

## **Contract Documents**

for

**Rochester Housing Authority**  
**675 West Main Street**  
**Rochester, NY 14611**

# Seneca Manor Apartment Fire Damage Restoration

401 Seneca Manor, Apt. 1117  
Rochester N.Y. 14621  
Monroe County  
December 12, 2023



APD Engineering & Architecture. PLLC  
615 Fishers Run  
Victor, NY 14564



## SECTION 010000 - GENERAL REQUIREMENTS

A. These specifications are:

1. General Construction: Demolition Work, General Construction, Electrical, and Fire Alarm, etc., as shown on plans and specified. (Specification Sections 01000 through 16721) as shown on the drawings and specified. Work shall include the demolition, removal of, and disposal of all materials as shown on the plans and specified in the demolition specifications.

END OF SECTION 010000

## SECTION 011000 - SUMMARY

### 1.1 SUMMARY

#### A. Section Includes:

1. Project information.
2. Work covered by Contract Documents.
3. Additional contractor's requirements.
4. Contractor's use of site and premises.
5. Coordination with occupants.
6. Work restrictions.

### 1.2 PROJECT INFORMATION

#### A. Project Identification: 23-0317 – Seneca Manor Apartment Fire Damage Restoration.

1. Project Location: 401 Seneca Manor, Apt. 1117 Rochester, NY 14621.

#### B. Owner: Rochester Housing Authority, 675 W. Main Street, Rochester, NY 14611.

1. Owner's Representative: James Senger, Senior Property Rehabilitation Specialist  
[jsenger@rochesterhousing.org](mailto:jsenger@rochesterhousing.org)

#### C. Architect: APD Engineering and Architecture, 615 Fishers Run, Victor, NY 14564

1. Architect's Representative: Steven Palmeri, RA Senior Architect [spameri@apd.com](mailto:spameri@apd.com)  
direct phone 585-742-0238

### 1.3 WORK COVERED BY CONTRACT DOCUMENTS

#### A. The Work of Project is defined by the Contract Documents and consists of the following:

1. Demolition and removal of fire damaged material. Work indicated in the Contract Documents.
2. Cleaning and preparation for new work as indicated in the construction documents.
3. New construction as required for the restoration. Work indicated in the construction documents.

#### B. Type of Contract:

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

#### C. Other requirements integral to the Contract:

1. All bidders to review all information within the contract documents.
2. All contractors are responsible for the layout and survey of their own work or work requirements.
3. All contractors shall be responsible for obtaining the applicable permits required for their work prior to beginning the work.
4. All work shall be performed in accordance with the City of Rochester regulations, including the bureau of water, street specifications, and bureau of planning & zoning.
5. All contractors are required to construct projects by the completion date listed in the RHA bid proposal form. All contractors shall comply with the intentions of the schedule.
6. All contractors are responsible for the safety of their own workers, subcontractors, work area and other personnel on site. Each and every contractor is responsible for maintaining a safe work site and utilizing best safety procedures.

#### 1.4 WORK UNDER SEPARATE CONTRACTS.

- A. General: Cooperate fully with separate contractors so work on those contracts may be carried out smoothly, without interfering with or delaying Work under this Contract or other contracts. Coordinate the Work of this Contract with work performed under separate contracts.
- B. Concurrent Work: Owner will assign to RHA maintenance separate contract(s) for the following construction operations at Project site. Those operations will be conducted either before or simultaneously with work under this Contract.
  1. Exterior entrance and balcony doors: To be furnished and installed by RHA maintenance staff as indicated on the construction documents.
  2. Window Replacement: To be furnished and installed by RHA maintenance staff as indicated on the construction documents.

#### 1.5 OWNER-FURNISHED/CONTRACTOR-INSTALLED (OFICI) PRODUCTS

- A. Owner's Responsibilities: Owner will furnish products indicated on the construction documents and perform the following, as applicable:
  1. Provide Contractor Owner-reviewed Product Data, Shop Drawings, and Samples.
  2. Provide for delivery of Owner-furnished products to Project site.
  3. Upon delivery, inspect, with Contractor present, delivered items.
    - a. If Owner-furnished products are damaged, defective, or missing, arrange for replacement.
  4. Obtain manufacturer's inspections, service, and warranties.
  5. Inform Contractor of earliest available delivery date for Owner-furnished products.
- B. Contractor's Responsibilities: The Work includes the following, as applicable:
  1. Designate delivery dates of Owner-furnished products in Contractor's construction schedule, utilizing Owner-furnished earliest available delivery dates.

2. Review Owner-reviewed Product Data, Shop Drawings, and Samples, noting discrepancies and other issues in providing Owner-furnished products in the Work.
3. Receive, unload, handle, store, protect, and install Owner-furnished products.
4. Make building services connections for Owner-furnished products.
5. Protect Owner-furnished products from damage during storage, handling, and installation and prior to Substantial Completion.
6. Repair or replace Owner-furnished products damaged following receipt.

C. Owner-Furnished/Contractor-Installed (OFICI) Products:

1. As indicated in the construction documents.

## 1.6 CONTRACTOR'S USE OF SITE AND PREMISES

- A. Restricted Use of Site: Contractor shall have limited use of Project site for construction operations as indicated on Drawings by the Contract limits and as indicated by requirements of this Section.
- B. Limits on Use of Site: Limit use of Project site to areas within the Contract limits indicated. Do not disturb portions of the Project site beyond areas in which the Work is indicated.
  1. Limits on Use of Site: Confine construction operations to apartment #1117.
  2. Driveways, Walkways, and Entrances: Keep driveways, loading areas and entrances serving premises clear and available to Owner, Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or for storage of materials.
- C. Condition of Existing Building: Maintain portions of existing building affected by construction operations in a weathertight condition throughout construction period. Repair damage caused by construction operations.
- D. Condition of Existing Grounds: Maintain portions of existing grounds, landscaping, and hardscaping affected by construction operations throughout construction period. Repair damage caused by construction operations.

## 1.7 COORDINATION WITH OCCUPANTS

- A. Partial Owner Occupancy: Owner will occupy the premises during entire construction period, except for areas under construction. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with Owner's operations. Maintain existing exits unless otherwise indicated.
- B. Owner Limited Occupancy of Completed Areas of Construction: Owner reserves the right to occupy and to place and install equipment in completed portions of the Work, prior to Substantial Completion of the Work, provided such occupancy does not interfere with completion of the Work. Such placement of equipment and limited occupancy shall not constitute acceptance of the total Work.

## 1.8 WORK RESTRICTIONS

- A. Comply with restrictions on construction operations.
  - 1. Comply with limitations on use of public streets, work on public streets, rights of way, and other requirements of authorities having jurisdiction.
- B. On-Site Work Hours: Limit work in the existing building to normal business working hours of 8:30 a.m. to 4:30 p.m. Shift work that results in work outside the hours of 8:30 A< to 4:30 PM, or on weekends, may only occur with the permission of the owner and in accordance with the owner and HUD regulations.
- C. Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and then only after providing temporary utility services according to requirements indicated:
  - 1. Notify Owner not less than two days in advance of proposed utility interruptions.
  - 2. Obtain Owner's written permission before proceeding with utility interruptions.
- D. Noise, Vibration, Dust, and Odors: Coordinate operations that may result in high levels of noise and vibration, dust, odors, or other disruption to Owner occupancy with Owner.
  - 1. Notify Owner not less than two days in advance of proposed disruptive operations.
  - 2. Obtain Owner's written permission before proceeding with disruptive operations.
- E. Smoking and Controlled Substance Restrictions: Use of tobacco products, alcoholic beverages, and other controlled substances on Project site is not permitted.
- F. Employee Identification: Owner will provide identification tags for Contractor personnel working on Project site. Require personnel to always use identification tags.
- G. Employee Screening: Comply with Owner's requirements for screening of Contractor personnel working on Project site.
  - 1. Maintain list of approved screened personnel with Owner's representative.

## 1.9 SPECIFICATION AND DRAWING CONVENTIONS

Specification Content: If a discrepancy exists between the Drawings and Specifications, interpretation shall be given preference in the following descending order, with later dates taking precedence over earlier dates:

- 1. Addenda amendments to the Drawings.
- 2. Addenda amendments to the Specifications.
- 3. Drawings.
- 4. Schedules, piping and wiring diagrams take precedence over other data shown on the drawings.
- 5. Notes take precedence over other data shown on the drawings and except schedules.

6. Specifications.

If discrepancies are found between the plans and specifications, include the more costly value of the detail or specification item in the bid price, unless the discrepancy is resolved by addenda.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 011000



## SECTION 012900 - PAYMENT PROCEDURES

### PART 1 - GENERAL

#### 1.1 SUMMARY

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

#### 1.2 SCHEDULE OF VALUES

- A. Coordination: Refer to Hud Form 51000.

#### 1.3 APPLICATIONS FOR PAYMENT

- A. Payment Applications: Refer to Hud forms 5370 and 51001, as amended by RHA requirements.
- B. Change Procedures: Refer to HUD form 5370, and as per RHA requirements at the time of contract award
- C. Defect Assessment: Replace the Work, or portions of the Work, not conforming to specified requirements.
  - 1. If, in the opinion of the Architect/Engineer or Owner, it is not practical to remove and replace the Work, the Architect/Engineer or Owner will direct appropriate remedy or adjust payment.
  - 2. Individual specification sections may modify these options or may identify specific formula or percentage sum/price reduction.
  - 3. Authority of Architect/Engineer and Owner to assess defects and identify payment adjustments is final.
  - 4. Non-Payment For Rejected Products: Payment will not be made for rejected products for any of the following:
    - a. Products wasted or disposed of in a manner that is not acceptable.
    - b. Products determined as unacceptable before installation or rendered unacceptable after or by the installation.
    - c. Products not completely unloaded from transporting vehicle.
    - d. Products placed beyond lines and levels of required Work.
    - e. Products remaining on hand after completion of the Work.

f. Loading, hauling, and disposing of rejected products.

PART 2 - EXECUTION (Not Used)

END OF SECTION 012900

## SECTION 013100 - PROJECT MANAGEMENT AND COORDINATION

### PART 1 - GENERAL

#### 1.1 SUMMARY

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

#### 1.2 GENERAL COORDINATION PROCEDURES

- A. Coordination: Coordinate construction operations included in different Sections of the Specifications to ensure efficient and orderly installation of each part of the Work. Coordinate construction operations included in different Sections that depend on each other for proper installation, connection, and operation.
  - 1. Schedule construction operations in sequence required to obtain the best results where installation of one part of the Work depends on installation of other components, before or after its own installation.
  - 2. Coordinate installation of different components to ensure maximum performance and accessibility for required maintenance, service, and repair.
  - 3. Make adequate provisions to accommodate items scheduled for later installation.
- B. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities to avoid conflicts and to ensure orderly progress of the Work. Such administrative activities include, but are not limited to, the following:
  - 1. Preparation of Contractor's construction schedule.
  - 2. Preparation of the schedule of values.
  - 3. Installation and removal of temporary facilities and controls.
  - 4. Delivery and processing of submittals.
  - 5. Progress meetings.
  - 6. Preinstallation conferences.
  - 7. Project closeout activities.
  - 8. Startup and adjustment of systems.

#### 1.3 PROJECT MEETINGS

- A. General: Site mobilization meetings and conferences at Project site unless otherwise indicated

1. Attendees: Authorized representatives of Owners Construction manager, Architect, and their consultants; Contractor and its superintendent; major subcontractors; suppliers; and other concerned parties shall attend the conference. Participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.
2. Agenda: Discuss items of significance that could affect progress, including the following:
  - a. Responsibilities and personnel assignments.
  - b. Tentative construction schedule.
  - c. Phasing.
  - d. Critical work sequencing and long lead items.
  - e. Designation of key personnel and their duties.
  - f. Lines of communications.
  - g. Use of web-based Project software.
  - h. Procedures for processing field decisions and Change Orders.
  - i. Procedures for RFIs.
  - j. Procedures for testing and inspecting.
  - k. Procedures for processing Applications for Payment.
  - l. Distribution of the Contract Documents.
  - m. Submittal procedures.
  - n. Use of the premises and existing building.
  - o. Work restrictions.
  - p. Working hours.
  - q. Owner's occupancy requirements.
  - r. Responsibility for temporary facilities and controls.
  - s. Procedures for moisture and mold control.
  - t. Procedures for disruptions and shutdowns.
  - u. Construction waste management and recycling.
  - v. Parking availability.
  - w. Office, work, and storage areas.
  - x. Equipment deliveries and priorities.
  - y. First aid.
  - z. Security.
  - aa. Progress cleaning.
3. Minutes: Entity responsible for conducting meeting will record and distribute meeting minutes.

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

1. Attendees: Installer and representatives of manufacturers and fabricators involved in or affected by the installation and its coordination or integration with other materials and installations that have preceded or will follow, shall attend the meeting. Advise Architect, Construction Manager of scheduled meeting dates.
2. Agenda: Review progress of other construction activities and preparations for the particular activity under consideration, including requirements for the following:
  - a. Contract Documents.

- b. Options.
  - c. Related RFIs.
  - d. Related Change Orders.
  - e. Purchases.
  - f. Deliveries.
  - g. Submittals.
  - h. Protection of construction and personnel.
3. Record significant conference discussions, agreements, and disagreements, including required corrective measures and actions.
  4. Reporting: Distribute minutes of the meeting to each party present and to other parties requiring information.
  5. Do not proceed with installation if the conference cannot be successfully concluded. Initiate whatever actions are necessary to resolve impediments to performance of the Work and reconvene the conference at earliest feasible date.
- C. Progress Meetings: The Construction Manager will conduct progress meetings if required
1. Attendees: In addition to representatives of Owners Construction Manager, and Architect, each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the meeting shall be familiar with Project and authorized to conclude matters relating to the Work.
  2. Agenda: Review and correct or approve minutes of previous progress meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.
    - a. Contractor's Construction Schedule: Review progress since the last meeting. Determine whether each activity is on time, ahead of schedule, or behind schedule, in relation to Contractor's construction schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.
      - 1) Review schedule for next period.
    - b. Review present and future needs of each entity present, including the following:
      - 1) Interface requirements.
      - 2) Sequence of operations.
  3. Minutes: Entity responsible for conducting the meeting will record and distribute the meeting minutes to each party present and to parties requiring information.
    - a. Schedule Updating: Revise Contractor's construction schedule after each progress meeting where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with the report of each meeting.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 013100

## SECTION 013200 - CONSTRUCTION PROGRESS DOCUMENTATION

### 1.1 SUMMARY

- A. Section includes administrative and procedural requirements for documenting the progress of construction during performance of the Work, including the following:
  - 1. Contractor's Construction Schedule.
  - 2. Construction schedule updating reports.
  - 3. Daily construction reports.
  - 4. Site condition reports.

### 1.2 DEFINITIONS

- A. Activity: A discrete part of a project that can be identified for planning, scheduling, monitoring, and controlling the construction Project. Activities included in a construction schedule consume time and resources.
  - 1. Critical Activity: An activity on the critical path that must start and finish on the planned early start and finish times.
- B. Format for Submittals: Submit required submittals in the following format:
  - 1. Working electronic copy of schedule file.
  - 2. PDF file.
- C. Construction Schedule Updating Reports: Submit with Applications for Payment.
- D. Site Condition Reports: Submit at time of discovery of differing conditions.

### 1.3 COORDINATION

- A. Coordinate Contractor's Construction Schedule with the schedule of values, submittal schedule, progress reports, payment requests, and other required schedules and reports.
  - 1. Secure time commitments for performing critical elements of the Work from entities involved.
  - 2. Coordinate each construction activity in the network with other activities and schedule them in proper sequence.
  - 3. Coordinate contents with schedule of values in HUD 51000 form.

### 1.4 GANTT-CHART SCHEDULE REQUIREMENTS

- A. Gantt-Chart Schedule: Submit a comprehensive, fully developed, horizontal, Gantt-chart-type, Contractor's Construction Schedule within 5 days of date established for the Notice of Award.

1.5 REPORTS.

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

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 013200



## SECTION 013300 - SUBMITTAL PROCEDURES

### PART 1 - GENERAL

#### 1.1 SUMMARY

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

#### 1.2 SUBMITTAL PROCEDURES

- A. Prepare and submit submittals required by individual Specification Sections. Types of submittals are indicated in individual Specification Sections.
1. Web-Based Project Management Software: Use of Procore software to be implemented for this project. There are not cost to the architect or contractor.
- B. Coordination: Coordinate preparation and processing of submittals with performance of construction activities via Procore.
1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.
  2. Submit all submittal items required for each Specification Section concurrently unless partial submittals for portions of the Work are indicated on approved submittal schedule.
  3. Submit action submittals and informational submittals required by the same Specification Section as separate packages under separate transmittals.
- C. Processing Time: Allow time for submittal review, including time for resubmittals, as follows. Time for review shall commence on Architect's receipt of submittal. No extension of the Contract Time will be authorized because of failure to transmit submittals enough in advance of the Work to permit processing, including resubmittals.
1. Initial Review: Allow 5 days for initial review of each submittal. Allow additional time if coordination with subsequent submittals is required. Owner will advise Contractor when a submittal being processed must be delayed for coordination.
  2. Resubmittal Review: Allow 5 days for review of each resubmittal.
- D. Resubmittals: Make resubmittals in same form and number of copies as initial submittal.
- E. Distribution: Furnish copies of final submittals to manufacturers, subcontractors, suppliers, fabricators, installers, authorities having jurisdiction, and others as necessary for performance of construction activities. Show distribution on transmittal forms.
- F. Use for Construction: Retain complete copies of submittals on Project site. Use only final action submittals that are marked with approval notation from Architect's action stamp.

### 1.3 SUBMITTAL REQUIREMENTS

- A. Product Data: Collect information into a single submittal for each element of construction and type of product or equipment.
1. If information must be specially prepared for submittal because standard published data are unsuitable for use, submit as Shop Drawings, not as Product Data.
  2. Mark each copy of each submittal to show which products and options are applicable.
  3. Include the following information, as applicable:
    - a. Manufacturer's catalog cuts.
    - b. Manufacturer's product specifications.
    - c. Standard color charts.
    - d. Statement of compliance with specified referenced standards.
    - e. Testing by recognized testing agency.
    - f. Application of testing agency labels and seals.
    - g. Notation of coordination requirements.
    - h. Availability and delivery time information.
  4. For equipment, include the following in addition to the above, as applicable:
    - a. Wiring diagrams that show factory-installed wiring.
    - b. Printed performance curves.
    - c. Operational range diagrams.
    - d. Clearances required to other construction, if not indicated on accompanying Shop Drawings.
  5. Submit Product Data before Shop Drawings, and before or concurrent with Samples.
- B. Shop Drawings: Prepare Project-specific information, drawn accurately to scale. Do not base Shop Drawings on reproductions of the Contract Documents or standard printed data unless submittal based on Architect's digital data drawing files is otherwise permitted.
1. Preparation: Fully illustrate requirements in the Contract Documents. Include the following information, as applicable:
    - a. Identification of products.
    - b. Schedules.
    - c. Compliance with specified standards.
    - d. Notation of coordination requirements.
    - e. Notation of dimensions established by field measurement.
    - f. Relationship and attachment to adjoining construction clearly indicated.
    - g. Seal and signature of professional engineer if specified.
- C. Samples: Submit Samples for review of kind, color, pattern, and texture for a check of these characteristics with other materials.
1. Transmit Samples that contain multiple, related components such as accessories together in one submittal package.
  2. Identification: Permanently attach label on unexposed side of Samples that includes the following:

- a. Project name and submittal number.
  - b. Generic description of Sample.
  - c. Product name and name of manufacturer.
  - d. Sample source.
  - e. Number and title of applicable Specification Section.
  - f. Specification paragraph number and generic name of each item.
3. Web-Based Project Management Software: Prepare submittals in PDF form, and upload to Procure
    - a. Samples not incorporated into the Work, or otherwise designated as Owner's property, are the property of Contractor.
  4. Samples for Initial Selection: Submit manufacturer's color charts consisting of units or sections of units showing the full range of colors, textures, and patterns available.
  5. Samples for Verification: Submit full-size units or Samples of size indicated, prepared from same material to be used for the Work, cured and finished in manner specified, and physically identical with material or product proposed for use, and that show full range of color and texture variations expected. Samples include, but are not limited to, the following: partial sections of manufactured or fabricated components; small cuts or containers of materials; complete units of repetitively used materials; swatches showing color, texture, and pattern; color range sets; and components used for independent testing and inspection.
- D. Design Data: Prepare and submit written and graphic information indicating compliance with indicated performance and design criteria in individual Specification Sections. Include list of assumptions and summary of loads. Include load diagrams if applicable. Provide name and version of software, if any, used for calculations. Number each page of submittal.
- E. Certificates:
1. Certificates and Certifications Submittals: Submit a statement that includes signature of entity responsible for preparing certification. Certificates and certifications shall be signed by an officer or other individual authorized to sign documents on behalf of that entity. Provide a notarized signature where indicated.
  2. Installer Certificates: Submit written statements on manufacturer's letterhead certifying that Installer complies with requirements in the Contract Documents and, where required, is authorized by manufacturer for this specific Project.
  3. Manufacturer Certificates: Submit written statements on manufacturer's letterhead certifying that manufacturer complies with requirements in the Contract Documents. Include evidence of manufacturing experience where required.
  4. Material Certificates: Submit written statements on manufacturer's letterhead certifying that material complies with requirements in the Contract Documents.
  5. Product Certificates: Submit written statements on manufacturer's letterhead certifying that product complies with requirements in the Contract Documents.
  6. Welding Certificates: Prepare written certification that welding procedures and personnel comply with requirements in the Contract Documents. Submit record of Welding

Procedure Specification and Procedure Qualification Record on AWS forms. Include names of firms and personnel certified.

F. Test and Research Reports:

1. Compatibility Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of compatibility tests performed before installation of product. Include written recommendations for substrate preparation and primers required.
2. Field Test Reports: Submit written reports indicating and interpreting results of field tests performed either during installation of product or after product is installed in its final location, for compliance with requirements in the Contract Documents.
3. Material Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting test results of material for compliance with requirements in the Contract Documents.
4. Preconstruction Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of tests performed before installation of product, for compliance with performance requirements in the Contract Documents.
5. Product Test Reports: Submit written reports indicating that current product produced by manufacturer complies with requirements in the Contract Documents. Base reports on evaluation of tests performed by manufacturer and witnessed by a qualified testing agency, or on comprehensive tests performed by a qualified testing agency.
6. Research Reports: Submit written evidence, from a model code organization acceptable to authorities having jurisdiction, that product complies with building code in effect for Project. Include the following information:
  - a. Name of evaluation organization.
  - b. Date of evaluation.
  - c. Time period when report is in effect.
  - d. Product and manufacturers' names.
  - e. Description of product.
  - f. Test procedures and results.
  - g. Limitations of use.

1.4 CONTRACTOR'S REVIEW

- A. Action Submittals and Informational Submittals: Review each submittal and check for coordination with other Work of the Contract and for compliance with the Contract Documents. Note corrections and field dimensions. Mark with approval stamp before submitting to Architect.
  1. Architect will not review submittals received from Contractor that do not have Contractor's review and approval.

1.5 ARCHITECT'S REVIEW

- A. Action Submittals: Architect will review each submittal, indicate corrections or revisions required, and return it.

1. Submittals by Web-Based Project Management Software: Architect will indicate, on Procore management software website, the appropriate action..
  - a. Actions taken by indication on Project management software website have the following meanings:
    - 1) Reviewed, Reviewed as Noted, Revise and Resubmit
  - B. Informational Submittals: Architect will review each submittal and will not return it, or will return it if it does not comply with requirements. Architect will forward each submittal to appropriate party.
  - C. Partial submittals prepared for a portion of the Work will be reviewed when use of partial submittals has received prior approval from Architect.
  - D. Incomplete submittals are unacceptable, will be considered nonresponsive, and will be returned for resubmittal without review.
  - E. Architect will return without review submittals received from sources other than Contractor.
  - F. Submittals not required by the Contract Documents will be returned by Architect without action.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 013300

## SECTION 015000 - TEMPORARY FACILITIES AND CONTROLS

### 1.1 USE CHARGES

- A. Sewer Service: Available from existing system without charge.
- B. Water Service: Available from existing system without charge.
- C. Electric Power Service: Available from existing system without charge.

### 1.2 TEMPORARY FACILITIES

- A. In addition to specific responsibilities for temporary facilities and controls indicated in HUD form 5370, the contractor is responsible for the following:
  - 1. Progress cleaning of its own area daily
  - 2. Secure lockup of its own tools, materials, and equipment
  - 3. Construction aids, miscellaneous services, field office and facilities necessary exclusively for its own construction activities

### 1.3 INSTALLATION, GENERAL

- A. Isolation of work areas in occupied facilities.

### 1.4 SUPPORT FACILITIES INSTALLATION

- A. Parking: Use designated areas of Owner's existing parking areas.
- B. Existing Elevator Use: Use of existing elevators will be permitted, provided elevators are cleaned and maintained in a condition acceptable to Owner.

### 1.5 SECURITY AND PROTECTION FACILITIES INSTALLATION

- A. Temporary Partitions: Provide floor-to-ceiling dustproof partitions to separate areas occupied by tenants from fumes and noise.

END OF SECTION 015000

## SECTION 016000 - PRODUCT REQUIREMENTS

### 1.1 SUMMARY

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

### 1.2 DEFINITIONS

- A. Products: Items obtained for incorporating into the Work, whether purchased for Project or taken from previously purchased stock. The term "product" includes the terms "material," "equipment," "system," and terms of similar intent.
  - 1. Named Products: Items identified by manufacturer's product name, including make or model number or other designation shown or listed in manufacturer's published product literature that is current as of date of the Contract Documents.
  - 2. New Products: Items that have not previously been incorporated into another project or facility. Salvaged items or items reused from other projects are not considered new products. Items that are manufactured or fabricated to include recycled content materials are considered new products, unless indicated otherwise.
  - 3. Comparable Product: Product by named manufacturer that is demonstrated and approved through the comparable product submittal process described in Part 2 "Comparable Products" Article, to have the indicated qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics that equal or exceed those of specified product.
- B. Basis-of-Design Product Specification: A specification in which a single manufacturer's product is named and accompanied by the words "basis-of-design product," including make or model number or other designation. Published attributes and characteristics of basis-of-design product establish salient characteristics of products.
  - 1. Evaluation of Comparable Products: In addition to the basis-of-design product description, product attributes and characteristics may be listed to establish the significant qualities related to type, function, in-service performance and physical properties, weight, dimension, durability, visual characteristics, and other special features and requirements for purposes of evaluating comparable products of additional manufacturers named in the specification. Manufacturer's published attributes and characteristics of basis-of-design product also establish salient characteristics of products for purposes of evaluating comparable products.
- C. Subject to Compliance with Requirements: Where the phrase "Subject to compliance with requirements" introduces a product selection procedure in an individual Specification Section, provide products qualified under the specified product procedure. In the event that a named product or product by a named manufacturer does not meet the other requirements of the specifications, select another named product or product from another named manufacturer that does meet the requirements of the specifications; submit a comparable product request or substitution request, if applicable.

- D. Comparable Product Request Submittal: An action submittal requesting consideration of a comparable product, including the following information:
  - 1. Identification of basis-of-design product or fabrication or installation method to be replaced, including Specification Section number and title and Drawing numbers and titles.
  - 2. Data indicating compliance with the requirements specified in Part 2 "Comparable Products" Article.
- E. Basis-of-Design Product Specification Submittal: An action submittal complying with requirements in Section 013300 "Submittal Procedures."
- F. Substitution: Refer to Section 012500 "Substitution Procedures" for definition and limitations on substitutions.

### 1.3 QUALITY ASSURANCE

- A. Compatibility of Options: If Contractor is given option of selecting between two or more products for use on Project, select product compatible with products previously selected, even if previously selected products were also options.

### 1.4 PRODUCT DELIVERY, STORAGE, AND HANDLING

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

### 1.5 PRODUCT WARRANTIES

- A. Warranties specified in other Sections shall be in addition to, and run concurrent with, other warranties required by the Contract Documents. Manufacturer's disclaimers and limitations on product warranties do not relieve Contractor of obligations under requirements of the Contract Documents.
  - 1. Manufacturer's Warranty: Written standard warranty form furnished by individual manufacturer for a particular product and issued in the name of the Owner or endorsed by manufacturer to Owner.
  - 2. Special Warranty: Written warranty required by the Contract Documents to provide specific rights for Owner and issued in the name of the Owner or endorsed by manufacturer to Owner.
- B. Special Warranties: Prepare a written document that contains appropriate terms and identification, ready for execution.
  - 1. Manufacturer's Standard Form: Modified to include Project-specific information and properly executed.
  - 2. Specified Form: When specified forms are included in the Project Manual, prepare a written document, using indicated form properly executed.



3. See other Sections for specific content requirements and particular requirements for submitting special warranties.

## PART 2 - PRODUCTS

### 2.1 PRODUCT SELECTION PROCEDURES

- A. General Product Requirements: Provide products that comply with the Contract Documents, are undamaged and, unless otherwise indicated, are new at time of installation.
  1. Provide products complete with accessories, trim, finish, fasteners, and other items needed for a complete installation and indicated use and effect.
  2. Standard Products: If available, and unless custom products or nonstandard options are specified, provide standard products of types that have been produced and used successfully in similar situations on other projects.
  3. Owner reserves the right to limit selection to products with warranties meeting requirements of the Contract Documents.
  4. Where products are accompanied by the term "as selected," Architect will make selection.
  5. Descriptive, performance, and reference standard requirements in the Specifications establish salient characteristics of products.
- B. Product Selection Procedures:
  1. Sole Product: Where Specifications name a single manufacturer and product, provide the named product that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered.
    - a. Sole product may be indicated by the phrase "Subject to compliance with requirements, provide the following."
  2. Sole Manufacturer/Source: Where Specifications name a single manufacturer or source, provide a product by the named manufacturer or source that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered.
    - a. Sole manufacturer/source may be indicated by the phrase "Subject to compliance with requirements, provide products by the following."
  3. Limited List of Products: Where Specifications include a list of names of both manufacturers and products, provide one of the products listed that complies with requirements. Comparable products or substitutions for Contractor's convenience will be considered unless otherwise indicated.
    - a. Limited list of products may be indicated by the phrase "Subject to compliance with requirements, provide one of the following."

4. Non-Limited List of Products: Where Specifications include a list of names of both available manufacturers and products, provide one of the products listed or an unnamed product that complies with requirements.
  - a. Non-limited list of products is indicated by the phrase "Subject to compliance with requirements, available products that may be incorporated in the Work include, but are not limited to, the following."
  - b. Provision of an unnamed product is not considered a substitution, if the product complies with requirements.
5. Limited List of Manufacturers: Where Specifications include a list of manufacturers' names, provide a product by one of the manufacturers listed that complies with requirements. Comparable products or substitutions for Contractor's convenience will be considered unless otherwise indicated.
  - a. Limited list of manufacturers is indicated by the phrase "Subject to compliance with requirements, provide products by one of the following."
6. Non-Limited List of Manufacturers: Where Specifications include a list of available manufacturers, provide a product by one of the manufacturers listed or a product by an unnamed manufacturer that complies with requirements.
  - a. Non-limited list of manufacturers is indicated by the phrase "Subject to compliance with requirements, available manufacturers whose products may be incorporated in the Work include, but are not limited to, the following."
  - b. Provision of products of an unnamed manufacturer is not considered a substitution, if the product complies with requirements.
7. Basis-of-Design Product: Where Specifications name a product, or refer to a product indicated on Drawings, and include a list of manufacturers, provide the specified or indicated product or a comparable product by one of the other named manufacturers. Drawings and Specifications may additionally indicate sizes, profiles, dimensions, and other characteristics that are based on the product named. Comply with requirements in "Comparable Products" Article for consideration of an unnamed product by one of the other named manufacturers.
  - a. For approval of products by unnamed manufacturers, comply with requirements in Section 012500 "Substitution Procedures" for substitutions for convenience.
- C. Visual Matching Specification: Where Specifications require the phrase "match Architect's sample," provide a product that complies with requirements and matches Architect's sample. Architect's decision will be final on whether a proposed product matches.
  1. If no product available within specified category matches and complies with other specified requirements, comply with requirements in Section 012500 "Substitution Procedures" for proposal of product.
- D. Visual Selection Specification: Where Specifications include the phrase "as selected by Architect from manufacturer's full range" or a similar phrase, select a product that complies with requirements. Architect will select color, gloss, pattern, density, or texture from manufacturer's product line that includes both standard and premium items.

- E. Sustainable Product Selection: Where Specifications require product to meet sustainable product characteristics, select products complying with indicated requirements. Comply with requirements in Division 01 sustainability requirements Section and individual Specification Sections.

## 2.2 COMPARABLE PRODUCTS

- A. Conditions for Consideration of Comparable Products: Architect will consider Contractor's request for comparable product when the following conditions are satisfied. If the following conditions are not satisfied, Architect may return requests without action, except to record noncompliance with the following requirements:
  - 1. Evidence that proposed product does not require revisions to the Contract Documents, is consistent with the Contract Documents, will produce the indicated results, and is compatible with other portions of the Work.
  - 2. Detailed comparison of significant qualities of proposed product with those of the named basis-of-design product. Significant product qualities include attributes, such as type, function, in-service performance and physical properties, weight, dimension, durability, visual characteristics, and other specific features and requirements.
  - 3. Evidence that proposed product provides specified warranty.
  - 4. List of similar installations for completed projects, with project names and addresses and names and addresses of architects and owners, if requested.
  - 5. Samples, if requested.
- B. Architect's Action on Comparable Products Submittal: If necessary, Architect will request additional information or documentation for evaluation, as specified in Section 013300 "Submittal Procedures."
  - 1. Form of Approval of Submittal: As specified in Section 013300 "Submittal Procedures."
  - 2. Use product specified if Architect does not issue a decision on use of a comparable product request within time allocated.
- C. Submittal Requirements, Two-Step Process: Approval by the Architect of Contractor's request for use of comparable product is not intended to satisfy other submittal requirements. Comply with specified submittal requirements.

## PART 3 - EXECUTION (Not Used)

END OF SECTION 016000

## SECTION 017300 - EXECUTION

### PART 1 - GENERAL

#### 1.1 SUMMARY

- A. Section includes general administrative and procedural requirements governing execution of the Work, including, but not limited to, the following:
  - 1. Construction layout.
  - 2. Field engineering.
  - 3. Installation.
  - 4. Cutting and patching.
  - 5. Coordination of Owner's portion of the Work.
  - 6. Progress cleaning.
  - 7. Starting and adjusting.
  - 8. Protection of installed construction.
  - 9. Correction of the Work.
  
- B. Related Requirements:
  - 1. Section 011000 "Summary" for coordination of Owner-furnished products, Owner-performed work], Owner's separate contracts, and limits on use of Project site.
  - 2. Section 017700 "Closeout Procedures" for submitting final property survey with Project Record Documents, recording of Owner-accepted deviations from indicated lines and levels, replacing defective work, and final cleaning.
  - 3. Section 024119 "Selective Demolition" for demolition and removal of selected portions of the building.

#### 1.2 DEFINITIONS

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

#### 1.3 QUALITY ASSURANCE

- A. Cutting and Patching: Comply with requirements for and limitations on cutting and patching of construction elements.
  - 1. Structural Elements: When cutting and patching structural elements, or when encountering the need for cutting and patching of elements whose structural function is not known, notify Architect of locations and details of cutting and await directions from Architect before proceeding. Shore, brace, and support structural elements during cutting

- and patching. Do not cut and patch structural elements in a manner that could change their load-carrying capacity or increase deflection.
2. Operational Elements: Do not cut and patch operating elements and related components in a manner that results in reducing their capacity to perform as intended or that results in increased maintenance or decreased operational life or safety.
  3. Other Construction Elements: Do not cut and patch other construction elements or components in a manner that could change their load-carrying capacity, that results in reducing their capacity to perform as intended, or that results in increased maintenance or decreased operational life or safety.
  4. Visual Elements: Do not cut and patch construction in a manner that results in visual evidence of cutting and patching. Do not cut and patch exposed construction in a manner that would, in Architect's opinion, reduce the building's aesthetic qualities. Remove and replace construction that has been cut and patched in a visually unsatisfactory manner.
- B. Manufacturer's Installation Instructions: Obtain and maintain on-site manufacturer's written recommendations and instructions for installation of specified products and equipment.

## PART 2 - PRODUCTS

### 2.1 MATERIALS

- A. Comply with requirements specified in other Sections.
- B. In-Place Materials: Use materials for patching identical to in-place materials. For exposed surfaces, use materials that visually match in-place adjacent surfaces to the fullest extent possible.
1. If identical materials are unavailable or cannot be used, use materials that, when installed, will provide a match acceptable to Architect for the visual and functional performance of in-place materials. Use materials that are not considered hazardous.
- C. Cleaning Agents: Use cleaning materials and agents recommended by manufacturer or fabricator of the surface to be cleaned. Do not use cleaning agents that are potentially hazardous to health or property or that might damage finished surfaces.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Existing Conditions: The existence and location of underground and other utilities and construction indicated as existing are not guaranteed. Before beginning sitework, investigate and verify the existence and location of underground utilities, mechanical and electrical systems, and other construction affecting the Work.
1. Before construction, verify the location and invert elevation at points of connection of sanitary sewer, storm sewer, gas service piping, and water-service piping; underground electrical services; and other utilities.

2. Furnish location data for work related to Project that must be performed by public utilities serving Project site.
- B. Examination and Acceptance of Conditions: Before proceeding with each component of the Work, examine substrates, areas, and conditions, with Installer or Applicator present where indicated, for compliance with requirements for installation tolerances and other conditions affecting performance. Record observations.
1. Examine roughing-in for mechanical and electrical systems to verify actual locations of connections before equipment and fixture installation.
  2. Examine walls, floors, and roofs for suitable conditions where products and systems are to be installed.
  3. Verify compatibility with and suitability of substrates, including compatibility with existing finishes or primers.
- C. Proceed with installation only after unsatisfactory conditions have been corrected. Proceeding with the Work indicates acceptance of surfaces and conditions.

### 3.2 PREPARATION

- A. Existing Utility Information: Furnish information to Owner that is necessary to adjust, move, or relocate existing utility structures, utility poles, lines, services, or other utility appurtenances located in or affected by construction. Coordinate with authorities having jurisdiction.
- B. Field Measurements: Take field measurements as required to fit the Work properly. Recheck measurements before installing each product. Where portions of the Work are indicated to fit to other construction, verify dimensions of other construction by field measurements before fabrication. Coordinate fabrication schedule with construction progress to avoid delaying the Work.
- C. Space Requirements: Verify space requirements and dimensions of items shown diagrammatically on Drawings.
- D. Review of Contract Documents and Field Conditions: Immediately on discovery of the need for clarification of the Contract Documents, submit a request for information to Architect in accordance with requirements in Section 013100 "Project Management and Coordination."

### 3.3 CONSTRUCTION LAYOUT

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

### 3.4 INSTALLATION

- A. Locate the Work and components of the Work accurately, in correct alignment and elevation, as indicated.

1. Make vertical work plumb, and make horizontal work level.
  2. Where space is limited, install components to maximize space available for maintenance and ease of removal for replacement.
  3. Conceal pipes, ducts, and wiring in finished areas unless otherwise indicated.
- B. Comply with manufacturer's written instructions and recommendations for installing products in applications indicated.
- C. Install products at the time and under conditions that will ensure satisfactory results as judged by Architect. Maintain conditions required for product performance until Substantial Completion.
- D. Conduct construction operations, so no part of the Work is subjected to damaging operations or loading in excess of that expected during normal conditions of occupancy of type expected for Project.
- E. Sequence the Work and allow adequate clearances to accommodate movement of construction items on-site and placement in permanent locations.
- F. Tools and Equipment: Select tools or equipment that minimize production of excessive noise levels.
- G. Templates: Obtain and distribute to the parties involved templates for Work specified to be factory prepared and field installed. Check Shop Drawings of other portions of the Work to confirm that adequate provisions are made for locating and installing products to comply with indicated requirements.
- H. Attachment: Provide blocking and attachment plates and anchors and fasteners of adequate size and number to securely anchor each component in place, accurately located and aligned with other portions of the Work. Where size and type of attachments are not indicated, verify size and type required for load conditions with manufacturer.
1. Mounting Heights: Where mounting heights are not indicated, mount components at heights directed by Architect.
  2. Allow for building movement, including thermal expansion and contraction.
  3. Coordinate installation of anchorages. Furnish setting drawings, templates, and directions for installing anchorages, including sleeves, concrete inserts, anchor bolts, and items with integral anchors, that are to be embedded in concrete or masonry. Deliver such items to Project site in time for installation.
- I. Joints: Make joints of uniform width. Where joint locations in exposed Work are not indicated, arrange joints for the best visual effect, as judged by Architect. Fit exposed connections together to form hairline joints.

### 3.5 CUTTING AND PATCHING

- A. General: Employ skilled workers to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time, and complete without delay.

1. Cut in-place construction to provide for installation of other components or performance of other construction, and subsequently patch as required to restore surfaces to their original condition.
- B. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during installation or cutting and patching operations, by methods and with materials so as not to void existing warranties.
- C. Temporary Support: Provide temporary support of Work to be cut.
- D. Protection: Protect in-place construction during cutting and patching to prevent damage. Provide protection from adverse weather conditions for portions of Project that might be exposed during cutting and patching operations.
- E. Adjacent Occupied Areas: Where interference with use of adjoining areas or interruption of free passage to adjoining areas is unavoidable, coordinate cutting and patching in accordance with requirements in Section 011000 "Summary."
- F. Existing Utility Services and Mechanical/Electrical Systems: Where existing services/systems are required to be removed, relocated, or abandoned, bypass such services/systems before cutting to prevent interruption to occupied areas.
- G. Cutting: Cut in-place construction by sawing, drilling, breaking, chipping, grinding, and similar operations, including excavation, using methods least likely to damage elements retained or adjoining construction. If possible, review proposed procedures with original Installer; comply with original Installer's written recommendations.
  1. In general, use hand or small power tools designed for sawing and grinding, not hammering and chopping. Cut holes and slots neatly to minimum size required, and with minimum disturbance of adjacent surfaces. Temporarily cover openings when not in use.
  2. Finished Surfaces: Cut or drill from the exposed or finished side into concealed surfaces.
  3. Concrete and Masonry: Cut using a cutting machine, such as an abrasive saw or a diamond-core drill.
  4. Excavating and Backfilling: Comply with requirements in applicable Sections where required by cutting and patching operations.
  5. Mechanical and Electrical Services: Cut off pipe or conduit in walls or partitions to be removed. Cap, valve, or plug and seal remaining portion of pipe or conduit to prevent entrance of moisture or other foreign matter after cutting.
  6. Proceed with patching after construction operations requiring cutting are complete.
- H. Patching: Patch construction by filling, repairing, refinishing, closing up, and similar operations following performance of other Work. Patch with durable seams that are as invisible as practicable, as judged by Architect. Provide materials and comply with installation requirements specified in other Sections, where applicable.
  1. Inspection: Where feasible, test and inspect patched areas after completion to demonstrate physical integrity of installation.
  2. Exposed Finishes: Restore exposed finishes of patched areas and extend finish restoration into retained adjoining construction in a manner that will eliminate evidence of patching and refinishing.



- a. Clean piping, conduit, and similar features before applying paint or other finishing materials.
  - b. Restore damaged pipe covering to its original condition.
3. Floors and Walls: Where walls or partitions that are removed extend one finished area into another, patch and repair floor and wall surfaces in the new space. Provide an even surface of uniform finish, color, texture, and appearance. Remove in-place floor and wall coverings and replace with new materials, if necessary, to achieve uniform color and appearance.
- a. Where patching occurs in a painted surface, prepare substrate and apply primer and intermediate paint coats appropriate for substrate over the patch, and apply final paint coat over entire unbroken surface containing the patch, corner to corner of wall and edge to edge of ceiling. Provide additional coats until patch blends with adjacent surfaces.
4. Ceilings: Patch, repair, or rehang in-place ceilings as necessary to provide an even-plane surface of uniform appearance.
5. Exterior Building Enclosure: Patch components in a manner that restores enclosure to a weathertight condition and ensures thermal and moisture integrity of building enclosure.
- I. Cleaning: Clean areas and spaces where cutting and patching are performed. Remove paint, mortar, oils, putty, and similar materials from adjacent finished surfaces.

### 3.6 COORDINATION OF OWNER'S PORTION OF THE WORK

- A. Site Access: Provide access to Project site for Owner's construction personnel and Owner's separate contractors.
  - 1. Provide temporary facilities required for Owner-furnished, Contractor-installed products.
  - 2. Refer to Section 011000 "Summary" for other requirements for Owner-furnished, Contractor-installed products
- B. Coordination: Coordinate construction and operations of the Work with work performed by Owner's construction personnel and Owner's separate contractors.
  - 1. Construction Schedule: Inform Owner of Contractor's preferred construction schedule for Owner's portion of the Work. Adjust construction schedule based on a mutually agreeable timetable. Notify Owner if changes to schedule are required due to differences in actual construction progress.

### 3.7 PROGRESS CLEANING

- A. Clean Project site and work areas daily, including common areas. Enforce requirements strictly. Dispose of materials lawfully.
  - 1. Comply with requirements in NFPA 241 for removal of combustible waste materials and debris.

2. Do not hold waste materials more than seven days during normal weather or three days if the temperature is expected to rise above **80 deg F**.
  3. Containerize hazardous and unsanitary waste materials separately from other waste. Mark containers appropriately and dispose of legally, in accordance with regulations.
    - a. Use containers intended for holding waste materials of type to be stored.
  4. Coordinate progress cleaning for joint-use areas where Contractor and other contractors are working concurrently.
- B. Site: Maintain Project site free of waste materials and debris.
- C. Work Areas: Clean areas where Work is in progress to the level of cleanliness necessary for proper execution of the Work.
1. Remove liquid spills promptly.
  2. Where dust would impair proper execution of the Work, broom-clean or vacuum the entire work area, as appropriate.
- D. Installed Work: Keep installed work clean. Clean installed surfaces in accordance with written instructions of manufacturer or fabricator of product installed, using only cleaning materials specifically recommended. If specific cleaning materials are not recommended, use cleaning materials that are not hazardous to health or property and that will not damage exposed surfaces.
- E. Concealed Spaces: Remove debris from concealed spaces before enclosing the space.
- F. Exposed Surfaces: Clean exposed surfaces and protect as necessary to ensure freedom from damage and deterioration at time of Substantial Completion.
- G. Waste Disposal: Do not bury or burn waste materials on-site. Do not wash waste materials down sewers or into waterways. Comply with waste disposal requirements in Section 015000 "Temporary Facilities and Controls."
- H. During handling and installation, clean and protect construction in progress and adjoining materials already in place. Apply protective covering where required to ensure protection from damage or deterioration at Substantial Completion.
- I. Clean and provide maintenance on completed construction as frequently as necessary through the remainder of the construction period. Adjust and lubricate operable components to ensure operability without damaging effects.
- J. Limiting Exposures: Supervise construction operations to ensure that no part of the construction, completed or in progress, is subject to harmful, dangerous, damaging, or otherwise deleterious exposure during the construction period.

### 3.8 STARTING AND ADJUSTING

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

- B. Adjust equipment for proper operation. Adjust operating components for proper operation without binding.
- C. Test each piece of equipment to verify proper operation. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.
- D. Manufacturer's Field Service: Comply with qualification requirements in Section 014000 "Quality Requirements."

### 3.9 PROTECTION OF INSTALLED CONSTRUCTION

- A. Provide final protection and maintain conditions that ensure installed Work is without damage or deterioration at time of Substantial Completion.
- B. Protection of Existing Items: Provide protection and ensure that existing items to remain undisturbed by construction are maintained in condition that existed at commencement of the Work.
- C. Comply with manufacturer's written instructions for temperature and relative humidity.

### 3.10 CORRECTION OF THE WORK

- A. Repair or remove and replace damaged, defective, or nonconforming Work. Restore damaged substrates and finishes.
  - 1. Repairing includes replacing defective parts, refinishing damaged surfaces, touching up with matching materials, and properly adjusting operating equipment.
- B. Repair Work previously completed and subsequently damaged during construction period. Repair to like-new condition.
- C. Restore permanent facilities used during construction to their specified condition.
- D. Remove and replace damaged surfaces that are exposed to view if surfaces cannot be repaired without visible evidence of repair.
- E. Repair components that do not operate properly. Remove and replace operating components that cannot be repaired.
- F. Remove and replace chipped, scratched, and broken glass or reflective surfaces.

END OF SECTION 017300

## SECTION 017700 - CLOSEOUT PROCEDURES

### PART 1 - GENERAL

#### 1.1 SUMMARY

- A. Section includes administrative and procedural requirements for Contract closeout, including, but not limited to, the following:
  - 1. Substantial Completion procedures.
  - 2. Final Completion procedures.
  - 3. List of incomplete items.
  - 4. Submittal of Project warranties.
  - 5. Final cleaning.

#### 1.2 ACTION SUBMITTALS

- A. Product Data: For each type of cleaning agent.
- B. Contractor's List of Incomplete Items: Initial submittal at Substantial Completion.
- C. Certified List of Incomplete Items: Final submittal at Final Completion.

#### 1.3 CLOSEOUT SUBMITTALS

- A. Certificates of Release: From authorities having jurisdiction.
- B. Certificate of Insurance: For continuing coverage.

#### 1.4 SUBSTANTIAL COMPLETION PROCEDURES

- A. Contractor's List of Incomplete Items: Prepare and submit a list of items to be completed and corrected (Contractor's "punch list"), indicating the value of each item on the list and reasons why the Work is incomplete.
- B. Submittals Prior to Substantial Completion: Complete the following a minimum of 10 days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.
  - 1. Certificates of Release: Obtain and submit releases from authorities having jurisdiction, permitting Owner unrestricted use of the Work and access to services and utilities. Include occupancy permits, operating certificates, and similar releases.
  - 2. Submit closeout submittals specified in other Division 01 Sections, including Project Record Documents, operation and maintenance manuals, damage or settlement surveys, property surveys, and similar final record information.

3. Submit closeout submittals specified in individual Sections, including specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.
  4. Submit maintenance material submittals specified in individual Sections, including tools, spare parts, extra materials, and similar items, and deliver to location designated by Construction Manager. Label with manufacturer's name and model number.
  5. Submit testing, adjusting, and balancing records.
  6. Submit changeover information related to Owner's occupancy, use, operation, and maintenance.
- C. Procedures Prior to Substantial Completion: Complete the following a minimum of 10 days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.
1. Advise Owner of pending insurance changeover requirements.
  2. Make final changeover of permanent locks and deliver keys to Owner. Advise Owner's personnel of changeover in security provisions.
  3. Complete startup and testing of systems and equipment.
  4. Perform preventive maintenance on equipment used prior to Substantial Completion.
  5. Instruct Owner's personnel in operation, adjustment, and maintenance of products, equipment, and systems
  6. Participate with Owner in conducting inspection and walkthrough with local emergency responders.
  7. Terminate and remove temporary facilities from Project site, along with mockups, construction tools, and similar elements.
  8. Complete final cleaning requirements.
  9. Touch up paint and otherwise repair and restore marred exposed finishes to eliminate visual defects.
- D. Inspection: Submit a written request for inspection to determine Substantial Completion a minimum of 10 days prior to date the Work will be completed and ready for final inspection and tests. On receipt of request, Architect will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare the Certificate of Substantial Completion after inspection or will notify Contractor of items, either on Contractor's list or additional items identified by Architect, that must be completed or corrected before certificate will be issued.

## 1.5 FINAL COMPLETION PROCEDURES

- A. Submittals Prior to Final Completion: Before requesting final inspection for determining Final Completion, complete the following:
1. Submit a final Application for Payment in accordance with Section 012900 "Payment Procedures."
  2. Certified List of Incomplete Items: Submit certified copy of Architect's Substantial Completion inspection list of items to be completed or corrected (punch list), endorsed and dated by Architect. Certified copy of the list will state that each item has been completed or otherwise resolved for acceptance.
  3. Certificate of Insurance: Submit evidence of final, continuing insurance coverage complying with insurance requirements.

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

## 1.6 LIST OF INCOMPLETE ITEMS

- A. Organization of List: Include name and identification of each space and area affected by construction operations for incomplete items and items needing correction including, if necessary, areas disturbed by Contractor that are outside the limits of construction.
  - 1. Organize list of spaces in sequential order, listed by room or space number.
  - 2. Organize items applying to each space by major element, including categories for ceilings, individual walls, floors, equipment, and building systems.
  - 3. Submit list of incomplete items in the following format:
    - a. Web-Based Project Software Upload: Utilize Procore software feature for creating and updating list of incomplete items (punch list).

## 1.7 SUBMITTAL OF PROJECT WARRANTIES

- A. Warranty Electronic File: Provide warranties and bonds in PDF format. Assemble complete warranty and bond submittal package into a single electronic PDF file with bookmarks enabling navigation to each item. Provide bookmarked table of contents at beginning of document.
- B. Provide additional copies of each warranty to include in operation and maintenance manuals.

## PART 2 - PRODUCTS

### 2.1 MATERIALS

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

## PART 3 - EXECUTION

### 3.1 FINAL CLEANING

- A. Perform final cleaning. Conduct cleaning and waste-removal operations to comply with local laws and ordinances and Federal and local environmental and antipollution regulations.
  - 1. Complete the following cleaning operations before requesting inspection for certification of Substantial Completion for entire Project or for a designated portion of Project:

- a. Clean Project site of rubbish, waste material, litter, and other foreign substances.
  - b. Clean exposed exterior and interior hard-surfaced finishes to a dirt-free condition, free of stains, films, and similar foreign substances. Avoid disturbing natural weathering of exterior surfaces. Restore reflective surfaces to their original condition.
  - c. Remove debris and surface dust from limited-access spaces, including roofs, plenums, shafts, trenches, equipment vaults, manholes, attics, and similar spaces.
  - d. Clean flooring, removing debris, dirt, and staining; clean in accordance with manufacturer's instructions.
  - e. Vacuum and mop concrete.
  - f. Vacuum carpet and similar soft surfaces, removing debris and excess nap; clean in accordance with manufacturer's instructions if visible soil or stains remain.
  - g. Clean transparent materials, including mirrors and glass in doors and windows. Remove glazing compounds and other noticeable, vision-obscuring materials. Polish mirrors and glass, taking care not to scratch surfaces.
  - h. Remove labels that are not permanent.
  - i. Clean luminaires, lamps, globes, and reflectors to function with full efficiency.
  - j. Clean strainers.
  - k. Leave Project clean and ready for occupancy.
- B. Construction Waste Disposal: Comply with waste-disposal requirements in Section 015000 "Temporary Facilities and Controls."

### 3.2 CORRECTION OF THE WORK

- A. Complete repair and restoration operations required by "Correction of the Work" Article in Section 017300 "Execution" before requesting inspection for determination of Substantial Completion.

END OF SECTION 017700

## SECTION 024119 - SELECTIVE DEMOLITION

### 1.1 FIELD CONDITIONS

- A. Owner will occupy portions of building adjacent to selective demolition area.
- B. Hazardous Materials: Removed by Owner prior to start of the Work

### 1.2 UTILITY SERVICES AND MECHANICAL/ELECTRICAL SYSTEMS

- A. Utility Shut Off: By Owner.

### 1.3 DISPOSAL OF DEMOLISHED MATERIALS

- A. Dispose of in an EPA-approved landfill.

### 1.4 SELECTIVE DEMOLITION SCHEDULE

- A. As noted on the demolition floor plans.

END OF SECTION 024119



## SECTION 040110 - MASONRY CLEANING

### 1.1 QUALITY ASSURANCE

- A. Written program for cleaning.
- B. Mockups for cleaning each type of masonry and surface condition.

### 1.2 PRECONSTRUCTION TESTING

- A. Chemical-cleaner manufacturer(s) to test-clean masonry surfaces.

### 1.3 EXECUTION

- A. Preliminary cleaning to remove plant growth and extraneous substances that are resistant to cleaning methods used.
- B. Clean masonry using the following:
  - 1. Cold-water soaking.
  - 2. water washing.
  - 3. Steam cleaning.
  - 4. Detergent.
  - 5. Mold, mildew, and algae remover.
  - 6. Nonacidic gel cleaner.
  - 7. Nonacidic liquid cleaner.
  - 8. Mild-acid cleaner.
  - 9. Acidic cleaner.
  - 10. One-part limestone cleaner.
  - 11. Two-part chemical cleaner.

END OF SECTION 040110

## SECTION 040120.63 - BRICK MASONRY REPAIR

### 1.1 ALLOWANCES

- A. Allowances for brick repair and patching masonry units.

### 1.2 QUALITY ASSURANCE

- A. Written program for quality control.
- B. Mockups for each type of repair work.
- C. Face brick matching existing.
- D. Building brick.
- E. Sand Where Mortar Is Exposed: Matching sand in existing mortar and colored.
- F. Mortar pigments.
- G. Brick patching compound.

### 1.3 EXECUTION

- A. Abandoned anchors removed and holes patched.
- B. Bricks removed and replaced.
- C. Steel uncovered during the work painted with antirust coating.
- D. Brick patched with brick patching compound.
- E. Existing patches removed and replaced.
- F. Final cleaning performed only if overall cleaning occurs before repair work.

END OF SECTION 040120.63

## SECTION 061000 - ROUGH CARPENTRY

### 1.1 SUMMARY

#### A. Section Includes:

1. Framing with dimension lumber.
2. Framing with engineered wood products.
3. Wood blocking and nailers.
4. Wood furring.
5. Wood sleepers.

### 1.2 MATERIALS

#### A. Maximum Moisture Content:

1. Boards: 15 percent.
2. Dimension Lumber: 15 percent for 2-inch nominal

#### B. Preservative Treatment:

1. Preservative Treatment: AWWA U1
  - a. Preservative Chemicals: Containing no arsenic or chromium.
2. Application: Items indicated and as follows:
  - a. Items in contact with roofing or waterproofing.
  - b. Items in contact with concrete or masonry.
  - c. Framing less than 18 inches aboveground in crawlspaces.
  - d. Floor plates installed over concrete slabs-on-grade.

#### Dimension Lumber Framing:

3. Non-Load-Bearing Interior Partitions: Construction or No. 2 grade.
  - a. Application: All interior partitions
  - b. Species: Any species
4. Load-Bearing Partitions: Construction or No. 2 grade.
  - a. Application: Exterior walls and interior load-bearing partitions.
  - b. Species: Hem-fir, southern pine, Douglas fir-larch.
5. Ceiling Joists: Construction or No. 2 grade.
  - a. Species: Hem-fir, southern pine, Douglas fir-larch.

C. Miscellaneous Lumber:

1. Dimension Lumber: Construction or No. 2
2. Utility Shelving: 15 percent maximum moisture content.
  - a. White, lodgepole, ponderosa, or sugar pine; Standard or No. 3 Common.
  - b. Mixed southern pine, No. 2.
  - c. Hem-fir, Construction or No. 2 Common.
  - d. Spruce-pine-fir, Construction or No. 2 Common.
3. Concealed Boards: 15 percent maximum moisture content.
  - a. Mixed southern pine, No. 2
  - b. Hem-fir, Construction or No. 2 Common
  - c. Spruce-pine-fir, Construction or No. 2 Common
  - d. Eastern softwoods, No. 2 Common.
  - e. Northern species, No. 2 Common.
  - f. Western woods, Construction or No. 2 Common

D. Fasteners: Hot-dip galvanized steel where exposed to weather, in ground contact, in contact with treated wood, or in area of high relative humidity.

E. Metal Framing Anchors:

1. Hot-dip galvanized steel for interior locations.
2. Hot-dip, heavy-galvanized steel for treated lumber and where indicated.
3. Stainless steel for exterior and where indicated.
4. Types: Joist hangers, wall bracing.

F. Miscellaneous Materials:

1. Sill-Sealer Gaskets: Neoprene foam.
2. Flexible flashing.
3. Water-repellent preservative.

### 1.3 INSTALLATION

- A. Furring to Receive Gypsum Board: 1-by-2-inch nominal size furring at 16 inches o.c.
- B. Exterior Wall Framing: 2 x 4 or 2 x 6 size wood studs at 16 inches o.c.
- C. Interior Partitions Framing: 2 x 4 or 2 x 3 size wood studs at 16 inches o.c.

END OF SECTION 061000

## SECTION 062023 - INTERIOR FINISH CARPENTRY

### 1.1 SUMMARY

- A. Section Includes:
  - 1. Interior trim.
  - 2. Paneling.
  - 3. Shelving and clothes rods.

### 1.2 MATERIALS

- A. Preservative Treatment by Pressure Process: Where indicated
- B. Interior Standing and Running Trim:
  - 1. Softwood Lumber Trim for Transparent Finish (Stain or Clear Finish): southern pine
  - 2. Lumber Trim for Opaque Finish (Painted): White pine, white woods, Douglas fir Spruce-pine-fir, white hardwoods or primed MDF.
  - 3. Softwood Moldings for Transparent Finish (Stain or Clear Finish): White pine, Southern pine, Douglas fir.
  - 4. Hardwood Moldings for Transparent Finish (Stain or Clear Finish): White maple, White hardwoods.
  - 5. Moldings for Opaque Finish (Painted): White pine, white hardwoods, or primed MDF.
  - 6. PVC-wrapped moldings.
  - 7. Foam-plastic moldings.
- C. Shelving: Particleboard with wood edge, MDF with wood edge, MDO plywood with wood edge, Wood boards.
- D. Clothes Rods: Hardwood rods

### 1.3 INSTALLATION

END OF SECTION 062023

## SECTION 064023 - INTERIOR ARCHITECTURAL WOODWORK

### 1.1 SUMMARY

- A. Section Includes:
  - 1. Interior standing and running trim.
  - 2. Interior frames and jambs.
  - 3. Finishing of interior architectural woodwork.

### 1.2 QUALITY ASSURANCE

- A. Manufacturer's Qualifications: AWI's Quality Certification Program licensed participant
- B. Mockups for typical interior architectural woodwork.

### 1.3 INTERIOR STANDING AND RUNNING TRIM FOR OPAQUE FINISH

- A. Architectural Woodwork Standards Grade: Economy.
- B. Wood Species: Pine.
- C. Fire-retardant treated.

### 1.4 INTERIOR FRAMES AND JAMBS FOR OPAQUE FINISH

- A. Architectural Woodwork Standards Grade: Economy.
- B. Wood Species: Any closed-grain hardwood
- C. Fire Rating: 20 minutes.

### 1.5 FINISHING

- A. Opaque Finish: Economy Grade
  - 1. Shop primed.
  - 2. Field finished.

### 1.6 INSTALLATION

- A. Lumber and trim for painted applications; primed, including both faces and edges.

END OF SECTION 064023

## SECTION 064113 - WOOD-VENEER-FACED ARCHITECTURAL CABINETS

### PART 1 - GENERAL

#### 1.1 SUMMARY

- A. Section Includes:
  - 1. Wood cabinets for opaque finish.
  - 2. Wood materials.
  - 3. Cabinet hardware and accessories.
  - 4. Wood furring, blocking, shims, and hanging strips for installing architectural cabinets that are not concealed within other construction.
  - 5. Shop finishing.

#### 1.2 ACTION SUBMITTALS

- A. Product Data: For each type of product.
- B. Shop Drawings: For architectural cabinets.
  - 1. Include plans, elevations, sections, and attachment details.
  - 2. Apply AWI Quality Certification Program label to Shop Drawings.
- C. Samples: For each exposed product and for each color and finish specified.

#### 1.3 QUALITY ASSURANCE

- A. Manufacturer's Qualifications: Employs skilled workers who custom fabricate products similar to those required for this Project and whose products have a record of successful in-service performance.

### PART 2 - PRODUCTS

#### 2.1 WOOD CABINETS AND COUNTERTOPS.

- A. Quality Standard: Unless otherwise indicated, comply with the Architectural Woodwork Standards for grades of architectural cabinets indicated for construction, finishes, installation, and other requirements.
- B. Kitchen Cabinets - Furnish and install as shown on plans:
  - Manufacturer: Mantra Omni Cabinets
  - Color: Snow

- C. Bath Vanity integral countertop/base 2'-0" width– Furnish and install as shown on plans.

Vanity top: Equal to Avanity Vitreous China vanity top with rectangular bowl in white with single hole faucet hole

Vanity base Cabinet: Mantra Omni Cabinets

Color: White

## 2.2 WOOD MATERIALS

- A. Wood Products: Provide materials that comply with requirements of referenced quality standard for each type of architectural cabinet and quality grade specified unless otherwise indicated.

## 2.3 CABINET HARDWARE AND ACCESSORIES

- A. Cabinet Hardware: Provide cabinet hardware and accessory materials associated with architectural cabinets.
  1. Kitchen Cabinet Pulls equal to Mockett DP270-90T – Cambridge Satin Nickel finish.
  2. Vanity Cabinet Pulls equal to Amerock “Blackrock – 5” Center pull Satin Nickel model # BP55277G10

## 2.4 MISCELLANEOUS MATERIALS

- A. Furring, Blocking, Shims, and Hanging Strips: Softwood or hardwood lumber kiln-dried to less than 15 percent moisture content.
- B. Anchors: Select material, type, size, and finish required for each substrate for secure anchorage. Provide metal expansion sleeves or expansion bolts for post-installed anchors. Use nonferrous-metal or hot-dip galvanized anchors and inserts at inside face of exterior walls and at floors.

## 2.5 FABRICATION

- A. Complete fabrication, including assembly and hardware application, to maximum extent possible before shipment to Project site. Disassemble components only as necessary for shipment and installation. Where necessary for fitting at site, provide ample allowance for scribing, trimming, and fitting.
- B. Shop-cut openings to maximum extent possible to receive hardware, appliances, electrical work, and similar items. Locate openings accurately and use templates or roughing-in diagrams to produce accurately sized and shaped openings. Sand edges of cutouts to remove splinters and burrs.



## 2.6 SHOP FINISHING

- A. General: Finish architectural cabinets at manufacturer's shop as specified in this Section. Defer only final touchup, cleaning, and polishing until after installation.
  - 1. Color: As indicated by manufacturer's designations

## PART 3 - EXECUTION

### 3.1 INSTALLATION

- A. Before installation, condition cabinets to humidity conditions in installation areas for not less than 72 hours.
- B. Architectural Woodwork Standards Grade: Install cabinets to comply with quality standard grade of item to be installed.
- C. Anchor cabinets to anchors or blocking built in or directly attached to substrates. Secure with countersunk, concealed fasteners and blind nailing. Use fine finishing nails or finishing screws for exposed fastening, countersunk and filled flush with cabinet surface.
  - 1. For shop-finished items, use filler matching finish of items being installed.
- D. Install cabinets level, plumb, and true in line to a tolerance of 1/8 inch in 96 inches using concealed shims.
  - 1. Scribe and cut cabinets to fit adjoining work, refinish cut surfaces, and repair damaged finish at cuts.
  - 2. Install cabinets without distortion so doors and drawers fit openings and are accurately aligned. Adjust hardware to center doors and drawers in openings and to provide unencumbered operation. Complete installation of hardware and accessory items as indicated.
  - 3. Maintain veneer sequence matching of cabinets with transparent finish.
- E. Shop Finishes: Touch up finishing after installation of architectural cabinets. Fill nail holes with matching filler.

### 3.2 FIELD QUALITY CONTROL

- A. Inspections: Provide inspection of installed Work through AWI's Quality Certification Program certifying that woodwork, including installation, complies with requirements of the Architectural Woodwork Standards for the specified grade.
  - 1. Inspection entity is to prepare and submit report of inspection.

END OF SECTION 064113

## SECTION 066400 - PLASTIC PANELING

## PART 1 - GENERAL

## 1.1 SUMMARY

- A. Section includes.
  - 1. Shower and Vanity Backsplash
  - 2. Kitchen Backsplash

## 1.2 ACTION SUBMITTALS

- A. Product Data: For each type of product.
- B. Samples: For plastic paneling and trim accessories.

## 1.3 QUALITY ASSURANCE

- A. Testing Agency: Acceptable to authorities having jurisdiction.

PART 2 - PRODUCTS Add product requirement for steel bathtub.

- A. Shower tub and vanity backsplash. Basis of design: Avonite.

- 1. Aristech Acrylics; Avonite Surfaces. Color: White

## Approved equals

- a. Formica Corp; "Formica Solid Surface"
    - b. LGHausys; "HI-MACS Solid Surfaces"
    - c. Swan Surfaces, LLC; "Swanstone"
    - d. Wilsonart; Wilsonart Solid Surface"

- B. Kitchen Backsplash

- 1. Wilsonart Laminate Artic Expedition Y0634

- a. Install wall mounted plastic laminate backsplash from top of countertop to underside of upper cabinets. Extend laminate to corner behind refrigerator.
    - b. All edges shall be finished.

- C. Trim Accessories: Manufacturer's standard one-piece vinyl extrusions designed to retain and cover edges of panels. Provide division bars, inside corners, outside corners, and caps as needed to conceal edges.

- 1. Color: Match panels As indicated by manufacturer's designations

- D. Sealant: Mildew-resistant, single-component, neutral-curing silicone sealant recommended by plastic paneling manufacturer and complying with requirements in Section 079200 "Joint Sealants."

### PART 3 - EXECUTION

#### 3.1 PREPARATION

- A. Clean substrates of substances that could impair adhesive bond, including oil, grease, dirt, and dust.
- B. Condition panels by unpacking and placing in installation space before installation according to manufacturer's written recommendations.
- C. Lay out paneling before installing. Locate panel joints to provide equal panels at ends of walls not less than half the width of full panels.

#### 3.2 INSTALLATION

- A. Install plastic paneling according to manufacturer's written instructions.
- B. Install panels in a full spread of adhesive.
- C. Install trim accessories with adhesive.
- D. Fill grooves in trim accessories with sealant before installing panels, and bed inside corner trim in a bead of sealant.
- E. Maintain uniform space between panels and wall fixtures. Fill the space with sealant.
- F. Remove excess sealant and smears as paneling is installed. Clean with solvent recommended by sealant manufacturer and then wipe with clean dry cloths until no residue remains.

END OF SECTION 066400

## SECTION 081416 - FLUSH WOOD DOORS

### 1.1 QUALITY ASSURANCE

- A. Manufacturer and Vendor: FSC certified for chain of custody.
- B. Manufacturer: Licensed participant in AWI's Quality Certification Program.

### 1.2 DOOR CONSTRUCTION, GENERAL

- A. Quality Standard: Architectural Woodwork Standards
  - 1. AWI Quality Certification labels.
  - 2. Registered with AWI as AWI Quality Certification Program.

### 1.3 FLUSH WOOD DOORS FOR OPAQUE FINISH

- A. Interior Hollow-Core Doors:
  - 1. ANSI/WDMA I.S.1-A Performance Grade: Standard Duty.
  - 2. Faces: 6 panel Hardboard or MDF.

### 1.4 PRIMING/FINISHING

- A. Shop Priming:
  - 1. Doors for Opaque Finish: One coat of wood primer.
- B. Factory Finishing: All doors

END OF SECTION 081416

## SECTION 087100 - DOOR HARDWARE

### 1.1 ALLOWANCES

- A. Door hardware is part of Door Hardware Allowance.

### 1.2 WARRANTY

- A. Materials and Workmanship: Three years.

### 1.3 FIELD QUALITY CONTROL

- A. Independent Architectural Hardware Consultant: Owner engaged.

### 1.4 DOOR HARDWARE SCHEDULE

- A. As noted on the plans

END OF SECTION 087100

## SECTION 092900 - GYPSUM BOARD

### PART 1 - GENERAL

#### 1.1 SUMMARY

- A. Section Includes:
1. Interior gypsum board.
  2. Texture finishes.

### PART 2 - PRODUCTS

#### 2.1 GYPSUM BOARD, GENERAL

- A. Size: Provide maximum lengths and widths available that will minimize joints in each area and that correspond with support system indicated.

#### 2.2 INTERIOR GYPSUM BOARD

- A. Gypsum Wallboard: ASTM C1396/C1396M.
1. Thickness: 1/2 inch .
  2. Long Edges: Tapered
- B. Gypsum Ceiling Board: ASTM C1396/C1396M.
1. Thickness: 1/2 inch .
  2. Long Edges: Tapered.
- C. Mold-Resistant Gypsum Board: ASTM C1396/C1396M. With moisture- and mold-resistant core and paper surfaces.
1. Core: As indicated on Drawings
  2. Long Edges: Tapered.
  3. Mold Resistance: ASTM D3273, score of 10 as rated according to ASTM D3274.

Change gypsum thickness to 5/8" to match drawing notes.

#### 2.3 TRIM ACCESSORIES

- A. Interior Trim: ASTM C1047.
1. Material: Galvanized or aluminum-coated steel sheet
  2. Shapes:
    - a. Cornerbead.
    - b. Bullnose bead.
    - c. LC-Bead: J-shaped; exposed long flange receives joint compound.
    - d. L-Bead: L-shaped; exposed long flange receives joint compound.

- e. U-Bead: J-shaped; exposed short flange does not receive joint compound.
- f. Expansion (control) joint.
- g. Curved-Edge Cornerbead: With notched or flexible flanges.

## 2.4 JOINT TREATMENT MATERIALS

- A. General: Comply with ASTM C475/C475M.
- B. Joint Tape:
  - 1. Interior Gypsum Board: Paper.
  - 2. Exterior Gypsum Soffit Board: Paper.
  - 3. Glass-Mat Gypsum Sheathing Board: 10-by-10 glass mesh.
  - 4. Tile Backing Panels: As recommended by panel manufacturer.
- C. Joint Compound for Interior Gypsum Board: For each coat, use formulation that is compatible with other compounds applied on previous or for successive coats.
  - 1. Prefilling: At open joints and damaged surface areas, use setting-type taping compound.
  - 2. Embedding and First Coat: For embedding tape and first coat on joints, fasteners, and trim flanges, use compound.
    - a. Use setting-type compound for installing paper-faced metal trim accessories.
  - 3. Fill Coat: For second coat, use all-purpose compound.
  - 4. Finish Coat: For third coat, use all-purpose compound.
  - 5. Skim Coat: For final coat of Level 5 finish, use all-purpose compound].

## 2.5 TEXTURE FINISHES

- A. Primer: As recommended by textured finish manufacturer.

## PART 3 - EXECUTION

### 3.1 INSTALLATION OF PANELS

- A. Examine panels before installation. Reject panels that are wet, moisture damaged, and mold damaged.
- B. Comply with ASTM C840.
- C. Isolate perimeter of gypsum board applied to non-load-bearing partitions at structural abutments. Provide 1/4- to 1/2-inch wide spaces at these locations and trim edges with edge trim where edges of panels are exposed. Seal joints between edges and abutting structural surfaces with acoustical sealant.
- D. For trim with back flanges intended for fasteners, attach to framing with same fasteners used for panels. Otherwise, attach trim according to manufacturer's written instructions.

### 3.2 FINISHING OF GYPSUM BOARD

- A. Prefill open joints and damaged surface areas.
- B. Apply joint tape over gypsum board joints, except for trim products specifically indicated as not intended to receive tape.

### 3.3 APPLICATION OF TEXTURE FINISHES

- A. Surface Preparation and Primer: Prepare and apply primer to gypsum panels and other surfaces receiving texture finishes. Apply primer to surfaces that are clean, dry, and smooth.
- B. Texture Finish Application: Mix and apply finish using powered spray equipment, to produce a uniform texture free of starved spots or other evidence of thin application or of application patterns.

### 3.4 PROTECTION

- A. Protect installed products from damage from weather, condensation, direct sunlight, construction, and other causes during remainder of the construction period.
- B. Remove and replace panels that are wet, moisture damaged, and mold damaged.

END OF SECTION 092900



## SECTION 096519 - RESILIENT TILE FLOORING

### 1.1 PRODUCTS

- A. Vinyl Plank floor: Luxury vinyl Plank.
  - 1. Finish: See Finish schedule on plans
- B. Installation Materials:
  - 1. Trowable leveling and patching compounds.
  - 2. Adhesives.
  - 3. Floor polish.
  - 4. Joint sealant for resilient terrazzo floor tile.
  - 5. Sealers and finish coats for resilient terrazzo floor tile.

END OF SECTION 096519

## SECTION 099123 - INTERIOR PAINTING

### 1.1 SUMMARY

- A. Primers.
- B. Finish coatings.

### 1.2 INTERIOR PAINTING SCHEDULE

- A. Concrete Substrates, Nontraffic Surfaces:
  - 1. Latex system.
  - 2. Latex over latex aggregate system.
  - 3. Latex aggregate system.
  - 4. Institutional low-odor/VOC latex system.
  - 5. High-performance architectural latex system.
  - 6. Water-based light-industrial coating system.
  - 7. Concrete stain system.
- B. Concrete Substrates, Traffic Surfaces:
  - 1. Latex floor enamel system.
  - 2. Alkyd floor enamel system.
  - 3. Concrete stain system.
  - 4. Water-based concrete floor sealer system.
  - 5. Solvent-based concrete floor sealer system.
- C. Finish Carpentry: Wood trim, Doors
  - 1. Latex over latex primer system.
  - 2. Latex over alkyd primer system.
  - 3. Institutional low-odor/VOC latex system.
  - 4. High-performance architectural latex system.
  - 5. Water-based light-industrial coating system.
  - 6. Water-based alkyd system.
  - 7. Alkyd system.
- D. Architectural Woodwork: Casework.
  - 1. Latex over latex primer system.
  - 2. Latex over alkyd primer system.
  - 3. Institutional low-odor/VOC latex system.
  - 4. High-performance architectural latex system.
  - 5. Water-based light-industrial coating system.
  - 6. Alkyd system.

E. Spray-Textured Ceiling Substrates:

1. Latex, flat system.
2. Latex system.
3. Latex over alkyd sealer system.
4. Alkyd, flat system.
5. Alkyd over alkyd sealer system.

F. Gypsum Board Substrates:

1. Latex over latex sealer system.
2. Latex over alkyd primer system (for plaster only).
3. Institutional low-odor/VOC latex system.
4. High-performance architectural latex system.
5. Water-based light-industrial coating system.
6. Alkyd over latex sealer system.

END OF SECTION 099123

## SECTION 102800 - TOILET, BATH, AND LAUNDRY ACCESSORIES

### 1.1 WARRANTY

- A. Silver Spoilage for Mirrors: **10** years.

### 1.2 PRODUCTS

- A. Private-Use Bathroom Accessories: See Accessories schedule on plans.
  - 1. Toilet tissue dispenser.
  - 2. Shower curtain rod.
  - 3. Soap dish.
  - 4. Medicine cabinet.
  - 5. Facial tissue dispenser.
  - 6. Robe hook.
  - 7. Towel bar.
  - 8. Towel pin.
  - 9. Towel ring.
  - 10. Towel shelf.
  - 11. Towel rack.

END OF SECTION 102800

## SECTION 122113 - HORIZONTAL LOUVER BLINDS

### 1.1 PRODUCTS

- A. Horizontal Louver Blinds, Aluminum Slats: Levolor Riveria classic
  - 1. Slat Width: 1 inch
  - 2. Operating Mechanisms: Manual
  - 3. Tilt: Full

END OF SECTION 122113

## SECTION 123623.13 - PLASTIC-LAMINATE-CLAD COUNTERTOPS

### 1.1 QUALITY ASSURANCE

- A. Fabricator Qualifications: AWI's Quality Certification Program licensed participant

### 1.2 PLASTIC-LAMINATE COUNTERTOPS

- A. High-Pressure Decorative Laminate: Wilsonart Laminates Artic Expedition Y0634

Core Material: Particleboard

- B. Core Material at Sinks: Particleboard made with exterior glue

- C. Core Thickness: 1-1/8 inch.

### 1.3 MATERIALS

- A. Fire-retardant-treated materials.

END OF SECTION 123623.13

## **224100 PLUMBING WORK**

### **PART 1 - GENERAL**

#### **1.1 GENERAL CONDITIONS**

- A. Work of this section shall be performed in accordance with the requirements of the Contract Documents, including but not limited to Instructions to Bidders, Form of Agreement, General Conditions, and General Requirements of the Contract.
- B. Where items of the General Conditions or of the Architect's Special Conditions are repeated in this section of the Specifications, it is intended to call particular attention to or qualify them. It is not intended that any other parts of the General Conditions or Special Conditions shall be assumed to be omitted if not repeated herein.

#### **1.2 INTENT**

- A. These Specifications and Drawings call for finished work, tested, ready for operation, and cover the furnishing of materials, tools, scaffolding, transportation, products, accessories, equipment, services, labor, and other items which may or may not be mentioned but are necessary for fabrication, installation, or application and completion of the work.
- A. References to brand names and manufacturers are for the purpose of establishing standards which are acceptable to the Architect. In case of conflict between the requirements of Specifications and catalog references, the Specifications shall govern.
- B. Minor details not usually shown or specified, but necessary for the proper installation and operation, shall be included in the work and in the Contractor's estimate, the same as if herein specified or shown.
- C. With submitting of bid, Contractor shall give written notice to the Architect of any materials of apparatus believed inadequate or unsuitable, in violation of laws, ordinances, rules, or regulations of authorities having jurisdiction, and any necessary items of work omitted. In the absence of such written notice, it is mutually agreed that the Contractor has included the cost of all required items in their proposal, and that they will be responsible for the approved satisfactory functioning of the entire system without extra compensation.

#### **1.3 SCOPE OF WORK**

- A. Plumbing Work includes, but is not limited to:
  - 1. Removing existing Fixtures shown to be removed and modifying existing piping for new fixtures and layouts.
  - 2. Furnishing and installing new Fixtures & trim.
  - 3. Furnishing and installing soil, waste, and vent piping systems for new fixtures and modifying existing system as required.
  - 4. Furnishing and installing cold and hot water piping system to new fixtures and modifying existing as required.

## **1.4 INSPECTION & APPROVALS**

- A. The Contractor shall apply for and be responsible for the inspection and approval of all of their work by the Plumbing Inspector having jurisdiction over plumbing installations in this area. Contractor shall obtain all required certificates of inspection and turn them over to the Architect before request for acceptance and submittal of final payment.
- B. The Contractor shall secure and pay for all necessary permits, inspection fees, etc., for work covered by this Contract, whether called for or not.

## **PART 2 - PRODUCTS**

### **2.01 MATERIALS**

- A. Pipes and Fittings:
  - 1. Cold and Hot Water Supply System: shall be type "L" copper tubing. All fittings shall be cast brass, or wrought copper, solder-joint fittings equal to Mueller or approved equal. "A.S.T.M. Specifications B-62 for Grade A Castings".
  - 2. Above ground Sanitary Piping and vent within Building: PVC piping as specified in Table P3002.2 of the Residential Code of New York State.
  - 3. Furnish and install new fixtures.

**END OF SECTION 224100**



## **230100- HEATING, VENTILATING & AIR CONDITIONING**

### **PART 1 - GENERAL**

#### **1.1 GENERAL CONDITIONS**

- A. Work of this section shall be performed in accordance with the requirements of the Contract Documents, including but not limited to Instructions to Bidders, Form of Agreement, General Conditions, and General Requirements of the Contract.
- B. Where items of the General Conditions or of the Architect's Special Conditions are repeated in this section of the Specifications, it is intended to call particular attention to or qualify them. It is not intended that any other parts of the General Conditions or Special Conditions shall be assumed to be omitted if not repeated herein.

#### **1.2 INTENT**

- A. These Specifications and Drawings call for finished work, tested, ready for operation, and cover the furnishing of materials, tools, scaffolding, transportation, products, accessories, equipment, services, labor, and other items which may or may not be mentioned but are necessary for fabrication, installation, or application and completion of the work.
- B. References to brand names and manufacturers are for the purpose of establishing standards which are acceptable to the Architect. In case of conflict between the requirements of Specifications and catalog references, the Specifications shall govern.
- C. Any apparatus, appliance, material, or work not shown on drawings but mentioned in the Specifications, or vice versa, or any incidental accessories necessary to make the work complete and perfect in all respects and ready for operation, even if not particularly specified, shall be furnished, delivered, and installed by the Contractor without additional expense to the Owner.
- D. Minor details not usually shown or specified, but necessary for the proper installation and operation, shall be included in the work and in the Contractor's estimate, the same as if herein specified or shown.
- E. With submitting of bid, Contractor shall give written notice to the Architect of any materials of apparatus believed inadequate or unsuitable, in violation of laws, ordinances, rules, or regulations of authorities having jurisdiction, and any necessary items of work omitted. In the absence of such written notice, it is mutually agreed that the Contractor has included the cost of all required items in their proposal, and that they will be responsible for the approved satisfactory functioning of the entire system without extra compensation.

#### **1.3 DESCRIPTION OF WORK (HVAC Work includes, but is not limited to:)**

- A. Modifying and extending existing Forced Air HVAC System as shown and detailed to serve modified area.

- B. Furnish and install registers and return air grilles.

## **1.4 SUBMITTALS**

- A. Shop Drawings: before fabrication and/or installation of equipment, ductwork, tanks, piping, etc. provide shop drawings for approval. Drawings shall be prepared and submitted sufficiently in advance to avoid delays in job progress. Coordinate location of equipment, etc. with all other trades; verify and show clearances between items and work of all other trades, i.e. ceiling construction, lights, electrical conduit, plumbing roof drains, beams, columns.
- B. Approval of shop drawings is a measure of precaution against oversights and errors. It does not guarantee measurements or building conditions and does not relieve the Contractor from their responsibility of furnishing proper and satisfactory equipment.

## **PART 2 - PRODUCTS**

### **2.01 MATERIALS**

- A. HVAC System:
  - 1. Rehab of existing fin tube equipment.
  - 2. Rehab of existing air conditioner sleeve and louver.
  - 3. Exhaust fan and grill to be replaced in kind.

## **PART 3 - EXECUTION**

### **3.1 INSTALLATION**

- A. All work shall be constructed of prime, first quality materials. All work shall conform to the latest edition of the Mechanical Code of New York State. All equipment shall be installed per manufacturer's instructions.

### **3.2 SUPERVISION**

- A. Contractor shall personally or through an authorized and competent representative, constantly supervise the work from beginning to completion and final acceptance.

### **3.3 CLEANING UP**

- A. Contractor shall keep the premises clean at all times and remove all rubbish as a result of their operations. They shall turn over all their equipment thoroughly cleaned, in good working order and in every respect to the satisfaction of the Architect and Owner.

### **3.4 ADJUSTMENT, LUBRICATION & MAINTENANCE**

- A. Adjust, align, and service all existing equipment. Before final acceptance, check, adjust, and align all belts, shafts, etc. for quiet and efficient operation.
- B. The H.V.A.C. work shall include the balancing of the system as required.

**END OF SECTION 230100**

## **260100 ELECTRICAL WORK**

### **PART 1 - GENERAL**

#### **1.1 GENERAL CONDITIONS**

- A. Work of this section shall be performed in accordance with the requirements of the Contract Documents, including but not limited to Instructions to Bidders, Form of Agreement, General Conditions, and General Requirements of the Contract.

#### **1.2 INTENT**

- A. These Specifications and Drawings call for finished work, tested, ready for operation, and cover the furnishing of materials, tools, scaffolding, transportation, products, accessories, equipment, services, labor, and other items which may or may not be mentioned but are necessary for fabrication, installation, or application and completion of the work.
- B. Any apparatus, appliance, material, or work not shown on drawings but mentioned in the Specifications, or vice versa, or any incidental accessories necessary to make the work complete and perfect in all respects and ready for operation, even if not particularly specified, shall be furnished, delivered, and installed by the Contractor without additional expense to the Owner.
- C. Minor details not usually shown or specified, but necessary for the proper installation and operation, shall be included in the work and in the Contractor's estimate, the same as if herein specified or shown.
- D. With submitting of bid, Contractor shall give written notice to the Architect of any materials of apparatus believed inadequate or unsuitable, in violation of laws, ordinances, rules, or regulations of authorities having jurisdiction, and any necessary items of work omitted. In the absence of such written notice, it is mutually agreed that the Contractor has included the cost of all required items in his proposal, and that he will be responsible for the approved satisfactory functioning of the entire system without extra compensation.
- E. Drawings are diagrammatic and indicate general arrangements of wiring and equipment. Field verification of exact locations is directed.

#### **1.3 REGULATIONS, CODES, AND FEES:**

- A. Refer to General Conditions and Section 01010.
- B. Comply with all applicable OSHA, federal, state, and municipal laws and regulations.
- C. Additional regulations include, but are not limited to:
  - 1. American Society for Testing Materials (ASTM).

2. American National Standards Institute (ANSI).
  3. Association of Edison Illuminating Companies (AEIC).
  4. Edison Electric Institute (EEI).
  5. Institute of Electrical and Electronics Engineers (IEEE).
  6. Insulated Power Cable Engineers Association (IPCEA).
  7. National Electrical Manufacturer's Association (NEMA).
  8. National Fire Protection Association (NEPA).
    - a. National Electrical Code, NFPA No. 70-latest edition.
    - b. Other publications included in "National Fire Codes", 15 volume set published by NFPA.
  9. National Electrical Safety Code, Handbook No. H30, by National Bureau of Standard, except for requirements which have been superseded by NFPA Publications (NESC).
  10. Local Electrical Code.
  11. Local utility standards
  12. Underwriters Laboratories (UL).
- D. Each item of equipment and material shall conform to requirements of these applicable publications which make them most suitable in the opinion of the Architect/Engineer for environmental conditions where they shall be installed.
- E. Any paragraph of requirements in these specifications, or drawings, deviating from the rules, requirements, and specifications of the above organizations shall be invalid and their requirements shall hold precedent thereto. The Contractor shall be held responsible for adherence to all rules, requirements, and specifications as set forth above. Any additional work or material necessary for adherence will not be allowed as an extra, but shall be included in the bid price. Ignorance of any rule, requirement, or specification shall not be allowed as an excuse for nonconformity. Acceptance by the Architect/Engineer does not relieve the Contractor from the expense involved.
- F. Items which are within scope of items tested by Underwriters Laboratories Inc., or other suitable nationally recognized independent testing laboratories shall have their conformance with these applicable publications evidenced by attachment of authorized seal, label, or stamp of said testing laboratories.
- G. Approval of items, whether evidenced by seal, label, or stamp, shall not absolve Contractor from compliance with requirements of Contract Documents.

H. Secure necessary permits and pay all required fees applicable to the work in Division 16.

#### **1.4 SCOPE OF WORK**

A. Equipment and Systems Specified in Division 26.

1. Intent: It is the general intent of the drawing and these specifications that the Contractor for electrical work furnish and install complete, workable systems in compliance with all applicable codes and regulations and to the satisfaction of the Architect/Engineer and Owner.
2. The Contractor shall furnish to the job site and install all equipment and materials specified in the applicable technical sections this specification. Installation shall be in strict accordance with locations as indicated on the drawings, as detailed, as scheduled and as specified in the technical sections. Installation shall include all accessories required to assure a complete and workable installation of the equipment and system.
3. The work shall include the furnishing of labor, materials, tools, equipment, transportation, permits, inspection fees, services, and all necessary related items required for complete and operation systems.
4. The electrical drawings show the layout, switching, circuiting, etc., but not minute details
5. Electrical Equipment and Systems - Brief Scope:
  - a. Installation of electrical panel
  - b. Installation of fixtures, switches, and outlets.
  - c. Lighting and power feeders
  - d. Conduit, wireways, wiring, outlets, switches, etc.
  - e. Lighting fixtures, lamps removal, replacements and additions.
  - f. Furnishing and installing telephone and cable television wiring and outlets as shown on plan.
  - g. Install all new work in compliance with NEC.
  - h. Provide certificate if testing and approval from fire underwriters.

**END OF SECTION 260100**