturers:

1. Oxygen8.

2. Venmar CES; an affiliate of CES Group.

3. Thermal Corporation; a Division of Nailor International, Inc.

4. Ruskin Company.

5. RenewAire LLC; member of the Soler & Palau Ventilation Group.

6. Loren Cook Company.

7. Greenheck.

8. Dunham-Bush, Inc.

9. American ALDES Ventilation Corporation.

B. Description: Factory assembled and tested; designed for exterior installation; consisting of fixed-plate or enthalpy wheel heat exchanger, supply-air fan, exhaust-air fan, filters, dampers, basic unit controls and interface to BAS.

C. Casing: Manufacturer's double-wall galvanized sheet metal construction with exterior enamel paint finish. Units having single-wall casing construction are not acceptable.

1. Finish able to withstand minimum 500-hour salt spray test in accordance with ASTM B117.
2. Hinged access doors with neoprene gaskets for inspection and access to internal parts.
3. Minimum 1-inch- (25-mm-) thick thermal insulation.
4. Perforated-metal liner on supply-air fan discharge section.
5. Knockouts for electrical and piping connections.
6. Exterior condensate drain connection.
7. Lifting lugs.

D. Supply-Air Fan: Airfoil, or backward inclined as scheduled, centrifugal, direct-driven or V-belt driven with fixed motor sheaves, grease-lubricated ball bearings, and motor. Mount fan and motor assembly on base with spring isolators having 2-inch (50-mm) deflection.

E. Exhaust Fan: Forward curved or airfoil, centrifugal, belt driven with adjustable motor sheaves, grease-lubricated ball bearings, and motor. Mount fan and motor assembly on base with spring isolators having 2-inch (50-mm) deflection.

F. Filters: Size, type, and rating as scheduled on the Drawings, in filter racks or galvanized-steel frames as required by filter type.

1. Air Filter and Filter-Holding System Manufacturers:
   a. AAF International.
   b. ECO Air.
   c. Farr Co.
   d. Flanders Filters, Inc.

G. Electrical:

1. Factory installed and wired, and functionally tested at factory before shipment.
2. Single-point, field-power connection to nonfused disconnect switch. Minimum SCCR according to UL 508 shall be as indicated on the Drawings or 5,000 A, whichever is greater.
   a. Branch power circuit to each motor, dedicated electrical load, and controls with disconnect switch or circuit breaker.
      1) NEMA KS 1, heavy-duty, fusible switch with rejection-type fuse clips rated for fuses. Select and size fuses to provide Type 2 protection according to IEC 60947-4-1.
      2) NEMA AB 1, motor-circuit protector (circuit breaker) with field-adjustable, short-circuit-trip set point.
   b. NEMA ICS 2, Class A, full-voltage, nonreversing motor controller, hand-off-auto switch, and overcurrent protection for each motor.
   c. Control-circuit transformer with primary and secondary side fuses.
3. Terminal blocks with numbered and color-coded wiring to match wiring diagram. Spare wiring terminal block for connection to external controls or equipment.

H. Unit Controls: Solid-state control board and components contain at least the following features:

1. Supply-air fan control relay.
2. Exhaust air fan control relay.
3. Default control to ensure proper operation after power interruption.
4. Service relay output.
5. Unit diagnostics and diagnostic code storage.
6. Field-adjustable control parameters.
7. Plate economizer control.

I. BAS Communication Link (with or without unit manufacturer provided Programmable DDC): Stand-alone control module providing link between unit controls and DDC temperature-control system. Control module shall be compatible with temperature-control system specified in Division 23 Section "HVAC Instrumentation and Controls."

J. Accessories:

1. Service Outlets: 115-V, ground-fault, circuit-interrupter type, factory wired such that outlet shall remain energized even if the unit main disconnect is open.
2. Dirty-filter switch.

2.03 MOTORS

A. Comply with requirements in Division 20 Section "Motors."

2.04 ROOF CURBS

A. Roof Curb: Steel with corrosion-protection coating, gasketing, and factory-installed wood nailer; complying with NRCA standards. Top of curb shall be level and height shall be as scheduled.

PART 3 EXECUTION

3.01 INSTALLATION

A. Hoist, transport, and rig units or their shipping sections into position following procedures recommended by the manufacturer.

B. Install units level and plumb, maintaining manufacturer's recommended clearances. Install according to AHRI - SMACNA Guideline B.

C. Install units with clearances for service and maintenance.

D. Deliver roof curbs and equipment supports to site for installation under Division 07. Install rooftop units on equipment curbs and supports specified. Secure units to curb support with anchor bolts.

E. Unit Support: Install unit level on structural curbs. Coordinate wall penetrations and flashing with wall construction. Secure units to structural support with anchor bolts.

F. Install heat wheels so supply and exhaust airstreams flow in opposite directions and rotation is from exhaust side to purge section to supply side.

1. Install access doors in both supply and exhaust ducts, both upstream and downstream, for access to wheel surfaces, drive motor, and seals.
2. Install removable panels or access doors between supply and exhaust ducts on building side for bypass during startup.
3. Access doors and panels are specified in Division 23 Section "Duct Accessories."
4. For outdoor units: Provide waterproof roof with standing seam construction and positive slope to ensure water drainage.

G. Install new filters at completion of equipment installation and before testing, adjusting, and balancing.

H. Pipe condensate drains from heat exchanger units and drain pans to nearest floor drain or roof drain. Use same size piping as condensate drain connection. For equipment located outdoors, insulate and provide electrical heat trace for condensate drains.

3.02 CONNECTIONS

A. Piping installation requirements are specified in other Division 20 and 23 Sections. Drawings indicate general arrangement of piping, fittings, and specialties. Units shall be provided complete for single point connection to hydronic piping system.

B. Install piping adjacent to machine to allow service and maintenance.

C. Duct and fan installation requirements are specified in other Division 23 Sections. Drawings indicate general arrangement of ducts, fittings, and specialties.

D. Ground equipment according to Division 26 Section "Grounding and Bonding."

E. Connect wiring according to Division 26 Section "Conductors and Cables."

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

3.03 FIELD QUALITY CONTROL

A. Manufacturer's Field Service: Engage a factory-authorized service representative to inspect field-assembled components and equipment installation, including piping and electrical connections. Report results in writing.

1. Operational Test: After electrical circuitry has been energized, start units to confirm proper motor rotation and unit operation.
2. Adjust seals and purge.
3. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.
4. Set initial temperature and humidity set points.
5. Set field-adjustable switches and circuit-breaker trip ranges as indicated.

B. Air-to-air energy recovery equipment will be considered defective if it does not pass tests and inspections.

C. Remove malfunctioning units, replace with new units, and retest as specified above.

3.04 DEMONSTRATION

A. Engage a factory-authorized service representative to train Owner's maintenance personnel to adjust, operate, and maintain units.

END OF SECTION

SECTION 23 8121 - PACKAGED ROOFTOP AIR CONDITIONERS

PART 1 GENERAL

1.01 RELATED DOCUMENTS

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

B. Related Sections include the following:

1. Division 20 Section “Mechanical General Requirements.”
2. Division 20 Section “Basic Mechanical Materials and Methods.”
3. Division 20 Section “Mechanical Vibration Controls.”
4. Division 23 Section “Temperature Controls.”

1.02 SUMMARY

A. This Section includes outdoor-mounted air conditioning units 20 tons (70Kw) and larger.

B. Products supplied but not installed under this Section:

1. Roof curbs and equipment rails.

1.03 DEFINITIONS

A. DDC: Direct-digital controls.

B. BAS: Building Automation System.

C. Modulating: As applied to gas-fired heat exchangers, infinite or finely stepped regulation of burner output within a specified range.

1.04 REFERENCE STANDARDS

A. AHRI 210/240 - Performance Rating of Unitary Air-Conditioning and Air-Source Heat Pump Equipment; 2026.

B. ASTM B117 - Standard Practice for Operating Salt Spray (Fog) Apparatus; 2026.

C. NFPA 70 - National Electrical Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.

D. NFPA 90A - Standard for the Installation of Air-Conditioning and Ventilating Systems; 2027.

E. NFPA 90B - Standard for the Installation of Warm Air Heating and Air-Conditioning Systems; 2027.

F. UL 489 - Molded-Case Circuit Breakers, Molded-Case Switches and Circuit Breaker Enclosures; Current Edition, Including All Revisions.

G. UL 508 - Industrial Control Equipment; Current Edition, Including All Revisions.

1.05 ACTION SUBMITTALS

A. Product Data: Include manufacturer's technical data for each model indicated, including rated capacities, dimensions, required clearances, characteristics, furnished specialties, and accessories.

1.06 CLOSEOUT SUBMITTALS

A. Field quality-control test reports.

B. Operation and Maintenance Data: For rooftop air conditioners to include in operation and maintenance manuals.

1.07 QUALITY ASSURANCE

A. AHRI Compliance:

1. Comply with AHRI 210/240 and AHRI 340/360 for testing and rating energy efficiencies for RTUs.
2. Comply with AHRI 270 for testing and rating sound performance for RTUs.

B. ASHRAE Compliance:

1. Comply with ASHRAE 15 for refrigeration system safety.
2. Comply with ASHRAE 33 for methods of testing cooling and heating coils.

C. NFPA Compliance: Comply with NFPA 90A and NFPA 90B.

D. UL Compliance: Comply with UL 60335-2-40.

E. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, Article 100, by an NRTL acceptable to authorities having jurisdiction, and marked for intended use.

1.08 COORDINATION

A. Coordinate size and locations of roof curbs, equipment supports, and roof penetrations. Framing, flashing, and attachment to roof structure are specified under Division 07.

1.09 WARRANTY

A. Special Warranty: Manufacturer's standard form in which manufacturer agrees to replace components of rooftop air conditioners that fail in materials or workmanship within specified warranty period.

1. Warranty Period for Compressors: Not less than five years warranty on parts, from date of Substantial Completion.
2. Warranty Period for Heat Exchangers: Not less than 10 years warranty on parts, from date of Substantial Completion.

1.10 EXTRA MATERIALS

A. Furnish extra materials described below that match products installed and that are packaged with protective covering for storage and identified with labels describing contents.

1. Filters: One set of filters for each unit.

PART 2 PRODUCTS

2.01 MANUFACTURERS

A. In other Part 2 articles where subparagraph titles below introduce lists, the following requirements apply for product selection:

1. Manufacturers: Subject to compliance with requirements, provide products by the manufacturers specified.

2.02 LIGHT COMMERICAL PACKAGED ROOFTOP AIR CONDITIONING UNITS

A. Manufacturers:

1. AAON, Inc.
2. Carrier Corp.; United Technologies Corporation.
3. Daikin Applied; a member of Daikin Industries, Ltd.; DHG/DSG.
4. Johnson Controls Incorporated/YORK; Engineered Systems Group.
5. Lennox Industries Inc.
6. Trane; a Trane Technologies Brand.

B. Description: Factory assembled and tested; designed for exterior installation; consisting of compressor, condenser coil, direct expansion cooling coil, supply-air fan, condenser coil fan, refrigeration controls, filters, dampers, and temperature controls or unit interface specified for unit controls.

C. Maximum Temperature Distribution Across Supply Air Outlet:

1. 10 degrees Fahrenheit (-12.22 degrees Celsius) Heating.
2. 5 degrees Fahrenheit (-15 degrees Celsius) Cooling.

D. Casing: Galvanized-steel single-wall construction with enamel paint finish, hinged access doors with neoprene gaskets for inspection and access to internal parts, minimum 1/2-inch-(13-mm-) thick thermal insulation, knockouts for electrical and piping connections, exterior condensate drain connection, and lifting lugs.

E. Condensate Drain Pans: Formed sections of galvanized-steel sheet, a minimum of 2 inches (50.8 mm) deep.

1. Double-Wall Construction: Fill space between walls with foam insulation and seal moisture tight.
2. Drain Connections: Threaded nipple both sides of drain pan.
3. Pan-Top Surface Coating: Corrosion-resistant compound.

F. Supply-Air Fan: Centrifugal, direct-driven by single-speed motor.

G. Condenser Coil Fan: Propeller type, directly driven by motor.

H. Direct Expansion Cooling Coils: Aluminum-plate fin and seamless copper tube in steel casing with equalizing-type vertical distributor.

I. Compressor: Hermetic reciprocating or scroll compressor.

1. Integral vibration isolators.
2. Internal overcurrent and overtemperature protection.
3. Internal pressure relief.
4. Crankcase heater(s).

J. Refrigeration System:

1. Compressor.
2. Condenser coil and fan.
3. Direct expansion cooling coil and supply-air fan.
4. Check valves.
5. Expansion valve with replaceable thermostatic element.
6. Refrigerant dryer.
7. High-pressure switch.
8. Low-pressure switch.
9. Thermostat for coil freeze-up protection during low-ambient temperature operation or loss of air.
10. Low-ambient switch.
11. Brass service valves installed in discharge and liquid lines.
12. Refrigerant: As indicated on drawings.
13. Compressor Motor Overload Protection: Manual reset.

14. Anti-recycling Timing Device: Prevents compressor restart for five minutes after shutdown.
15. Oil-Pressure Switch: Designed to shut down compressors on low oil pressure.

K. Filters: 1-inch- (25-mm-) thick, fiberglass, pleated, throwaway filters in filter rack.

L. Heat Exchanger: Aluminized-steel or stainless-steel construction for natural-gas-fired burners. Units utilizing 50 percent or greater outside air must be stainless steel construction. Include the following controls:

1. Redundant single or dual gas valve with manual shutoff.
2. Direct-spark pilot ignition.
3. Electronic flame sensor.
4. Induced-draft blower.
5. Flame rollout switch.

M. Outside-Air Damper: Linked damper blades with manual slide and hood.

N. Economizer: Return- and outside-air dampers with neoprene seals, bird screen, and hood.

1. Damper Motor: Fully modulating spring return with adjustable minimum position.
2. Control: Electronic-control system uses return-air and outside-air temperature to adjust mixing dampers.
3. Relief Damper: Gravity actuated with bird screen and hood.

O. Electrical:

1. Factory-installed and -wired switches, motor controllers, transformers, and other electrical devices necessary shall provide a single-point field power connection.
2. House in a unit-mounted, NEMA 250, Type 3R enclosure with hinged access door with lock and key or padlock and key.
3. Wiring shall be numbered and color-coded to match wiring diagram.
4. Field power interface shall be to NEMA KS 1, heavy-duty, nonfused disconnect switch.
5. Minimum SCCR according to UL 508 shall be as indicated on the Drawings.
6. Each motor shall have branch power circuit and controls with one of the following disconnecting means having SCCR to match main disconnecting means:
    a. NEMA KS 1, heavy-duty, fusible switch with rejection-type fuse clips rated for fuses. Select and size fuses to provide Type 2 protection according to IEC 60947-4-1.
    b. NEMA KS 1, heavy-duty, nonfusible switch.
    c. UL 489, motor-circuit protector (circuit breaker) with field-adjustable, short-circuit trip coordinated with motor locked-rotor amperes.
7. Each motor shall have overcurrent protection.

P. Unit Controls: Control board and components contain at least the following features:

1. Supply-air fan control relay.
2. Default control to ensure proper operation after power interruption.
3. Field-adjustable control parameters.
4. Economizer control complying with ASHRAE 90.1 including automated fault detection and diagnostics.
5. Gas valve delay between first- and second-stage firing.
6. Night setback mode (outside air damper lockout relay).

7. Low-refrigerant pressure control.
8. Control interface for field mounted thermostat.
9. Monitor constant and variable motor loads.
10. Monitor cooling load.
11. Monitor economizer cycles.
12. Monitor air distribution static pressure and ventilation air volumes.

Q. Programmable DDC (with field mounted sensors): Wall-mounted, with integral thermostat function, heating setback and cooling setup with seven-day programming; and the following:
1. Touch sensitive keypad.
2. Digital display of outside temperature, supply-air temperature, return-air temperature, economizer damper position, and control parameters.
3. space temperature readout.
4. LED indicators.
5. Time and operational mode readout.
6. Status indicator.
7. Battery backup.
8. Dirty-filter indication.

R. BAS Communication Link (BACnet MSTP or IP as indicated on drawings). Providing link between unit controls and BAS. Interface shall communicate data and faults as indicated on drawings.

S. Accessories:
1. Cold-Weather Kit: Electric heater maintains temperature in gas burner compartment.
2. Service Outlets: 115-V, ground-fault, circuit-interrupter type, field wired such that outlet remains energized even if the unit main disconnect is open.
3. Dirty-filter switch.
4. Hail guards of steel, painted to match casing.
5. Vertical vent extension.

PART 3 EXECUTION

3.01 INSTALLATION

A. Hoist, transport, and rig air conditioning units or their shipping sections into position following procedures recommended by the manufacturer.

B. Install units level and plumb, maintaining manufacturer's recommended clearances. Install according to AHRI Guideline B.

C. Deliver roof curbs and equipment supports to site for installation under Division 07. Install rooftop air conditioners on equipment curbs and supports specified. Secure units to curb support with anchor bolts.

D. Unit Support: Install unit level on structural curbs. Coordinate wall penetrations and flashing with wall construction. Secure units to structural support with anchor bolts.

3.02 CONNECTIONS

A. Piping installation requirements are specified in other Division 20 and 23 Sections.

B. Install piping adjacent to machine to allow service and maintenance.

1. Gas Piping: Comply with applicable requirements in Division 23 Section "Fuel Gas Piping." Connect gas piping to burner, full size of gas train inlet, and connect with union and shutoff valve with sufficient clearance for burner removal and service.

C. Duct installation requirements are specified in other Division 23 Sections. Drawings indicate the general arrangement of ducts. The following are specific connection requirements:

1. Install ducts to termination in roof curb.
2. Remove roof decking only as required for passage of ducts. Do not cut out decking under entire roof curb.
3. Connect supply ducts to rooftop unit with flexible duct connectors specified in Division 23 Section "Duct Accessories."
4. Terminate return-air duct through roof structure and insulate space between roof and bottom of unit with 2-inch- (50-mm-) thick, acoustic duct liner.

D. Electrical System Connections: Comply with applicable requirements in Division 26 Sections for power wiring, switches, and motor controls.

E. Ground equipment according to Division 26 Section "Grounding and Bonding."

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

3.03 FIELD QUALITY CONTROL

A. Manufacturer's Field Service: Engage a factory-authorized service representative to inspect, test, and adjust field-assembled components and equipment installation, including connections. Report results in writing.

B. Perform the following field quality-control tests and inspections and prepare test reports:

1. After installing rooftop air conditioners and after electrical circuitry has been energized, test units for compliance with requirements.
2. Inspect for and remove shipping bolts, blocks, and tie-down straps.
3. Operational Test: After electrical circuitry has been energized, start units to confirm proper motor rotation and unit operation.
4. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.

C. Repair malfunctioning units and retest as specified above; or remove malfunctioning units, replace with new units and retest as specified.

3.04 STARTUP SERVICE

A. Engage a factory-authorized service representative to perform startup service.

B. Complete installation and startup checks according to manufacturer's written instructions and do the following:

1. Inspect for visible damage to unit casing.
2. Inspect for visible damage to furnace combustion chamber.
3. Inspect for visible damage to compressor, air-cooled outside coil, and fans.
4. Inspect internal insulation.
5. Verify that labels are clearly visible.
6. Verify that clearances have been provided for servicing.
7. Verify that controls are connected and operable.

8. Verify that filters are installed.
9. Clean outside coil and inspect for construction debris.
10. Clean furnace flue and inspect for construction debris.
11. Connect and purge gas line.
12. Adjust vibration isolators.
13. Inspect operation of barometric dampers.
14. Lubricate bearings on fan.
15. Inspect fan-wheel rotation for movement in correct direction without vibration and binding.
16. Start unit according to manufacturer's written instructions.
    a. Start refrigeration system in summer only.
    b. Complete startup sheets and attach copy with Contractor's startup report.
17. Inspect and record performance of interlocks and protective devices; verify sequences.
18. Operate unit for an initial period as recommended or required by manufacturer.
19. Perform the following operations for both minimum and maximum firing and adjust burner for peak efficiency. Adjust pilot to stable flame.
    a. Measure gas pressure on manifold.
    b. Measure combustion-air temperature at inlet to combustion chamber.
    c. Measure flue-gas temperature at furnace discharge.
    d. Perform flue-gas analysis. Measure and record flue-gas carbon dioxide and oxygen concentration.
    e. Measure supply-air temperature and volume when burner is at maximum firing rate and when burner is off. Calculate useful heat to supply air.
20. Check control interface wiring.
21. Adjust and inspect high-temperature limits.
22. Inspect outside-air dampers for proper stroke and interlock with return-air dampers.
23. Start refrigeration system and measure and record the following:
    a. Coil leaving-air, dry- and wet-bulb temperatures.
    b. Coil entering-air, dry- and wet-bulb temperatures.
    c. Outside-air, dry-bulb temperature.
    d. Outside-air-coil, discharge-air, dry-bulb temperature.
24. Inspect and verify operation of controls for correct sequencing of heating, mixing dampers, refrigeration, and normal and emergency shutdown.
25. Measure and record the following minimum and maximum airflows. Plot fan volumes on fan curve.
    a. Supply-air volume.
    b. Return-air volume.
    c. Relief-air volume.
    d. Outside-air intake volume.
26. Simulate maximum cooling demand and inspect the following:

a. Compressor refrigerant suction and hot-gas pressures.

b. Short circuiting of air through outside coil or from outside coil to outside-air intake.

27. Record all final adjustments and control settings.

28. After startup and performance testing, change filters, vacuum heat exchanger and cooling and outside coils, lubricate bearings, adjust belt tension, and inspect operation of power vents.

3.05 ADJUSTING

A. Adjust initial temperature and humidity set points.

B. Set field-adjustable switches and circuit-breaker trip ranges as indicated.

C. Occupancy Adjustments: When requested within 12 months of date of Substantial Completion, provide on-site assistance in adjusting system to suit actual occupied conditions. Provide up to two visits to site outside normal occupancy hours for this purpose, without additional cost.

3.06 DEMONSTRATION

A. Engage a factory-authorized service representative to train Owner's maintenance personnel to adjust, operate, and maintain rooftop air conditioners. Refer to Division 20 Section "Mechanical General Requirements."

END OF SECTION