



OKLAHOMA CITY
COMMUNITY COLLEGE

SOLICITATION FOR BID

LIBRARY BOILER REPLACEMENT PROJECT

SFB Number: 2-SFB-25-011
Submission Deadline Date/Time: February 27, 2025; 2:00 p.m. CST

TABLE OF CONTENTS

Table of Contents	2
Solicitation for Bids / Bid Notice	3
Bidder Document Checklist	5
Bid Form	6
Bidder Instructions	12
General Construction Contract Conditions	16
Sample Standard Agreement Form	38
Payment Bond	43
Performance Bond	46
Statutory Defect Bond	50
Irrevocable Standby Letter of Credit	52
Certificate of Compliance	55
No Bid Response Form	58
Exhibits	59

SOLICITATION FOR BIDS
LIBRARY BOILER REPLACEMENT PROJECT
OKLAHOMA CITY COMMUNITY COLLEGE

Sealed bids will be received by Oklahoma City Community College (“OCCC”) for the Library Boiler Replacement Project no later than the Bid Submission date and time indicated below. Due to State requirements for sealed bids, electronic delivery by email will not be accepted. All bids must be sealed and clearly marked with the Solicitation for Bids (SFB) Number and the Submission Deadline and Bid Opening Dates and Times on the outside of the bid envelope.

Bid documents and information concerning the solicitation may be accessed on the OCCC Purchasing Department Webpage at <https://www.occc.edu/purchasing/>. Requests for information or questions concerning the solicitation must be in writing only and directed solely to the OCCC Director of Purchasing at the email address provided below.

OCCC Project Number:	#2-SFB-25-011
Project Name:	Library Boiler Replacement Project
Project Location:	7777 S. May Ave., Oklahoma City, OK 73159
Bid Documents:	https://www.occc.edu/purchasing/
Pre-bid Conference:	<u>Mandatory</u>
Day, Date, Time:	Thursday, February 13, 2025; 1:00 p.m. CST
Location:	Oklahoma City Community College Library, Room 407 7777 South May Avenue Oklahoma City, OK 73159
Deadline for Questions from Bidders <i>(Questions must be submitted in writing only by email)</i>	Thursday, February 20, 2025; 1:00 p.m. CST
Bid Submission Deadline Day, Date, Time:	Thursday, February 27, 2025; 2:00 p.m. CST
Public Bid Opening Day, Date, Time:	Thursday, February 27, 2025; 2:15 p.m. CST
Bid Opening Location:	Oklahoma City Community College John Massey Center, Rm 143 7777 S. May Ave. Oklahoma City, OK 73159 Attn: Craig Sisco, Director of Purchasing
Contact Person:	Craig Sisco, Director of Purchasing michael.c.sisco@occc.edu

Bid Bond or Other Security:

For projects exceeding \$100,000, security in the form of a cashier's check or certified check from a federally insured institution, a surety bond from a company authorized in Oklahoma, or irrevocable letter of credit from a federally insured institution in the amount of five percent (5%) of the total bid must accompany the bid submission. After the bid opening, OCCC will release the bid securities except those of the three lowest bidders. The three lowest bid securities will be placed with OCCC until the contract is entered or cancelled. Afterward, OCCC will return the bid securities to the bidders.

Bid Documents – Bidders must use the complete set of Bidding Documents from the Purchasing Department Webpage. OCCC assumes no responsibility for errors or misrepresentation arising from use of incomplete Bid Documents.

Bid Forms – Bidders must use the bid form contained in this Bid Notice for bid submissions.

Addenda – OCCC will attempt to email Addenda notices to the bidders shown in OCCC records to have received bidding documents. Addenda and other information will additionally be located on the OCCC Purchasing Webpage at <https://www.occc.edu/purchasing/>. Bidders are responsible to check the Webpage to determine if addenda or additional information is posted. OCCC is not responsible for email notification to any bidder during the solicitation process when the solicitation information and updates are posted on the Purchasing Webpage. Therefore, bidders must review the Webpage for all bid information before bid submission.

Sealed Bid Envelope Label – All bids must be sealed with the following information label on the outside envelope. Improperly labeled bids may be excluded from consideration.

SFB No: 2-SFB-25-011

SFB Submission Deadline: February 27, 2025; 2:00 p.m. CST

Bid Opening: February 27, 2025; 2:15 p.m. CST

Bidder's Name: _____

Bidder's Address: _____

Project Title: LIBRARY BOILER REPLACEMENT PROJECT

Mail or Deliver this package to:

Oklahoma City Community College
John Massey Center, Rm 140
7777 S. May Ave.
Oklahoma City, OK 73159
Attn: Craig Sisco, Director of Purchasing



OKLAHOMA CITY COMMUNITY COLLEGE

Bidder Document Checklist

All information and items listed below must be included in your bid submission.

Your bid may be excluded from consideration if any omissions are made.

- ☐ Provide company name, company contact, address, telephone number, Tax ID/FEIN, and email address on the form.
- ☐ Complete and sign the bid statement; if any questions do not apply, enter "None".
- ☐ Complete each field in the form, including notice of addenda, base bid or total bid amount, and any alternate prices.
- ☐ Include the required five percent (5%) bid security. Copies are not acceptable. Checks must be either certified or cashier's, and irrevocable letters of credit for bids must be provided on OCCC's form.
- ☐ Check the OCCC Purchasing Department Webpage to ensure you are aware of, and acknowledge all addenda, and bid information at <https://www.occc.edu/purchasing>.
- ☐ Check pricing to verify each entry is correct.
- ☐ Include all documentation requested.
- ☐ Properly label the bid envelope as directed.

OCCC reserves the right to reject any or all bids.



OKLAHOMA CITY COMMUNITY COLLEGE

Bid Form

Re: **Bid #2-SFB-25-011**

To: Oklahoma City Community College Purchasing Department John Massey Ctr, Rm 140 7777 S. May Ave. Oklahoma City, OK 73159 Attn: Craig Sisco, Director of Purchasing _____ (Addenda Numbers, if any)	From: _____ (Company Name) _____ (Address) _____ (City, State, Zip) _____ (Telephone) (Tax No./EIN) _____ (Email Address)
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ARTICLE 1: General.

1.1 The undersigned Bidder, who represents that Bidder is knowledgeable about the local area and conditions affecting the cost and performance of the Work, and being familiar with the Contract Documents, including the Solicitation for Bids, General Conditions, Special Conditions, Specifications, and Addendum Number(s) related to the Solicitation listed above, proposes to furnish all labor, materials and equipment necessary for the Project in accordance with specifications provided for the amounts listed below.

1.2 Bidder acknowledges that OCCC reserves the right to reject any and all bids. Bidder agrees that this bid may not be withdrawn for a period of thirty (30) days after the Bid Opening. Work is to start within ten (10) days after receipt of Notice to Proceed, unless otherwise agreed in writing.

1.3 If the bid exceeds \$100,000, it shall be accompanied by a bid security in the form of a certified check or cashier's check from a federally insured institution, surety bond from a company authorized to do business in the State of Oklahoma, or irrevocable letter of credit from a federally insured institution for five percent (5%) of the total bid amount, conditioned upon the Bidder contracting with OCCC under the terms of the bid. It is agreed that said bid security of the successful bidder will constitute liquidated damages, and not a penalty for the failure of the bidder to enter into a contract in accordance with this bid.

ARTICLE 2: Compliance.

2.1 The Bidder certifies that:

2.1.1 Bidder is an Equal Employment Opportunity Employer and does not discriminate in any business or employment practices;

2.1.2 Bidder, and all sub-contractors and suppliers performing work on the Project, will comply with the provisions of the Oklahoma Taxpayer and Citizen Protection Act of 2007 and participate in the Status Verification System defined in the Oklahoma Statutes, Title 25, §1312;

2.1.3 Bidder will comply with all applicable laws concerning construction requirements for OCCC as a public institution for higher education in the State of Oklahoma; and

2.1.4 Bidder will comply with the Governor's Executive Order prohibiting use of all tobacco products on State property, including OCCC properties and buildings.

ARTICLE 3: Bids. (SPECIFICATIONS / REQUIREMENTS)

3.1 Specifications

Oklahoma City Community College is accepting proposals for a Boiler Replacement Project. The Boiler Replacement Project will address the replacement of two (2) Campus Fire Tube Boilers with two (2) new Water Tube Boilers.

The College's goal is to improve efficiency, safety, and the performance of the Library Heating Water system while decreasing maintenance and energy costs.

The base bid will consist of all materials, supplies, and labor to produce a turn-key Boiler Replacement Project for the Oklahoma City Community College library.

Alternates to the specified equipment are allowed. Oklahoma City Community College reserves the right to accept or deny any alternate recommendations.

3.2 Exhibits

- Exhibit A – Electrical Drawing
- Exhibit B – Mechanical Drawing
- Exhibit C – Combined Specifications
- Exhibit D – Snapshot of Control Points

3.3 Mandatory Pre-Bid Conference

A mandatory pre-bid conference will be held for this bid. The purpose of this conference is to provide an opportunity for potential contractors to ask OCCC representatives questions regarding terms, conditions, and specifications of the bid. Failure of potential contractors to attend this conference will preclude their ability to submit proposals under this bid. Notifications of attendance must be made prior to the pre-bid conference to the contact listed below.

Location: Oklahoma City Community College
Library, Room 407
7777 South May Avenue
Oklahoma City, OK 73159

Date: Thursday, February 13, 2025
Time: 1:00 p.m. CST
Point of Contact: Craig Sisco, Director of Purchasing
michael.c.sisco@occc.edu

3.4 Contractor Information

The successful contractor shall have or have had verifiable and successful similar project contracts of like size and like services culminating in at least five (5) years' experience. As part of the SFB submission, the contractor must furnish a list, which includes the company name, contact person, address, telephone, and email address of at least three (3) references where the contractor has performed similar work. Some of the references must be of like size and services.

3.5 Considerations and Requirements

In the provided bid, each contractor shall provide and be aware of the following:

- Considerations as it relates to Oklahoma City Community College's determination of the bid with the best value to the College will include the following **mandatory** items:
 - **Bid Cost**
 - **Number of project calendar days**
 - **Reference as per section 3.4 above**
- Liquidated damages will be incurred at \$500.00 per day past the provided duration.
- Any award resulting from this SFB must be authorized by the Board of Regents of Oklahoma City Community College.
- The selected contractor will receive a Notice to Proceed. Once received the project duration as provided in the pricing summary will begin. Liquidated damages will be calculated at \$500.00 per day past the provided project calendar days.
- The College reserves the right to extend the duration upon request of the contractor due to unforeseen circumstances impeding project progress.
- The contract is **required** to have representation on-site while project work is being performed. Additionally, the contractor shall also have representation on-site when any subcontractors are being utilized.
- Hours of Access

- Contractor shall have access for project performance Monday-Friday; 6:00 a.m. to 5:00 p.m. or as defined through seasonal operating hours schedules.
- Work may be performed on Saturdays with a 48-hour request and approval if determined necessary by the College.

3.6 Boiler System Replacement Performance

- Contractor shall attend weekly/bi-weekly progress meetings as set by the project manager
- Contractor shall notify the project manager upon arrival and departure on each working day
- Contractors shall take steps to ensure the security of college facilities they access in the performance of the project
- The College shall have first rights to any removed materials. All other items shall be disposed of off site
- Contractors shall clean, repair and/or paint walls, flooring, ceilings, masonry, etc. damaged or scuffed during project execution
- Contractors shall remove and re-install any electrical, low voltage, data, access control or life safety devices as required. Coordinate removal and re-installation through OCCC Facilities Management staff
- Product submittals must be submitted to and approved by Oklahoma City Community College's Vice President of Facilities Management or their designee and any applicable 3rd party professional design firm as contracted by the College.

3.7 Alternate Equipment Submission

- Contractors must submit the bid utilizing the specified equipment listed in the technical data for the project. Substitutions will be considered provided the equipment is comparable in function, operation and maintainability as they type specified. Submittals for proposed alternate equipment must be provided as part of the bid package to be used for bid evaluation.

3.8 Pricing Summary

1. Expected Duration of Project (calendar days)	
2. Boiler Replacement Project Bid	\$
3. 10% Contingency	\$
4. TOTAL BID PRICE	\$
5. Are references attached?	Yes / No
6. Are you offering and alternative equipment bid (If yes, please fill out alternate pricing summary below)	Yes/ No

Alternative Pricing Summary

1. Expected Duration of Project (calendar days)	
2. Boiler Replacement Project Bid	\$
3. 10% Contingency	\$
4. TOTAL BID PRICE	\$
5. Are alternate submittals attached?	Yes/ No

ARTICLE 4: Unit Prices for Concealed or Unknown Conditions.

- 4.1 Refer to General Construction Contract Conditions, Paragraph 4.3.6 "Claims for Concealed or Unknown Conditions".
- 4.2 In the event additional work is required for repair or remediation of concealed or unknown conditions, Unit Prices shall be submitted by the bidder for the purpose of establishing sums to be added to or deducted from the Contract. Unit prices shall cover the cost of materials, labor required, demolition, equipment, incidentals and services, overhead and profit required to complete any necessary additional work.
- 4.3 Unit Prices shall be within a competitive range of the then current market value. OCCC shall be the sole judge of the competitive range determination as reasonably determined by reference to pricing in the industry.
- 4.4 A Change Order shall be submitted and executed before any work using unit prices is started.

ARTICLE 5: Statements.

5.1 Non-collusion Statement.

For the purposes of a competitive bid for a public construction contract, the undersigned, being first duly sworn, certifies that:

5.1.1 I am the duly authorized agent of the Bidder submitting the competitive bid which is attached to this statement, for the purpose of certifying the facts pertaining to the existence of collusion among bidders and between bidders and state officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to the bid to which this statement is attached;

5.1.2 I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached and have been personally and directly involved in the proceedings leading to the submission of such bid; and

5.1.3 Neither the Bidder nor anyone subject to the bidder's direction or control has been a party:

- a. to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding,
- b. to any collusion with any state official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract, nor

c. in any discussions between bidders and any state official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

5.2 I certify, if awarded the contract, whether competitively bid or not, neither the contractor nor anyone subject to the contractor's direction or control has paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma any money or other thing of value, either directly or indirectly, in procuring the contract to which this statement is attached

5.3 Business Relationship Statement.

5.3.1 I further certify that the nature of any partnership, joint venture or other business relationships presently in effect or which existed within one (1) year prior to the date of this statement with the Architect, Engineer, or other party of the project is:

(If none, so state; use additional sheet if necessary.)

5.3.2 That any such business relationship presently in effect or which existed within one (1) year prior to the date of this statement between any officer or director of the bidding company and any officer or director of the architectural or engineering firm or other party to the project is:

(If none, so state; use additional sheet if necessary.)

5.3.3 And that the names of all persons having any such business relationships and the positions they hold with their respective companies or firms are:

(If none of the business relationships herein above mentioned exist, then a statement to that effect. Use additional sheet if necessary.)

BIDDER:

If awarded a contract, the Bidder affirms that the work will be carried out in conformance with the contract requirements and that all invoices submitted for payment will reflect a true and accurate accounting of the work completed. I affirm that I have read and acknowledge all addenda issued in connection with this Bid, if any.

I solemnly swear or affirm, under penalty of perjury, that the foregoing is true and correct.

(Bidder Signature)

(Bidder Printed Name)

(Bidder Printed Title)

(Date)



OKLAHOMA CITY COMMUNITY COLLEGE

Bidder Instructions

ARTICLE 1: Definitions.

- 1.1 **Bidding Documents** include the Bidding Requirements and the Proposed Contract Documents. The Bidding Requirements consist of the advertisement or invitation to bid (Solicitation for Bids), Instructions to Bidders, supplementary instructions to bidders, the bid form(s), and any other sample bidding and contract forms, and the proposed contract documents including any Addenda issued prior to the receipt of Bids.
- 1.2 **Definitions** set forth in the General Conditions of the Contract for Construction, or in other Proposed Contract Documents apply to the Bidding Documents.
- 1.3 **Addenda** are written or graphic instruments issued by the OCCC, which, by additions, deletions, clarifications, or corrections, modify or interpret the Bidding Documents.
- 1.4 A **Bid** is a complete and properly executed proposal to do the Work or designated portion thereof for the sums stipulated therein, submitted in accordance with the Bidding Documents.
- 1.5 The **Base Bid** is the sum stated in the Bid for which the Bidder offers to perform the Work described in the Bidding Documents, to which Work may be added or deleted by sums stated in the Alternate Bids.
- 1.6 An **Alternate Bid** (or Alternate) is an amount stated in the Bid to be added to or deducted, or does not change, the Base Bid if the corresponding change in the Work, as described in the Bidding Documents, is accepted.
- 1.7 A **Unit Price** is a price per unit of measurement for materials, equipment, or services, or a portion of the Work, as described in the Bid Documents.
- 1.8 A **Bidder** is a person or entity that submits a Bid and meets the requirements set forth in the Bidding Documents.
- 1.9 The **Website** of OCCC is www.occc.edu. The Purchasing Department **Webpage** is <https://www.occc.edu/purchasing/>.
- 1.10 The **Owner** is Oklahoma City Community College (OCCC), 7777 S. May Ave., Oklahoma City, OK 73159.
- 1.11 The **Consultant** is the Licensed Architect, Licensed Landscape Architect, Registered Professional Engineer, or Registered Land Surveyor under contract to OCCC for the purpose of designing and monitoring the construction of the project acting in the capacity as the OCCC's Representative; if OCCC does not contract for a Consultant, OCCC will designate an OCCC employee as the Consultant.

ARTICLE 2: Pre-bid Conference.

- 2.1 The Solicitation for Bids will indicate the date, time, and place for a pre-bid conference if one is to be held.
- 2.2 In some instances, a mandatory pre-bid conference will be announced. In such instances, each prospective Bidder must be present at the meeting or represented by a full-time company employee or an independent contractor authorized to represent the company. Failure to comply will disqualify that Bidder. Attendees must arrive on time and sign in no later than fifteen minutes after the scheduled meeting time. Exceptions to the sign-in requirement may be granted by the OCCC Project Manager for unusual or unforeseen conditions, in the OCCC Project Manager's sole discretion.
- 2.3 **Verbal communications at any pre-bid meeting are non-binding.** All clarifications or changes to the bidding documents will be memorialized in written addenda. Such addenda will be posted on the OCCC Purchasing Department Webpage. Bidders are responsible to check the Webpage for all updates and addenda.

ARTICLE 3: Bidder's Representations and Prequalification.

- 3.1 By submitting a Bid, the Bidder represents that:
- 3.1.1 The Bidder has read and understands the Bidding Documents;

3.1.2 The Bidder has toured the site, is familiar with the local conditions affecting performance of the work, and has a plan to implement the requirements of the proposed contract documents under existing site conditions; and

3.1.3 The submitted Bid is based upon the materials, systems and equipment required by the Bidding Documents without exception.

3.2 **Pre-qualification of Bidders and Special Requirements.** The Solicitation for Bids / Bid Notice indicates the General Contractors, Sub-Contractors, and Material Suppliers that require pre-qualification in order to bid on the project. When designated on the Solicitation for Bids / Bid Notice, the General Contractors, Sub- Contractors, and Material Suppliers shall submit a completed OCCC Form, Contractor's Qualification Statement, describing required specialized experience, for approval by the Owner, fourteen (14) calendar days prior to the Bid Date unless stated otherwise. Printed or electronic forms are available on request from the Owner.

ARTICLE 4: Bidding Documents.

4.1 Copies.

4.1.1 Bidders may obtain complete sets of the Bidding Documents from the OCCC Purchasing Department Webpage.

4.1.2 Bidders shall ensure submission of complete sets of Bidding Documents. Bidders shall be responsible for any omissions or errors due to submission of incomplete Bidding Documents or sets thereof.

4.2 Interpretation or correction of Bidding Documents:

4.2.1 Bidders shall promptly notify OCCC of any ambiguity, issue or mistake that may be discovered within the Bidding Documents or related to the site.

4.2.2 Any change, addition, clarification, or other amendment concerning the Bidding Documents will be in writing and posted on the Purchasing Department Webpage in an Addendum. Communications in any other form concerning any change, addition, clarification, or other amendment to the Bidding Documents shall not be binding in any manner and Bidders may not rely on such communications.

4.3 Substitutions.

4.3.1 When name brands are used to describe materials, products, or equipment, the name brands are used only to establish a standard of required function, dimension, appearance and quality to be met by any properly proposed substitution.

4.3.2 No substitutions for bidding will be considered unless written request for approval has been received by the OCCC at least ten (10) calendar days prior to the date for receipt of Bids, if not otherwise stated in the Bidding Documents. Each request shall include the name of the material or equipment for which it is to be substituted and a complete description of the proposed substitute including drawings, cuts, performance and test data and any other information necessary for an evaluation. A statement setting forth any changes in any other materials, equipment or other work that incorporation of the substitute would require shall be included. The burden of proof of the merit of the proposed substitute is upon the proposer. OCCC's decision of approval or disapproval of a proposed substitute shall be final.

4.3.3 If OCCC approves any proposed substitution prior to receipt of Bids, such approval will be set forth in a written Addendum and published on the Webpage. Approvals in any other form shall not be valid and Bidders may not rely upon them.

4.3.4 Substitutions after the contract award shall not be authorized unless expressly addressed the contract documents.

4.4 Addenda.

4.4.1 Addenda will be posted on the OCCC Purchasing Department Webpage. Bidders are responsible to check the Webpage to ensure they have all information before submitting bids.

4.4.2 Addenda will not be issued any later than one business day after the Deadline for Bidder Questions contained on the Bid Notice, except for withdrawal of the request for bids or a change to the Deadline for Bid Submission or Bid Opening dates.

4.4.4 Bidders are responsible to ensure they have reviewed all Addenda and acknowledge review on the Bid Form.

ARTICLE 5: Bidding Procedure.

5.1 Completion of Bids.

5.1.1 Bidders shall complete all blanks on the bid forms.

5.1.3 Sums shall be written in both words and figures, and if they are inconsistent, the amount written in words shall govern.

5.1.4 Interlineation, alteration or erasure of the Bidder's entries on the bid form is not permitted unless the Bidder initials them.

5.1.5 All requested Alternates shall be bid. If no change to the Base Bid is required, enter "No Change".

5.1.6 Each copy of the Bid shall be signed by the person legally authorized to bind the Bidder to a contract.

5.2 Bid Security.

5.2.1 Each Bid must be accompanied by a certified or cashier's check, irrevocable letter of credit, or bid bond for five percent (5%) of the total amount of the Bid and all Alternates (collectively, Bid Securities) as a guarantee that, if awarded the contract, the Bidder will execute the contract and furnish bonds and insurance as required herein. An Irrevocable Bid Letter of Credit used as bid security must be issued by a financial institution insured by the Federal Deposit Insurance Corporation or the Federal Savings and Loan Insurance Corporation on a form obtained from OCCC. Bonds used as Bid Securities must be issued by companies authorized to conduct business in Oklahoma. All Bid Securities must be delivered to the Purchasing Department of OCCC prior to the Bid Submission Deadline. OCCC reserves the right to hold the bid security of the three (3) lowest Bidders until the successful Bidder has executed the contract and furnished the required bonds and proof of insurance. No bid security is required if the total of the Base Bid and Alternates is One Hundred Thousand Dollars (\$100,000.00) or less.

5.2.2 Failure of the successful Bidder to enter into a contract within the time specified in 5.2.3 of these instructions shall result in forfeiture to OCCC of the cost of republication of Notice to Bidders, all actual expenses incurred by reason of the Bidder's default and the difference between the low Bid of the defaulting Bidder and the amount of the bid of the Bidder to whom the contract is subsequently awarded, but not to exceed the amount of the Bid Security placed with OCCC.

5.2.3 An extension of sixty (60) days may be given to the normal twenty (20) days permitted Bidders to return their contracts when the Bidder experiences issues in obtaining bonds. The Bidder must submit a written request before OCCC may authorize any extension.

5.3 Submission of Bids.

5.3.1 All Bids must be submitted by mail or in person to the OCCC Purchasing Department, John Massey Center, Rm 140, 7777 S. May Ave., Oklahoma City, OK 73159. No bids will be accepted electronically. The Bid Security described above must be included with the Bid and delivered to the OCCC Purchasing Department no later than the Bid Submission Deadline.

5.3.2 The Bidder shall assume full responsibility for timely completion of the bid submission.

5.3.3 Bids received more than ninety-six (96) hours before, excluding weekends and holidays, as well as Bids received after the time set for submission of Bids, will not be considered and will be excluded as non-responsive.

5.4 Modification, withdrawal or cancellation of Bids.

5.4.1 A Bid may not be modified, withdrawn or canceled by the Bidder after the time and date designated for the receipt of Bids, and each Bidder so agrees in submitting a Bid.

5.4.2 Withdrawn Bids may be resubmitted up to the time designated for the submission of Bids provided they are in complete conformance with these Instructions to Bidders.

ARTICLE 6: Consideration of Bids.

6.1 Bids will be opened publicly immediately after the time set for Bid Openings at Oklahoma City Community College, 7777 S. May Ave., John Massey Center, Rm 131, Oklahoma City, OK 73159. The Bids will be read aloud and abstracted.

6.2 Rejection of Bids.

6.2.1 OCCC has the right to reject any or all Bids and to reject a Bid not accompanied by any required bid security, or by other data required by the Bidding Documents, or to reject a Bid which is in any way incomplete or irregular.

6.2.2 OCCC will reject any Bid that is not signed by the authorized representative of the Bidder or does not contain the certification included in the Bidding Documents. The certification must be properly signed by the Bidder.

6.2.3 OCCC may reject bids that are materially unbalanced as non-responsive. A bid is materially unbalanced when it contains prices significantly less than cost for some work and prices which are significantly higher in relation to cost for other work. Further, if reasonable doubt exists concerning whether a bid will actually result in the lowest overall cost to OCCC or if a bid is so unbalanced that it appears to require advance payment, such bids may, and likely will be, rejected.

6.3 Award of contract.

6.3.1 It is the intent of OCCC to award a contract to the lowest responsible Bidder provided the Bid was submitted in accordance with the requirements of the Bidding Documents and does not exceed the OCCC funds available. OCCC shall have the right to waive any informality or irregularity in any Bid or Bids received and to accept the Bid or Bids that are in the best interest of OCCC.

6.3.2 OCCC has the right to accept Alternates in any combination and determine the lowest responsible Bidder from the sum of the Base Bid and/or Alternates that may be accepted.

6.3.3 Time is of the essence in all OCCC work.

ARTICLE 7: Surety Bonds.

7.1 Bond requirements.

7.1.1 All bonds are for the full value of the contract and shall be issued by a surety company authorized by the Oklahoma Insurance Department to do business in the State of Oklahoma and approved by OCCC.

7.1.2 A bond is required for all contracts with a value exceeding One Hundred Thousand Dollars (\$100,000.00) that includes coverage for (1) Performance - to insure the completion of the work in accordance with the contract documents in the time stipulated; (2) Defect - to provide for defects in construction or materials for a period of one (1) year from the date of acceptance of the completed work; and (3) Payment - to assure OCCC is protected from the actions of subcontractors, suppliers and employees for unpaid debts of the contractor.

7.1.3 All bonds must be on the forms prescribed and issued by OCCC to the successful Bidders with the contract.

7.1.4 Irrevocable Letters of Credit may be used as a substitute for the bonds required in 7.1.2 of these instructions. The letters of credit must be issued by a financial institution insured by the Federal Deposit Insurance Corporation or the Federal Savings and Loan Insurance Corporation on forms obtained from OCCC.

ARTICLE 8: Insurance Requirements.

8.1 The contractor shall carry on his work in accordance with the Worker's Compensation Act, Title 85A of the Oklahoma Statutes, and shall not reject the provisions thereof during the life of the contract. A certificate of coverage must be returned with the contract.

8.2 General Liability to include contractual liability and Automobile Liability insurance in the amount of not less than \$100,000/\$300,000 are required during the life of the contract.

8.3 Builder's Risk insurance of not less than \$50,000/\$100,000 shall be carried by the contractor during the life of the contract.

8.4 Certificates of all required coverages must be returned with the contract.

ARTICLE 9: Form of Contract Agreement.

9. A sample of the contract form to be used as the agreement between OCCC and the successful Bidder is contained in the Bidding Documents. Bidder substitutions, changes, alterations or interlineation to the form of the contract are prohibited.

ARTICLE 10: Labor.

10. The Contractor shall comply with all State and Federal Laws in the employment and payment of labor.

ARTICLE 11: Documents of Construction.

11. Any additional sets of plans and specifications will be the responsibility of the Contractor.

END OF INSTRUCTIONS TO BIDDER



OKLAHOMA CITY COMMUNITY COLLEGE

General Construction Contract Conditions

ARTICLE 1: General Provisions.

1.1 Basic Definitions.

1.1.1 **The Contract Documents.** The Contract Documents consist of the agreement between OCCC and the Contractor (hereinafter called the Contract), Conditions of the Contract (General, Supplementary and other Conditions), Drawings and Specifications, along with Addenda issued prior to execution of the Contract, and other documents listed in the Contract and Change Orders issued after execution of the Contract. A Change Order is a written modification of the Contract and must be approved by the Board of Regents of Oklahoma City Community College and signed by both parties.

1.1.2 **The Contract.** The Contract Documents form the Contract for Construction. The Contract represents the entire and integrated agreement between the parties thereto and supersedes prior negotiations, representations or agreements, either written or oral. The Contract shall be amended or modified only by a Change Order. The Contract Documents shall not be construed to create a contractual relationship of any kind (1) between the Consultant, if any, and Contractor, (2) between the Owner and a Subcontractor or Sub-subcontractor or (3) between any persons or entities other than the Owner and Contractor. The Consultant shall, however, be entitled to performance and enforcement of obligations under the Contract intended to facilitate performance of the Consultant's duties.

1.1.3 **The Work.** The term "Work" means the construction and services required by the Contract Documents, whether completed or partially completed, and includes all other labor, materials, equipment and services provided or to be provided by the Contractor to fulfill the Contractor's obligations. The Work may constitute the whole or a part of the Project.

1.1.4 **The Project.** The Project is the total construction of which the Work performed under the Contract Documents may be the whole or a part and which may include construction by the Owner or by separate Contractors.

1.1.5 **The Drawings.** The Drawings are the graphic and pictorial portions of the Contract Documents, wherever located and whenever issued, showing the design, location and dimensions of the Work, and includes plans, elevations, sections, details, schedules, diagrams and drawing notes.

1.1.6 **The Specifications.** The Specifications are located in the Project Manual and are that portion of the Contract Documents consisting of the written requirements for materials, equipment, construction systems, standards and workmanship for the Work, and performance of related services. Where there is a discrepancy between the Drawings and the Specifications, the Specifications will take precedence. Such discrepancies must be brought to the attention of the Owner's Representative (Consultant) and the Owner before execution of any work related to the discrepancies.

1.2 Execution, Correlation and Intent.

1.2.1 The Contract Documents shall be signed by the Owner and Contractor as provided in the Contract.

1.2.2 Execution of the Contract by the Contractor is a representation that the Contractor has toured the site, is acquainted with local conditions affecting the Work to be performed, and has considered the impact of personal observations on completing the requirements of the Contract Documents.

1.2.3 The Contract Documents are to include all items necessary for the proper execution and completion of the Work by the Contractor. The Contract Documents are complementary, and what is required by one shall be as binding as if required by all; performance by the Contractor shall be required only to the extent consistent with the Contract Documents and reasonably inferable from them as being necessary to produce the intended results.

1.2.4 Organization of the Specifications into divisions, sections and articles, and arrangement of Drawings shall not control the Contractor in dividing the Work among Subcontractors or in establishing the extent of Work to be performed by any trade.

1.2.5 Unless otherwise stated in the Contract Documents, words which have well known technical or construction industry meanings are used in the Contract Documents in accordance with such recognized meanings.

1.3 **Ownership and Use of Drawings and Specifications.**

1.3.1 The Drawings, Specifications and other documents prepared by OCCC or its Consultant are the property of OCCC. The Contractor may retain one contract record set. Neither the Contractor nor any Subcontractor, Sub-subcontractor or material or equipment supplier shall own or claim a copyright in the Drawings, Specifications and other documents prepared by the Consultant. All copies of them, except the Contractor's record set, shall be returned or suitably accounted for to the Owner, on request, upon completion of the Work. The Drawings, Specifications and other documents prepared by the Consultant, and copies thereof furnished to the Contractor, are for use solely with respect to this Project. They are not to be used by the Contractor or any Subcontractor, Sub-subcontractor or material or equipment supplier on other projects or for additions to this Project outside the scope of the Work without the specific written consent of the Owner. The Contractor, Subcontractors, Sub-subcontractors and material or equipment suppliers are granted a limited license to use and reproduce applicable portions of the Drawings, Specifications and other documents appropriate to and for use in the execution of their Work under the Contract Documents.

1.3.2 The Contractor shall provide all copies of the Drawings and Project Manuals required to complete the Work. The Owner will provide an electronic copy of the documents to the reproduction company for printing purposes.

1.4 Capitalization. Terms capitalized in these General Conditions include those which are (1) specifically defined or (2) the titles of numbered articles and identified references to Paragraphs, Subparagraphs and Clauses in the document.

1.5 Interpretation. In the interest of brevity the Contract Documents frequently omit modifying words such as "all" and "any" and articles such as "the" and "an", but the fact that a modifier or an article is absent from one statement and appears in another is not intended to affect the interpretation of either statement.

ARTICLE 2: Owner.

2.1 **Definition.** The Owner is Oklahoma City Community College. The term "Owner" means the Owner or the Owner's authorized representative.

2.2 **Owner's Right to Stop Work.** If the Contractor fails to correct Work which is not in accordance with the requirements of the Contract Documents as required by Paragraph 12.2 or persistently fails to carry out Work in accordance with the Contract Documents, the Owner, by written order, may order the Contractor to stop the Work, or any portion thereof, until the cause for such order has been eliminated; however, the right of the Owner to stop the Work shall not give rise to a duty on the part of the Owner to exercise this right for the benefit of the Contractor or any other person or entity, except to the extent required by Subparagraph 6.1.3.

2.3 **Owner's Right to Carry Out the Work.** If the Contractor defaults or neglects to carry out the Work in accordance with the Contract Documents and fails within a seven-day period after receipt of written notice from the Owner to commence and continue correction of such default or neglect with diligence and promptness, the Owner may after such seven-day period give the Contractor a second written notice to correct such deficiencies within a second seven-day period. If the Contractor within such second seven-day period after receipt of such second notice fails to commence and continue to correct any deficiencies, the Owner may, without prejudice to other remedies the Owner may have, correct such deficiencies. In such case, an appropriate Change Order shall be issued deducting from payments then or thereafter due the Contractor the cost of correcting such deficiencies, including compensation for the Consultant's additional services and expenses made necessary by such default, neglect or failure. If payments then or thereafter due the Contractor are not sufficient to cover such payments, the Contractor shall pay the difference to the Owner.

2.4 **Owner's Right to Reject Work.** The Owner shall have the authority to reject Work that does not conform to the Contract Documents.

2.5 **Owner's Right to Approve Payment Applications.** The Owner shall have the right to review, evaluate and approve or reject Applications for Payment and Certificates for Payment.

ARTICLE 3: Contractor.

3.1 **Definition.** The Contractor is the person or entity identified as such in the Contract and is referred to throughout the Contract Documents as if singular in number. The term "Contractor" means the Contractor or the Contractor's authorized representative.

3.2 Review of Contract Documents and Field Conditions by Contractor.

3.2.1 The Contractor shall carefully study and compare the Contract Documents with each other and shall at once report to the Consultant or Owner any errors, inconsistencies or omissions discovered. The Contractor shall not be liable to the Owner or Consultant for damage resulting from errors, inconsistencies or omissions in the Contract Documents unless the Contractor recognized such error, inconsistency or omission and knowingly failed to report it to the Consultant. If the Contractor performs any construction activity knowing it involves a recognized error, inconsistency or omission in the Contract Documents without such notice to the Consultant, the Contractor shall assume appropriate responsibility for such performance and shall bear an appropriate amount of the attributable costs for correction.

3.2.2 The Contractor shall take field measurements and verify field conditions and shall carefully compare such field measurements and conditions and other information known to the Contractor with the Contract Documents before commencing activities. Errors, inconsistencies or omissions discovered shall be reported to the Consultant at once.

3.3 Supervision and Construction Procedures.

3.3.1 The Contractor shall supervise and direct the Work using the Contractor's best skill and attention. The Contractor shall be solely responsible for and have control over construction means, methods, techniques, sequences and procedures and for coordinating all portions of the Work under the Contract, unless Contract Documents give other specific instructions concerning these matters.

3.3.2 The Contractor shall be responsible to the Owner for acts and omissions of the Contractor's employees, Subcontractors and their agents and employees, and other persons performing portions of the Work under a contract with the Contractor.

3.3.3 The Contractor shall not be relieved of obligations to perform the Work in accordance with the Contract Documents either by activities or duties of the Consultant in the Consultant's administration of the Contract, or by tests, inspections or approvals required or performed by persons other than the Contractor.

3.3.4 The Contractor shall be responsible for inspection of portions of Work already performed under this Contract to determine that such portions are in proper condition to receive subsequent Work.

3.4 Labor and Materials.

3.4.1 Unless otherwise provided in the Contract Documents, the Contractor shall provide and pay for labor, materials, equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other facilities and services necessary for proper execution and completion of the Work, whether temporary or permanent and whether or not incorporated or to be incorporated in the Work.

3.4.2 The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Contract. The Contractor shall not permit employment of unfit persons or persons not skilled in tasks assigned to them.

3.5 **Warranty.** The Contractor warrants to the Owner and Consultant that materials and equipment furnished under the Contract will be of good quality and new unless otherwise required or permitted by the Contract Documents, that the Work will be free from defects not inherent in the quality required or permitted, and that the Work will conform with the requirements of the Contract Documents. Work not conforming to these requirements, including substitutions not properly approved and authorized, may be considered defective. The Contractor's warranty excludes remedy for damage or defect caused by abuse, modifications not executed by the Contractor, improper or insufficient maintenance, improper operation, or normal wear and tear under normal usage. If required by the Consultant, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment.

3.6 Taxes.

3.6.1 **Bid Pricing to Reflect OCCC's Tax Exempt Status.** Bid pricing shall be exclusive of taxes. OCCC is exempt from taxes, including State Sales Tax, Property (Ad Valorem) Tax, and Federal Excise Tax. The applicable sales tax exemption authority for public contracting is under the Oklahoma Tax Code, title 68, subsection 1356.10 of the Oklahoma Statutes and the project is sales tax exempt.

3.7 Permits, Fees and Notices.

3.7.1 Unless otherwise provided in the Contract Documents, the Contractor shall secure and pay for permits, fees, licenses and inspections necessary for proper execution and completion of the Work which are customarily secured after execution of

the Contract and which are legally required when Bids are received. Building permits from local municipalities are not required for Work on OCCC owned lands except where the Work requires connection to utilities owned by the local municipality.

3.7.2 The Contractor shall comply with and give notices required by laws, ordinances, rules, regulations and lawful orders of public authorities bearing on performance of the Work.

3.7.3 It is not the Contractor's responsibility to ascertain that the Contract Documents are in accordance with applicable laws, statutes, ordinances, building codes, and rules and regulations. However, if the Contractor observes that portions of the Contract Documents are at variance therewith, the Contractor shall promptly notify the Consultant and Owner in writing, and necessary changes shall be accomplished by appropriate Change Order.

3.7.4 If the Contractor performs Work knowing it to be contrary to laws, statutes, ordinances, building codes, and rules and regulations without such notice to the Consultant and Owner, the Contractor shall assume full responsibility for such Work and shall bear the attributable costs.

3.8 Allowances.

3.8.1 The Contractor shall include in the Contract Sum all allowances stated in the Contract Documents. Items covered by allowances shall be supplied for such amounts and by such persons or entities as the Owner may direct, but the Contractor shall not be required to employ persons or entities against which the Contractor makes reasonable objection.

3.8.2 Unless otherwise provided in the Contract Documents:

a. materials and equipment under an allowance shall be selected promptly by the Owner to avoid delay in the Work.

b. allowances shall cover the cost to the Contractor of materials and equipment delivered at the site, tax exempt, and less applicable trade discounts.

c. Contractor's costs for unloading and handling at the site, labor, installation costs, overhead, profit and other expenses contemplated for stated allowance amounts shall be included in the Contract Sum and not in the allowances.

d. Whenever costs are more than or less than allowances, the Contract Sum shall be adjusted accordingly by Change Order.

3.9 **Superintendent.** The Contractor shall employ a competent superintendent and necessary assistants who shall be in attendance at the Project site during performance of the Work. The Contractor shall submit the name and experience qualifications of the proposed superintendents to the Owner for approval. The superintendent shall represent the Contractor, and communications given to the superintendent shall be as binding as if given to the Contractor. Important communications shall be confirmed in writing. Other communications shall be similarly confirmed on written request in each case.

3.10 Contractor's Construction Schedule.

3.10.1 Prior to the Work Order or Notice to Proceed being issued, the Contractor shall prepare and submit for the Owner's and Consultant's information a "90 Day Construction Schedule" which shall be used to monitor the progress of the Work during the first ninety (90) calendar days of the Contract. During this ninety-day period, the Contractor shall prepare and submit the "Construction Schedule" for the entire project, including the "90-day Project Schedule", which shall be used to monitor the remainder of the Work. The overall duration of the "Construction Schedule" shall coincide with and shall not exceed the time limits specified in the Contract Documents. During construction, if the progress of the Work does not meet the "Construction Schedule" the Contractor shall revise and resubmit the schedule for the delayed activities within 21 days of any delayed activity. Resubmitted schedules shall indicate the revised times for each activity and shall not exceed the time limits specified in the Contract Documents and any approved Change Orders. Failure to resubmit the delayed activity or maintain a current "Construction Schedule" shall be considered a breach of the Contract.

3.10.2 The Contractor shall perform the Work in general accordance with the most recent schedules submitted to the Owner and Consultant.

3.10.3 Failure of the Contractor to construct the Work in accordance with the "90-Day Construction Schedule" or the "Construction Schedule" shall be considered a substantial breach of the Contract Documents and the Owner may terminate the Contract in accordance with Section 14.2. All "Float" time in the "Construction Schedule" shall be available to the Owner for the Owner's use.

3.10.4 The Contractor shall prepare and keep current, for the Consultant's or Owner's approval, a schedule of submittals that is coordinated with the Contractor's "Construction Schedule" and allows the Consultant reasonable time to review submittals.

3.11 Documents and Samples at the Site.

3.11.1 The Contractor shall maintain at the site for the Owner one record copy of the Drawings, Specifications, Addenda, Change Orders and other Contract Documents, in good order and marked currently to record changes and selections made during construction and, in addition, approved Shop Drawings, Product Data, Samples and similar required submittals. These shall be available to the Consultant and shall be delivered to the Consultant for submittal to the Owner upon completion of the Work.

3.11.2 Additionally, the Contractor shall maintain at the site the Drawings that have been stamped and approved by the State Fire Marshal. This approved set of Drawings is only for the use of the State Fire Marshal's office.

3.12 Shop Drawings, Product Data and Samples.

3.12.1 Shop Drawings are drawings, diagrams, schedules and other data specially prepared for the Work by the Contractor or Subcontractor, Sub-subcontractor, manufacturer, supplier or distributor to illustrate some portion of the Work.

3.12.2 Product Data are illustrations, standard schedules, performance charts, instructions, brochures, diagrams and other information furnished by the Contractor to illustrate materials or equipment for some portion of the Work.

3.12.3 Samples are physical examples that illustrate materials, equipment or workmanship and establish standards by which the Work will be judged.

3.12.4 Shop Drawings, Product Data, Samples and similar submittals are not Contract Documents. The purpose of their submittal is to demonstrate, for those portions of the Work for which submittals are required, the way the Contractor proposes to conform to the information given and the design concept expressed in the Contract Documents. Review by the Consultant is subject to the limitations of Subparagraph 4.2.7.

3.12.5 The Contractor shall review, approve and submit to the Consultant Shop Drawings, Product Data, Samples and similar submittals required by the Contract Documents with reasonable promptness and in such sequence as to cause no delay in the Work or in the activities of the Owner or of separate Contractors. Submittals made by the Contractor that are not required by the Contract Documents may be returned without action.

3.12.6 The Contractor shall perform no portion of the Work requiring submittal and review of Shop Drawings, Product Data, Samples or similar submittals until the respective submittal has been approved by the Consultant. Such Work shall be in accordance with approved submittals.

3.12.7 By approving and submitting Shop Drawings, Product Data, Samples and similar submittals, the Contractor represents that the Contractor has determined and verified materials, field measurements and field construction criteria related thereto, or will do so, and has checked and coordinated the information contained within such submittals with the requirements of the Work and of the Contract Documents.

3.12.8 The Contractor shall not be relieved of responsibility for deviations from requirements of the Contract Documents by the Consultant's approval of Shop Drawings, Product Samples or similar submittals unless the Contractor has specifically informed the Consultant in writing of such deviation at the time of submittal and the Consultant has given written approval to the specific deviation. The Contractor shall not be relieved of responsibility for errors or omissions in Shop Drawings, Product Data, Samples or similar submittals by the Consultant's approval thereof.

3.12.9 The Contractor shall direct specific attention, in writing, or on resubmitted Shop Drawings, Product Data, Samples or similar submittals, to revisions other than those requested by the Consultant on previous submittals.

3.12.10 Informational submittals upon which the Consultant is not expected to take responsive action may be so identified in the Contract Documents.

3.12.11 When professional certification of performance criteria of materials, systems or equipment is required by the Contract Documents, the Consultant shall be entitled to rely upon the accuracy and completeness of such calculations and certifications.

3.13 Use of Site. The Contractor shall confine operations at the site to areas permitted by law, ordinances, permits and the Contract Documents and shall not unreasonably encumber the site with materials or equipment.

3.14 Cutting and Patching.

3.14.1 The Contractor shall be responsible for cutting, fitting or patching required to complete the Work or to make its parts fit together properly.

3.14.2 The Contractor shall not damage or endanger a portion of the Work or fully or partially completed construction of the Owner or separate contractors by cutting, patching or otherwise altering such construction, or by excavation. The Contractor

shall not cut or otherwise alter such construction by the Owner or a separate Contractor except with written consent of the Owner and of such separate Contractor; such consent shall not be unreasonably withheld. The Contractor shall not unreasonably withhold from the Owner or a separate Contractor the Contractor's consent to cutting or otherwise altering the Work.

3.15 Cleaning Up.

3.15.1 The Contractor shall keep the premises and surrounding area free from accumulation of waste materials or rubbish caused by operations under the Contract. At completion of the Work, the Contractor shall remove from and about the Project site, all waste materials, rubbish, the Contractor's tools, construction equipment, machinery and surplus materials.

3.15.2 If the Contractor fails to clean up as provided in the Contract Documents, the Owner may do so and the cost thereof shall be charged to the Contractor.

3.16 **Access to Work.** The Contractor shall provide the Owner and Consultant access to the Work in preparation and progress wherever located.

3.17 **Royalties and Payments.** The Contractor shall pay all royalties and license fees. The Contractor shall defend suits or claims for infringement of patent rights and shall hold the Owner and Consultant harmless from loss on account thereof, but shall not be responsible for such defense or loss when a particular design, process or product of a particular manufacturer or manufacturers is required by the Contract Documents. However, if the Contractor has reason to believe that the required design, process or product is an infringement of a patent, the Contractor shall be responsible for such loss unless such information is promptly furnished to the Consultant.

3.18 Indemnification.

3.18.1 To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the Owner, Consultant, Consultant's consultants, and agents and employees of any of them from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property other than the Work itself including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of the Contractor, a Subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity which would otherwise exist as to a party or person described in this Paragraph 3.18.

3.18.2 In claims against any person or entity indemnified under this Paragraph 3.18 by an employee of the Contractor, a Subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, the indemnification obligation under this Paragraph 3.18 shall not be limited by a limitation on amount or type of damages, compensation or benefits payable by or for the Contractor or a Subcontractor under workmen's compensation acts.

ARTICLE 4: Administration of the Contract.

4.1 Owner's Representative (Consultant).

4.1.1 The Consultant is the person lawfully licensed to practice architecture or engineering or an entity lawfully practicing architecture or engineering identified as such in the Contract or a person who is employed by OCCC and designated as the Consultant, and is referred to throughout the Contract Documents as if singular in number. The term "Consultant" means the Consultant or the Consultant's authorized representative acting in the capacity as the Owner's Representative. The Consultant on a Project may be an employee of OCCC (may also be referred to as a Supervisory Official) or may be from the private sector.

4.1.2 Duties, responsibilities and limitations of authority of the Consultant as set forth in the Contract Documents shall not be restricted, modified or extended without written consent of the Owner and Consultant. Consent shall not be unreasonably withheld.

4.1.3 In case of termination of employment of the Consultant, the Owner shall appoint a Consultant against whom the Contractor makes no reasonable objection and whose status under the Contract Documents shall be that of the former Consultant.

4.2 Consultant's Administration of the Contract.

4.2.1 The Consultant will provide administration of the Contract as described in the Contract Documents, and will be the Owner's representative (1) during construction, (2) until final payment is due and (3) with the Owner's concurrence, from time to time during the correction period described in Paragraph 12.2. The Consultant will advise and consult with the Owner. The Consultant will have authority to act on behalf of the Owner only to the extent provided in the Contract Documents, unless otherwise modified by written instrument in accordance with other provisions of the Contract.

4.2.2 The Consultant and sub-consultants will visit the site at intervals appropriate to the stage of construction to become generally familiar with the progress and quality of the completed Work and to determine in general if the Work is being performed in a manner indicating that the Work, when completed, will be in accordance with the Contract Documents. However, the Consultant will not be required to make exhaustive or continuous on-site inspections to check quality or quantity of the Work. Based on onsite observations, the Consultant will keep the Owner informed of progress of the Work, and will endeavor to guard the Owner against defects and deficiencies in the Work.

4.2.3 The Consultant will not have control over or charge of and will not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, since these are solely the Contractor's responsibility as provided in Paragraph 3.3. The Consultant will not be responsible for the Contractor's failure to carry out the Work in accordance with the Contract Documents. The Consultant will not have control over or charge of and will not be responsible for acts or omissions of the Contractor, Subcontractors, or their agents or employees, or of any other persons performing portions of the Work.

4.2.4 **Communications Facilitating Contract Administration.** Except as otherwise provided in the Contract Documents or when direct communications have been specially authorized, the Owner and Contractor shall endeavor to communicate through the Consultant. Communications by and with the Consultant's consultants shall be through the Consultant. Communications by and with Subcontractors and material suppliers shall be through the Contractor. Communications by and with separate contractors shall be through the Owner.

4.2.5 Based on the Consultant's observations and evaluations of the Contractor's Applications for Payment, the Consultant will review and certify the amounts due the Contractor and will issue Certificates for Payment in such amounts.

4.2.6 The Consultant will have authority to reject Work that does not conform to the Contract Documents. Whenever the Consultant considers it necessary or advisable for implementation of the intent of the Contract Documents, the Consultant will have authority to require additional inspection or testing of the Work in accordance with Subparagraphs 13.5.2 and 13.5.3 whether or not such Work is fabricated, installed or completed. However, neither this authority of the Consultant nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Consultant to the Contractor, Subcontractors, material and equipment suppliers, their agents or employees, or other persons performing portions of the Work.

4.2.7 The Consultant will review and approve or take other appropriate action upon the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Consultant's action will be taken with such reasonable promptness as to cause no delay in the Work or in the activities of the Owner, Contractor or separate Contractors, while allowing sufficient time in the Consultant's professional judgment to permit adequate review. Review of such submittals is not conducted for the purpose of determining the accuracy and completeness of other details such as dimensions and quantities, or for substantiating instructions for installation or performance of equipment or systems, all of which remain the responsibility of the Contractor as required by the Contract Documents. The Consultant's review of the Contractor's submittals shall not relieve the Contractor of the obligations under Paragraphs 3.3, 3.5 and 3.12. The Consultant's review shall not constitute approval of safety precautions or, unless otherwise specifically stated by the Consultant, of any construction means, methods, techniques, sequences or procedures. The Consultant's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

4.2.8 When modifications to the Contract or Contract Documents are being requested, the Contractor shall prepare and submit a Change Order to the Consultant. If approved by the Consultant, the "Change Order" shall be forwarded to the Owner for OCCC Board of Regents review and approval. The Work described in the approved Change Order may be started by the Contractor upon receipt of the approved "Change Order".

4.2.9 The Consultant will conduct inspections to determine the date or dates of Substantial Completion and the date of final completion, will receive and forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract and assembled by the Contractor, and will issue a final Certificate for Payment upon compliance with the requirements of the Contract Documents.

4.2.10 If the Owner and Consultant agree, the Consultant will provide one or more project representatives to assist in carrying out the Consultant's responsibilities at the site. The duties, responsibilities and limitations of authority of such project representatives shall be as set forth in an exhibit to be incorporated in the Contract Documents.

4.2.11 The Consultant will interpret and decide matters concerning performance under and requirements of the Contract Documents on written request of either the Owner or Contractor. The Consultant's response to such requests will be made with reasonable promptness and within any agreed time limits. If no agreement is made concerning the time within which interpretations required of the Consultant shall be furnished in compliance with this Paragraph 4.2, then delay shall not be

recognized on account of failure by the Consultant to furnish such interpretations until 15 days after written request is made for them.

4.2.12 Interpretations and decisions of the Consultant will be consistent with the intent of and reasonably inferable from the Contract Documents and will be in writing or in the form of drawings.

4.3 Claims and Disputes.

4.3.1 **Definition.** A Claim is a demand or assertion by the Contractor seeking, as a matter of right, adjustment or interpretation of Contract terms, payment of money, extension of time or other relief with respect to the terms of the Contract. The term "Claim" also includes other disputes and matters in question between the Owner and Contractor arising out of or relating to the Contract. Claims must be made by submitting a Change Order.

4.3.2 **Decision of Consultant.** Claims, including those alleging an error or omission by the Consultant, shall be referred initially to the Consultant for action as provided in Paragraph 4.4. A decision by the Consultant, as provided in Subparagraph 4.4.4, shall be required as a condition precedent to consideration by the Owner.

4.3.3 **Time Limits on Claims.** Claims must be made within 21 days after occurrence of the event giving rise to such Claim or within 21 days after the claimant first recognizes the condition giving rise to the Claim, whichever is later. Claims must be made by written notice. An additional Claim made after the initial Claim has been implemented by Change Order will not be considered unless submitted in a timely manner.

4.3.4 **Continuing Contract Performance.** Pending final resolution of a Claim, including protest, except as otherwise agreed in writing or with exception to 9.6.7, Contractor shall proceed diligently with performance of the Contract and the Owner shall continue to make monthly progress payments in accordance with the Contract Documents.

4.3.5 **Waiver of Claims: Final Payment.** The making of final payment shall constitute a waiver of Claims except those arising from:

- a. liens, Claims, security interests or encumbrances arising out of the Contract and unsettled;
- b. failure of the Work to comply with the requirements of the Contract Documents; or
- c. terms of special warranties required by the Contract Documents.

4.3.6 **Claims for Concealed or Unknown Conditions.** If conditions are encountered at the site which are (1) subsurface or otherwise concealed physical conditions which differ materially from those indicated in the Contract Documents or (2) unknown physical conditions of an unusual nature, which differ materially from those ordinarily found to exist and generally recognized as inherent in construction activities of the character provided for in the Contract Documents, then written notice by the Contractor shall be given to the Consultant and Owner promptly before conditions are disturbed and in no event later than seven (7) days after first observance of the conditions. The failure by the Contractor to give such written notice of the discovered concealed or unknown condition prior to executing any additional Work shall constitute a waiver of any claim for additional compensation or time extension. Upon receipt of a written notice, the Consultant will promptly investigate such conditions and, if they differ materially and cause an increase or decrease in the Contractor's cost of, or time required for, performance of any part of the Work, will recommend an equitable adjustment in the Contract Sum or Contract Time, or both. Any change in the Contract Sum or Contract Time shall only be made by the execution of a Change Order. If the Consultant determines that the conditions at the site are not materially different from those indicated in the Contract Documents and that no change in the terms of the Contract is justified, the Consultant shall so notify the Owner and Contractor in writing, stating the reasons. Claims by the Contractor in opposition to such determination must be made within 21 days after the Consultant has given notice of the decision.

4.3.7 **Claims for Additional Cost.** If the Contractor wishes to make Claim for an increase in the Contract Sum, written notice as provided herein shall be given before proceeding to execute the Work. Prior notice is not required for Claims relating to an emergency endangering life or property arising under Paragraph 10.3. If the Contractor believes additional cost is involved for reasons including but not limited to

- (1) a written interpretation from the Consultant,
- (2) an order by the Owner to stop the Work where the Contractor was not at fault,
- (3) a written order for a minor change in the Work issued by the Consultant,
- (4) failure of payment by the Owner,
- (5) termination of the Contract by the Owner,
- (6) Owner's suspension, or

(7) other reasonable grounds,

Claim shall be filed in accordance with the procedure established herein. Any change in the Contract Sum shall only be made by the execution of a Change Order.

4.3.8 Claims for Additional Time

a. If the Contractor wishes to make Claim for an increase in the Contract Time, written notice as provided herein shall be given. The Contractor's Claim shall include a description of the probable effect of delay on progress of the Work. In the case of a continuing delay, only one Claim is necessary. Any change in the Contract Time shall only be made by the execution of a Change Order.

b. The Contract construction time was determined by the estimated construction time with additional time added for project days lost due to typical adverse weather conditions in the project vicinity. Consideration was given to the projected starting date and an anticipated schedule of work. Adverse weather conditions include abnormal precipitation, temperature and wind conditions. Claims for additional time may be made when the actual weather conditions at the project site cause delay days that exceed the days indicated below.

Month/Work days lost included in Contract Time

Oklahoma City, OK

January 8	February 8	March 5	April 5	May 3	June 3	July 1	August 1
September 1	October 2	November 3	December 4				

Total 44

c. All claims for additional days that exceed the workdays lost as indicated above shall be submitted with documentation from a recognized climatological source such as the Oklahoma Climatological Survey (www.mesonet.ou) or the National Oceanic & Atmospheric Administration (NOAA) (www.noaa.gov). Other sources must be submitted to the Consultant and Owner for approval.

d. All claims for additional time due to adverse weather conditions that exceed the days indicated on the above table shall be submitted with the next monthly payment application.

e. Weather conditions and lost workdays shall be recorded daily by the Contractor and submitted to the Consultant with the monthly payment applications.

f. Unused lost weather days, as indicated in paragraph 4.3.8.2, included in the Contract time shall be used by the Owner to offset lost time for other approved delay claims.

4.3.9 Injury or Damage to Person or Property. If either party to the Contract suffers injury or damage to person or property because of an act or omission of the other party, of any of the other party's employees or agents, or of others for whose acts such party is legally liable, written notice of such injury or damage, whether or not insured, shall be given to the other party within a reasonable time not exceeding 21 days after first observance. The notice shall provide sufficient detail to enable the other party to investigate the matter. If a Claim for additional cost or time related to this Claim is to be asserted, it shall be filed as provided in Subparagraphs 4.3.7 or 4.3.8.

4.4 Resolution of Claims and Suits.

4.4.1 The Consultant will review Claims and take one or more of the following preliminary actions within ten days of receipt of a Claim: (1) request additional supporting data from the claimant, (2) reject the Claim in whole or in part, stating reasons for rejection, (3) recommend approval of the Claim by the Owner or (4) suggest a compromise. The Consultant may also, but is not obligated to notify the surety, if any, of the nature and amount of the Claim.

4.4.2 If a Claim has been resolved, the Consultant will prepare or obtain appropriate documentation.

4.4.3 If a Claim has not been resolved, the Contractor shall, within ten days after the Consultant's preliminary response, take one or more of the following actions: (1) submit additional supporting data requested by the Consultant, (2) modify the initial Claim or (3) notify the Consultant that the initial Claim stands.

4.4.4 If a Claim has not been resolved after consideration of the foregoing and of further evidence presented to the Owner by the Consultant or Contractor, the Owner will notify the Consultant and Contractor in writing that the Owner's decision will be made within seven days. Upon expiration of such time period, the Owner will render to the parties the Owner's written decision relative to the Claim, including any change in the Contract Sum or Contract Time or both. If there is a surety and there

appears to be a possibility of a Contractor's default, the Owner may, but is not obligated to, notify, the surety and request the surety's assistance in resolving the controversy.

ARTICLE 5: Subcontractors.

5.1 Definitions.

5.1.1 A Subcontractor is a person or entity who has a direct contract with the Contractor to perform a portion of the Work at the site. The term "Subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Subcontractor or an authorized representative of the Subcontractor. The term "Subcontractor" does not include a separate contractor or subcontractors of a separate contractor.

5.1.2 A Sub-subcontractor is a person or entity who has a direct or indirect contract with a Subcontractor to perform a portion of the Work at the site. The term "Sub-subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Sub-subcontractor or an authorized representative of the Sub-subcontractor.

5.2 Award of Subcontracts and other Contracts for Portions of the Work.

5.2.1 The Contractor, within seven (7) days, shall furnish in writing to the Owner, through the Consultant, the names of persons or entities (including those who are to furnish materials or equipment fabricated to a special design) proposed for each principal portion of the Work. The Consultant will promptly reply to the Contractor in writing stating whether or not the Owner or the Consultant, after due investigation, has reasonable objection to any such proposed person or entity. Failure of the Owner or Consultant to reply promptly shall constitute notice of no reasonable objection.

5.2.2 The Contractor shall not contract with a proposed person or entity to whom the Owner or Consultant has made reasonable and timely objection. The Contractor shall not be required to contract with anyone to whom the Contractor has made reasonable objection.

5.2.3 If the Owner or Consultant has reasonable objection to a person or entity proposed by the Contractor, the Contractor shall propose another to whom the Owner or Consultant has no reasonable objection. The Contract Sum shall be increased or decreased by the difference in cost occasioned by such change and an appropriate Change Order shall be issued. However, no increase in the Contract Sum shall be allowed for such change unless the Contractor has acted promptly and responsively in submitting names as required.

5.2.4 The Contractor shall not change a Subcontractor, person or entity previously selected if the Owner or Consultant makes reasonable objection to such change.

5.3 **Sub Contractual Relations.** By appropriate agreement, written where legally required for validity, the Contractor shall require each Subcontractor, to the extent of the Work to be performed by the Subcontractor, to be bound to the Contractor by terms of the Contract Documents, and to assume toward the Contractor all the obligations and responsibilities which the Contractor, by these Documents, assumes toward the Owner and Consultant. Each subcontract agreement shall preserve and protect the rights of the Owner and Consultant under the Contract Documents with respect to the Work to be performed by the Subcontractor so that subcontracting thereof will not prejudice such rights, and shall allow to the Subcontractor, unless specifically provided otherwise in the subcontract agreement, the benefit of all rights, remedies and redress against the Contractor that the Contractor, by the Contract Documents, has against the Owner. Where appropriate, the Contractor shall require each Subcontractor to enter into similar agreements with Sub-subcontractors. The Contractor shall make available to each proposed Subcontractor, prior to the execution of the subcontract agreement, copies of the Contract Documents to which the Subcontractor will be bound and, upon written request of the Subcontractor, identify to the Subcontractor terms and conditions of the proposed subcontract agreement which may be at variance with the Contract Documents. Subcontractors shall similarly make copies of applicable portions of such documents available to their respective proposed Sub-subcontractors.

5.4 Contingent Assignment of Subcontracts.

5.4.1 Each subcontract agreement for a portion of the Work is assigned by the Contractor to the Owner provided that:

- a. assignment is effective only after termination of the Contract by the Owner for cause pursuant to Paragraph 14.2 and only for those subcontract agreements which the Owner accepts by notifying the Subcontractor in writing; and
- b. assignment is subject to the prior rights of the surety, if any, obligated under bond relating to the Contract.

5.4.2 If the Work has been suspended for more than 30 days, the Subcontractor's compensation shall be equitably adjusted.

ARTICLE 6: Construction by Owner or by Separate Contractor(s).

6.1 **Owner's Right to Perform Construction and to Award Separate Contracts.**

6.1.1 The Owner reserves the right to perform construction or operations related to the Project with the Owner's own forces, and to award separate contracts in connection with other portions of the Project or other construction or operations on the site under Conditions of the Contract identical or substantially similar to these including those portions related to insurance and waiver of subrogation. If the Contractor claims that delay or additional cost is involved because of such action by the Owner, the Contractor shall make such Claim as provided elsewhere in the Contract Documents.

6.1.2 When separate contracts are awarded for different portions of the Project or other construction or operations on the site, the term "Contractor" in the Contract Documents in each case shall mean the Contractor who executes each separate Owner- Contractor Contract.

6.1.3 The Owner shall provide for coordination of the activities of the Owner's own forces and of each separate contractor with the Work of the Contractor who shall cooperate with them. The Contractor shall participate with other separate contractors and the Owner in reviewing their construction schedules when directed to do so. The Contractor shall make any revisions to the construction schedule and Contract Sum deemed necessary after a joint review and mutual agreement. The construction schedules shall then constitute the schedules to be used by the Contractor, separate contractors and the Owner until subsequently revised.

6.1.4 Unless otherwise provided in the Contract Documents, when the Owner performs construction or operations related to the Project with the Owner's own forces, the Owner shall be deemed to be subject to the same obligations and to have the same rights that apply to the Contractor under the Conditions of the Contract.

6.2 Mutual Responsibility.

6.2.1 The Contractor shall afford the Owner and separate contractors' reasonable opportunity for introduction and storage of their materials and equipment and performance of their activities and shall connect and coordinate the Contractor's construction and operations with theirs as required by the Contract Documents.

6.2.2 If part of the Contractor's Work depends for proper execution or results upon construction or operations by the Owner or a separate contractor, the Contractor shall, prior to proceeding with that portion of the Work, promptly report to the Consultant apparent discrepancies or defects in such other construction that would render it unsuitable for such proper execution and results. Failure of the Contractor to so report shall constitute an acknowledgment that the Owner's or separate contractors completed or partially completed construction is fit and proper to receive the Contractor's Work, except as to defects not then reasonably discoverable.

6.2.3 Costs caused by delays or by improperly timed activities or defective construction shall be borne by the party responsible therefor.

6.2.4 The Contractor shall promptly remedy damage wrongfully caused by the Contractor to completed or partially completed construction or to property of the Owner or separate contractors as provided in Subparagraph 10.2.5.

6.2.5 Claims and other disputes and matters in question between the Contractor and a separate contractor shall be subject to the provisions of Paragraph 4.3 provided the separate contractor has reciprocal obligations.

6.2.6 The Owner and each separate contractor shall have the same responsibilities for cutting and patching as are described for the Contractor in Paragraph 3.14.

6.3 **Owner's Right to Clean Up.** If a dispute arises among the Contractor, separate contractors and the Owner as to the responsibility under their respective contracts for maintaining the premises and surrounding area free from waste materials and rubbish as described in Paragraph 3.15, the Owner may clean up and allocate the cost among those responsible as the Consultant determines to be just.

ARTICLE 7: Changes in the Work.

7.1 Changes.

7.1.1 Changes in the Work may be accomplished after execution of the Contract, and without invalidating the Contract, by Change Order, Construction Change Directive or order for a minor change in the Work, subject to the limitations stated in this Section 7 and elsewhere in the Contract Documents.

7.1.2 A Change Order shall be based upon agreement among the Owner, Contractor and Consultant; a Construction Change Directive requires agreement by the Owner and Consultant and may or may not be agreed to by the Contractor; an order for a minor change in the Work may be issued by the Consultant alone.

7.1.3 Changes in the Work shall be performed under applicable provisions of the Contract Documents, and the Contractor shall proceed promptly, unless otherwise provided in the Change Order.

7.1.4 If unit prices are stated in the Contract Documents or subsequently agreed upon, and if quantities originally contemplated are so changed in a proposed Change Order that application of such unit prices to quantities of Work proposed will cause substantial inequity to the Owner or Contractor, the applicable unit prices may be equitably adjusted by negotiation.

7.1.5 A Change Order shall be submitted by the Contractor and approved and executed by the Consultant, and Owner before any Work, including Work using unit prices, is started.

7.2 Change Orders.

7.2.1 A Change Order is a written instrument prepared by the Consultant and signed by the Owner, Contractor and Consultant, stating their agreement upon all of the following:

- a. a change in the Work;
- b. the amount of the adjustment in the Contract Sum, if any; and
- c. the extent of the adjustment in the Contract Time, if any.

7.2.2 The cost or credit to the Owner resulting from a change in the work shall be determined by the Contractor completing Change Order that requires a listing of:

- a. all materials with the cost per item;
- b. all labor with the number and cost of hours;
- c. all equipment used with an hourly cost;
- d. cost of insurance and bonds;
- e. cost of fringe benefits;
- f. overhead costs, which are limited to 15%; and
- g. profit which is limited to 10%.

7.2.3 The Contractor must include a breakdown of costs for each Subcontractor similar to the requirements in Paragraph 7.2.2.

7.2.4 In the case where direct costs are incurred by a Sub- contractor (or a Sub sub-contractor) fees for overhead and profit shall be limited to 15% and 10% respectively and an additional fee may be applied by the Contractor (and Sub-contractor in the case of a Sub sub-contractor) not to exceed 15% (includes both overhead and profit) of the increase in cost. Bond cost, insurance cost, social security taxes (FICA), workers' compensation, employee fringe benefits and other taxes may be added by the contractors.

7.3 Construction Change Directives.

7.3.1 A Construction Change Directive is a written order prepared by the Consultant and signed by the Owner and Consultant, directing a change in the Work prior to agreement on adjustment, if any, in the Contract Sum or Contract Time, or both. The Owner may by Construction Change Directive, without invalidating the Contract, order changes in the Work within the general scope of the Contract consisting of additions, deletions or other revisions, the Contract Sum and Contract Time being adjusted accordingly.

7.3.2 A Construction Change Directive shall be used in the absence of total agreement on the terms of a Change Order.

7.3.3 If the Construction Change Directive provides for an adjustment to the Contract Sum, the adjustment shall be based on one of the following methods:

- a. mutual acceptance of a lump sum properly itemized and supported by sufficient substantiating data to permit evaluation;
- b. unit prices stated in the Contract Documents or subsequently agreed upon;
- c. cost to be determined in a manner agreed upon by the parties and a mutually acceptable fixed or percentage fee; or
- d. as provided in Subparagraph 7.3.6.

7.3.4 Upon receipt of a Construction Change Directive, the Contractor shall promptly proceed with the change in the Work involved and advise the Consultant of the Contractor's agreement or disagreement with the method, if any, provided in the Construction Change Directive for determining the proposed adjustment in the Contract Sum or Contract Time.

7.3.5 A Construction Change Directive signed by the Contractor indicates the agreement of the Contractor therewith, including adjustment in the Contract Sum and Contract Time or the method for determining them. Such agreement shall be effective immediately and shall be recorded as a Change Order.

7.3.6 If the Contractor does not respond promptly or disagrees with the method for adjustment in the Contract Sum, the method and the adjustment shall be determined by the Consultant on the basis of reasonable expenditures and savings of those performing the Work attributable to the change, including, in case of an increase in the Contract Sum, a reasonable allowable for overhead and profit. In such case, and also under Clause 7.3.3.3, the Contractor shall keep and present, in such form as the Consultant may prescribe, an itemized accounting together with appropriate supporting data. Unless otherwise provided in the Contract Documents, costs for the purposes of this Subparagraph 7.3.6 shall be limited to the following:

- a. costs of labor, including social security and unemployment insurance, fringe benefits required by agreement or custom, and workers' compensation insurance;
- b. costs of materials, supplies and equipment, including cost of transportation, whether incorporated or consumed;
- c. rental costs of machinery and equipment, exclusive of hand tools, whether rented from the Contractor or others;
- d. costs of premiums for all bonds and insurance, permit fees, and sales, use or similar taxes related to the Work; and
- e. additional costs of supervision and field office personnel directly attributable to the change.

7.3.7 The amount of credit to be allowed by the Contractor to the Owner for a deletion or change which results in a net decrease in the Contract Sum shall be actual net cost as confirmed by the Consultant. When both additions and credits covering related Work or substitutions are involved in a change, the allowance for overhead and profit shall be figured based on net increase, if any, with respect to that change.

7.3.8 Pending final determination of the total cost of a Construction Change Directive to the Owner, amounts not in dispute for such changes in the Work shall be included in Applications for Payment accompanied by a Change Order indicating the parties' agreement with part or all of such costs. For any portion of such cost that remains in dispute, the Consultant will make an interim determination for purposes of monthly certification for payment for those costs. That determination of cost shall adjust the Contract Sum on the same basis as a Change Order, subject to the right of either party to disagree and assert a claim in accordance with Article 4.

7.3.9 When the Owner and Contractor agree with the determination made by the Consultant concerning the adjustments in the Contract Sum and Contract Time, or otherwise reach agreement upon the adjustments, such agreement shall be effective immediately and shall be recorded by preparation and execution of an appropriate Change Order.

7.4 Minor Changes in the Work. The Consultant will have authority to order minor changes in the Work not involving adjustment in the Contract Sum or extension of the Contract Time and not inconsistent with the intent of the Contract Documents. Such changes shall be affected by written order and shall be binding on the Owner and Contractor. The Contractor shall carry out such written orders promptly.

ARTICLE 8: Time.

8.1 Definitions.

8.1.1 Unless otherwise provided, Contract Time is the period of time, including authorized adjustments by Change Order, allotted in the Contract Documents for Substantial Completion of the Work.

8.1.2 The date of commencement of the Work is the date established in the Notice to Proceed/WORK ORDER. The date shall not be postponed by the failure of acts of the Contractor or of persons or entities for whom the Contractor is responsible.

8.1.3 The date of Substantial Completion is the date certified by the Consultant and approved by the Owner in accordance with Paragraph 9.8.

8.1.4 The term "day" as used in the Contract Documents shall mean calendar day unless otherwise specifically defined.

8.2 Progress and Completion.

8.2.1 Time limits stated in the Contract Documents are of the essence of the Contract. By executing the Contract, the Contractor confirms that the Contract Time is a reasonable period for performing the Work.

8.2.2 The Contractor shall not knowingly, except by agreement or instruction of the Owner in writing, prematurely commence operations on the site or elsewhere prior to the date of commencement as established by the WORK ORDER issued by the Owner.

8.2.3 The Contractor shall proceed expeditiously with adequate forces and shall achieve Substantial Completion within the Contract Time.

8.3 Delays and Extensions for Time.

8.3.1 If the Contractor is delayed at any time in progress of the Work by an act or neglect of the Owner or Consultant, or of an employee of either, or of a separate contractor employed by the Owner, or by changes ordered in the Work, or by labor disputes, fire, unusual delay in deliveries, unavoidable casualties or other causes beyond the Contractor's control, or by delay authorized by the Owner pending hearing results, or by other causes which the Consultant determines may justify delay, then the Contract Time shall be extended by Change Order for such reasonable time as the Consultant and Owner may determine.

8.3.2 Claims relating to time shall be made in accordance with applicable provisions of Paragraph 4.3.

8.3.3 An extension of the Contract Time is the sole and exclusive remedy available to the Contractor, in the event of delays described in Paragraph 8.3. In no event, and under no circumstances, shall the Contract Sum be increased, nor shall the Contractor claim, recover or receive payment for any delay to the Project, whether or not such delayed event is in the critical path of the construction schedule.

ARTICLE 9: Payments and Completion.

9.1 **Contract Sum.** The Contract Sum is stated in the Contract and, including authorized adjustments, is the total amount payable by the Owner to the Contractor for performance of the Work under the Contract Documents. The Contract Sum shall only be changed by a Change Order.

9.2 **Schedule of Values.** Before the first Application for Payment is submitted, the Contractor shall submit to the Consultant and Owner a schedule of values allocated to various portions of the Work, prepared in such form and supported by such data to substantiate its accuracy as the Consultant and Owner may require. Each value indicated on the Schedule of Values shall be the exact amount of each subcontract or portion of the Work it represents. This schedule, unless objected to by the Consultant or Owner, shall be used as a basis for reviewing the Contractor's Applications for Payment.

9.3 Applications for Payment (Contract's Invoice).

9.3.1 At least ten days before the date established for each progress payment, the Contractor shall submit to the Consultant an itemized Application for Payment for operations completed in accordance with the schedule of values. Such application shall be notarized and supported by such data substantiating the Contractor's right to payment as the Owner or Consultant may require, such as copies of requisitions from Subcontractors and material suppliers.

a. Up to five percent (5%) of all partial payments made shall be withheld as retainage.

b. All payment applications must be on the Owner's form, "Contractor's Invoice".

Contractor's Invoice.

c. Such applications shall not include requests for payment of amounts the Contractor does not intend to pay to a Subcontractor or material supplier because of a dispute or other reason.

9.3.2 Unless otherwise provided in the Contract Documents, payments shall be made on account of materials and equipment delivered and suitably stored at the site for subsequent incorporation in the Work. If approved in advance by the Owner, payment may similarly be made for materials and equipment suitably stored off the site at a location properly bonded or insured as a warehouse for materials and equipment stored on or off the site shall be conditioned upon compliance by the Contractor with procedures satisfactory to the Owner to establish the Owner's title to such materials and equipment or otherwise protect the Owner's interest, and shall include applicable insurance, storage and transportation to the site for such materials and equipment stored off the site. All stored materials shall be protected from weather conditions by properly secured methods. The Owner shall not pay for stored materials that are not properly protected.

9.3.3 The Contractor warrants that title to all Work covered by an Application for Payment will pass to the Owner no later than the time of payment. The Contractor further warrants that upon submittal of an Application for Payment all Work for which Certificates for Payment have been previously issued and payments received from the Owner shall, to the best of the Contractor's knowledge, information and belief, be free and clear of liens, claims, security interests or encumbrances in favor of the Contractor, Subcontractors, material suppliers, or other persons or entities making a claim by reason of having provided labor, materials and equipment relating to the Work.

9.4 Certificates for Payment.

9.4.1 The Consultant will, within seven days after receipt of the Contractor's Application for Payment, either issue to the Owner a Certificate for Payment, with a copy to the Contractor, for such amount as the Consultant determines is properly due, or notify the Contractor and Owner in writing of the Consultant's reasons for withholding certification in whole or in part as provided in Subparagraph 9.5.1. The Owner shall have the right to review and approve the Certificates for Payment.

9.4.2 The issuance of a Certificate for Payment will constitute a representation by the Consultant to the Owner, based on the Consultant's observations at the site and the data comprising the Application for Payment, that the Work has progressed to the point indicated and that, to the best of the Consultant's knowledge, information and belief, quality of the Work is in accordance with the Contract Documents.

9.5 Decisions to Withhold Certification.

9.5.1 The Consultant or Owner may decide not to certify payment and may withhold a Certificate for Payment in whole or in part, to the extent reasonably necessary to protect the Owner, if in the Consultant's opinion the representations to the Owner required by Subparagraph 9.4.2 cannot be made. If the Consultant is unable to certify payment in the amount of the Application, the Consultant will notify the Contractor and Owner as provided in Subparagraph 9.4.1. If the Contractor and Consultant cannot agree on a revised amount, the Consultant will promptly issue a Certificate for Payment for the amount for which the Consultant is able to make such representations to the Owner. The Consultant may also decide not to certify payment or, because of subsequently discovered evidence or subsequent observations, may nullify the whole or a part of a Certificate for Payment previously issued, to such extent as may be necessary in the Consultant's opinion to protect the Owner from loss because of:

- a. defective Work not remedied;
- b. third party claims filed or reasonable evidence indicating probable filing of such claims;
- c. failure of the Contractor to make payments properly to Subcontractors or for labor, materials or equipment;
- d. reasonable evidence that the Work cannot be completed for the unpaid balance of the Contract Sum;
- e. damage to the Owner or another Contractor;
- f. reasonable evidence that the Work will not be completed within the Contract Time, and that the unpaid balance would not be adequate to cover actual or liquidated damages for the anticipated delay; or
- g. persistent failure to carry out the Work in accordance with the Contract Documents.

9.5.2 When the above reasons for withholding certification are removed, certification will be made for amounts previously withheld.

9.6 Progress Payments.

9.6.1 After the Consultant has issued a Certificate for Payment, the Owner shall review for approval and make payment in the manner and within the time provided in the Contract Documents, and shall so notify the Consultant.

9.6.2 The Contractor shall promptly pay each Subcontractor, upon receipt of payment from the Owner, out of the amount paid to the Contractor on account of such Subcontractor's portion of the Work, the amount to which said Subcontractor is entitled, reflecting percentages actually retained from payments to the Contractor on account of such Subcontractor's portion of the Work. The Contractor shall, by appropriate agreement with each Subcontractor, require each Subcontractor to make payments to Sub-subcontractors in similar manner.

9.6.3 The Consultant will, on request, furnish to a Subcontractor, if practicable, information regarding percentages of completion or amounts applied for by the Contractor and action taken thereon by the Consultant and Owner on account of portions of the Work done by such Subcontractor.

9.6.4 Neither the Owner nor Consultant shall have an obligation to pay or to see to the payment of money to a Subcontractor except as may otherwise be required by law.

9.6.5 Payment to material suppliers shall be treated in a manner similar to that provided in Subparagraphs 9.6.2, 9.6.3 and 9.6.4.

9.6. A Certificate for Payment, a progress payment, or partial or entire use or occupancy of the Project by the Owner shall not constitute acceptance of Work not in accordance with the Contract Documents.

9.6.7 Progress payments shall be discontinued after the Contract Time, including approved Change Orders, has been exceeded. No additional progress payments will be made until Substantial Completion of the Work.

9.7 Failure of Payment.

9.7.1 If the Consultant does not issue a Certificate for Payment, through no fault of the Contractor, within seven days after receipt of the Contractor's Application for Payment, or if the Owner does not pay the Contractor within thirty days after the date of receipt from the Consultant, the Contractor may be entitled to interest on the certified amount.

9.7.2 Interest shall be paid to the Contractor at the prevailing state rate on the final payment if the payment is delayed more than thirty (30) days after the Contract is completed, accepted, and all required materials, certificates and other required documentation have been provided to the Owner.

9.8 Substantial Completion.

9.8.1 Substantial Completion is the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so the Owner can occupy or utilize the Work for its intended use.

9.8.2 When the Contractor considers that the Work, or a portion thereof which the Owner agrees to accept separately, is substantially complete, the Contractor shall prepare and submit to the Consultant a comprehensive list of items to be completed or corrected. The Contractor shall proceed promptly to complete and correct items on the list. Failure to include all items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Upon receipt of the Contractor's list, the Consultant will make an inspection to determine whether the Work or designated portion thereof is substantially complete. If the Consultant's inspection discloses any item, whether or not included on the Contractor's list, which is not in accordance with the requirements of the Contract Documents, the Contractor shall, before issuance of the Certificate of Substantial Completion, complete or correct such item upon notification by the Consultant. The Contractor shall then submit a request for another inspection by the Consultant to determine Substantial Completion. When the Work or designated portion thereof is substantially complete, the Owner will prepare a Certificate of Substantial Completion which shall establish the date of Substantial Completion, shall establish responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance, and shall fix the time within which the Contractor shall finish all items on the list accompanying the Certificate. Warranties required by the Contract Documents shall commence on the date of Substantial Completion of the Work or designated portion thereof unless otherwise provided in the Certificate of Substantial Completion. The Certificate of Substantial Completion shall be submitted to the Owner and Contractor for their written acceptance of responsibilities assigned to them in such Certificate.

9.8.3 Upon Substantial Completion of the Work or designated portion thereof and upon application by the Contractor and certification by the Consultant, the Owner shall make payment, reflecting adjustment in retainage, if any, for such Work or portion thereof as provided in the Contract Documents.

9.9 Partial Occupancy or Use.

9.9.1 The Owner may occupy or use any completed or partially completed portion of the Work at any stage when such portion is designated by separate agreement with the Contractor, provided such occupancy or use is authorized by the Owner. Such partial occupancy or use may commence whether or not the portion is substantially complete, provided the Owner and Contractor have accepted in writing the responsibilities assigned to each of them for payments, Retainage if any, security, maintenance, heat, utilities, damage to the Work and insurance, and have agreed in writing concerning the period for correction of the Work and commencement of warranties required by the Contract Documents. When the Contractor considers a portion substantially complete, the Contractor shall prepare and submit a list to the Consultant as provided under Subparagraph 9.8.2. Consent of the Contractor to partial occupancy or use shall not be unreasonably withheld. The stage of the progress of the Work shall be determined by written agreement between the Owner and Contractor or, if no agreement is reached, by decision of the Consultant.

9.9.2 Immediately prior to such partial occupancy or use, the Owner, Contractor and Consultant shall jointly inspect the area to be occupied or portion of the Work to be used in order to determine and record the condition of the Work.

9.9.3 Unless otherwise agreed upon, partial occupancy or use of a portion or portions of the Work shall not constitute acceptance of Work not complying with the requirements of the Contract Documents.

9.10 Final Completion and Final Payment.

9.10.1 Upon receipt of written notice that the Work is ready for final inspection and acceptance and upon receipt of a final Application for Payment, the Consultant will promptly make such inspection and, when the Consultant finds the Work acceptable under the Contract Documents and the Contract fully performed, the Consultant will promptly issue a final Certificate for Payment stating that to the best of the Consultant's knowledge, information and belief, and on the basis of the Consultant's observations and inspections, the Work has been completed in accordance with terms and conditions of the Contract Documents and that the entire balance found to be due the Contractor and noted in said final Certificate is due and

payable. The Consultant's final Certificate for Payment will constitute a further representation that conditions listed in Subparagraph 9.10.2 as precedent to the Contractor's being entitled to final payment have been fulfilled.

9.10.2 Neither final payment nor any remaining retained percentage shall become due until the Contractor submits to the Consultant an affidavit that payrolls, bills for materials and equipment, and other indebtedness connected with the Work for which the Owner or the Owner's property might be responsible or encumbered (less amounts withheld by Owner) have been paid or otherwise satisfied.

9.10.3 If, after Substantial Completion of the Work, final completion thereof is materially delayed through no fault of the Contractor or by issuance of Change Orders affecting final completion, and the Consultant so confirms, the Owner shall, upon application by the Contractor and certification by the Consultant, and without terminating the Contract, make payment of the balance due for that portion of the Work fully completed and accepted. If the remaining balance for Work not fully completed or corrected is less than retainage stipulated in the Contract Documents, and if bonds have been furnished, the written consent of surety to payment of the balance due for that portion of the Work fully completed and accepted shall be submitted by the Contractor to the Consultant prior to certification of such payment. Such payment shall be made under terms and conditions governing final payment, except that it shall not constitute a waiver of claims. The making of final payment shall constitute a waiver of claims by the Owner as provided in Subparagraph 4.3.5.

9.10.4 Acceptance of final payment by the Contractor, a Subcontractor or material supplier shall constitute a waiver of claims by that payee except those previously made in writing and identified by that payee as unsettled at the time of final Application for Payment. Such waivers shall be in addition to the waiver described in Subparagraph 4.3.5.

9.10.5 When the Contract Time has been exceeded, including approved Change Orders, and claims for additional compensation are submitted by Consultants for extended services and approved by the Owner, the Owner shall deduct the amount of the claims from the final payment to the Contractor.

ARTICLE 10: Protection of Persons and Property.

10.1 Safety Precautions and Programs.

10.1.1 The Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the performance of the Contract.

10.1.2 In the event the Contractor encounters on the site material reasonably believed to be asbestos or polychlorinated biphenyl (PCB) which has not been rendered harmless, the Contractor shall immediately stop Work in the area affected and report the condition to the Owner and Consultant in writing. The Work in the affected area shall not thereafter be resumed except by written agreement of the Owner and Contractor if in fact the material is asbestos or polychlorinated biphenyl (PCB) and has not been rendered harmless. The Work in the affected area shall be resumed in the absence of asbestos or polychlorinated biphenyl (PCB), or when it has been rendered harmless, by written agreement of the Owner and Contractor.

10.1.3 The Contractor shall not be required (pursuant to Article 7) to perform any Work without consent relating to asbestos or polychlorinated biphenyl (PCB).

10.2 Safety of Persons and Property.

10.2.1 The Contractor shall take reasonable precautions for safety of, and shall provide reasonable protection to prevent damage, injury or loss to:

- a. employees on the Work and other persons who may be affected thereby;
- b. the Work and materials and equipment to be incorporated therein, whether in storage on or off the site, under care, custody or control of the Contractor or the Contractor's Subcontractors or Sub-subcontractors; and
- c. other property at the site or adjacent thereto, such as trees, shrubs, lawns, walks, pavements, roadways, structures and utilities not designated for removal, relocation or replacement in the course of construction.

10.2.2 The Contractor shall give notices and comply with applicable laws, ordinances, rules, regulations and lawful orders of public authorities bearing on safety of persons or property or their protection from damage, injury or loss.

10.2.3 The Contractor shall erect and maintain, as required by existing conditions and performance of the Contract, reasonable safeguards for safety and protection, including posting danger signs and other warnings against hazards, promulgating safety regulations and notifying owners and users of adjacent sites and utilities.

10.2.4 When use or storage of explosives or other hazardous materials or equipment or unusual methods are necessary for execution of the Work, the Contractor shall exercise utmost care and carry on such activities under supervision of properly qualified personnel.

10.2.5 The Contractor shall promptly remedy damage and loss (other than damage or loss insured under property insurance required by the Contract Documents) to property referred to in Clauses 10.2.1.2 and 10.2.1.3 caused in whole or in part by the Contractor, a Subcontractor, a Sub-subcontractor, or anyone directly or indirectly employed by any of them, or by anyone for whose acts they may be liable and for which the Contractor is responsible under Clauses 10.2.1.2 and 10.2.1.3, except damage or loss attributable to acts or omissions of the Owner or Consultant or anyone directly or indirectly employed by either of them, or by anyone for whose acts either of them may be liable, and not attributable to the fault or negligence of the Contractor. The foregoing obligations of the Contractor are in addition to the Contractor's obligations under Paragraph 3.18.

10.2.6 The Contractor shall designate a responsible member of the Contractor's organization at the site whose duty shall be the prevention of accidents. This person shall be the Contractor's superintendent unless otherwise designated by the Contractor in writing to the Owner and Consultant.

10.2.7 The Contractor shall not load or permit any part of the construction or site to be loaded so as to endanger its safety.

10.3 Emergencies.

10.3.1 In an emergency affecting safety of persons or property, the Contractor shall act, at the Contractor's discretion, to prevent threatened damage, injury or loss. Additional compensation or extension of time claimed by the Contractor on account of an emergency shall be determined as provided in Paragraph 4.3 and Section 7.

ARTICLE 11: Insurance and Bonds.

11.1 Contractor's Liability Insurance.

11.1.1 The Contractor shall purchase from and maintain in a company or companies lawfully authorized to do business in the State of Oklahoma such insurance as will protect the Contractor from claims set forth below which may arise out of or result from the Contractor's operations under the Contract and for which the Contractor may be legally liable, whether such operations be by the Contractor or by a Subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:

- a. claims under workmen's compensation;
- b. claims involving contractual liability
- c. liability insurance
- d. builder's risk insurance

11.1.2 The insurance required by Subparagraph 11.1.1 shall be written for not less than limits of liability specified in the Contract Documents or required by law, whichever coverage is greater. Coverage, whether written on an occurrence or claims-made basis, shall be maintained without interruption from date of commencement of the Work until date of final payment and termination of any coverage required to be maintained after final payment.

11.1.3 Certificates of Insurance acceptable to the Owner shall be filed with the Owner with the executed Contract. These Certificates and the insurance policies required by this Paragraph 11.1 shall contain a provision that coverage afforded under the policies will not be canceled or allowed to expire until at least 30 days' prior written notice has been given to the Owner.

11.2 Performance Bond, Payment Bond and Defect Bond.

11.2.1 The Contractor is required to have three bonds for Contracts exceeding One Hundred Thousand Dollars (\$100,000.00):

- a. Performance Bond for 100% of the value of the Contract to insure completion of the Work.
- b. Defect Bond for 100% of the value of the Contract to provide correction of defects in the construction and equipment for one year after acceptance of the Work; and
- c. Payment Bond for 100% of the Contract to assure that the Owner is protected from the action of Subcontractors, suppliers and employees for unpaid debts of the Contractor.

11.2.2 All bonds shall be on the forms prescribed and issued by the Owner. All bond submittals shall contain all terms and conditions of the bonds or applicable to the bonds.

11.2.3 Irrevocable Letters of Credit may be used as a substitute for the bonds required above. The Letters must be on the forms prescribed and provided by the Owner and issued by a financial institution insured by Federal Deposit Insurance Corporation or the Federal Savings and Loan Insurance Corporation.

11.2.4 Upon the request of any person or entity appearing to be a potential beneficiary of bonds covering payment of obligations arising under the Contract, the Contractor or the Owner shall promptly furnish a copy of the bonds or of letters of credit or shall permit a copy to be made.

ARTICLE 12: Uncovering and Correction of Work.

12.1 Uncovering of Work.

12.1.1 If a portion of the Work is covered contrary to the Consultant's request or to requirements specifically expressed in the Contract Documents, it must, if required in writing by the Consultant, be uncovered for the Consultant's observation and be replaced at the Contractor's expense without change in the Contract Time.

12.1.2 If a portion of the Work has been covered which the Consultant has not specifically requested to observe prior to its being covered, the Consultant may request to see such Work and it shall be uncovered by the Contractor. If such Work is in accordance with the Contract Documents, costs of uncovering and replacement shall, by appropriate Change Order, be charged to the Owner. If such Work is not in accordance with the Contract Documents, the Contractor shall pay such costs unless the condition was caused by the Owner or a separate contractor in which event the Owner shall be responsible for payment of such costs.

12.2 Correction of Work.

12.2.1 The Contractor shall promptly correct Work rejected by the Consultant or failing to conform to the requirements of the Contract Documents, whether observed before or after Substantial Completion and whether or not fabricated, installed or completed. The Contractor shall bear costs of correcting such rejected Work, including additional testing and inspections and compensation for the Consultant's services and expenses made necessary thereby.

12.2.2 If, within one year after the date of Substantial Completion of the Work or designated portion thereof, or after the date for commencement of warranties established herein, or by terms of an applicable special warranty required by the Contract Documents, any of the Work is found to be not in accordance with the requirements of the Contract Documents, the Contractor shall correct it promptly after receipt of written notice from the Owner to do so unless the Owner has previously given the Contractor a written acceptance of such condition. This period of one year shall be extended with respect to portions of Work first performed after Substantial Completion by the period of time between Substantial Completion and the actual performance of the Work. This obligation under this Subparagraph 12.2.2 shall survive acceptance of the Work under the Contract and termination of the Contract. The Owner shall give such notice promptly after discovery of the condition.

12.2.3 The Contractor shall remove from the site portions of the Work which are not in accordance with the requirements of the Contract Documents and are neither corrected by the Contractor nor accepted by the Owner.

12.2.4 If the Contractor fails to correct nonconforming Work within a reasonable time, the Owner may correct it in accordance with Paragraph 2.3. If the Contractor does not proceed with correction of such nonconforming Work within a reasonable time fixed by written notice from the Consultant, the Owner may remove it and store the salvable materials or equipment at the Contractor's expense. If the Contractor does not pay costs of such removal and storage within ten days after written notice, the Owner may upon ten additional days written notice sell such materials and equipment at auction or at private sale and shall account for the proceeds thereof, after deducting costs and damages that should have been borne by the Contractor, including compensation for the Consultant's services and expenses made necessary thereby. If such proceeds of sale do not cover costs which the Contractor should have borne, the Contract Sum shall be reduced by the deficiency. If payments then or thereafter due the Contractor are not sufficient to cover such amount, the Contractor shall pay the difference to the Owner.

12.2.5 The Contractor shall bear the cost of correcting destroyed or damaged construction, whether completed or partially completed, of the Owner or separate Contractors caused by the Contractor's correction or removal of Work that is not in accordance with the requirements of the Contract Documents.

12.2.6 Nothing contained in this Paragraph 12.2 shall be construed to establish a period of limitation with respect to other obligations that the Contractor might have under the Contract Documents. Establishment of the time period of one year as described in Subparagraph 12.2.2 relates only to the specific obligation of the Contractor to correct the Work, and has no relationship to the time within which the obligation to comply with the Contract Documents may be sought to be enforced, nor to the time within which proceedings may be commenced to establish the Contractor's liability with respect to the Contractor's obligations other than specifically to correct the Work.

12.3 Acceptance of Non-conforming Work.

12.3.1 If the Owner prefers to accept Work which is not in accordance with the requirements of the Contract Documents, the Owner may do so instead of requiring its removal and correction, in which case the Contract Sum will be reduced as appropriate and equitable. Such adjustment shall be affected whether or not final payment has been made.

ARTICLE 13: Miscellaneous Provisions.

13.1 Governing Law.

13.1.1 The Contract shall be governed by the laws of the State of Oklahoma without reference to its conflict of law provisions and the obligations, rights and remedies of the parties hereunder shall be determined in accordance with such laws.

13.1.2 The parties submit to the exclusive jurisdiction of the District Courts of Oklahoma for Oklahoma County in any action or proceeding arising out of or relating to this Contract, with venue solely in Oklahoma City, Oklahoma.

13.2 Successors and Assigns.

13.2.1 The Contractor respectively binds itself, its partners, successors, assigns and legal representatives to the other party hereto and to partners, successors, assigns and legal representatives of such other party in respect to covenants, agreements and obligations contained in the Contract Documents. The Contractor shall not assign the Contract as a whole without written consent of the Owner. If the Contractor attempts to make such an assignment without such consent, the Contractor shall nevertheless remain legally responsible for all obligations under the Contract.

13.3 Written Notice.

13.3.1 Written notice shall be deemed to have been duly served if delivered in person to the individual or a member of the firm or entity or to an officer of the corporation for which it was intended, or if delivered at or sent by certified mail, return receipt requested, to the last business address known to the party giving notice.

13.4 Rights and Remedies.

13.4.1 Duties and obligations imposed by the Contract Documents and rights and remedies available thereunder shall be in addition to and not a limitation of duties, obligations, rights and remedies otherwise imposed or available by law.

13.4.2 No action or failure to act by the Owner, Consultant or Contractor shall constitute a waiver of a right or duty afforded them under the Contract, nor shall such action or failure to act constitute approval of or acquiescence in a breach thereunder, except as may be specifically agreed in writing.

13.5 Tests and Inspections.

13.5.1 Tests, inspections and approvals of portions of the Work required by the Contract Documents shall be made at appropriate times as specified. Unless otherwise provided, the Contractor shall make arrangements for such tests, inspections and approvals with the independent testing laboratory under separate contract with the Owner. The Contractor shall give the Consultant timely notice of when and where tests and inspections are to be made so the Consultant may observe such procedures. The Owner shall bear costs of tests, inspections or approvals.

13.5.2 If the Consultant or Owner determine that portions of the Work require additional testing, inspection or approval not included under Subparagraph 13.5.1, the Consultant will, upon written authorization from the Owner, instruct the Contractor to make arrangements for such additional testing, inspection or approval by an entity acceptable to the Owner, and the Contractor shall give timely notice to the Consultant of when and where tests and inspections are to be made so the Consultant may observe such procedures. The Owner shall bear such costs except as provided in Subparagraph 13.5.3.

13.5.3 If such procedures for testing, inspection or approval under Subparagraphs 13.5.1 and 13.5.2 reveal failure of the portions of the Work to comply with requirements established by the Contract Documents, the Contractor shall bear all costs made necessary by such failure including those of repeated procedures and compensation for the Consultant's services and expenses.

13.5.4 Required certificates of testing, inspection or approval shall, unless otherwise required by the Contract Documents, be secured by the Contractor and promptly delivered to the Consultant.

13.5.5 If the Consultant is to observe tests, inspections or approvals required by the Contract Documents, the Consultant will do so promptly and, where practicable, at the normal place of testing.

13.5.6 Tests or inspections conducted pursuant to the Contract Documents shall be made promptly to avoid unreasonable delay in the Work.

13.6 Interest.

13.6.1 Payments due and unpaid under the Contract Documents shall bear interest from the date payment is due at such rate as specified in current law.

ARTICLE 14: Termination or Suspension of the Contract.

14.1 Termination by the Contractor.

14.1.1 The Contractor may terminate the Contract if the Work is stopped for a period of 30 days through no act or fault of the Contractor or a Subcontractor, Sub-subcontractor or their agents or employees or any other persons performing portions of the Work under contract with the Contractor, for any of the following reasons:

- a. issuance of an order of a court or other public authority having jurisdiction;
- b. an act of government, such as a declaration of national emergency, making material unavailable; or
- c. If repeated suspensions, delays or interruptions by the Owner as described in Paragraph 14.3 constitute, in the aggregate, more than 100 percent of the total number of days scheduled for completion, or 120 days in any 365-day period, whichever is less.

14.1.2 If one of the above reasons exists, the Contractor may, upon seven additional day's written notice to the Owner and Consultant, terminate the Contract and recover from the Owner payment for Work executed and for proven loss with respect to materials, equipment, tools, and construction equipment and machinery, including reasonable overhead, profit and damages.

14.1.3 If the Work is stopped for a period of 60 days through no act or fault of the Contractor or a Subcontractor or their agents or employees or any other persons performing portions of the Work under contract with the Contractor because the Owner has persistently failed to fulfill the Owner's obligations under the Contract Documents with respect to matters important to the progress of the Work, the Contractor may, upon seven additional days written notice to the Owner and the Consultant, terminate the Contract and recover from the Owner as provided in Subparagraph 14.1.2.

14.2 Termination by the Owner for Cause.

14.2.1 The Owner may terminate the Contract if the Contractor:

- a. persistently or repeatedly refuses or fails to supply enough properly skilled workers or proper materials;
- b. fails to make payment to Subcontractors for materials or labor in accordance with the respective agreements between the Contractor and the Subcontractors;
- c. persistently disregards laws, ordinances, or rules, regulations or orders of a public authority having jurisdiction;
- d. repeatedly fails to comply with the terms and conditions of the Contract and Contract Documents; or
- e. otherwise is in substantial breach of a provision of the Contract Documents.

14.2.2 When any of the above reasons exist, the Owner may without prejudice to any other rights or remedies of the Owner and after giving the Contractor and the Contractor's surety, if any, seven days written notice, terminate employment of the Contractor and may, subject to any prior rights of the surety:

- a. take possession of the site and of all materials, equipment, tools, and construction equipment and machinery thereon owned by the Contractor;
- b. accept assignment of subcontracts pursuant to Paragraph 5.4; and
- c. finish the Work by whatever reasonable method the Owner may deem expedient.

14.2.3 When the Owner terminates the Contract for one of the reasons stated in Subparagraph 14.2.1, the Contractor shall not be entitled to receive further payment until the Work is finished.

14.2.4 If the unpaid balance of the Contract Sum exceeds costs of finishing the Work, including compensation for the Consultant's services and expenses made necessary thereby, such excess shall be paid to the Contractor. If such costs exceed the unpaid balance, the Contractor shall pay the difference to the Owner. The amount to be paid to the Contractor or Owner, as the case may be, shall be certified by the Consultant, upon application, and this obligation for payment shall survive termination of the Contract.

14.3 Suspension by the Owner for Convenience.

14.3.1 The Owner may, without cause, order the Contractor in writing to suspend, delay or interrupt the Work in whole or in part for such period of time as the Owner may determine.

14.3.2 An adjustment shall be made for increases in the cost of performance of the Contract, including profit on the increased cost of performance, caused by suspension, delay or interruption. No adjustment shall be made to the extent:

- a. that performance is, was or would have been so suspended, delayed or interrupted by another cause which the Contractor is responsible; or
- b. that an equitable adjustment is made or denied under another provision of this Contract.

14.3.3 Adjustments made in the cost of performance may have a mutually agreed fixed or percentage fee.

14.4 Termination by the Owner for Convenience.

14.4.1 The Owner may, at any time, terminate the Contract for the Owner's convenience and without cause.

14.4.2 Upon receipt of written notice from the Owner of such termination for the Owner's convenience, the Contractor shall:

- a. cease operations as directed by the Owner in the notice;
- b. take actions necessary, or that the Owner may direct, for the protection and preservation of the Work; and
- c. except for Work directed to be performed prior to the effective date of termination stated in the notice, terminate all existing subcontracts and purchase orders and enter into no further subcontracts and purchase orders.

14.4.3 In case of such termination for the Owner's convenience, the Contractor shall be entitled to receive payment for Work executed, costs incurred by reason of such termination, reasonable overhead expenses related to contract termination and reasonable profit on the Work not executed.

ARTICLE 15: Americans with Disabilities Act of 1990 (ADA) (42 U.S.C. 12101). As a public entity, OCCC may only contract with other entities that comply with the ADA. Contractors, by signing the bid documents and entering into a contract with OCCC, signify that they are aware of and comply with the requirements of the ADA. Failure to comply with the ADA may require cancellation of a contract.

END OF GENERAL CONDITIONS



OKLAHOMA CITY COMMUNITY COLLEGE

Sample Standard Agreement Form

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion.

AGREEMENT made as of the _____ day of _____, 20____.

BETWEEN THE OWNER:

Oklahoma City Community College
7777 S. May Ave.
Oklahoma City, OK 73159

PROJECT: Library Boiler Replacement Project

Bid #2-SFB-25-011

AND THE CONTRACTOR:

(Company Name)

(City, State ZIP)

(Address)

(Email)

(Telephone Number)

In consideration of the mutual covenants and obligations contained herein, Owner and Contractor agree as set forth herein.

ARTICLE 1: The Contract Documents.

1.1 The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications and Addenda issued prior to execution of this Agreement, other documents listed in this Agreement and Modifications issued after execution of this Agreement; these form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. An enumeration of the Contract Documents, other than Modifications, appears in Article 8.

ARTICLE 2: The Work of this Contract.

2.1 The Contractor shall fully execute the Work described in the Contract Documents, except to the extent specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3: Date of Commencement and Substantial Completion.

3.1 The date of commencement of the Work shall be the date of this Agreement unless a different date is stated below or provision is made for the date to be fixed in a notice to proceed issued by the Owner.

3.2 The Contract Time shall be measured from the date of Notice to Proceed/Work Order.

3.3 The Contractor shall achieve Substantial Completion of the entire Work not later than [Days in Words] () calendar days from the date of commencement, or as follows: None, subject to adjustments of this Contract Time as provided in the Contract Documents.

ARTICLE 4: Contract Sum.

4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be [Insert Amount in Words] Dollars (), subject to additions and deductions as provided in the Contract Documents.

4.2 The Contract Sum is based upon the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner.

None

4.3 Options. The following options shall remain available for 30 days after the contract date. After the expiration date, the cost of the option may be negotiated by the Owner and Contractor.

None

4.4 Unit prices, if any, are as follows:

None

ARTICLE 5: Payments.

5.1 Progress Payments.

5.1.1 Based upon Applications for Payment submitted to the Consultant by the Contractor and Certificates for Payment issued by the Consultant, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

5.1.3 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month or as follows:

—

5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form and supported by such data to substantiate its accuracy as the Consultant may require. This schedule, unless objected to by the Consultant, shall be used as a basis for reviewing the Contractor's Application for Payment.

5.1.5 Applications for Payment shall indicate the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

5.1.6 Subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

a. Take that portion of the Contract Sum properly allocable to completed Work as determined by multiplying the percentage completion of each portion of the Work by the share of the Contract Sum allocated to that portion of the Work in the schedules of values, less retainage of five percent (5%). Pending final determination of cost to the Owner of changes in the Work, amounts not in dispute shall be included as provided in Subparagraph 7.3.8 of General Conditions of the Contract for Construction ("General Conditions");

b. Add that portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction (or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing), less retainage of five percent (5%).

c. Subtract the aggregate of previous payments made by the Owner; and

d. Subtract amounts, if any, for which the Consultant has withheld or nullified a Certificate for Payment as provided in Subparagraph 9.5 of the General Conditions.

5.1.7 The progress payment amount determined in accordance with Subparagraph 5.1.6 shall be further modified under the following circumstances:

a. Add, upon Substantial Completion of the Work, a sum sufficient to increase the total payments to the full amount of the Contract Sum, less such amounts as the Consultant and Owner shall determine for incomplete Work, retainage applicable to such work and unsettled claims; and (state other requirements if any).

b. Add, if final completion of the Work is thereafter materially delayed through no fault of the Contractor, any additional amounts payable in accordance with Subparagraph 9.10.3 of the General Conditions.

5.1.8 Reduction or limitation of retainage, if any, shall be as follows: Refer to General Conditions, Subparagraph 9.3.1.a.

5.2 Final Payment.

5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when:

a. the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Subparagraph 12.2.2 of the General Conditions, and to satisfy other requirements, if any, which extend beyond final payment; and

b. a final Certificate for Payment has been issued by the Consultant and accepted by the Owner.

5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Consultant's final Certificate for Payment.

ARTICLE 6: Termination or Suspension.

6.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of the General Conditions.

6.2 The Work may be suspended by the Owner as provided in Article 14 of the General Conditions.

ARTICLE 7: Miscellaneous Provisions.

7.1 Where reference is made in this Agreement to a provision of the General Conditions or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Document.

7.2 Payments due and unpaid under the Contract shall bear interest from the date payment is due at the legal state rate.

7.3 The Owner is Oklahoma City Community College; contact Chris Snow, Executive Director of Facilities Management.

7.4 The Owner's Representative (Consultant): [Insert Company Name and POC Name]

7.5 The Contractor's Representative is: [Insert Name].

7.6 Neither the Owner's nor the Contractor's representative shall be changed without ten days written notice to the other party.

7.7 Audits and Records Clause: As used in this clause, "records" includes books, documents, accounting procedures and practices, and other data, regardless of type and regardless of whether such items are in written form, in the form of computer data, or in any other form. In accepting any contract with Oklahoma City Community College, the Contractor agrees any pertinent State or Federal agency will have the right to examine and audit all records relevant to execution of the resultant contract. The contractor is required to retain all records relative to this contract for the duration of the contract term and for a

period of three years following completion and/or termination of the contract. If an audit, litigation, or other actions involving such records are started before the end of the three-year period, the records are required to be maintained for three years from the date that all issues arising out of the action are resolved or until the end of the three year retention period, whichever is later.

7.8 Oklahoma Taxpayer and Citizen Protection Act of 2007. The Contractor certifies that it and all proposed subcontractors and suppliers, whether known or unknown at the time this contract is executed or awarded, will comply with the provisions of the Oklahoma Taxpayer and Citizen Protection Act of 2007 and participate in the Status Verification System. The Status Verification System is defined in the Oklahoma Statutes, Title 25, section 1312.

7.9 State of Oklahoma Governor's Executive Order 2012-01. Per the State of Oklahoma Governor's Executive Order 201201, filed February 6, 2012 and effective July 1, 2012, the use of any tobacco product shall be prohibited on any and all properties owned, leased or contracted for use by the State of Oklahoma, including but not limited to all buildings, land and vehicles owned, leased or contracted for use by agencies or instrumentalities of the State of Oklahoma.

ARTICLE 8: Enumeration of Contract Documents.

8.1 The Contract Documents, except for Modifications issued after execution of this Agreement, are enumerated as follows:

8.1.1 The Agreement is this executed edition of the Standard Agreement Form between Owner and Contractor.

8.1.2 The General Conditions are the current edition of the General Conditions of the Contract for Construction, as incorporated in the Project Manual.

8.1.3 The Supplementary and other Conditions of the Contract are those contained in the Project Manual dated [Insert Project Manual Date] and are as follows:

<u>Document</u>	<u>Date</u>
-----------------	-------------

8.1.4 The Specifications are those contained in the Project Manual dated [Insert Specifications Date] as in Subparagraph 8.1.3, and are as follows:

<u>Number</u>	<u>Title</u>	<u>Date</u>
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8.1.5 The Drawings are as follows, and are dated [Insert Drawings Date] unless a different date is shown below:

<u>Number</u>	<u>Title</u>	<u>Date</u>
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8.1.6 The Addenda, if any, are as follows:

<u>Number</u>	<u>Date</u>	<u>Pages</u>
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8.1.7 Portions of Addenda relating to bidding requirements are not part of the Contract Documents unless the bidding requirements are also enumerated in this Article 8.

8.1.8 Other documents, if any, forming part of the Contract Documents are as follows:

Purchase Order

Notice to Proceed/Work Order [Enter Additional or DELETE]

This agreement is entered into as of the day and year first written above and is executed in at least four original copies, of which one is to be delivered to the Contractor, one to the Owner's Representative for use in the administration of the Contract, and the remainder to the Owner.

OWNER:

(Owner Signature)

(Date Signed)

(Title)

CONTRACTOR:

Non-Collusion Statement

The Authorized Representative for the Contractor, of lawful age, solemnly swears or affirms, under penalty of perjury, that (s)he is the duly authorized agent of the Company indicated herein under the contract which is attached to this statement, for the purpose of certifying the facts pertaining to the giving of things of value to government personnel in order to procure said Contract.

(S)He is fully aware of the facts and circumstances surrounding the making of the Contract to which this statement is attached and has been personally and directly involved in the proceedings leading to the procurement of said Contract: and

Neither the Company nor anyone subject to the Company's direction or control has paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma any money or other thing of value, either directly or indirectly, in procuring the Contract to which this statement is attached.

(Authorized Representative Signature)

(Date Signed)

(Authorized Representative Printed Name)

(Authorized Representative Printed Title)

(EIN/TIN number)

Exhibits/Attachments list:



OKLAHOMA CITY
COMMUNITY COLLEGE

Oklahoma City Community College ■ Purchasing Department ■ John Massey Center ■ 7777 South May Avenue ■ Oklahoma City, OK 73159

PAYMENT BOND

LIBRARY BOILER REPLACEMENT PROJECT - Project #2-SFB-25-011

Project Name and Number

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable. This document may not be altered or modified.

OWNER (Obligee):

OKLAHOMA CITY COMMUNITY COLLEGE
PURCHASING DEPARTMENT 405-682-7556
7777 South May Avenue
OKLAHOMA CITY, OK 73159
michael.c.sisco@occc.edu

73159

PROJECT:

#2-SFB-25-011

(Project Number)

LIBRARY BOILER REPLACEMENT PROJECT

(Project Name)

7777 South May Avenue, Oklahoma City, OK

(Address/Location)

PRINCIPAL (Contractor):

(Company Name)

(Address)

(City, State, Zip)

(Email address)

SURETY:

(Company Name)

(Address)

(City, State, Zip)

(Email address)

STANDARD AGREEMENT:

(Dated)

(Amount)

BOND DATE:

(Not earlier than date of Standard Agreement)

BOND AMOUNT (whole numbers only):

\$ _____
(Million) (Thousand) (Hundred) (cent)

(Bond Number)

DATED this ____ day of ___, 20 ____

PRINCIPAL:

1. _____
(Authorized Representative Signature)

2. _____
(Authorized Representative Signature)

3. _____
(Authorized Representative Signature)

(Authorized Representative Printed Name)

(Authorized Representative Printed Name)

(Authorized Representative Printed Name)

(Authorized Representative Printed Title)

(Authorized Representative Printed Title)

(Authorized Representative Printed Title)

SURETY:

ATTEST:

(Surety Company Name)

(Notary Printed Name)

(Attorney-in-Fact Signature)

(Surety Seal)

(Notary Signature)

(Attorney-in-Fact Printed Name)

(Surety Telephone No.)
Seal)

(Notary

(Attach Power of Attorney)

FOR INFORMATIONAL PURPOSES ONLY

AGENT/BROKER:

OWNER REPRESENTATIVE (Consultant or Other Party):

(Company Name)

(Company Name)

(Address)

(Address)

(City, State, Zip)

(City, State, Zip)

(Email Address)

(Email Address)

1 The Contractor and the Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors and assigns to the Owner to pay for labor, materials and equipment furnished for use in the performance of the Construction Contract, which is incorporated herein by reference.

2 With respect to the Owner, this obligation shall be null and void if the Contractor:

2.1 Promptly makes payment, directly or indirectly, for all sums due Claimants, and

2.2 Defends, indemnifies and holds harmless the Owner from claims, demands, liens or suits by any person or entity whose claim, demand, lien or suit is for the payment for labor, materials or equipment furnished for use in the performance of the Construction Contract, provided the Owner has promptly notified the Contractor and the Surety (at the address described in Paragraph 12) of any claims, demands, liens or suits to the Contractor and the Surety, and provided there is no Owner Default.

3 With respect to Claimants, this obligation shall be null and void if the Contractor promptly makes payment, directly or indirectly, for all sums due.

4 The Surety shall have no obligation to Claimants under this Bond until:

4.1. Claimants who are employed by or have a direct contract with the Contractor have given notice to the Surety (at the address described in Paragraph 12) and sent a copy, or notice thereof, to the Owner, stating that a claim is being made under this Bond and, with substantial accuracy, the amount of the claim.

4.2. Claimants who do not have a direct contract with the Contractor:

4.2.1. Have furnished written notice to the Contractor and sent a copy, or notice thereof, to the Owner, within 90 days after having last performed labor or last furnished materials or equipment included in the claim stating, with substantial accuracy, the amount of the claim and the name of the party to whom the materials were furnished or supplied or for whom the labor was done or performed; and

4.2.2. Have either received a rejection in whole or in part from the Contractor, or not received within 30 days of furnishing the above notice any communication from the Contractor by which the Contractor has indicated the claim will be paid directly or indirectly; and

4.2.3. Not having been paid within the above 30 days, have sent a written notice to the Surety (at the address described in Paragraph 12) and sent a copy, or notice thereof, to the Owner, stating that a claim is being made under this Bond and enclosing a copy of the previous written notice furnished to the Contractor.

5 If a notice required by Paragraph 4 is given by the Owner to the Contractor or to the Surety, that is sufficient compliance.

6 When the Claimant has satisfied the conditions of Paragraph 4, the Surety shall promptly and at the Surety's expense take the following actions:

6.1 Send an answer to the Claimant, with a copy to the Owner, within 45 days after receipt of the claim, stating the amounts that are undisputed and the basis for challenging any amounts that are disputed.

6.2 Pay or arrange for payment of any undisputed amounts.

7 The Surety's total obligation shall not exceed the amount of this Bond, and the amount of this Bond shall be credited for any payments made in good faith by the Surety. Amounts owed by the Owner to the Contractor under the Construction Contract shall be used for the performance of the Construction Contract and to satisfy claims, if any, under any Construction Performance Bond. By the Contractor furnishing and the Owner accepting this Bond, they agree that all funds earned by the Contractor in the performance of the Construction Contract are dedicated to satisfy obligations of the Contractor and the Surety under this Bond, subject to the Owner's priority to use the funds for the completion of the work.

8 The Surety hereby waives notice of any change, including changes of time, to the Construction Contract or to related subcontracts, purchase orders and other obligations.

9 No suit or action shall be commenced by a Claimant under this Bond other than in a court of competent jurisdiction or after the expiration of one year from the date (1) on which the Claimant gave the notice required by Subparagraph 4.1 or Clause 4.2.3, or (2) on which the last labor or service was performed by anyone or the last materials or equipment were furnished by anyone under the Construction Contract, whichever of (1) or (2) first occurs. If the provisions of this Paragraph are void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit shall be applicable.

10 Notice to the Surety, the Owner or the Contractor shall be mailed or delivered to the address shown on the signature page. Actual receipt of notice by Surety, the Owner or the Contractor, however accomplished, shall be sufficient compliance as of the date received at the address shown on the signature page.

11 When this Bond has been furnished to comply with a statutory or other legal requirement in the location where the construction was to be performed, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. The intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

12 Upon request by any person or entity appearing to be a potential beneficiary of this Bond, the Contractor shall promptly furnish a copy of this Bond or shall permit a copy to be made.

13 DEFINITIONS

14.1. Claimant: An individual or entity having a direct contract with the Contractor or with a subcontractor of the Contractor to furnish labor, materials or equipment for use in the performance of the Contract. The intent of this Bond shall be to include without limitation in the terms "labor, materials or equipment" that part of water, gas, power, light, heat, oil, gasoline, telephone service or rental equipment used in the Construction Contract, architectural and engineering services required for performance of the work of the Contractor and the Contractor's subcontractors, and all other items for which a mechanic's lien may be asserted in the jurisdiction where the labor, materials or equipment were furnished.

14.2. Construction Contract: The agreement between the Owner and the Contractor identified on the signature page, including all Contract Documents and changes thereto.

14.3. Owner Default: Failure of the Owner, which has neither been remedied nor waived, to pay the Contractor as

required by the Construction Contract.



OKLAHOMA CITY
COMMUNITY COLLEGE

Oklahoma City Community College ■ Purchasing Department ■ John Massey Center ■ 7777 South May Avenue ■ Oklahoma City, OK 73159

PERFORMANCE BOND

LIBRARY BOILER REPLACEMENT PROJECT - Project #2-SFB-25-011

Project Name and Number

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable. This document may not be altered or modified.

OWNER (Obligee):

OKLAHOMA CITY COMMUNITY COLLEGE
PURCHASING DEPARTMENT 405-682-7556
7777 South May Avenue
OKLAHOMA CITY, OK 73159
michael.c.sisco@occc.edu

73159

PROJECT:

#2-SFB-25-011
(Project Number)

LIBRARY BOILER REPLACEMENT PROJECT
(Project Name)

7777 South May Avenue, Oklahoma City, OK
(Address/Location)

PRINCIPAL (Contractor):

(Company Name)

(Address)

(City, State, Zip)

(Email address)

SURETY:

(Company Name)

(Address)

(City, State, Zip)

(Email address)

STANDARD AGREEMENT:

(Dated)

(Amount)

BOND DATE:

(Not earlier than date of Standard Agreement)

BOND AMOUNT (whole numbers only):

\$ _____, _____, _____, _____
(Million) (Thousand) (Hundred) (cent)

(Bond Number)

DATED this _____ day of _____, 20____

PRINCIPAL:

1. _____ 2. _____ 3. _____

(Authorized Representative Signature)

(Authorized Representative Signature)

(Authorized Representative Signature)

(Authorized Representative Printed Name)

(Authorized Representative Printed Name)

(Authorized Representative Printed Name)

(Authorized Representative Printed Title)

(Authorized Representative Printed Title)

(Authorized Representative Printed Title)

SURETY:

(Surety Company Name)

(Attorney-in-Fact Signature)

(Attorney-in-Fact Printed Name)

(Surety Telephone No.)
Seal)

ATTEST:

(Notary Printed Name)

(Surety Seal)

(Notary Signature)

(Notary

(Attach Power of Attorney)

FOR INFORMATIONAL PURPOSES ONLY

AGENT/BROKER:

Other Party):

(Company Name)

(Address)

(City, State, Zip)

(Email Address)

OWNER REPRESENTATIVE (Consultant or

(Company Name)

(Address)

(City, State, Zip)

(Email Address)

1. The Contractor and the Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors and assigns to the Owner for the performance of the Construction Contract, which is incorporated herein by reference.
2. If the Contractor performs the Construction Contract, the Surety and the Contractor shall have no obligation under this Bond, except to participate in conferences as provided in Subparagraph 3.1.
3. The Surety's obligation under this Bond shall arise after:
 - 3.1 The Owner has notified the Contractor and the Surety at its address described in Paragraph 10 below that the Owner is considering declaring a Contractor Default and has requested and attempted to arrange a conference with the Contractor and the Surety to be held not later than ten (10) days after receipt of such notice to discuss methods of performing the Construction Contract. If the Owner, the Contractor and the Surety agree, the Contractor shall be allowed a reasonable time to perform the Construction Contract, but such an agreement shall not waive the Owner's right, if any, subsequently to declare a Contractor's Default; and
 - 3.2 The Owner has declared a Contractor Default and formally terminated the Contractor's right to complete the contract. Such Contractor Default shall not be declared earlier than seven (7) days after the Contractor and the Surety have received

noticeas provided in Subparagraph 3.1; and

3.3 The Owner has agreed to pay the Balance of the Contract Price to the Surety in accordance with the terms of the Construction Contract or to a contractor selected to perform the Construction Contract in accordance with the terms of the contract with the Owner.

4. When the Owner has satisfied the conditions of Paragraph 3, the Surety shall promptly and at the Surety's expense take one of the following actions.

4.1 Arrange for a Contractor, with consent of the Owner, to perform and complete the Construction Contract; or

4.2 Undertake to perform and complete the Construction Contract itself, through its agents or through independent contractors; or

4.3 Obtain proposals or negotiated proposals from qualified contractors acceptable to the Owner for a contract for performance and completion of the Construction Contract, arrange for a contract to be prepared for execution by the Owner and the contractor selected with the Owner's concurrence, to be secured with performance and payment bonds executed by a qualified surety equivalent to the bonds issued on the Construction Contract, and pay to the Owner the amount of damages as described in Paragraph 6 in excess of the Balance of the Contract Price incurred by the Owner resulting from the Contractor's default; or

4.4 Waive its right to perform and complete, arrange for completion, or obtain a new contractor and with reasonable promptness under the circumstances:

4.4.1 After investigation, determine the amount for which it maybe liable to the Owner, and as soon as practicable after the amount is determined, tender payment therefor to the Owner; or

4.4.2 Deny liability in whole or in part and notify the Owner citing reasons therefor.

5. If the Surety does not proceed as provided in Paragraph 4 with reasonable promptness, the Surety shall be deemed to be in default on this Bond fourteen (14) days after receipt of an additional written notice from the Owner to the Surety demanding that the Surety perform its obligations under this Bond, and the Owner shall be entitled to enforce any remedy available to the Owner. If the Surety proceeds as provided in Subparagraph 4.4, and the Owner refuses the paymenttendered or the Surety has denied liability, in whole or in part, without further notice the Owner shall be entitled to enforce any remedy available to the Owner.

6. After the Owner has terminated the Contractor's right to complete the Construction Contract, and if the Surety elects to act under Subparagraph 4.1, 4.2, or 4.3 above, then the responsibilities of the Surety to the Owner shall not be greater than those of the Contractor under the Construction Contract, and the responsibilities of the Owner to the Surety shall not be greater than those of the Owner under the Construction Contract. To the limit of the amount of this Bond, but subject to commitment by the Owner of the Balance of the Contract Price to mitigation of costs and damages on the Construction Contract, the Surety is obligated without duplication for:

6.1 The responsibilities of the Contractor for correction of defective work and completion of the Construction Contract;

6.2 Additional legal, design professional and delay costs resulting from the Contractor's Default, and resulting from the actions or failure to act of the Surety under Paragraph 4; and

6.3 Liquidated damages, or if no liquidated damages are specified in the Construction Contract, actual damages caused by delayed performance or non-performance of the Contractor.

7. The Surety hereby waives notice of any change, including changes of time, to the Construction Contract or to related subcontracts, purchase orders and other obligations.

8. Notice to the Surety, the Owner or the Contractor shall be mailed or delivered to the address shown on the signature page.

9. When this Bond has been furnished to comply with a statutory or other legal requirement in the location where the construction was to be performed, any provisions in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. The intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

10. DEFINITIONS

10.1 Balance of the Contract Price: The total amount payable by the Owner to the Contractor under the Construction Contract after all proper adjustments have been made, including allowance to the Contractor of any amounts received or to be received by the Owner in Settlement of insurance or other claims for damages to which the Contractor is entitled, reduced by all valid and proper payments made to or on behalf of the Contractor under the Construction Contract.

10.2 Construction Contract: The agreement between the Owner and the Contractor identified on the signature page, including all Contract Documents and changes thereto.

10.3 Contractor Default: Failure of the Contractor, which has neither been remedied nor waived, to perform or otherwise to comply with the terms of the Construction Contract.

10.4 Owner Default: Failure of the Owner, which has neither been remedied nor waived, to pay the Contractor as required by the Construction Contract.



OKLAHOMA CITY
COMMUNITY COLLEGE

Oklahoma City Community College ■ Purchasing Department ■ John Massey Center ■ 7777 South May Avenue ■ Oklahoma City, OK 73159

Statutory Defect Bond

61 O.S. §113 (B)(3)

LIBRARY BOILER REPLACEMENT PROJECT - Project #2-SFB-25-011

Project Name and Number

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable. This document may not be altered or modified.

KNOW ALL MEN BY THESE PRESENTS:

That _____, as Principal and

a corporation organized under the laws of the State of _____ and authorized to transact business in the State of Oklahoma, as Surety, are held and firmly bound unto the State of Oklahoma in the penal sum of

_____ Dollars
(\$_____)

in lawful money of the United States of America, said sum being equal to One Hundred Percent (100%) of the Contract

price, for the payment of which, well and truly to be made, we bind ourselves and each of us, our heirs, executors, administrators, trustees, successors, and assigns, jointly and severally, firmly by these presents:

The condition of this obligation is such that

WHEREAS, said Principal entered into a written contract with OCCC, dated_____, for

Project # _____
Number _____

all in compliance with the plans and specification, therefore
made a part of said contract

and on file in the Purchasing Department at Oklahoma City Community College, 7777 South May Avenue, Oklahoma City, OK 73159

NOW, THEREFORE, if said Principal shall pay or cause to be paid to Oklahoma City Community College all damage, loss, and expense which may result by reason of defective materials and/or workmanship in connection with said work, occurring within a period of one (1) year from and after the acceptance of said project by Oklahoma City Community College; then this obligation shall be null and void, otherwise to be and remain in full force and effect.

It is expressly agreed and understood by the parties hereto that no changes or alterations in said Contract and no deviation from the plan or mode of procedure herein fixed shall have the effect of releasing the sureties, or any of them, from the obligations of this Bond.

IN WITNESS WHEREOF, the said Principal has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its duly authorized officers, and the said Surety has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its attorney-in-fact, duly authorized so to do, the day and year set forth below.

Dated this _____ day of _____, 20____

PRINCIPAL:

(Authorized Representative Signature)

BY:

(Authorized Representative Printed Name)

ATTEST:

SURETY:

(Notarial Seal & Signature)

(Attorney-in-Fact Signature)

BY: _____

(Authorized Representative Printed Name)



OKLAHOMA CITY
COMMUNITY COLLEGE

Oklahoma City Community College ■ Purchasing Department ■ John Massey Center ■ 7777 South May Avenue ■ Oklahoma City, OK 73159

Irrevocable Standby Letter of Credit

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion.

NUMBER _____, ISSUED in _____, Oklahoma on the _____ day of _____ in the year 20_____.

BENEFICIARY (Owner):

OKLAHOMA CITY COMMUNITY COLLEGE
PURCHASING DEPARTMENT, 405-682-7556
7777 South May Avenue
Oklahoma City, OK 73159
michael.c.sisco@occc.edu

PROJECT:

2-SFB-25-011

(Project Number)

LIBRARY BOILER REPLACEMENT PROJECT

(Project Name)

7777 South May Avenue, Oklahoma City, OK 73159

(Address/Location)

APPLICANT (Bidder, Contractor, Constuction Manager, Design-Builder):

(Company Name)	(City, State, ZIP)	
(Address)	(Email)	(Telephone Number)
ISSUING BANK		

(Company Name)	(City, State, ZIP)	
(Address)		
_____	(Email)	(Telephone Number)

DATE AND PLACE OF EXPIRATION

- ☐ Pursuant to 61 O.S., Section 113, this Letter of Credit (of "X" appears in checkbox) shall remain in effect for a period of one (1) year after acceptance of the project, to protect the Beneficiary against deceptive workmanship and materials.

(Time)	(Date)	(Place)
(Time)	(Date)	(Place)
(Time)	(Date)	(Place)
(Time)	(Date)	(Place)

Issuing bank hereby establishes an irrevocable standby letter of credit at the request of the Applicant in favor of the Owner, and authorizes same to draw on us by sight draft, up to the aggregate amount of _____ US Dollars, (_____).

We further agree that:

1. This Letter of Credit shall be automatically extended without amendment for additional one-year periods from and after the above- referenced date of expiry, unless Issuing Bank has notified the Beneficiary, in writing, not less than 60 days before such date that Issuing Bank elects not to renew this Letter of Credit. The notice of Issuing Bank's election not to renew shall be sent to Beneficiary by registered mail to the above address, ATTN: Vice President for Administrative Services, Oklahoma City Community College

2. Upon receipt of Issuing Bank's notice not to renew, the Beneficiary may elect either to obtain cash collateral by drawing on a sight draft on the Issuing Bank for an amount not to exceed the unused balance of this Letter of Credit, or to let the Letter of Credit expire.

3. *(The clause selected with an "X" shall be the valid 3 clause)*

☐ The purpose of this Letter of Credit is to fill the requirement of 61 O.S. Section 107. Drafts drawn by the Beneficiary under this Letter of Credit shall be accompanied by a written statement purportedly signed by the Vice President for Administrative Services certifying that "The Successful Bidder has failed to execute the contract or failed to provide the required bonds, or irrevocable letters of credit and insurance to the awarding public agency within the period of time, not to exceed sixty (60) days, specified in the bid notice by the awarding public agency." Except that drafts drawn in response to Issuing Bank's notice not to extend this Letter of Credit will not be accompanied by such statement from the Vice President for Administrative Services.

☐ The purpose of this Letter of Credit is to fill the requirement of 61 O.S. Section 1 and 61 O.S. Section 113. Drafts drawn by the Beneficiary under this Letter of Credit shall be accompanied by an original copy of the Letter of Credit and a written statement purportedly signed by the Vice President for Administrative Services certifying to one or more of the following:

- a. "Contractor has failed to perform in accordance with the terms and conditions of Project Number _____ by and between Beneficiary and Contractor"; and/or,
- b. "Contractor has failed to pay all indebtedness incurred for the contractor's subcontractors and all suppliers of labor, material, rental of machinery or equipment, and or repair of and or parts for equipment the contract requires the contractor to furnish in accordance with the terms and conditions of Project Number _____ by and between Beneficiary and Contractor"; and/or
- c. "Contractor has performed defective workmanship and/or supplied defective materials in violation of the terms and conditions of Project Number _____ by and between Beneficiary and Contractor."

Except that drafts drawn in response to Issuing Bank's notice not to extend this Letter of Credit will not be accompanied by such statement from the Vice President for Administrative Services.

4. Issuing Bank hereby represents and affirms that the execution and tendering of this Letter of Credit has been duly authorized and will not constitute a violation of any applicable law, regulation, charter; or corporate restriction of Issuing Bank. Issuing Bank further represents and warrants that it is a financial institution insured by the Federal Deposit Insurance Corporation.

5. Unless automatically extended in accordance with paragraph 1 above, this Letter of Credit expires at 5:00 p.m. on the stated expiration date.

6. Draft(s) drawn and negotiated under this Letter of Credit shall state that it is "DRAWN UNDER ISSUING BANK LETTER OF CREDIT NUMBER _____, DATED _____, 20_____.

7. Except as otherwise expressly stated herein, this Letter of Credit shall be governed by and construed in accordance with the laws of the State of Oklahoma and is subject to the Uniform Customs and Practices for Documentary Credits, International Chamber of Commerce Brochure No. 500 (UCP) in effect on the date of issuance of this Letter of Credit. In the event of any conflict between Oklahoma law and the UCP, Oklahoma law shall prevail. Venue for any action necessary to interpret or enforce this Letter of Credit shall lie in Oklahoma County, Oklahoma.

8. Reference to any contract is for information purposes only and is not part of this Letter of Credit.

We hereby engage with you that any draft drawn upon and in compliance with the terms of this credit will be duly honored on presentation at our office in, on or before 5:00 p.m. on the stated expiration date or any extended date as hereinabove provided.

ISSUING BANK:

<i>(Authorized Representative Signature)</i>	<i>(Date Signed)</i>	<i>(Authorized Representative Signature)</i>	<i>(Date Signed)</i>
<i>(Authorized Representative Printed Name)</i>		<i>(Authorized Representative Printed Name)</i>	
<i>(Authorized Representative Printed Title)</i>		<i>(Authorized Representative Printed Title)</i>	
<i>(Authorized Representative Signature)</i>	<i>(Date Signed)</i>	<i>(Authorized Representative Signature)</i>	<i>(Date Signed)</i>
<i>(Authorized Representative Printed Name)</i>		<i>(Authorized Representative Printed Name)</i>	
<i>(Authorized Representative Printed Title)</i>		<i>(Authorized Representative Printed Title)</i>	



CERTIFICATE OF COMPLIANCE

IMPORTANT: THIS MUST BE READ, SIGNED AND RETURNED WITH BID DOCUMENTS

Certificate of Compliance with Executive Order 11246 as amended for Contract in Excess of \$10,000.

In entering into any resulting contracts over \$10,000, the contractor agrees to comply with the Equal Employment Opportunity requirements stipulated in Executive Order 11246 as amended by Executive Order 11375. These specific requirements state:

I. "Equal Opportunity Clause"

During the performance of this/these contract(s) the contractor agrees as follows:

- A. The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and employees are treated during employment, without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following:

Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.

- B. The contractor will, in all solicitations or advancements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.
- C. The contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.
- D. The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under Section 202 of Executive Order No. 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- E. The contractor will comply will all provisions of Executive Order No. 11246 of September 24, 1965, and of the rules, regulations and relevant orders of the Secretary of Labor.
- F. The contractor will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, and by the rules, regulations, and order of the Secretary of Labor, or pursuant

thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.

- G. In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of such rules, regulations or orders, this contract may be cancelled, terminated or suspended in whole or part and the contractor may be declared ineligible for further government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965 and such other sanctions may be imposed and remedies invoked as provided in Executive Order No. 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
- H. The contractor will include the provisions of paragraphs (A) through (H) in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as may be directed by the Secretary of Labor as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

II. Certification on Non-Segregated Facilities

By the submission of this bid and/or acceptance of purchase orders during the above period, the bidder, offeror, applicant, or subcontractor certifies that he does not maintain or provide for his employees any segregated facilities at any of his establishments, and that he does not permit his employees to perform their services at any locations under his control where segregated facilities are maintained. He further agrees that breach of this certification is a violation of the equal opportunity clause in this contract. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, rest rooms, and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees, that are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, sex, sexual orientation, gender identity, or national origin because of written or oral policies or employee custom. He further agrees that (except where he has obtained identical certifications from proposed contractors for specific time periods) he will obtain identical certification from proposed subcontractors prior to award of subcontracts exceeding \$10,000 which are not tax exempt from the provision of the equal opportunity clause; that he will retain such certifications in his files; and that he will forward the following notice to such proposed subcontractors (except where the proposed subcontractors have submitted identical certifications for specific time periods).

III. Disabled Veteran and Vietnam Era Veteran Affirmative Action Program Requirements

In entering into any contract that exceeds \$10,000, the bidder agrees to comply with the Disabled Veteran and Vietnam Era Veteran Affirmative Action Program Requirements as stipulated in Public Law 93-508 and all amendments thereto. Failure to comply with the requirements of Public Law 93-508, Title 41, CFR60-250 and Title 41, CFR60-741 and all amendments thereto shall be deemed a material breach of this agreement and subject this contract to cancellation and rescission at the option of Oklahoma City Community College.

Certification of Compliance

If awarded this Contract _____ agrees to comply with the provisions of Clauses I, II, and III above.

Signature

Date

Printed Name

Title

STATE OF _____)

COUNTY OF _____)

Subscribed and sworn to before me this _____ day of _____, 20_____, by _____

Notary Public (or Clerk or Judge) Signature _____

My Commission Number _____

My Commission Expires _____

(Seal)



OKLAHOMA CITY
COMMUNITY COLLEGE

Oklahoma City Community College ■ Purchasing Department ■ John Massey Center ■ 7777 South May Avenue ■ Oklahoma City,
OK 73159

NO BID RESPONSE FORM

Project # 2-SFB-25-011

Please be advised that our company does not wish to submit a proposal in response to the attached referenced Request for Proposal for the following reasons:

_____ Too busy at this time

_____ Not engaged in this type of work

_____ Project too large/small

_____ Cannot meet mandatory specifications (Please specify below)

_____ Other (Please specify)

Company Name

Date

Signature

Title

Printed Name

Address

Phone Number

Email

Please return to:

Mr. Craig Sisco, Director of Purchasing
Oklahoma City Community College
Purchasing Office, JMC Room 140
Oklahoma City, Oklahoma 73159
michael.c.sisco@occc.edu

EXHIBITS

- **Exhibit A – Electrical Drawing**
- **Exhibit B – Mechanical Drawing**
- **Exhibit C – Combined Specifications**
- **Exhibit D – Snapshot of Control Points**

[illegible]

FEEDER AND BRANCH CIRCUIT SCHEDULE	
MARK	CONDUCTORS AND CONDUIT
	3 BORE PLUS GROUND
SCOP	3 #12, #10 GAGE, 100' C.
SCOP	3 #10, #10 GAGE, 500' C.
SCOP	3 #8, #10 GAGE, 15' C.

MECHANICAL / ELECTRICAL COORDINATION SCHEDULE																
LEGEND																
<div><div>ENCLOSURE</div><div>ENC1 ENCL000G</div><div>ENC2 CHASSIS MOUNTED</div><div>ENC3 ALUMINUM</div><div>ENC4 METALLIC SHEATH EQUIPMENT</div><div>ENC5 VOLTAGE</div><div>ENC6 WATERS</div></div> <div><div>COMBINATION OF WATER AND SAFETY SWITCH</div><div>C1 CIRCUIT BREAKER</div><div>C2 CONTROL PANEL</div><div>C3 CONTROL WITH EQUIPMENT</div><div>C4 NON PURS</div><div>C5 ELECTRICAL SWITCH</div></div> <div><div>SWITCH</div><div>SW1 SWITCH AND FUSE KIT</div><div>SW2 SWITCH SWITCH</div><div>SW3 LINE VOLTAGE TRANSFORMER</div><div>SW4 VARIABLE FREQUENCY CONTROLLER</div><div>SW5 MECHANICAL CONTRACTOR</div><div>SW6 MECHANICAL CONTRACTOR</div></div> <div><div>WATER</div><div>W1 WATER</div><div>W2 WATER</div><div>W3 WATER</div><div>W4 WATER</div><div>W5 WATER</div></div>																
EQUIPMENT																
DISCONNECT																
LINE VOLTAGE CONTROLLER																
AVAILABLE FAULT CURRENT (AMPS)																
REMARKS																
MARK	DESCRIPTION	LOAD	V	PH	CIRCUIT	PANEL - CIRCUIT	FURNISHED BY	INSTALLED BY	TYPE	RATING (AMPS)	ENC1	FURNISHED BY	INSTALLED BY	TYPE	ENC1	REMARKS
ENC1	ENC1000G	ENC1	230V	3	3P3F	ENC1 - CIRCUIT	ENC1	ENC1	ENC1	ENC1	ENC1	ENC1	ENC1	ENC1	ENC1	ENC1
ENC2	ENC2000G	ENC2	230V	3	3P3F	ENC2 - CIRCUIT	ENC2	ENC2	ENC2	ENC2	ENC2	ENC2	ENC2	ENC2	ENC2	ENC2
ENC3	ENC3000G	ENC3	230V	3	3P3F	ENC3 - CIRCUIT	ENC3	ENC3	ENC3	ENC3	ENC3	ENC3	ENC3	ENC3	ENC3	ENC3
ENC4	ENC4000G	ENC4	230V	3	3P3F	ENC4 - CIRCUIT	ENC4	ENC4	ENC4	ENC4	ENC4	ENC4	ENC4	ENC4	ENC4	ENC4
ENC5	ENC5000G	ENC5	230V	3	3P3F	ENC5 - CIRCUIT	ENC5	ENC5	ENC5	ENC5	ENC5	ENC5	ENC5	ENC5	ENC5	ENC5
ENC6	ENC6000G	ENC6	230V	3	3P3F	ENC6 - CIRCUIT	ENC6	ENC6	ENC6	ENC6	ENC6	ENC6	ENC6	ENC6	ENC6	ENC6
ENC7	ENC7000G	ENC7	230V	3	3P3F	ENC7 - CIRCUIT	ENC7	ENC7	ENC7	ENC7	ENC7	ENC7	ENC7	ENC7	ENC7	ENC7
ENC8	ENC8000G	ENC8	230V	3	3P3F	ENC8 - CIRCUIT	ENC8	ENC8	ENC8	ENC8	ENC8	ENC8	ENC8	ENC8	ENC8	ENC8
ENC9	ENC9000G	ENC9	230V	3	3P3F	ENC9 - CIRCUIT	ENC9	ENC9	ENC9	ENC9	ENC9	ENC9	ENC9	ENC9	ENC9	ENC9
ENC10	ENC10000G	ENC10	230V	3	3P3F	ENC10 - CIRCUIT	ENC10	ENC10	ENC10	ENC10	ENC10	ENC10	ENC10	ENC10	ENC10	ENC10
ENC11	ENC11000G	ENC11	230V	3	3P3F	ENC11 - CIRCUIT	ENC11	ENC11	ENC11	ENC11	ENC11	ENC11	ENC11	ENC11	ENC11	ENC11
ENC12	ENC12000G	ENC12	230V	3	3P3F	ENC12 - CIRCUIT	ENC12	ENC12	ENC12	ENC12	ENC12	ENC12	ENC12	ENC12	ENC12	ENC12
ENC13	ENC13000G	ENC13	230V	3	3P3F	ENC13 - CIRCUIT	ENC13	ENC13	ENC13	ENC13	ENC13	ENC13	ENC13	ENC13	ENC13	ENC13
ENC14	ENC14000G	ENC14	230V	3	3P3F	ENC14 - CIRCUIT	ENC14	ENC14	ENC14	ENC14	ENC14	ENC14	ENC14	ENC14	ENC14	ENC14
ENC15	ENC15000G	ENC15	230V	3	3P3F	ENC15 - CIRCUIT	ENC15	ENC15	ENC15	ENC15	ENC15	ENC15	ENC15	ENC15	ENC15	ENC15
ENC16	ENC16000G	ENC16	230V	3	3P3F	ENC16 - CIRCUIT	ENC16	ENC16	ENC16	ENC16	ENC16	ENC16	ENC16	ENC16	ENC16	ENC16
ENC17	ENC17000G	ENC17	230V	3	3P3F	ENC17 - CIRCUIT	ENC17	ENC17	ENC17	ENC17	ENC17	ENC17	ENC17	ENC17	ENC17	ENC17
ENC18	ENC18000G	ENC18	230V	3	3P3F	ENC18 - CIRCUIT	ENC18	ENC18	ENC18	ENC18	ENC18	ENC18	ENC18	ENC18	ENC18	ENC18
ENC19	ENC19000G	ENC19	230V	3	3P3F	ENC19 - CIRCUIT	ENC19	ENC19	ENC19	ENC19	ENC19	ENC19	ENC19	ENC19	ENC19	ENC19
ENC20	ENC20000G	ENC20	230V	3	3P3F	ENC20 - CIRCUIT	ENC20	ENC20	ENC20	ENC20	ENC20	ENC20	ENC20	ENC20	ENC20	ENC20
ENC21	ENC21000G	ENC21	230V	3	3P3F	ENC21 - CIRCUIT	ENC21	ENC21	ENC21	ENC21	ENC21	ENC21	ENC21	ENC21	ENC21	ENC21
ENC22	ENC22000G	ENC22	230V	3	3P3F	ENC22 - CIRCUIT	ENC22	ENC22	ENC22	ENC22	ENC22	ENC22	ENC22	ENC22	ENC22	ENC22
ENC23	ENC23000G	ENC23	230V	3	3P3F	ENC23 - CIRCUIT	ENC23	ENC23	ENC23	ENC23	ENC23	ENC23	ENC23	ENC23	ENC23	ENC23
ENC24	ENC24000G	ENC24	230V	3	3P3F	ENC24 - CIRCUIT	ENC24	ENC24	ENC24	ENC24	ENC24	ENC24	ENC24	ENC24	ENC24	ENC24
ENC25	ENC25000G	ENC25	230V	3	3P3F	ENC25 - CIRCUIT	ENC25	ENC25	ENC25	ENC25	ENC25	ENC25	ENC25	ENC25	ENC25	ENC25
ENC26	ENC26000G	ENC26	230V	3	3P3F	ENC26 - CIRCUIT	ENC26	ENC26	ENC26	ENC26	ENC26	ENC26	ENC26	ENC26	ENC26	ENC26
ENC27	ENC27000G	ENC27	230V	3	3P3F	ENC27 - CIRCUIT	ENC27	ENC27	ENC27	ENC27	ENC27	ENC27	ENC27	ENC27	ENC27	ENC27
ENC28	ENC28000G	ENC28	230V	3	3P3F	ENC28 - CIRCUIT	ENC28	ENC28	ENC28	ENC28	ENC28	ENC28	ENC28	ENC28	ENC28	ENC28
ENC29	ENC29000G	ENC29	230V	3	3P3F	ENC29 - CIRCUIT	ENC29	ENC29	ENC29	ENC29	ENC29	ENC29	ENC29	ENC29	ENC29	ENC29
ENC30	ENC30000G	ENC30	230V	3	3P3F	ENC30 - CIRCUIT	ENC30	ENC30	ENC30	ENC30	ENC30	ENC30	ENC30	ENC30	ENC30	ENC30
ENC31	ENC31000G	ENC31	230V	3	3P3F	ENC31 - CIRCUIT	ENC31	ENC31	ENC31	ENC31	ENC31	ENC31	ENC31	ENC31	ENC31	ENC31
ENC32	ENC32000G	ENC32	230V	3	3P3F	ENC32 - CIRCUIT	ENC32	ENC32	ENC32	ENC32	ENC32	ENC32	ENC32	ENC32	ENC32	ENC32
ENC33	ENC33000G	ENC33	230V	3	3P3F	ENC33 - CIRCUIT	ENC33	ENC33	ENC33	ENC33	ENC33	ENC33	ENC33	ENC33	ENC33	ENC33
ENC34	ENC34000G	ENC34	230V	3	3P3F	ENC34 - CIRCUIT	ENC34	ENC34	ENC34	ENC34	ENC34	ENC34	ENC34	ENC34	ENC34	ENC34
ENC35	ENC35000G	ENC35	230V	3	3P3F	ENC35 - CIRCUIT	ENC35	ENC35	ENC35	ENC35	ENC35	ENC35	ENC35	ENC35	ENC35	ENC35
ENC36	ENC36000G	ENC36	230V	3	3P3F	ENC36 - CIRCUIT	ENC36	ENC36	ENC36	ENC36	ENC36	ENC36	ENC36	ENC36	ENC36	ENC36
ENC37	ENC37000G	ENC37	230V	3	3P3F	ENC37 - CIRCUIT	ENC37	ENC37	ENC37	ENC37	ENC37	ENC37	ENC37	ENC37	ENC37	ENC37
ENC38	ENC38000G	ENC38	230V	3	3P3F	ENC38 - CIRCUIT	ENC38	ENC38	ENC38	ENC38	ENC38	ENC38	ENC38	ENC38	ENC38	ENC38
ENC39	ENC39000G	ENC39	230V	3	3P3F	ENC39 - CIRCUIT	ENC39	ENC39	ENC39	ENC39	ENC39	ENC39	ENC39	ENC39	ENC39	ENC39
ENC40	ENC40000G	ENC40	230V	3	3P3F	ENC40 - CIRCUIT	ENC40	ENC40	ENC40	ENC40	ENC40	ENC40	ENC40	ENC40	ENC40	ENC40
ENC41	ENC41000G	ENC41	230V	3	3P3F	ENC41 - CIRCUIT	ENC41	ENC41	ENC41	ENC41	ENC41	ENC41	ENC41	ENC41	ENC41	ENC41
ENC42	ENC42000G	ENC42	230V	3	3P3F	ENC42 - CIRCUIT	ENC42	ENC42	ENC42	ENC42	ENC42	ENC42	ENC42	ENC42	ENC42	ENC42
ENC43	ENC43000G	ENC43	230V	3	3P3F	ENC43 - CIRCUIT	ENC43	ENC43	ENC43	ENC43	ENC43	ENC43	ENC43	ENC43	ENC43	ENC43
ENC44	ENC44000G	ENC44	230V	3	3P3F	ENC44 - CIRCUIT	ENC44	ENC44	ENC44	ENC44	ENC44	ENC44	ENC44	ENC44	ENC44	ENC44
ENC45	ENC45000G	ENC45	230V	3	3P3F	ENC45 - CIRCUIT	ENC45	ENC45	ENC45	ENC45	ENC45	ENC45	ENC45	ENC45	ENC45	ENC45
ENC46	ENC46000G	ENC46	230V	3	3P3F	ENC46 - CIRCUIT	ENC46	ENC46	ENC46	ENC46	ENC46	ENC46	ENC46	ENC46	ENC46	ENC46
ENC47	ENC47000G	ENC47	230V	3	3P3F	ENC47 - CIRCUIT	ENC47	ENC47	ENC47	ENC47	ENC47	ENC47	ENC47	ENC47	ENC47	ENC47
ENC48	ENC48000G	ENC48	230V	3	3P3F	ENC48 - CIRCUIT	ENC48	ENC48	ENC48	ENC48	ENC48	ENC48	ENC48	ENC48	ENC48	ENC48
ENC49	ENC49000G	ENC49	230V	3	3P3F	ENC49 - CIRCUIT	ENC49	ENC49	ENC49	ENC49	ENC49	ENC49	ENC49	ENC49	ENC49	ENC49
ENC50	ENC50000G	ENC50	230V	3	3P3F	ENC50 - CIRCUIT	ENC50	ENC50	ENC50	ENC50	ENC50	ENC50	ENC50	ENC50	ENC50	ENC50
ENC51	ENC51000G	ENC51	230V	3	3P3F	ENC51 - CIRCUIT	ENC51	ENC51	ENC51	ENC51	ENC51	ENC51	ENC51	ENC51	ENC51	ENC51
ENC52	ENC52000G	ENC52	230V	3	3P3F	ENC52 - CIRCUIT	ENC52	ENC52	ENC52	ENC52	ENC52	ENC52	ENC52	ENC52	ENC52	ENC52
ENC53	ENC53000G	ENC53	230V	3	3P3F	ENC53 - CIRCUIT	ENC53	ENC53	ENC53	ENC53	ENC53	ENC53	ENC53	ENC53	ENC53	ENC53
ENC54	ENC54000G	ENC54	230V	3	3P3F	ENC54 - CIRCUIT	ENC54	ENC54	ENC54	ENC54	ENC54	ENC54	ENC54	ENC54	ENC54	ENC54
ENC55	ENC55000G	ENC55	230V	3	3P3F	ENC55 - CIRCUIT	ENC55	ENC55	ENC55	ENC55	ENC55	ENC55	ENC55	ENC55	ENC55	ENC55
ENC56	ENC56000G	ENC56	230V	3	3P3F	ENC56 - CIRCUIT	ENC56	ENC56	ENC56	ENC56	ENC56	ENC56	ENC56	ENC56	ENC56	ENC56
ENC57	ENC57000G	ENC57	230V	3	3P3F	ENC57 - CIRCUIT	ENC57	ENC57	ENC57	ENC57	ENC57	ENC57	ENC57	ENC57	ENC57	ENC57
ENC58	ENC58000G	ENC58	230V	3	3P3F	ENC58 - CIRCUIT	ENC58	ENC58	ENC58	ENC58	ENC58	ENC58	ENC58	ENC58	ENC58	ENC58
ENC59	ENC59000G	ENC59	230V	3	3P3F	ENC59 - CIRCUIT	ENC59	ENC59	ENC59	ENC59	ENC59	ENC59	ENC59	ENC59	ENC59	ENC59
ENC60	ENC60000G	ENC60	230V	3	3P3F	ENC60 - CIRCUIT	ENC60	ENC60	ENC60	ENC60	ENC60	ENC60	ENC60	ENC60	ENC60	ENC60
ENC61	ENC61000G	ENC61	230V	3	3P3F	ENC61 - CIRCUIT	ENC61	ENC61	ENC61	ENC61	ENC61	ENC61	ENC61	ENC61	ENC61	ENC61
ENC62	ENC62000G	ENC62	230V	3	3P3F	ENC62 - CIRCUIT	ENC62	ENC62	ENC62	ENC62	ENC62	ENC62	ENC62	ENC62	ENC62	ENC62
ENC63	ENC63000G	ENC63	230V	3	3P3F	ENC63 - CIRCUIT	ENC63	ENC63	ENC63	ENC63	ENC63	ENC63	ENC63	ENC63	ENC63	ENC63
ENC64	ENC64000G	ENC64	230V	3	3P3F	ENC64 - CIRCUIT	ENC64	ENC64	ENC64	ENC64	ENC64	ENC64	ENC64	ENC64	ENC64	ENC64
ENC65	ENC65000G	ENC65	230V	3	3P3F	ENC65 - CIRCUIT	ENC65	ENC65	ENC65	ENC65	ENC65	ENC65	ENC65	ENC65	ENC65	ENC65
ENC66	ENC66000G	ENC66	230V	3	3P3F	ENC66 - CIRCUIT	ENC66	ENC66	ENC66	ENC66	ENC66	ENC66	ENC66	ENC66	ENC66	ENC66
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ENC69	ENC69000G	ENC69	230V	3	3P3F	ENC69 - CIRCUIT	ENC69	ENC69	ENC69	ENC69	ENC69	ENC69	ENC69	ENC69	ENC69	ENC69
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ENC71	ENC71000G	ENC71	230V	3	3P3F	ENC71 - CIRCUIT	ENC71	ENC71	ENC71	ENC71	ENC71	ENC71	ENC71	ENC71	ENC71	ENC71
ENC72	ENC72000G	ENC72	230V	3	3P3F	ENC72 - CIRCUIT	ENC72	ENC72	ENC72	ENC72	ENC72	ENC72	ENC72	ENC72	ENC72	ENC72
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ENC74	ENC74000G	ENC74	230V	3	3P3F	ENC74 - CIRCUIT	ENC74	ENC74	ENC74	ENC74	ENC74	ENC74	ENC74	ENC74	ENC74	ENC74
ENC75	ENC75000G	ENC75	230V	3	3P3F	ENC75 - CIRCUIT	ENC75	ENC75	ENC75	ENC75	ENC75	ENC75	ENC75	ENC75	ENC75	ENC75
ENC76	ENC76000G	ENC76	230V	3	3P3F	ENC76 - CIRCUIT	ENC76	ENC76	ENC76	ENC76	ENC76	ENC76	ENC76	ENC76	ENC76	ENC76
ENC77	ENC77000G	ENC77	230V	3	3P3F	ENC77 - CIRCUIT	ENC77	ENC77	ENC77	ENC77	ENC77	ENC77	ENC77	ENC77	ENC77	ENC77
ENC78	ENC78000G	ENC78	230V	3	3P3F	ENC78 - CIRCUIT	ENC78	ENC78	ENC78	ENC78	ENC78	ENC78	ENC78	ENC78	ENC78	ENC78
ENC79	ENC79000G	ENC79	230V	3	3P3F	ENC79 - CIRCUIT	ENC79	ENC79	ENC79	ENC79	ENC79	ENC79	ENC79	ENC79	ENC79	ENC79
ENC80	ENC80000G	ENC80	230V	3	3P3F	ENC80 - CIRCUIT	ENC80	ENC80	ENC80	ENC80	ENC80	ENC80	ENC80	ENC80	ENC80	ENC80
ENC81	ENC81000G	ENC81	230V	3	3P3F	ENC81 - CIRCUIT	ENC81	ENC81	ENC81	ENC81	ENC81	ENC81	ENC81			

[illegible][illegible][illegible]

PANEL EXISTING IP1													
LEGEND: 0=HARDY 4=HARD WITH EXPOSED BARK				SOURCE: SELECTED				SELECTED PANELS/BOARDS REQUIRE 4" THICKNESS					
EOL ASP - MCB				SOURCE LOCATION									
42 POLAR - CRW INJECTION													
DESCRIPTION	REMARKS	EMPS	AMPS	CHT	A	B	C	CHT	EMPS	AMPS	REMARKS	DESCRIPTION	
BLK	CRW MCB	20	0	1	1985	1985		2	0	20	CRW MCB IN USE		
INCRPFCALL	ASBESTOS	20	1	2	20			6	1	20	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	3		10	10						
INCRPFCALL	ASBESTOS	20	1	11			0	0	12	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	12	0	0			14				
INCRPFCALL	ASBESTOS	20	1	13	0	0			15				
INCRPFCALL	ASBESTOS	20	1	14			0	0	16	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	15			0	0	17	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	16			0	0	18	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	17			0	0	19	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	18			0	0	20	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	19			0	0	21	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	20			0	0	22	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	21			0	0	23	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	22			0	0	24	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	23			0	0	25	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	24			0	0	26	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	25			0	0	27	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	26			0	0	28	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	27			0	0	29	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	28			0	0	30	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	29			0	0	31	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	30			0	0	32	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	31			0	0	33	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	32			0	0	34	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	33			0	0	35	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	34			0	0	36	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	35			0	0	37	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	36			0	0	38	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	37			0	0	39	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	38			0	0	40	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	39			0	0	41	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	40			0	0	42	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	41			0	0	43	1	ASBESTOS INCRPFCALL		
INCRPFCALL	ASBESTOS	20	1	42			0	0	44	1	ASBESTOS INCRPFCALL		

[illegible]

No	Revisions	Date
	DO NOT SCALE DRAWINGS. VERIFY ALL DIMENSIONS AND DIMENSION LINES. ARCHITECTURAL, STRUCTURAL, MECH AND OTHER APPROPRIATE DRAWING or all etc. Lay out drawings as they are intended to be installed to provide dimensions required for operation, maintenance, and codes and verify no interference with other works. DO NOT FABRICATE PRIOR TO VERIFICATION OF CLARIFICATION FOR ALL TRADES. BUILDING INFORMATION:	
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ELECTRICAL SYMBOLS, ABBREVIATIONS AND SCHEDULES

OCCC LIBRARY BOILER
REPLACEMENT




[illegible]

No	Revisions				Date
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MECHANICAL SYMBOLS AND ABBREVIATIONS

**OCCC LIBRARY BOILER
REPLACEMENT**



ALVINE
Engineering


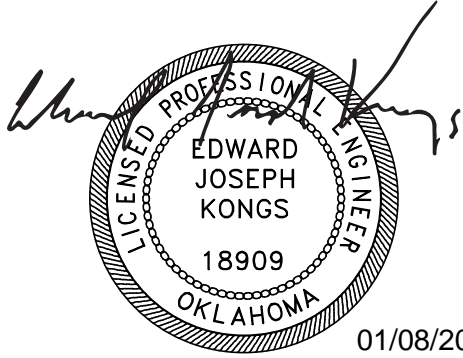
Sketch	Isometric	Elevation	Section	Detail	As Noted	As Shown
			Designed RUT	PWA Name Project No. 000000		
			Checked RUT	Drawing No. M000		
C.A. No. 000000 OCCC LIBRARY BOILER REPLACEMENT			Date 000000			

TABLE OF CONTENTS**DIVISION 23 - HEATING, VENTILATING, AND AIR-CONDITIONING (HVAC)**

23 04 00	COMMON REQUIREMENTS FOR HVAC	21
23 05 93	TESTING, ADJUSTING, AND BALANCING FOR HVAC	11
23 07 19	HVAC PIPING INSULATION	7
23 09 93	SEQUENCE OF OPERATIONS FOR HVAC CONTROLS	7
23 11 23	FACILITY NATURAL-GAS PIPING	5
23 21 13	HYDRONIC PIPING	12
23 21 14	HYDRONIC SPECIALTIES	4
23 34 23	HVAC POWER VENTILATORS	5
23 52 16	CONDENSING BOILERS	8

DIVISION 26 - ELECTRICAL

26 04 00	COMMON REQUIREMENTS FOR ELECTRICAL	17
26 05 19	LOW-VOLTAGE ELECTRICAL POWER CONDUCTORS AND CABLES	7
26 05 26	GROUNDING AND BONDING	4
26 05 29	HANGERS AND SUPPORTS	4
26 05 33.13	CONDUIT	6
26 05 33.16	BOXES	5
26 05 53	IDENTIFICATION FOR ELECTRICAL SYSTEMS	3
26 05 83	WIRING CONNECTIONS	2
26 24 16	PANELBOARDS	5
26 28 13	FUSES	2
26 28 16.16	ENCLOSED SWITCHES	4



01/08/2025

C.A. NO. 842
EXPIRES 30/JUNE/2026



01/08/2025

C.A. NO. 842
EXPIRES 30/JUNE/2026

SECTION 23 04 00
COMMON REQUIREMENTS FOR HVAC

PART 1 - GENERAL

1.1 SUMMARY

- A. This Section includes basic materials and methods to complement other Division 23 Sections.

1.2 WARRANTIES

- A. Warrant all materials, workmanship and equipment against defects for a period of one year after the date of substantial completion.
- B. Certain equipment shall be warranted beginning at the time of final acceptance or for longer periods of time as specified in those divisions of the Project Manual.
- C. Repair or replace, at no additional cost to the Owner, any item which may become defective within the warrant period.
 - 1. Repair or replacement of compressorized equipment shall include a complete refrigerant charge.
- D. Any manufacturers' warranties concerning any item installed will run to the benefit of the Owner.
- E. The Contractor agrees not to void or impair, or to allow Sub-Contractors to void or impair, any warranties regarding products or items installed as part of this project.
- F. The repair of faulty workmanship shall be considered to be included in the contract.

1.3 QUESTIONS OF INTERPRETATION DURING BIDDING PHASE

- A. If questions arise during the bidding process regarding the meaning of any portion of the contract documents, the prospective bidder shall submit the questions to the Architect for clarification.
- B. Any definitive interpretation or clarification of the contract documents will be published by addenda, properly issued to each person holding documents, prior to the bid date.
- C. Verbal interpretation or explanation not issued in the form of an addendum shall not be considered part of the bidding documents.
- D. When submitting questions for clarification, adequate time for issuance and delivery of addenda must be allowed.
- E. The Architect shall be the sole judge regarding interpretations of conflicts within contract documents.

1.4 CONTRACT DOCUMENT DISCREPANCIES

- A. If any ambiguities should appear in the contract documents, request clarification from the Architect before proceeding with the work.
- B. If the Contractor fails to make such request, no excuse will thereafter be entertained for failure to carry out the work in a manner satisfactory to the Architect.
- C. Should a conflict occur within the contract documents, the Contractor is deemed to have estimated the more expensive way of doing the work unless a written clarification from the Architect was requested and obtained before submission of proposed methods or materials.
- D. The Architect shall be the sole judge regarding interpretations of conflicts within contract documents.

1.5 DEFINITIONS

- A. The following definitions shall apply throughout the contract documents:
 - 1. Architect: Architect or Engineer
 - 2. Code: All applicable national, state and local code
 - 3. Mechanical: All plumbing, HVAC, & fire protection work required by the Contract Documents
 - 4. Electrical: All electrical and fire alarm work required by the Contract Documents
 - 5. Contractor: Any Contractor performing work required by the Contract Documents
 - 6. Indicated: Shown on drawings, noted, scheduled or specified
 - 7. Selected: Selected by the Architect or Engineer
 - 8. Provide: Furnish, install, connect and tested complete and ready for use
 - 9. Furnish: Supply and deliver to the site ready for installation
 - 10. Install: Install complete, per Contract Documents and manufacturer's requirements.
 - 11. Finished Spaces: Spaces other than mechanical and electrical equipment rooms, furred spaces, pipe and duct shafts, unheated spaces immediately below roof, spaces above ceilings, unexcavated spaces, crawl spaces, and tunnels.
 - 12. Exposed, Interior Installations: Exposed to view indoors. Examples include finished occupied spaces and mechanical equipment rooms.
 - 13. Exposed, Exterior Installations: Exposed to view outdoors, or subject to outdoor ambient temperatures and weather conditions. Examples include rooftop locations.
 - 14. Concealed, Interior Installations: Concealed from view and protected from physical contact by building occupants. Examples include above ceilings and in duct shafts.
 - 15. Concealed, Exterior Installations: Concealed from view and protected from weather conditions and physical contact by building occupants, but subject to outdoor ambient temperatures. Examples include installations within unheated shelters.
 - 16. Dry Locations: A location not normally subject to dampness or wetness. A location classified as dry may be temporarily subject to dampness or wetness, as

in the case of a building under construction.

17. Damp Locations: Locations protected from weather and not subject to saturation with water or other liquids but subject to moderate degrees of moisture.
 - a. Examples of such locations include partially protected locations under canopies, marquees, roofed open porches, and like locations, and interior locations subject to moderate degrees of moisture, such as some basements, some barns, and some cold storage warehouses.
18. Wet Locations: Installations underground or in concrete slabs or masonry in direct contact with the earth; in locations subject to saturation with water or other liquids, such as vehicle washing areas; and in unprotected locations exposed to weather.

1.6 SYMBOLS

- A. Items of equipment and materials are indicated on the drawings in accordance with the symbols shown on the plans.

1.7 ABBREVIATIONS

- A. Refer to abbreviations list shown on the Drawings.

1.8 CODES

- A. The work shall be performed by persons skilled in the trade involved and shall be done in a manner consistent with normal industry standards.
- B. All work shall conform to all applicable sections of currently adopted editions of the following codes, standards, and specifications:
 1. International Building Code (IBC)
 2. International Fire Code (IFC)
 3. International Energy Conservation Code (IECC)
 4. International Fuel Gas Code (IFGC)
 5. International Plumbing Code (IPC)
 6. International Mechanical Code (IMC)
 7. Safety and Health Regulations for Construction
 8. Occupational Safety and Health Standards (OSHA), National Consensus Standards and Established Federal Standards
 9. National Electrical Code (NEC)
 10. National Fire Protection Association (NFPA)
 11. Life Safety Code (NFPA 101)
 12. American Gas Association (AGA)
 13. Underwriters' Laboratories, Inc. (UL)
 14. National Electrical Safety Code (NESC)
 15. All applicable national, state and local codes and amendments.

1.9 PERMITS

- A. The Contractors shall familiarize themselves with all requirements regarding all permits, fees, etc., and shall comply with them.

- B. All permits, licenses, inspections and arrangements required for the work shall be obtained by the Contractor at his expense.
- C. All utilities shall be installed in accordance with the local rules and regulations and all charges shall be paid by the Contractor.

1.10 CODE COMPLIANCE

- A. Work shall be in accordance with all applicable codes. Where the codes and drawings do not agree, the code shall take precedence; however, code shall take precedence over what is shown only when it is more stringent than that indicated. Items that are allowed by codes which are less stringent than that indicated shall not be substituted.
- B. Drawings, plans, and schematics and diagrams indicate the general location and the arrangement of systems. Wherever practical, install systems as indicated.
- C. Where the National Electrical Code or applicable codes require controllers to be marked with a Short Circuit Current Rating (SCCR), the equipment shall be manufactured as required such that the SCCR of the equipment meets or exceeds the available short circuit current at the equipment.

1.11 MATERIALS AND EQUIPMENT MANUFACTURERS

- A. Options in selecting materials and equipment are limited by requirements of the contract documents and governing regulations. They are not controlled by industry traditions or procedures experienced on previous construction projects.
- B. Materials and equipment shall be provided in accordance with the following:
 - 1. Primary Design Products: Primary design products are those products around which the project was designed in terms of capacity, performance, physical size and quality.
 - 2. Primary design products are indicated by use of a single manufacturer's name, model number or similar data on drawings or schedules or within the specifications.
 - 3. Provide primary design products unless substitutions are made in accordance with the following paragraphs.
 - 4. Acceptable Equivalent Substitutions: Acceptable equivalent substitutions are products of manufactures other than those listed for the primary design products. Equivalent acceptable substitutions shall meet each of the following requirements:
 - a. The product shall be manufactured by one of the acceptable manufacturers listed in the Project Manual, drawings, or addenda.
 - b. The product shall meet or exceed the requirements of the contract documents in terms of quality, performance, suitability, appearance, and physical characteristics.
 - c. The Contractor providing the substitution shall bear the total cost of all changes due to substitutions. These costs may include additional compensation to the Architect for redesign and evaluation services,

- increased cost of work by the Owner or other Contractors, and similar considerations.
- d. Performance Requirements: Where the contract documents list performance requirements or describe a product or assembly generically, provide products that comply with the specific requirements indicated and that are recommended by the manufacturer for the respective application.
 - e. Compliance with Standards, Codes and Regulations: Where the specifications require only compliance with an imposed standard, code or regulation, the Contractor has the option of selecting a product that complies with specification requirements, including the standards, codes and regulations.
 - f. Proposed substitutions will be judged on the basis of quality, performance, appearance and on the governing space limitations. The reputation of the manufacturer, delivery time requirements, and the availability of repair or replacement parts may also be considered.
 - g. The Architect shall be the sole and final judge as to the suitability of substitution items.

1.12 SUBMITTALS

- A. Shop Drawings, Product Data and Samples:
 - 1. Other section in the Project Manual shall be adhered to if more stringent than the following paragraphs.
 - 2. When required by other sections of this Project Manual, submit shop drawings, product data or samples to the Architect for review.
 - 3. Submittals deemed unnecessary by the Architect shall be returned indicating "No Action Taken".
 - 4. A completed copy of the transmittal form included with the Project Manual shall accompany each submittal.
 - 5. Submittals shall be labeled indicating the specification number and title, shop drawing or product data description and the respective Part 2 paragraph and sub-paragraph numbers.
 - 6. Submittals not listed in the Project manual shall reference the respective contract document.
 - 7. Unless otherwise noted, submit one copy electronically of shop drawings and product data for review. Review comments will be returned electronically. A hard copy of the electronic submittal will be returned if requested.
 - a. Shop drawings and product data shall be in original searchable PDF format.
 - 8. Shop drawings are drawings, diagrams, schedules and other data specifically prepared for this project by the Contractor, Manufacturer, Supplier, or Distributor to illustrate some portion of the work. Shop Drawings shall also detail fabrication and installation for metal and wood supports and anchorage for mechanical materials and equipment.
 - a. Shop drawings shall be drawn to accurate scale and of adequate size to illustrate required details.
 - 9. Product data are illustrations, standard schedules, performance charts, instruction brochures, diagrams and other information furnished by the

Contractor, Manufacturer, Supplier, or Distributor to illustrate a material, product or system for some portion of the work.

10. All submittals shall clearly indicate proposed items, capacities, characteristics and details in conformance with contract documents. All equipment items shall be marked with the same item number as used on drawings or schedules. Capacities, dimensions and special features required shall be certified by the manufacturer.
11. Submittals shall indicate manufacturer's delivery time for the item after review by the Architect.
12. The Architect shall review or take other appropriate action upon the Contractor's submittals such as shop drawings, product data and samples, but only to determine conformance with the design concept of the work and the information given in the contract documents.
13. Contractor shall not be relieved of responsibility for any deviation from the requirements of the contract documents by the Architect's review of shop drawings, product data or samples.
14. Contractor shall not be relieved from responsibility for errors or omissions in the shop drawings, product data or samples by the Architect's review of those drawings.

B. Operation and Maintenance Manuals:

1. Prepare electronic operation and maintenance manuals for the equipment furnished.
2. The manual shall be in original searchable PDF format with equipment organized by specification section. Bookmarking shall be provided in the PDF for each specification section and piece of equipment.
3. Manuals shall be submitted to the Architect for review and distribution to the Owner not less than 30 days prior to substantial completion of the project.
4. Manuals not meeting the requirements of this section may be rejected by the Architect.
5. Manual shall include, but shall not be limited to, the following:
 - a. A cover page including:
 - 1) Project name and address
 - 2) Division of work covered by the manual
 - 3) Name, address and telephone number of Contractor and all Sub-Contractors including night or emergency numbers
 - b. A Complete Index. Contractor may submit the index to the Architect for review prior to submittal of complete manuals if desired.
 - c. Manufacturer's equipment product data O&M manuals and parts lists identified by the equipment mark used in the contract drawings.
 - d. Names, Addresses and Telephone Numbers. This list shall include the manufacturer and local representative who stocks or furnishes repair parts for all items of equipment and shall be typed on a single page in front of the manual.
 - e. Startup, Operation and Shutdown Procedures. Provide a written description of procedures for startup, operation and shutdown of each item or system. This description shall include motors to start, valves to open, etc., in proper sequence, and the location of switches, starters, pushbuttons and valves. Description shall include item references or

labels used in the contract documents unless otherwise instructed in advance by the Owner.

- f. Seasonal Changeover Procedure. Provide a written description of the procedure for necessary seasonable changeover from heating to cooling and vice versa.
- g. Equipment Accessory Schedule. Upon completion of the work, furnish the Owner with a complete equipment accessory schedule listing each piece of equipment and the related size, type, number required and the manufacturer of all renewable items.
- h. Lubrication Schedule. Provide a chart listing each piece of equipment, the proper type of oil or grease required, and recommended frequency of lubrication.
- i. Emergency Procedures. Provide a written description of emergency operating procedures or a list of service organizations (including addresses and telephone numbers) capable of rendering emergency services to the various parts of the system.
- j. One copy of all shop drawings.
- k. Signed letters of certification of inspection and similar information.
- l. All manufacturers' warranty information.
- m. Provide documentation that training was performed for each item specified to include Owner training. Include name of Owner's representative(s) present, date and time of training.
- n. Normal Maintenance Schedule. Include a listing of work to be performed at various time intervals; i.e., 30, 90, 180 days and yearly.
- o. Provide documentation that Extra Materials were received by the Owner for each section requiring Extra Materials.
- p. Motor List. The list shall indicate motor location, equipment served (using labels indicated on drawings), horsepower, electrical characteristics, motor type, and rpm. Motors less than 1/2 horsepower need not be included.

1.13 OPERATING TRAINING

- A. Complete operating instructions for each system and item of equipment shall be provided to the Owner's designated personnel.
- B. Operation and Maintenance Manuals must be reviewed and accepted by the Architect and provided to the Owner prior to operating training.
- C. Training shall be scheduled at the convenience of the Owner. A minimum of 4 hours, per system, of training shall be provided.
- D. Training shall include instructions on the following:
 - 1. Startup and shutdown procedures
 - 2. Seasonal changeover
 - 3. Periodic maintenance
 - 4. Emergency operation
 - 5. Safety

- E. In addition to the instructions required above, wherever possible perform the operations being described in order to fully illustrate system operation.
- F. At the completion of training, turn over to the Owner all required keys and special tools for installed equipment. Each key or tool shall be labeled with its use.

1.14 QUALITY ASSURANCE

- A. Steel Support Welding: Qualify processes and operators according to AWS D1.1, "Structural Welding Code-Steel".
- B. Steel Pipe Welding: Qualify processes and operators according to ASME Boiler and Pressure Vessel Code: Section IX, "Welding and Brazing Qualifications".
 - 1. Comply with provisions in ASME B31 Series, "Code for Pressure Piping".
 - 2. Certify that each welder has passed AWS qualification tests for welding processes involved and that certification is current.
- C. Electrical Characteristics for Mechanical Equipment: Equipment of higher electrical characteristics may be furnished provided such proposed equipment is approved in writing and connecting electrical services, circuit breakers, and conduit sizes are appropriately modified. If minimum energy ratings or efficiencies are specified, equipment shall comply with requirements.

1.15 DELIVERY, STORAGE, AND HANDLING

- A. Deliver pipes and tubes with factory-applied end caps. Maintain end caps through shipping, storage, and handling to prevent pipe end damage and to prevent entrance of dirt, debris, and moisture.
- B. Store plastic pipes protected from direct sunlight. Support to prevent sagging and bending.

1.16 COORDINATION

- A. Drawings, plans, and schematics and diagrams indicate the general location and the arrangement of systems. Wherever practical, install systems as indicated.
- B. Provide offsets and elevation changes in piping, conduit and ductwork as required to complete the Layout and Coordination Process. Offsets and elevation change information shall be indicated in the coordination process documentation and must be submitted for review.
- C. Arrange for spaces, chases, slots, and openings in building structure during progress of construction to allow for system installations.
- D. Coordinate arrangement, mounting, and support of equipment.
 - 1. To allow maximum possible headroom unless specific mounting heights that reduce headroom are indicated.

2. To provide for ease of disconnecting the equipment with minimum interference to other installations.
 3. To allow right of way for piping and conduit installed at required slope.
- E. Coordinate chases, slots, inserts, sleeves, and openings with general construction work and arrange in building structure during progress of construction to facilitate the installations that follow.
1. Set inserts and sleeves in poured-in-place concrete, masonry work, and other structural components as they are constructed.
- F. Sequence, coordinate, and integrate installing materials and equipment for efficient flow of the Work. Coordinate installing large equipment requiring positioning before closing in the building.
- G. Coordinate service connections to components furnished by utility companies.
1. Coordinate installation and connection of exterior underground and overhead utilities and services, including provision for metering components.
 2. Comply with requirements of authorities having jurisdiction and of utility company providing water, gas, electrical power and other services.
- H. Coordinate location of access panels and doors for items that are concealed by finished surfaces.
- I. Coordinate testing of items, so equipment and systems that are functionally interdependent are tested to demonstrate successful interoperability.

1.17 STRUCTURAL COORDINATION

- A. In cases where the Contractor determines that superimposed loads such as suspended or floor mounted mechanical, electrical, plumbing system or equipment exist which exceed design loads indicated on structural contract documents, Contractor shall submit load data to Design Professionals for review prior to proceeding with work.
- B. Distribute the maximum load hung from any structural member for mechanical, electrical, plumbing, ductwork, piping, etc. over the member's tributary area in a way that the design superimposed dead loads listed in structural contract documents are not exceeded. The Contractor shall coordinate the loads and provide additional support or distribution framing as required achieving the allowable load distribution.
- C. Connections of systems designed by Contractor's engineer such as, but not limited to mechanical, electrical, plumbing loads are assumed to impose vertical and/or horizontal loads on the base building structural members without generating torsion in the supporting structural members. Contractor is responsible for designing, furnishing and installing all supplementary bracing members as required to prevent torsion on the base building structure.
- D. Coordinate locations of new fire suppression, plumbing and HVAC penetrations through existing structure and construction. Utilize all existing documentation of conditions for coordination. Verify penetrations utilizing GPR (Ground Penetrating Radar) as necessary

to confirm penetration locations.

PART 2 - PRODUCTS

2.1 PERFORMANCE, CAPACITIES AND CHARACTERISTICS

- A. See Drawings for Specific Notes and/or Equipment Schedules with Equipment Performance Requirements when capacities and characteristics are not indicated in the specifications.

2.2 SHORT-CIRCUIT CURRENT RATING (SCCR) FOR EQUIPMENT AND ASSOCIATED CONTROL PANELS

- A. SCCR Compliance - Equipment manufacturers and suppliers shall provide a certified SCCR for all equipment and associated panels to be provided with equipment procured under these specifications. The certified SCCR rating shall be no less than the value of the available fault current at the switchboard or panel serving the equipment as indicated on the Division 26 Electrical Riser Diagrams. Manufacturer shall provide internal components that meet or exceed the SCCR rating required by these specifications. Manufacturer shall refer to the National Electrical Code (NEC), which is also known as NFPA 70, Article 100 for additional requirements
- B. Supplemental SCCR Compliance Data - At the manufactures option, they may calculate the available fault current at the specific equipment connection point. Manufacturer shall obtain feeder size, breaker type and length of feeder from the Division 26 contractor. All calculations shall be submitted as part of the equipment submittal for review by the engineer.
- C. Application of Labels - All equipment and control panels associated with equipment procured under these specifications shall have a permanently installed label provided by the manufacturer as a part of the equipment indicating the SCCR rating of the equipment. Labels shall comply with NEC Article 409 - Industrial Control Panels, and NEC Article 670 - Industrial Machinery.

2.3 CONTROL SYSTEM INTERFACES

- A. Equipment and systems shall be able to interface and integrate to BMCS systems and sequences via vendor protocols including, as a minimum, BACnet, LonTalk and Modbus.

2.4 MATERIALS

- A. Unless otherwise specified, all materials and equipment shall be new, unused and undamaged. Materials and equipment shall be the current and standard designs of manufacturers regularly engaged in their production.

2.5 MATERIALS AND EQUIPMENT FURNISHED BY OTHERS

- A. Where materials and equipment are indicated as furnished by others and installed or connected under this contract, it shall be the Contractor's responsibility to verify installation details and requirements.

2.6 QUANTITY OF SPECIFIED ITEMS REQUIRED

- A. Wherever in these specifications an article, device or piece of equipment is referred to in the singular number; such reference shall apply to as many such articles as are shown on the drawings or required to complete the installation.

2.7 GROUT

- A. Nonshrink, Nonmetallic Grout: ASTM C 1107, Grade B.
 - 1. Characteristics: Post-hardening, volume-adjusting, dry, hydraulic-cement grout, nonstaining, noncorrosive, nongaseous, and recommended for interior and exterior applications.
 - 2. Design Mix: 5000-psig, 28-day compressive strength.
 - 3. Packaging: Premixed and factory packaged.

2.8 SEALANTS AND FIRESTOPPING

- A. Manufacturers:
 - 1. Sealants:
 - a. Dow Corning
 - b. Pecora
 - c. Sonneborn
 - d. Tremco
 - 2. Firestopping Materials and Systems:
 - a. A/D Fire Protection Systems Inc: www.adfire.com.
 - b. 3M Fire Protection Products: www.3m.com/firestop.
 - c. Hilti, Inc: www.us.hilti.com.
 - d. Nelson FireStop Products: www.nelsonfirestop.com.
 - e. Specified Technologies, Inc: www.stifirestop.com.
 - f. Tremstop Fyre-Sil Sealant - Tremco Sealants & Coatings
- B. Silicone Sealant: Single component, air curing, non-staining, non-bleeding, capable of continuous water immersion, non-sagging type for application in vertical joints and in horizontal joints, color as selected.
- C. Primer: Non-staining type, recommended by sealant manufacturer to suit application.
- D. Joint Cleaner: Non-corrosive and non-staining type, recommended by sealant manufacturer; compatible with joint forming materials.
- E. Joint Backing: ANSI/ASTM D1056; round, closed cell, polyethylene foam rod; oversized 30% to 50% larger than joint width.
- F. Bond Breaker: Pressure sensitive tape recommended by sealant manufacturer to suit application.
- G. Firestopping Materials and Systems:
 - 1. UL Listed products and assemblies.
 - 2. Subject to compliance with the requirements of Division 07.

2.9 ELECTRICAL WIRE

- A. All wiring materials covered by this section shall be in accordance with the latest revision of the National Electrical Code and applicable local codes and shall carry the UL label where applicable.
- B. All wiring running exposed in return air plenums shall be plenum-rated cable for fire and smoke spread.

2.10 LOW VOLTAGE CONTROL WIRE AND CABLE

- A. All wiring materials section shall be in accordance with the latest revision of the National Electrical Code and applicable local codes and shall carry the UL label where applicable.
- B. Analog Input, Analog Output, Binary Input, Binary Output, 24 VAC, and General Purpose Cabling:
 - 1. Cable shall consist of copper conductors not less than #18 AWG stranded.
 - 2. Cable shall be two- or three-conductor twisted cable with a drain wire.
 - 3. Cable shall have a 100 percent overall shield.
 - 4. Cable shall be plenum rated.
 - 5. Cable shall meet or exceed NEC voltage rating of 300 volts.
 - 6. Cable shall be NEC type CMP.
 - 7. Cable shall meet or exceed UL temperature rating of +60 deg C.
- C. Primary and Secondary Communications Network Cabling:
 - 1. Cable shall be of type recommended by the DDC system manufacturer.
 - 2. Cable shall be shielded.
 - 3. Cable shall be plenum rated.
 - 4. Cable shall meet or exceed NEC voltage rating of 150 volts.
 - 5. Cable shall meet or exceed UL temperature rating of +60 deg C.

PART 3 - EXECUTION

3.1 GENERAL

- A. Fabrication, erection, and installation of the complete mechanical system shall be done by qualified personnel experienced in such work and shall proceed in an orderly manner so as not to hold up the progress of the project.
- B. The Contractor shall check all areas and surfaces where mechanical equipment or materials are to be installed and report any unsatisfactory conditions before starting work.
- C. Commencement of work signifies the Contractor's acceptance of the conditions as fit and proper for the execution of the mechanical work.
- D. Equipment and systems shall be installed in accordance with manufacturer's instructions, requirements, or recommendations.

3.2 DELIVERY AND STORAGE OF MATERIALS

- A. Take provisions for the delivery and safe storage of materials and shall make the required arrangements with other Contractors for the introduction into the building of equipment too large to pass through finished openings.
- B. Materials shall be delivered at such stages of the work as will expedite the work as a whole and shall be marked and stored in such a way as to be easily checked and inspected.
- C. Contractor shall be responsible for adequately protecting all supplies and equipment during cold weather.
- D. All items subject to cold weather damage shall be protected by covering, insulating, or storing in a heated space.

3.3 COOPERATION WITH OTHER CONTRACTORS

- A. Perform the work in conformance with the construction called for by other trades and afford other Contractors reasonable opportunity for the execution of their work.
- B. Properly connect and coordinate the mechanical work with the work of other Contractors at such time and in such a manner as not to delay or interfere with their work.
- C. Examine the contract documents for the General, Mechanical, and Electrical work and the work of other trades. Coordinate work accordingly.
- D. Promptly report to the Architect any delay or difficulties encountered in the installation of the mechanical work which might prevent prompt and proper installation of work required from other trades.
- E. Systems Test and Balance Contractors or personnel shall coordinate their work with the contractors who installed the systems being tested or balanced.
- F. The Temperature Control Contractor or personnel shall be present during systems test and balance.

3.4 COORDINATION OF WORK

- A. The list below is the precedence of assigned work items for space priority in descending order. Items not listed shall have the same precedence as similar items.
 - 1. Reflected ceiling with all light fixtures, access above light fixtures required for maintenance, sprinkler head locations, and all ceiling fixtures and devices.
 - 2. Space designed for future utility placement.
 - 3. Gravity flow plumbing waste, roof drainage, and other systems that rely upon gravity for flow.
 - 4. Ductwork and appurtenances, except that external bracing shall be relocated to accommodate local interference.
 - 5. Fire sprinkler piping.

6. Cable tray with access identification 8 inches horizontal to 6 inches above tray.
 7. Electrical conduit over 2 inches in diameter.
 8. HVAC piping except for pressurized domestic water piping.
 9. Plumbing vents.
 10. Electrical conduit under 2 inches in diameter.
- B. Plan all work so it proceeds with a minimum of interference with other trades.
- C. It shall also be the responsibility of the Mechanical Contractor to inform the Contractor of all openings required in the building construction for the installation of the mechanical work.
- D. The Contractor shall cooperate with all other contractors in furnishing material and information, in proper sequence, for the correct location of all sleeves, inserts, foundations, wiring, etc.
- E. Provisions shall be made for all special frames, openings, and sleeves as required.
- F. The Contractor shall pay for extra cutting and patching made necessary by his failure to properly direct such work at the correct time.

3.5 ELECTRICAL WIRING

- A. Install wiring in accordance with National Electric Code, ANSI/NFPA 70.
- B. All wiring materials covered by this section shall be in accordance with the latest revision of the National Electrical Code and applicable local codes and shall carry the UL label where applicable. All wiring running exposed in air plenums shall be plenum cable.
- C. Install wiring (low and line voltage) in metal raceways or conduit unless inside control cabinet or unit enclosures.
1. For concealed and accessible areas, plenum-rated wiring and cabling may be used.
- D. Low voltage wiring not installed in conduit shall be supported every five feet from the building structure utilizing metal hangers designed for this application. Wiring shall be installed parallel to the building structural lines. All wiring shall be installed in accordance with local code requirements. Exposed wiring shall only be allowed in concealed accessible locations.
- E. Low voltage control wiring and 24 VAC can be run in the same conduit. Power wiring 120 VAC and greater must be in a separate conduit.
- F. Fastening shall be secured to walls or ceilings by means of appropriate screws, expansion screws anchors, toggle bolts, hollow wall screw anchors, nylon expansion anchors, or expansion shields. All-purpose plastic anchors are not acceptable.
- G. Locate circuits, relays, transformers, or other equipment that contains or must be connected to voltages exceeding 130 volts, in separate cabinets, which may be adjacent to control panels; permanently label "DANGER 277 VOLTS" or appropriate volts.

- H. All wiring in mechanical rooms shall be in conduit. Minimum control wiring conduit size shall be 3/4 inch.

3.6 CONTROL WIRING AND POWER CONNECTIONS

- A. Provide all incidental control power and wiring required to make the equipment or systems fully operational. Coordinate with equipment manufacture incidental wiring requirements.
- B. Unless indicted elsewhere, provide line voltage, 120VAC, 20 amp dedicated control power circuits and LAN outlet to each of the following and as indicated:
 - 1. BMCS Control panel, 1 circuit.
 - 2. Boiler system, 4 circuits.
 - 3. DDC Power supply and transformer panel. 1 circuit can power 30 terminal units.
- C. Incidental control wiring includes but not limited to:
 - 1. Boiler control system
 - 2. Pumps
 - 3. Variable Frequency Controls.

3.7 LAYING OUT WORK

- A. Carefully lay out all work in advance of installation using data and measurements from the site, the appropriate architectural and structural drawings, and shop drawings.
- B. Equipment layout and all system layouts shall confirm adequate clearances for installation, operation, maintenance, and code-required clearances from the structure or other equipment and systems.
- C. Provide offsets and elevation changes in piping, conduit and ductwork as required to complete the Layout and Coordination Process. Offsets and elevation change information shall be indicated in the coordination process documentation and must be submitted for review.
- D. The layout shall not cause problems of operation, maintenance, or clearance for items installed by other Contractors.
- E. Prior to installation of any work, make certain the location does not conflict with other items in or near the same location.
- F. If the layouts so prepared indicate that the required conditions cannot be met in the space provided, inform the Architect prior to installation and shall request clarification.
- G. Failure to properly coordinate and lay out the work will require correction by the Contractors at their own expense.

3.8 DATA AND MEASUREMENTS

- A. Mechanical and electrical drawings are diagrammatic or schematic. Do not scale drawings.
- B. The data given herein and on the drawings is as accurate as could be secured; absolute accuracy is not guaranteed.
- C. Obtain exact locations, measurements, levels, etc., at the site and shall adapt their work to actual conditions.
- D. Examine the general construction, mechanical, electrical, and other applicable drawings and the Specifications.
- E. Only architectural drawings, structural drawings, and site measurements may be utilized in calculations.
- F. Layout and coordinate all work prior to installation to provide clearances for operation, maintenance and codes. Verify non-interference with other work.

3.9 POSITION OF DEVICES

- A. Devices improperly located or installed shall be repaired, replaced or relocated at the Contractor's expense.
- B. Devices shall be set plumb or horizontal and shall extend to the finished surface of the wall, ceiling, or floor without projecting beyond the surface.
- C. Coordinate their respective devices so as not to destroy the aesthetic effect of the surface in which the devices are mounted.
- D. Coordinate the locations of all mechanical items with work furnished by other trades to avoid interference.
- E. If the required coordination is not done, the outlets or devices shall be removed and relocated if so directed by the Architect and the damaged surfaces repaired at the Contractor's expense.
- F. Devices shall be installed at the height shown below unless otherwise noted. All heights of devices are measured from finished floor to centerline of device.
- G. Heights may be adjusted to correspond to nearest masonry course or as necessary to clear wall-mounted cabinets, fin tube convectors, unit heaters, etc.
 - 1. Temperature control panels: 60 inches

3.10 PROTECTION OF APPARATUS

- A. Take such precautions as necessary to properly protect all apparatus, fixtures, appliances, material, equipment, and installations from damage of any kind.

- B. Failure to provide such protection to the satisfaction of the Architect shall be sufficient cause for the rejection of any particular piece(s) of material, apparatus, equipment, etc., concerned.

3.11 ACCESS TO EQUIPMENT

- A. All motors, terminal boxes, valves, control devices, specialties, etc., shall be located to provide for easy access for operation, repair and maintenance; if concealed, access doors shall be provided.
- B. Access doors required for access to equipment requiring inspection or service shall be provided.
- C. Provide all access doors not already furnished by other Contractors but which are required for access to mechanical equipment.
- D. Doors shall be 12 inches by 12 inches unless shown otherwise.
- E. Person access doors shall be 18 inches by 18 inches minimum.

3.12 FRAMES

- A. Ducts passing through masonry walls shall be installed in steel angle iron frames and sleeves.
- B. All sleeves and frames shall be securely fastened to the walls. Provide for structural lintels in masonry wall openings.
- C. Ducts passing through openings in poured concrete walls and floors need not have frames.

3.13 FINISHED SURFACES PENETRATIONS

- A. All piping and ductwork penetrations of finished surfaces shall have escutcheons and/or closure plates.
- B. Openings shall be cut only as large as required for the installation, sleeves, and/or frames installed flush with finished surfaces and grouted in place.
- C. Surfaces around openings shall be left smooth and finished to match surrounding surface.
- D. Duct frames and pipe sleeves through floors in concealed locations and in unfinished spaces such as mechanical rooms, etc., shall extend 2 inches above finished floor level and shall be caulked watertight.
- E. All other sleeves shall extend approximately 1/4 inch above finished floor but shall allow placement of escutcheons.

3.14 PIPING AND/OR DUCTWORK SYSTEMS - COMMON REQUIREMENTS

- A. General: Install as described below, unless individual Sections specify otherwise. Individual Sections specify unique installation requirements.
- B. General Locations and Arrangements:
 - 1. Drawing plans, schematics, and diagrams indicate general, diagrammatic location and arrangement of systems.
 - 2. Indicated locations and arrangements were used to size pipe or ductwork and calculate friction loss, expansion, pump and fan sizing, and other design considerations.
 - 3. Install systems as indicated, unless deviations to layout are approved on Coordination Drawings.
 - 4. Provide offsets and elevation changes in ductwork, piping and conduit as required to complete the Layout and Coordination Process. Offsets and elevation change information shall be indicated in the coordination process documentation and must be submitted for review.
 - 5. Do not run ductwork and piping above electrical panels or in code required clearance spaces.
 - 6. Do not run ductwork, piping, and plumbing above or through information technology and data closets, IDF, and MDF rooms. Coordinate all routing with other trades.
 - 7. Coordinate location of ductwork and piping with electrical cable tray. Provide a minimum of 6" of clear access above cable tray for installation of cables.
 - 8. Install all horizontal ductwork and piping in mechanical rooms at a minimum of 7'-6" above finished floor.
 - 9. Install exposed interior and exterior piping and ductwork at right angles or parallel to building walls.
 - a. Diagonal runs are prohibited, unless otherwise indicated.
 - 10. Install piping and ductwork to allow application of insulation plus 1-inch clearance around insulation.
 - 11. Pipe hangers for insulated pipe with vapor barrier jackets shall be installed around the outside of the insulation and a metal insulation support shield provided to prevent crushing of the insulation.
 - 12. Locate groups of pipes parallel to each other, spaced to permit insulation and valve servicing.
 - 13. Dielectric nipples or flange insulation kits shall be utilized for all dissimilar pipe connections. Dielectric unions will not be accepted.
 - 14. Install piping at indicated slope and as required by code.
 - 15. Provide components with pressure rating equal to or greater than system operating pressure.
 - 16. Install fittings for changes in direction and branch connections.
 - 17. Install piping free of sags or bends with ample space between piping to permit proper insulation applications.
 - 18. Install ductwork and piping tight to slabs, beams, joists, columns, walls, and other permanent elements of the building unless otherwise indicated.
 - a. Allow sufficient space above ceiling panels to allow for ceiling panel removal.

- 19. Install ductwork and piping to allow for expansion and contraction without stressing pipe, adjacent building structure or connecting equipment.
 - 20. During construction, avoid any undue loads, forces or strains on valves, equipment, pumps flanges, or building elements with piping connections or piping systems.
 - 21. Keep all pipe, duct, and equipment openings closed during construction except when actual work is being performed on that item or system.
 - 22. Leaking pipe and duct joints shall be remade using new materials.
- C. Contractor is responsible for any cutting and patching needed for mechanical installation. Patching must match existing.
 - D. Verify final equipment locations for roughing-in of all systems.
 - E. Refer to equipment specifications in other Sections of these Specifications for roughing-in requirements.

3.15 EQUIPMENT INSTALLATION - COMMON REQUIREMENTS

- A. Install equipment to provide maximum possible headroom, if mounting heights are not indicated.
- B. Install equipment according to manufacturer's requirements and submittal data. Portions of the Work are shown only in diagrammatic form. Refer conflicts to Architect.
- C. Install equipment level and plumb, parallel and perpendicular to other building systems and components in exposed interior spaces, unless otherwise indicated.
- D. Install mechanical equipment to facilitate service, maintenance, and repair or replacement of components.
- E. Connect equipment for ease of disconnecting, with minimum interference to other installations.
- F. Install equipment giving right of way to piping installed at required slope.
- G. Install flexible connectors on equipment side of shutoff valves, horizontally and parallel to equipment shafts if possible.

3.16 CONCRETE BASES AND HOUSEKEEPING PADS

- A. Anchor equipment to concrete base or pads according to equipment manufacturer's written instructions and according to applicable seismic codes.
 - 1. Provide / modify / enlarge bases and pads as required, but not less than 6 inches larger in both directions than supported unit.
 - 2. Use 3000-psi, 28-day compressive-strength concrete.
 - 3. Install dowel rods to connect concrete base to concrete floor. Unless otherwise indicated, install dowel rods on 18-inch centers around the full perimeter of the base.

4. Install epoxy-coated anchor bolts for supported equipment that extend through concrete base, and anchor into structural concrete floor.
5. Place and secure anchorage devices. Use supported equipment manufacturer's setting drawings, templates, diagrams, instructions, and directions furnished with items to be embedded.
6. Install anchor bolts to elevations required for proper attachment to supported equipment.
7. Install anchor bolts according to anchor-bolt manufacturer's written instructions.
8. Bases and pads poured on reinforced concrete slabs shall be a minimum of 4" thick, have 6 x 6 x 10/10 welded wire fabric and shall be doweled to the slab.

3.17 ERECTION OF METAL SUPPORTS AND ANCHORAGE

- A. Cut, fit, and place miscellaneous metal supports accurately in location, alignment, and elevation to support and anchor mechanical materials and equipment.
- B. Field Welding: Comply with AWS D1.1, "Structural Welding Code--Steel."

3.18 GROUTING

- A. Install nonmetallic, non-shrink, grout for mechanical equipment base bearing surfaces, pump and other equipment base plates, and anchors. Mix grout according to manufacturer's written instructions.
 1. Clean surfaces that will come into contact with grout.
 2. Provide forms as required for placement of grout.
 3. Avoid air entrapment during placing of grout.
 4. Place grout, completely filling equipment bases.
 5. Place grout on concrete bases to provide smooth bearing surface for equipment.
 6. Place grout around anchors.
 7. Cure placed grout according to manufacturer's written instructions.

3.19 INCIDENTAL WORK

- A. The following incidental work shall be furnished by the designated contractor under the supervision of the Temperature Control Contractor:
 1. The Piping Contractor shall install automatic valves and separable wells that are specified to be furnished by the Temperature Control Contractor.
 2. The Piping Contractor shall provide all necessary valved pressure taps, water, drain, and overflow connections and piping.
 3. The Piping Contractor shall provide all necessary piping connections required for flow devices, valve position indicators, etc.
 4. The Electrical Contractor shall provide power wiring to the variable frequency drives.

3.20 EQUIPMENT AND SYSTEM SOFTWARE INTERFACES TO THE BMCS

- A. Contractor shall coordinate with the BMCS Contractor to determine the points that are to be mapped from the equipment and systems to the existing BMCS (Trane). Contractor shall provide details of the method of integration and the information to be transferred

between the systems as part of the submittal package.

- B. Contractor shall provide the necessary software communication ports specifically for the interfacing of the systems to the BMCS.
- C. Contractor cannot document that the exact same interface has been performed between the selected BMCS and the equipment and/or system, then the interfaces shall be tested prior to installations at an offsite location. The equipment shall not be installed at the project location until all software interfaces to the BMCS have been successfully demonstrated or documented.
- D. Documentation regarding the software interfaces shall be provided in sufficient detail as to enable a person reasonably skilled in the writing of real time software applications to add/delete points mapped from one system to the other. The documentation shall include a detailed description of each protocol used and the model, version and firmware details of any protocol converter (gateway) that is used.
- E. Refer to BMCS specifications for coordination and testing requirements.

3.21 LUBRICATION, TESTING AND TEST REPORTS

- A. Upon completion of the work, the entire system shall be tested and proven for capacity of equipment, balance of system, proper operation of controls, and comfort of conditioned spaces.
 - 1. Prior to beginning systems testing, adjusting and balancing, replace all filter media with new media.
 - 2. Test and balance procedures and documentation shall be in accordance with AABC, NEBB, or SMACNA unless indicated otherwise.
 - 3. Take air and water flow readings and submit copy of same to demonstrate proper flow according to the performances shown on the plans and noted in the specifications.
 - 4. Motors shall be checked for overload and belts adjusted.
 - a. Align pulleys and install belts according to manufacturer's written instructions.
 - b. Tension according to manufacturer's written instructions.
 - 5. Lubricate moving parts and clean or replace filters.
 - a. Run in all bearings and, after they are run in, drain and flush bearings and refill with a new oil charge.
 - b. Equipment shall be so arranged that tools (screwdrivers, wrenches, etc.) will not be required to make lubrication points accessible.
 - c. Extensions on grease or oil fittings shall be provided where required for access to lubricate.
 - 6. Test piping systems per applicable codes and standards.
 - 7. Submit all test reports to the Architect for review prior to date of substantial completion.
 - 8. Equipment and systems discrepancies shall be corrected prior to final acceptance.

END OF SECTION

SECTION 23 05 93

TESTING, ADJUSTING, AND BALANCING FOR HVAC

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Testing, adjustment, and balancing of air systems and components.
- B. Testing, adjustment, and balancing of hydronic systems and components.

1.2 DEFINITIONS

- A. Adjust: To regulate fluid flow rate and air patterns at the terminal equipment, such as to reduce fan speed or adjust a damper.
- B. Balance: To proportion flows within the distribution system, including submains, branches, and terminals, according to indicated quantities.
- C. Barrier or Boundary: Construction, either vertical or horizontal, such as walls, floors, and ceilings that are designed and constructed to restrict the movement of airflow, smoke, odors, and other pollutants.
- D. Draft: A current of air, when referring to localized effect caused by one or more factors of high air velocity, low ambient temperature, or direction of airflow, whereby more heat is withdrawn from a person's skin than is normally dissipated.
- E. NC: Noise criteria.
- F. Procedure: An approach to and execution of a sequence of work operations to yield repeatable results.
- G. RC: Room criteria.
- H. Report Forms: Test data sheets for recording test data in logical order.
- I. Static Head: The pressure due to the weight of the fluid above the point of measurement. In a closed system, static head is equal on both sides of the pump.
- J. Suction Head: The height of fluid surface above the centerline of the pump on the suction side.
- K. System Effect: A phenomenon that can create undesired or unpredicted conditions that cause reduced capacities in all or part of a system.
- L. System Effect Factors: Allowances used to calculate a reduction of the performance ratings of a fan when installed under conditions different from those presented when the fan was performance tested.

- M. TAB: Testing, adjusting, and balancing.
- N. Terminal: A point where the controlled medium, such as fluid or energy, enters or leaves the distribution system.
- O. Test: A procedure to determine quantitative performance of systems or equipment.
- P. Testing, Adjusting, and Balancing (TAB) Firm: The entity responsible for performing and reporting TAB procedures.

1.3 REFERENCE STANDARDS

- A. AABC (NSTSB) - AABC National Standards for Total System Balance, 7th Edition.
- B. ASHRAE Std 111 - Measurement, Testing, Adjusting, and Balancing of Building HVAC Systems.
- C. NEBB (TAB) - Procedural Standards for Testing Adjusting and Balancing of Environmental Systems.
- D. SMACNA (TAB) - HVAC Systems Testing, Adjusting and Balancing.
- E. TABB - Testing, Adjusting, and Balancing Bureau.

1.4 SUBMITTALS

- A. TAB Plan: Submit a written plan indicating the testing, adjusting, and balancing standard to be followed and the specific approach for each system and component.
 - 1. Submit to Architect.
 - 2. Submit six weeks prior to starting the testing, adjusting, and balancing work.
 - 3. Strategies and Procedures Plan: Within 30 days from Contractor's Notice to Proceed, submit 2 copies of TAB strategies and step-by-step procedures as specified below and in Part 3.
 - 4. Include certification that the plan developer has reviewed Contract Documents, the equipment and systems, and the control system with the Architect and other installers to sufficiently understand the design intent for each system.
 - 5. Include at least the following in the plan:
 - a. Preface: An explanation of the intended use of the control system.
 - b. List of all air flow, water flow, sound level, system capacity and efficiency measurements to be performed and a description of specific test procedures, parameters, formulas to be used.
 - c. Copy of field checkout sheets and logs to be used, listing each piece of equipment to be tested, adjusted and balanced with the data cells to be gathered for each.
 - d. Identification and types of measurement instruments to be used and their most recent calibration date.
 - e. Discussion of what notations and markings will be made on the duct and piping drawings during the process.
 - f. Final test report forms to be used.

- g. Detailed step-by-step procedures for TAB work for each system and issue, including:
 - 1) Terminal flow calibration (for each terminal type).
 - 2) Diffuser proportioning.
 - 3) Branch/submain proportioning.
 - 4) Total flow calculations.
 - 5) Rechecking.
 - 6) Diversity issues.
- h. Expected problems and solutions, etc.
- i. Criteria for using air flow straighteners or relocating flow stations and sensors; analogous explanations for the water side.
- j. Details of how TOTAL flow will be determined; for example:
 - 1) Air: Sum of terminal flows via control system calibrated readings or via hood readings of all terminals, supply (SA) and return air (RA) pitot traverse, SA or RA flow stations.
 - 2) Water: Pump curves, circuit setter, flow station, ultrasonic, etc.
- k. Specific procedures that will ensure that both air and water side are operating at the lowest possible pressures and methods to verify this.
- l. Confirmation of understanding of the outside air ventilation criteria under all conditions.
- m. Method of verifying and setting minimum outside air flow rate will be verified and set and for what level (total building, zone, etc.).
- n. Method of checking building static and exhaust fan and/or relief damper capacity.
- o. Proposed selection points for sound measurements and sound measurement methods.
- p. Methods for making coil or other system plant capacity measurements, if specified.
- q. Time schedule for TAB work to be done in phases (by floor, etc.).
- r. Description of TAB work for areas to be built out later, if any.
- s. Time schedule for deferred or seasonal TAB work, if specified.
- t. False loading of systems to complete TAB work, if specified.
- u. Exhaust fan balancing and capacity verifications, including any required room pressure differentials.
- v. Interstitial cavity differential pressure measurements and calculations, if specified.
- w. Procedures for field technician logs of discrepancies, deficient or uncompleted work by others, contract interpretation requests and lists of completed tests (scope and frequency).
- x. Procedures for formal progress reports, including scope and frequency.
- y. Procedures for formal deficiency reports, including scope, frequency and distribution.

- B. Final Report: Indicate deficiencies in systems that would prevent proper testing, adjusting, and balancing of systems and equipment to achieve specified performance.
 - 1. Revise TAB plan to reflect actual procedures and submit as part of final report.
 - 2. Submit draft copies of report for review prior to final acceptance of Project.
Provide final copies for Architect and for inclusion in operating and maintenance manuals.

3. Provide reports in electronic, word searchable, .pdf format binder manuals, complete with index page and indexing tabs, with cover identification at front and side. Include set of reduced drawings with air outlets and equipment identified to correspond with data sheets, and indicating thermostat locations.
 4. Include actual instrument list, with manufacturer name, serial number, and date of calibration.
 5. Form of Test Reports: Where the TAB standard being followed recommends a report format use that; otherwise, follow ASHRAE Std 111.
 6. Units of Measure: Report data in I-P (inch-pound) units only.
 7. Include the following on the title page of each report:
 - a. Name of Testing, Adjusting, and Balancing Agency.
 - b. Address of Testing, Adjusting, and Balancing Agency.
 - c. Telephone number of Testing, Adjusting, and Balancing Agency.
 - d. Project name.
 - e. Project location.
 - f. Project Architect.
 - g. Project Engineer.
 - h. Project Contractor.
 - i. Project altitude.
 - j. Report date.
 - k. Certification sheet signed and sealed by the certified testing and balancing engineer.
- C. Instrumentation Calibration: Calibrate instruments at least every six months or more frequently if required by instrument manufacturer.
1. Keep an updated record of instrument calibration that indicates date of calibration and the name of party performing instrument calibration.
- D. Project Record Documents: Record actual locations of flow measuring stations, balancing dampers, balancing valves and rough setting, balancing dampers, and balancing dampers.
- E. As-Balanced Record Pump and Fan Curves: Record actual balanced points on the manufacture's submitted pump and fan curves.
1. Record system curves and actual RPM data for all fans.
 2. Record system curves, actual RPM and final impeller diameter for all pumps.
- F. Final Report Contents: In addition to certified field report data, include the following:
1. Pump curves.
 2. Fan curves.
 3. Manufacturers' test data.
 4. Field test reports prepared by system and equipment installers.
 5. Other information relative to equipment performance, but do not include Shop Drawings and Product Data.

1.5 PROJECT CONDITIONS

- A. The entire TAB process shall be completed prior to Owner Occupancy.

1.6 COORDINATION

- A. Coordinate the efforts of factory-authorized service representatives for systems and equipment, HVAC controls installers, and other mechanics to operate HVAC systems and equipment to support and assist TAB activities.
- B. Provide seven days' advance notice for each test. Include scheduled test dates and times.
- C. Perform TAB after leakage and pressure tests on air and water distribution systems have been satisfactorily completed.

1.7 WARRANTY

- A. National Project Performance Guarantee: Provide a guarantee on AABC's "National Standards for Testing and Balancing Heating, Ventilating, and Air Conditioning Systems" forms stating that AABC will assist in completing requirements of the Contract Documents if TAB firm fails to comply with the Contract Documents. Guarantee includes the following provisions:
 - 1. The certified TAB firm has tested and balanced systems according to the Contract Documents.
 - 2. Systems are balanced to optimum performance capabilities within design and installation limits.

PART 2 PRODUCTS

2.1 DUCT TEST HOLES

- A. Temporary Test Holes: Cut or drill in ducts as required. Cap with neat patches, neoprene plugs, threaded plugs, or threaded or twist-on metal caps.
- B. Permanent Test Holes: Factory fabricated, air tight flanged fittings with screw cap. Provide extended neck fittings to clear insulation.

PART 3 EXECUTION

3.1 GENERAL REQUIREMENTS

- A. Perform total system balance in accordance with one of the following:
 - 1. AABC (NSTSB), AABC National Standards for Total System Balance.
 - 2. SMACNA (TAB).
 - 3. Maintain at least one copy of the standard to be used at project site at all times.
- B. Begin work after completion of systems to be tested, adjusted, or balanced and complete work prior to Substantial Completion of the project.
- C. Where HVAC systems and/or components interface with life safety systems, including fire and smoke detection, alarm, and control, coordinate scheduling and testing and inspection procedures with the authorities having jurisdiction.

- D. TAB Agency Qualifications:
1. Company specializing in the testing, adjusting, and balancing of systems specified in this section.
 2. Having minimum of three years documented experience.
 3. Certified by one of the following:
 - a. AABC, Associated Air Balance Council: www.aabc.com/#sle; upon completion submit AABC National Performance Guaranty.
 - b. NEBB, National Environmental Balancing Bureau: www.nebb.org/#sle.
 - c. TABB, The Testing, Adjusting, and Balancing Bureau of National Energy Management Institute: www.tabbcertified.org/#sle.
- E. TAB Supervisor and Technician Qualifications: Certified by same organization as TAB agency.

3.2 EXAMINATION

- A. Verify that systems are complete and operable before commencing work. Ensure the following conditions:
1. Systems are started and operating in a safe and normal condition.
 2. Temperature control systems are installed complete and operable.
 3. Proper thermal overload protection is in place for electrical equipment.
 4. Final filters are clean and in place. If required, install temporary media in addition to final filters.
 5. Duct systems are clean of debris.
 6. Hydronic systems are flushed, filled, and vented.
 7. Pumps are rotating correctly.
 8. Proper strainer baskets are clean and in place.
 9. Service and balance valves are open.
 10. Pressure/Temperature test fittings are installed on each pump.
- B. Examine equipment performance data including fan and pump curves. Relate performance data to Project conditions and requirements, including system effects that can create undesired or unpredicted conditions that cause reduced capacities in all or part of a system. Calculate system effect factors to reduce performance ratings of HVAC equipment when installed under conditions different from those presented when the equipment was performance tested at the factory.
- C. Examine system and equipment installations to verify that they are complete and that testing, cleaning, adjusting, and commissioning specified in individual Sections have been performed.
- D. Examine system and equipment test reports.
- E. Examine HVAC system and equipment installations to verify that indicated balancing devices, such as test ports, gage cocks, thermometer wells, flow-control devices, balancing valves and fittings, and manual volume dampers, are properly installed, and that their locations are accessible and appropriate for effective balancing and for efficient system and equipment operation.

- F. Examine systems for functional deficiencies that cannot be corrected by adjusting and balancing.
- G. Examine HVAC equipment to ensure that clean filters have been installed, bearings are greased, belts are aligned and tight, and equipment with functioning controls is ready for operation.
- H. Examine strainers for clean screens and proper perforations.
- I. Examine three-way valves for proper installation for their intended function of diverting or mixing fluid flows.
- J. Examine system pumps to ensure absence of entrained air in the suction piping.
- K. Examine equipment for installation and for properly operating safety interlocks and controls.
- L. Examine automatic temperature control and building automation system components to verify the following:
 - 1. Check the sequence of operation of control devices are according to the Contract Documents..
 - 2. Dampers, valves, and other controlled devices are operated by the intended controller.
 - 3. Dampers and valves are in the position indicated by the controller.
 - 4. Integrity of valves and dampers for free and full operation and for tightness of fully closed and fully open positions. This includes dampers in multizone units, mixing boxes, and variable-air-volume terminals.
 - 5. Automatic modulating and shutoff valves, including two-way valves and three-way mixing and diverting valves, are properly connected.
 - 6. Sensors are located to sense only the intended conditions.
 - 7. Controller set points are set at indicated values. Controllers are calibrated and commissioned. Record controller settings and note variances between set points and actual measurements.
 - 8. Transmitter and controller locations and note conditions that would adversely affect control functions.
 - 9. Operation of limiting controllers (i.e., high- and low-temperature controllers).
 - 10. Free travel and proper operation of control devices such as damper and valve operators.
 - 11. Interaction of electrically operated switch transducers.
 - 12. Interaction of interlock and lockout systems.
 - 13. Record voltages of power supply and controller output. Determine whether the system operates on a grounded or nongrounded power supply.
 - 14. Note operation of electric actuators using spring return for proper fail-safe operations.
- M. Report deficiencies discovered before and during performance of TAB procedures. Observe and record system reactions to changes in conditions. Record default set points if different from indicated values.

- N. Beginning of work means acceptance of existing conditions.

3.3 PREPARATION

- A. Hold a pre-balancing meeting at least one week prior to starting TAB work.
 - 1. Require attendance by all installers whose work will be tested, adjusted, or balanced.
- B. Provide instruments required for testing, adjusting, and balancing operations. Make instruments available to Architect to facilitate spot checks during testing.

3.4 ADJUSTMENT TOLERANCES

- A. Hydronic Systems: Adjust to within plus or minus 10 percent of design.

3.5 GENERAL PROCEDURES FOR TESTING AND BALANCING

- A. Perform testing and balancing procedures on each system according to the procedures contained in AABC's "National Standards for Testing and Balancing Heating, Ventilating and Air Conditioning Systems", NEBB's "Procedural Standards for Testing, Adjusting, and Balancing of Environmental Systems", and this Section.
- B. Cut insulation, ducts, pipes, and equipment cabinets for installation of test probes to the minimum extent necessary to allow adequate performance of procedures. After testing and balancing, close probe holes and patch insulation with new materials identical to those removed. Restore vapor barrier and finish according to insulation Specifications for this Project.
- C. Mark equipment and balancing device settings with paint or other suitable, permanent identification material, including damper-control positions, valve position indicators, fan-speed-control levers, and similar controls and devices, to show final settings.
- D. Take and report testing and balancing measurements in inch-pound (IP) units.

3.6 RECORDING AND ADJUSTING

- A. Field Logs: Maintain written logs including:
 - 1. Running log of events and issues.
 - 2. Discrepancies, deficient or uncompleted work by others.
 - 3. Contract interpretation requests.
 - 4. Lists of completed tests.
- B. Ensure recorded data represents actual measured or observed conditions.
- C. Permanently mark settings of valves, dampers, and other adjustment devices allowing settings to be restored. Set and lock memory stops.
- D. Mark on drawings the locations where traverse and other critical measurements were taken and cross reference the location in the final report.

- E. After adjustment, take measurements to verify balance has not been disrupted or that such disruption has been rectified.
- F. Leave systems in proper working order, replacing belt guards, closing access doors, closing doors to electrical switch boxes, and restoring thermostats to specified settings.
- G. Check and adjust systems approximately six months after final acceptance and submit report.

3.7 HYDRONIC AND PLUMBING SYSTEM PROCEDURE

- A. Prepare test reports with pertinent design data and number in sequence starting at pump to end of system. Check the sum of branch-circuit flows against approved pump flow rate. Correct variations that exceed plus or minus 5 percent.
- B. Prepare hydronic systems for testing and balancing according to the following, in addition to the general preparation procedures specified above:
 - 1. Open all manual valves for maximum flow.
 - 2. Check expansion tank liquid level.
 - 3. Check makeup-water-station pressure gage for adequate pressure for highest vent.
 - 4. Check flow-control valves for specified sequence of operation and set at indicated flow.
 - 5. Set differential-pressure control valves at the specified differential pressure. Do not set at fully closed position when pump is positive-displacement type unless several terminal valves are kept open.
 - 6. Set system controls so automatic valves are wide open to heat exchangers.
 - 7. Check pump-motor load. If motor is overloaded, throttle main flow-balancing device so motor nameplate rating is not exceeded.
 - 8. Check air vents for a forceful liquid flow exiting from vents when manually operated.
- C. Adjust water systems to provide required or design quantities.
- D. Use calibrated Venturi tubes, orifices, or other metered fittings and pressure gauges to determine flow rates for system balance. Where flow metering devices are not installed, base flow balance on temperature difference across various heat transfer elements in the system.
- E. Adjust systems to provide specified pressure drops and flows through heat transfer elements prior to thermal testing. Perform balancing by measurement of temperature differential in conjunction with air balancing.
- F. Effect system balance with automatic control valves fully open to heat transfer elements.
- G. Effect adjustment of water distribution systems by means of balancing cocks, valves, and fittings. Do not use service or shut-off valves for balancing unless indexed for balance point.

- H. Where available pump capacity is less than total flow requirements or individual system parts, full flow in one part may be simulated by temporary restriction of flow to other parts.
- I. Set calibrated balancing valves, if installed, at calculated presettings.
- J. Measure flow at all stations and adjust, where necessary, to obtain first balance.
 - 1. System components that have Cv rating or an accurately cataloged flow-pressure-drop relationship may be used as a flow-indicating device.
- K. Measure flow at main balancing station and set main balancing device to achieve flow that is 5 percent greater than indicated flow.
- L. Adjust balancing stations to within specified tolerances of indicated flow rate as follows:
 - 1. Determine the balancing station with the highest percentage over indicated flow.
 - 2. Adjust each station in turn, beginning with the station with the highest percentage over indicated flow and proceeding to the station with the lowest percentage over indicated flow.
 - 3. Record settings and mark balancing devices.
- M. Measure pump flow rate and make final measurements of pump amperage, voltage, rpm, pump heads, and systems' pressures and temperatures including outdoor-air temperature.
- N. Measure the differential-pressure control valve settings existing at the conclusions of balancing.
- O. Balance variable volume systems with automatic two- and three-way control valves by setting systems at maximum flow through heat-exchange terminals and proceed as specified above for hydronic systems.

3.8 SCOPE

- A. Test, adjust, and balance the following:
 - 1. HVAC Pumps.
 - 2. Fans.

3.9 MINIMUM DATA TO BE REPORTED

- A. Electric Motors:
 - 1. Manufacturer.
 - 2. Model/Frame.
 - 3. HP/BHP.
 - 4. Phase, voltage, amperage; nameplate, actual, no load.
 - 5. RPM.
 - 6. Service factor.
 - 7. Starter size, rating, heater elements.
 - 8. Sheave Make/Size/Bore.
 - 9. Motors Driven by Variable-Frequency Controllers:
 - a. Test for proper operation at speeds varying from minimum to maximum.

- b. Test the manual bypass for the controller to prove proper operation.
- c. Record observations, including controller manufacturer, model and serial numbers, and nameplate data.

B. V-Belt Drives:

- 1. Identification/location.
- 2. Required driven RPM.
- 3. Driven sheave, diameter and RPM.
- 4. Belt, size and quantity.
- 5. Motor sheave diameter and RPM.
- 6. Center to center distance, maximum, minimum, and actual.

C. Pumps:

- 1. Identification/number.
- 2. Manufacturer.
- 3. Size/model.
- 4. Impeller.
- 5. Service.
- 6. Design flow rate, pressure drop, BHP.
- 7. Actual flow rate, pressure drop, BHP.
- 8. Discharge pressure.
- 9. Suction pressure.
- 10. Total operating head pressure.
- 11. Shut off, discharge and suction pressures.
- 12. Shut off, total head pressure.

END OF SECTION

SECTION 23 07 19
HVAC PIPING INSULATION

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Piping insulation.
- B. ASTM C177 - Standard Test Method for Steady-State Heat Flux Measurements and Thermal Transmission Properties by Means of the Guarded-Hot-Plate Apparatus.
- C. ASTM C195 - Standard Specification for Mineral Fiber Thermal Insulating Cement.
- D. ASTM C518 - Standard Test Method for Steady-State Thermal Transmission Properties by Means of the Heat Flow Meter Apparatus.
- E. ASTM C533 - Standard Specification for Calcium Silicate Block and Pipe Thermal Insulation.
- F. ASTM C547 - Standard Specification for Mineral Fiber Pipe Insulation.
- G. ASTM C578 - Standard Specification for Rigid, Cellular Polystyrene Thermal Insulation.
- H. ASTM C585 - Standard Practice for Inner and Outer Diameters of Thermal Insulation for Nominal Sizes of Pipe and Tubing.
- I. ASTM C591 - Standard Specification for Unfaced Preformed Rigid Cellular Polyisocyanurate Thermal Insulation.
- J. ASTM C610 - Standard Specification for Molded Expanded Perlite Block and Pipe Thermal Insulation.
- K. ASTM C795 - Standard Specification for Thermal Insulation for Use in Contact with Austenitic Stainless Steel.
- L. ASTM D1056 - Standard Specification for Flexible Cellular Materials—Sponge or Expanded Rubber.
- M. ASTM D2842 - Standard Test Method for Water Absorption of Rigid Cellular Plastics.
- N. ASTM E84 - Standard Test Method for Surface Burning Characteristics of Building Materials.
- O. ASTM E96/E96M - Standard Test Methods for Gravimetric Determination of Water Vapor Transmission Rate of Materials.
- P. UL 723 - Standard for Test for Surface Burning Characteristics of Building Materials.

1.2 SUBMITTALS

- A. Product Data: Provide product description, thermal characteristics, list of materials and thickness for each service, and locations.
- B. Manufacturer's Instructions: Indicate installation procedures that ensure acceptable workmanship and installation standards will be achieved.

1.3 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacturing the Products specified in this section with not less than three years of documented experience.
- B. Applicator Qualifications: Company specializing in performing the type of work specified in this section and approved by manufacturer.

1.4 DELIVERY, STORAGE, AND HANDLING

- A. Accept materials on site, labeled with manufacturer's identification, product density, and thickness.

1.5 FIELD CONDITIONS

- A. Maintain ambient conditions required by manufacturers of each product.
- B. Maintain temperature before, during, and after installation for minimum of 24 hours.

PART 2 PRODUCTS

2.1 REGULATORY REQUIREMENTS

- A. Surface Burning Characteristics: Flame spread index/Smoke developed index of 25/50, maximum, when tested in accordance with ASTM E84, UL 723, ASTM E84, or UL 723.
- B. Products that come in contact with stainless steel shall have a leachable chloride content of less than 50 ppm when tested according to ASTM C 871.
- C. Insulation materials for use on austenitic stainless steel shall be qualified as acceptable according to ASTM C 795.
- D. Foam insulation materials shall not use CFC or HCFC blowing agents in the manufacturing process.
- E. Products shall be certified by UL GREENGUARD GOLD or Indoor Advantage Gold.
- F. Products shall certified to meet or exceed UL Standard 2818 -2013 Gold Standard for Chemical Emissions for Building Materials, Finishes and Furnishings

- G. Provide insulation thickness based on 2018 International Energy Conservation Code minimum requirements.
- H. Insulation materials and thicknesses are identified below. If more than one material is listed for a type of equipment, selection from materials listed is Contractor's option.

2.2 GLASS FIBER, RIGID

- A. Manufacturers:
 - 1. CertainTeed Corporation: www.certainteed.com/#sle.
 - 2. Johns Manville Corporation: www.jm.com/#sle.
 - 3. Knauf Insulation: www.knaufinsulation.com/#sle.
 - 4. Owens Corning Corporation: www.ocbuildingspec.com/sle.
 - 5. Manson Insulation.
- B. Insulation: ASTM C547 and ASTM C795; rigid molded, noncombustible, with wicking material to transport condensed water to the outside of the system for evaporation to the atmosphere.
 - 1. K Value: ASTM C177, 0.23 at 75 degrees F.
 - 2. Maximum Service Temperature: 220 degrees F.
 - 3. Maximum Moisture Absorption: 0.2 percent by volume.
- C. Vapor Barrier Jacket: White kraft paper with glass fiber yarn, bonded to aluminized film; moisture vapor transmission when tested in accordance with ASTM E96/E96M of 0.02 perm-inches.
- D. Tie Wire: 0.048 inch stainless steel with twisted ends on maximum 12 inch centers.
- E. Vapor Barrier Lap Adhesive: Compatible with insulation.
 - 1. Manufacturers:
 - a. Childers Products CP-127.
 - b. Foster Products 85-20/85-60.
 - c. Eagle Bridges - Marathon Industries, Inc.
 - 2. Shall meet ASTM C916 Type I/II
- F. Insulating Cement/Mastic: ASTM C195; hydraulic setting on mineral wool.
- G. Fibrous Glass Fabric:
 - 1. Manufacturers:
 - a. Fosters Mast a Fab.
 - b. Childers Chil Glas #10.
 - 2. Cloth: Untreated; 9 oz/sq yd min. weight.
 - 3. Blanket: 1.0 pcf density.
 - 4. Weave: 5 by 5.
- H. Indoor Vapor Barrier Finish:
 - 1. Manufacturers:
 - a. Childers Products, Chil Out, CP-33.
 - b. Foster Products Vapor Out. 30-33.

- c. Eagle Bridges - Marathon Industries, Inc.
- 2. Cloth: Untreated; 9 oz/sq yd min. weight.
- 3. Vinyl emulsion type acrylic, compatible with insulation, white color.
- 4. Permeance shall be 0.07 perms or less at 45 mils dry tested by ASTM E96.

2.3 ACCESSORIES

- A. General Requirements:
 - 1. Provide required accessories in accordance with and subject to the recommendations of the insulation manufacturer.
 - 2. Furnish compatible materials which do not contribute to corrosion, soften, or otherwise attack surfaces to which applied, in either the wet or dry state.
 - 3. Comply with ASTM C795 requirements for materials to be used on stainless steel surfaces.
 - 4. Supply materials that are asbestos free.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Test piping for design pressure, liquid tightness, and continuity prior to applying insulation materials.
- B. Verify that surfaces are clean and dry, with foreign material removed.

3.2 INSTALLATION

- A. Install in accordance with manufacturer's instructions.
- B. Install in accordance with NAIMA National Insulation Standards.
- C. Exposed Piping: Locate insulation and cover seams in least visible locations.
- D. For hot piping conveying fluids 140 degrees F or less, do not insulate flanges and unions at equipment, but bevel and seal ends of insulation.
- E. For hot piping conveying fluids over 140 degrees F, insulate flanges and unions at equipment.
- F. Glass Fiber Insulated Pipes Conveying Fluids Above Ambient Temperature:
 - 1. Provide standard jackets, with or without vapor barrier, factory-applied, or field-applied. Secure with self-sealing longitudinal laps and butt strips with pressure-sensitive adhesive. Secure with outward clinch expanding staples.
 - 2. Insulate fittings, joints, and valves with insulation of like material and thickness as adjoining pipe. Finish with PVC fitting covers.
- G. Inserts and Shields:
 - 1. Application: Insulated piping 3/4 inches diameter or larger.
 - 2. Shields: Galvanized steel between pipe hangers or pipe hanger rolls and inserts.
 - 3. Shield shall span an arc of 180 degrees.

4. Match diameter of shield to OD of insulation.
 5. Shield dimensions shall not be less than the following:
 - a. NPS 1/4 to NPS 3-1/2: 12 inches long and 0.048 inch thick.
 - b. NPS 4: 12 inches long and 0.06 inch thick.
 - c. NPS 5 and NPS 6: 18 inches long and 0.06 inch thick.
 6. Insert location: Between support shield and piping and under the finish jacket.
 7. Insert Configuration: Minimum 6 inches long, of same thickness and contour as adjoining insulation; may be factory fabricated.
 8. Insert Material: Hydrous calcium silicate insulation or other heavy density insulating material suitable for the planned temperature range.
 9. Steel Pipe Saddles:
 - a. Provide on all steam and steam condensate piping 3" and larger.
 - b. Provide on all heating hot water piping, operating above 200 degrees F, 3" and larger.
 10. Thermal-Hanger Shield Inserts: Install according to manufacturer's written instructions.
- H. Insulated Piping: Attach hangers and supports to piping as follows:
1. Piping Operating Above Ambient Temperature:
 - a. Where piping is not supported on rollers or trapeze, hangers may project through insulation.
 - b. For straight runs of piping, at points of support more than 100 feet from elbow or anchor point, use roller type supports.
 - c. Where piping is supported on rollers or trapeze, support piping at outside diameter of insulation.
 - 1) NPS Smaller than 2: Provide MSS SP-58, Type 40, protective shield.
 - 2) NPS 2 1/2 and Larger: Provide thermal-hanger shield insert and weight-distribution plate.
 2. Piping Operating Below Ambient Temperature: Support piping at outside diameter of insulation. Do not penetrate vapor barrier.
 - a. NPS Smaller than 2: Provide MSS SP-58, Type 40, protective shield.
 - b. NPS 2 1/2 and Larger: Provide thermal-hanger shield insert and weight-distribution plate.
- I. Continue insulation through walls, sleeves, pipe hangers, and other pipe penetrations. Finish at supports, protrusions, and interruptions. At fire separations, see Section 07 84 00.

3.3 GENERAL PIPE INSULATION INSTALLATION

- A. Requirements in this Article generally apply to all insulation materials except where more specific requirements are specified in various pipe insulation material installation articles.
- B. Insulation Installation on Fittings, Valves, Strainers, Flanges, and Unions:
1. Install insulation over fittings, valves, strainers, flanges, unions, and other specialties with continuous thermal and vapor-retarder integrity, unless otherwise indicated.

2. Insulate pipe elbows using preformed fitting insulation or mitered fittings made from same material and density as adjacent pipe insulation. Each piece shall be butted tightly against adjoining piece and bonded with adhesive. Fill joints, seams, voids, and irregular surfaces with insulating cement finished to a smooth, hard, and uniform contour that is uniform with adjoining pipe insulation.
 3. Insulate tee fittings with preformed fitting insulation or sectional pipe insulation of same material and thickness as used for adjacent pipe. Cut sectional pipe insulation to fit. Butt each section closely to the next and hold in place with tie wire. Bond pieces with adhesive.
 4. Insulate valves using preformed fitting insulation or sectional pipe insulation of same material, density, and thickness as used for adjacent pipe. Overlap adjoining pipe insulation by not less than two times the thickness of pipe insulation, or one pipe diameter, whichever is thicker. For valves, insulate up to and including the bonnets, valve stuffing-box studs, bolts, and nuts. Fill joints, seams, and irregular surfaces with insulating cement.
 5. Insulate strainers using preformed fitting insulation or sectional pipe insulation of same material, density, and thickness as used for adjacent pipe. Overlap adjoining pipe insulation by not less than two times the thickness of pipe insulation, or one pipe diameter, whichever is thicker. Fill joints, seams, and irregular surfaces with insulating cement. Insulate strainers so strainer basket flange or plug can be easily removed and replaced without damaging the insulation and jacket. Provide a removable reusable insulation cover. For below ambient services, provide a design that maintains vapor barrier.
 6. Insulate flanges and unions using a section of oversized preformed pipe insulation. Overlap adjoining pipe insulation by not less than two times the thickness of pipe insulation, or one pipe diameter, whichever is thicker.
 7. Cover segmented insulated surfaces with a layer of finishing cement and coat with a mastic. Install vapor-barrier mastic for below ambient services and a breather mastic for above ambient services. Reinforce the mastic with fabric-reinforcing mesh. Trowel the mastic to a smooth and well-shaped contour.
 8. For services not specified to receive a field-applied jacket except for flexible elastomeric and polyolefin, install fitted PVC cover over elbows, tees, strainers, valves, flanges, and unions. Terminate ends with PVC end caps. Tape PVC covers to adjoining insulation facing using PVC tape.
 9. Stencil or label the outside insulation jacket of each union with the word "UNION." Match size and color of pipe labels.
- C. Insulate instrument connections for thermometers, pressure gages, pressure temperature taps, test connections, flow meters, sensors, switches, and transmitters on insulated pipes, vessels, and equipment. Shape insulation at these connections by tapering it to and around the connection with insulating cement and finish with finishing cement, mastic, and flashing sealant.
- D. Install removable insulation covers at locations indicated. Installation shall conform to the following:
1. Make removable flange and union insulation from sectional pipe insulation of same thickness as that on adjoining pipe. Install same insulation jacket as adjoining pipe insulation.

2. When flange and union covers are made from sectional pipe insulation, extend insulation from flanges or union long at least two times the insulation thickness over adjacent pipe insulation on each side of flange or union. Secure flange cover in place with stainless-steel or aluminum bands. Select band material compatible with insulation and jacket.
3. Construct removable valve insulation covers in same manner as for flanges except divide the two-part section on the vertical center line of valve body.
4. When covers are made from block insulation, make two halves, each consisting of mitered blocks wired to stainless-steel fabric. Secure this wire frame, with its attached insulation, to flanges with tie wire. Extend insulation at least 2 inches over adjacent pipe insulation on each side of valve. Fill space between flange or union cover and pipe insulation with insulating cement. Finish cover assembly with insulating cement applied in two coats. After first coat is dry, apply and trowel second coat to a smooth finish.

3.4 INSULATION AND JACKET SCHEDULE

- A. Insulation thickness listed below is based on the thermal conductivity performance of the material listed.
 1. Alternative material thickness must be adjusted as required to provide equivalent conductivity performance.
 2. Alternative material substitution shall be reviewed by the Architect.
- B. Provide insulation thickness based on 2018 International Energy Conservation Code minimum requirements.
- C. Indoor Piping:
 1. Heating Hot Water/Glycol Supply and Return, 200 Degrees F and below:
 - a. 1-1/4 Inches and Smaller:
 - 1) Glass Fiber, Preformed Pipe, Type I: 1 1/2 inches thick.
 - b. 1-1/2 Inches and Larger:
END OF SECTION

SECTION 23 09 93

SEQUENCE OF OPERATIONS FOR HVAC CONTROLS

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. This section defines the manner and method by which controls function. Requirements for each type of control system operation are specified. Equipment, devices, and system components required for control systems are specified in other sections.
- B. Sequence of operation for:
 - 1. Heating water system.

1.2 SYSTEM DESCRIPTION

- A. This Section defines the manner and method by which controls function. Requirements for each type of control system operation are specified. Equipment, devices, and system components required for control systems are specified in other Sections.

1.3 SUBMITTALS

- A. See Section 01 30 00 - Administrative Requirements for submittal procedures.
- B. Sequence of Operation Documentation: Submit written sequence of operation for entire HVAC system and each piece of equipment.
 - 1. Preface: 1 or 2 paragraph overview narrative of the system describing its purpose, components and function.
 - 2. State each sequence in small segments and give each segment a unique number for referencing in Functional Test procedures; provide a complete description regardless of the completeness and clarity of the sequences specified in Contract Documents.
 - 3. Include at least the following sequences:
 - a. System off.
 - b. Start-up.
 - c. Warm-up mode.
 - d. Normal operating mode.
 - e. Unoccupied mode.
 - f. Shutdown.
 - g. Capacity control sequences and equipment staging.
 - h. Temperature and pressure control, such as setbacks, setups, resets, etc.
 - i. Detailed sequences for all control strategies, such as economizer control, optimum start/stop, staging, optimization, demand limiting, etc.
 - j. Effects of power or equipment failure with all standby component functions.
 - k. Sequences for all alarms and emergency shut downs.
 - l. Seasonal operational differences and recommendations.
 - m. Interactions and interlocks with other systems.

4. Include initial and recommended values for all adjustable settings, setpoints and parameters that are typically set or adjusted by operating staff; and any other control settings or fixed values, delays, etc. that will be useful during testing and operating the equipment.
 5. For packaged controlled equipment, include manufacturer's furnished sequence of operation amplified as required to describe the relationship between the packaged controls and the control system, indicating which points are adjustable control points and which points are only monitored.
 6. Include schedules, if known.
- C. Control System Diagrams: Submit graphic schematic of the control system showing each control component and each component controlled, monitored, or enabled.
1. Label with settings, adjustable range of control and limits.
 2. Include flow diagrams for each control system, graphically depicting control logic.
 3. Include the system and component layout of all equipment that the control system monitors, enables or controls, even if the equipment is primarily controlled by packaged or integral controls.
 4. Include draft copies of graphic displays indicating mechanical system components, control system components, and controlled function status and value.
 5. Include all monitoring, control and virtual points specified in elsewhere.
 6. Include a key to all abbreviations.
- D. Points List: Submit list of all control and monitor points indicating at least the following for each point.
1. Name of controlled system.
 2. Point abbreviation.
 3. Point description; such as dry bulb temperature, airflow, etc.
 4. Display unit.
 5. Control point or setpoint (Yes / No); i.e. a point that controls equipment and can have its setpoint changed.
 6. Monitoring point (Yes / No); i.e. a point that does not control or contribute to the control of equipment but is used for operation, maintenance, or performance verification.
 7. Intermediate point (Yes / No); i.e. a point whose value is used to make a calculation which then controls equipment, such as space temperatures that are averaged to a virtual point to control reset.
 8. Calculated point (Yes / No); i.e. a "virtual" point generated from calculations of other point values.
- E. Project Record Documents: Record actual locations of components and setpoints of controls, including changes to sequences made after submission of shop drawings.

1.4 CONTROL SYSTEM INTERFACES

- A. Boilers shall operate independently as designed utilizing manufacturer programming, controls, and sequences. Existing Trane SC to provide additional support to monitor and control system functions, controls graphics and alarms.

- B. System and Equipment to BMCS Interfaces shall be provided for, but not limited to:
 - 1. Manufacturer's packaged system control panels.
 - 2. Pumps.
 - 3. Variable Frequency Controllers.
 - 4. Boiler Management System
- C. A watchdog procedure must be implemented that enables the identification of the point of failure, i.e., where in the communications chain between the two systems did the failure occur. The watchdog function must operate at a frequency that detects a failure within 60 seconds.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.1 OPERATING SEQUENCES - GENERAL

- A. Sequence of Control indicated illustrates basic control function only. Provide all control devices required for controlling air handling units, exhaust fans, physical plant equipment, terminal equipment, and all related items. Provide monitoring only devices as indicated.
- B. The Control Contractor shall perform the initial input of all required operational data for each point that is to be used based on information supplied to the Contractor by the Owner. The Contractor shall assist the Owner's staff in developing the schedule and shall demonstrate the operation of the system using the data.
- C. Provide adequate English language notation in the software to assist the operator in understanding the intent of the programmed sequences.
- D. The Control Contractor shall be responsible for the stable operation of all control loops. If the Control Contractor has not provided self-tuning PID control algorithms then the Control Contractor shall manually tune all control loops. Verify all control loops are stable whether or not they are self-tuning.
- E. The Control Contractor shall provide any modifications to the operating sequence programs as requested by the Owner without additional costs until the final acceptance of the entire control system.
- F. Graphics shall represent actual range of outputs.
- G. The operator shall be able to establish on-line, using an interactive procedure, a value for the accumulated operating time at which a suitably worded message shall be output to the operator advising that the reporting limit has been reached for a specific motor. The message shall be output at the designated alarm printer.
- H. The operator shall be able to change the accumulated total for any motor to any value.
- I. The accumulated operating times shall be updated at least every 15 minutes.

3.2 HEATING WATER SYSTEM

- A. System Off - When the system is off:
 - 1. The boilers shall be disabled.
 - 2. The heating water pumps shall be off.
- B. Initiation of System Start-Up - The system shall be started:
 - 1. Manually initiated by operator through BMCS.
 - 2. Automatically by the BMCS base on a time schedule or whenever there is a requirement for heating.
- C. System Operation - After system start-up has been initiated the following shall occur:
 - 1. Sequential Boiler Control:
 - a. The lead heating water pump and boiler shall be selected by one of the following operator selectable methods:
 - 1) Operator selection of individual equipment.
 - 2) Run times to equalize equipment operations.
 - b. The lead pump shall start.
 - c. The lead boiler shall start.
 - d. The boilers shall cycle to maintain the system heating water supply temperature setpoint.
 - e. The boiler units shall be enabled to start under control of the unit-mounted controllers.
 - f. The unit-mounted controllers shall control the heating water supply temperature setpoint.
 - g. Provide a heating water temperature setpoint reset schedule based on outdoor air temperature.
 - h. If a boiler or pump fails in service the unit shall be disabled and the standby boiler or pump shall be enabled without any time delays.
- D. System Shutdown - Shall be initiated as follows:
 - 1. Manually initiated by operator through BMCS.
 - 2. Automatically by the BMCS base on a time schedule or whenever there is not a requirement for heating.
- E. System Setpoints - The setpoints shall be operator changeable and initially set as follows:
 - 1. Heating water supply temperature setpoint shall be between 120 and 180 degrees F.
 - 2. The high/low temperature alarm setpoint shall be set initially at 10 degrees F above/below the temperature setpoint.
- F. Alarms - The BMCS shall generate an alarm for the following conditions:
 - 1. Boiler or pump failure.
 - 2. High/low heating water supply temperature.
- G. Failure Positions - The following shall occur upon component failure or loss of power:
 - 1. Pumps shall remain in the last commanded state.
 - 2. Boilers shall remain in the last commanded state.

3. Heat exchanger valve(s) shall fail open.

H. Points List:

1. Analog Inputs:
 - a. Heating water return temperature.
 - b. Heating water supply temperature.
 - c. Heating water system differential pressure.
2. Digital Inputs:
 - a. Boiler general alarm (Typ 2).
 - b. Heating water pump status (Typ 2).
3. Analog Outputs:
 - a. Heating water pump VFC speed (Typ 2).
 - b. Boiler supply temperature setpoint reset (Typ 2).
4. Digital Outputs:
 - a. Boiler enable/disable (Typ 2).
 - b. Heating water pump start/stop (Typ 2).

END OF SECTION

SECTION 23 11 23
FACILITY NATURAL-GAS PIPING

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Pipe, pipe fittings, valves, specialties and connections for natural gas piping systems.

1.2 REFERENCE STANDARDS

- A. ANSI Z21.18/CSA 6.3 - Gas Appliance Pressure Regulators.
- B. ANSI Z21.80/CSA 6.22 - Line Pressure Regulators.
- C. ASME BPVC-IX - Boiler and Pressure Vessel Code, Section IX - Qualification Standard for Welding, Brazing, and Fusing Procedures; Welders; Brazers; and Welding, Brazing, and Fusing Operators.
- D. ASME B16.3 - Malleable Iron Threaded Fittings: Classes 150 and 300.
- E. ASME B31.1 - Power Piping.
- F. ASME B31.9 - Building Services Piping.
- G. ASTM A53/A53M - Standard Specification for Pipe, Steel, Black and Hot-Dipped, Zinc-Coated, Welded and Seamless.
- H. ASTM A234/A234M - Standard Specification for Piping Fittings of Wrought Carbon Steel and Alloy Steel for Moderate and High Temperature Service.
- I. ICC-ES AC01 - Acceptance Criteria for Expansion Anchors in Masonry Elements.
- J. ICC-ES AC106 - Acceptance Criteria for Predrilled Fasteners (Screw Anchors) in Masonry.
- K. ICC-ES AC193 - Acceptance Criteria for Mechanical Anchors in Concrete Elements.
- L. ICC-ES AC308 - Acceptance Criteria for Post-Installed Adhesive Anchors in Concrete Elements.
- M. MSS SP-78 - Gray Iron Plug Valves, Flanged and Threaded Ends.

1.3 SUBMITTALS

- A. See Section 01 30 00 - Administrative Requirements, for submittal procedures.
- B. Product Data: Provide data on pipe materials, pipe fittings, valves, and accessories. Provide manufacturers catalog information. Indicate valve data and ratings.

- C. Project Record Documents: Record actual locations of valves.

1.4 QUALITY ASSURANCE

- A. Perform work in accordance with applicable codes.
- B. Valves: Manufacturer's name and pressure rating marked on valve body.
- C. Welding Materials and Procedures: Comply with ASME BPVC-IX and applicable state labor regulations.
- D. Welder Qualifications: Certified in accordance with ASME BPVC-IX.
- E. Identify pipe with marking including size, ASTM material classification, and ASTM specification.

PART 2 PRODUCTS

2.1 NATURAL GAS PIPING, ABOVE GRADE

- A. Steel Pipe: ASTM A53/A53M, Grade B, Type F, Schedule 40 black.
 - 1. Fittings: ASME B16.3, malleable iron, or ASTM A234/A234M, wrought steel welding type.
 - 2. Joints: Threaded or welded to ASME B31.1.

2.2 FLANGES, UNIONS, AND COUPLINGS

- A. Flanges for Pipe Size Over 1 Inch:
 - 1. Ferrous Pipe: Class 150 malleable iron threaded or forged steel slip-on flanges; preformed neoprene gaskets.
- B. Dielectric Connections: Union with galvanized or plated steel threaded end, copper solder end, water impervious isolation barrier.

2.3 PIPE HANGERS AND SUPPORTS

- A. Provide hangers and supports that comply with MSS SP-58.
 - 1. If type of hanger or support for a particular situation is not indicated, select appropriate type using MSS SP-58 recommendations.
 - 2. Overhead Supports: Individual steel rod hangers attached to structure or to trapeze hangers.
 - 3. Trapeze Hangers: Welded steel channel frames attached to structure.
 - 4. Vertical Pipe Support: Steel riser clamp.
- B. Hanger Fasteners: Attach hangers to structure using appropriate fasteners, as follows:
 - 1. Concrete Wedge Expansion Anchors: Complying with ICC-ES AC193.
 - 2. Masonry Wedge Expansion Anchors: Complying with ICC-ES AC01.
 - 3. Concrete Screw Type Anchors: Complying with ICC-ES AC193.
 - 4. Masonry Screw Type Anchors: Complying with ICC-ES AC106.

5. Concrete Adhesive Type Anchors: Complying with ICC-ES AC308.
6. Other Types: As required.

2.4 PLUG VALVES

- A. Construction 2-1/2 Inches and Larger: MSS SP-78, 175 psi CWP, cast iron body and plug, pressure lubricated, Teflon or Buna N packing, flanged or grooved ends. Provide lever operator with set screw.

2.5 STRAINERS

- A. Size 2 inch and Under:
 1. Threaded brass body for 175 psi CWP, Y pattern with 1/32 inch stainless steel perforated screen.
 2. Class 150, threaded bronze body 300 psi CWP, Y pattern with 1/32 inch stainless steel perforated screen.
- B. Size 1-1/2 inch to 4 inch:
 1. Class 125, flanged iron body, Y pattern with 1/16 inch stainless steel perforated screen.
- C. Size 5 inch and Larger:
 1. Class 125, flanged iron body, basket pattern with 1/8 inch stainless steel perforated screen.

2.6 LINE PRESSURE REGULATORS AND APPLIANCE REGULATORS INDICATORS

- A. Compliance Requirements:
 1. Appliance Regulator: ANSI Z21.18/CSA 6.3.
 2. Line Pressure Regulator: ANSI Z21.80/CSA 6.22.
- B. Materials in Contact With Gas:
 1. Housing: Aluminum, steel (free of non-ferrous metals).
 2. Seals and Diaphragms: NBR-based rubber.
- C. Maximum Inlet Operating Pressure: 10 psi.
 1. Appliance Regulator: 10 psi.
 2. Line Pressure Regulator: 10 psi.
- D. Maximum Body Pressure: 10 psi.
- E. Output Pressure Range: 1 inch wc to 80 inch wc.

2.7 GAS SPECIALTIES:

- A. Gas Stops: Bronze body with AGA stamp, plug type with bronze plug and flat or square head, ball type with chrome-plated brass ball and lever handle, or butterfly valve with stainless-steel disc and fluorocarbon elastomer seal and lever handle; 2-psig minimum pressure rating.

PART 3 EXECUTION

3.1 PREPARATION

- A. Ream pipe and tube ends. Remove burrs. Bevel plain end ferrous pipe.
- B. Remove scale and dirt, on inside and outside, before assembly.
- C. Prepare piping connections to equipment with flanges or unions.

3.2 INSTALLATION

- A. Install in accordance with manufacturer's instructions.
- B. Provide non-conducting dielectric connections wherever jointing dissimilar metals.
- C. Route piping in orderly manner and maintain gradient. Route parallel and perpendicular to walls.
- D. Install piping to maintain headroom, conserve space, and not interfere with use of space.
- E. Group piping whenever practical at common elevations.
- F. Install piping to allow for expansion and contraction without stressing pipe, joints, or connected equipment. Refer to Section 23 05 16.
- G. Provide clearance in hangers and from structure and other equipment for installation of insulation and access to valves and fittings.
- H. Provide access where valves and fittings are not exposed.
- I. Establish elevations of buried piping outside the building to ensure not less than _____ ft of cover.
- J. Where pipe support members are welded to structural building framing, scrape, brush clean, and apply one coat of zinc rich primer to welding.
- K. Prepare exposed, unfinished pipe, fittings, supports, and accessories ready for finish painting.
- L. Install valves with stems upright or horizontal, not inverted.
- M. Pipe vents from gas pressure reducing valves to outdoors and terminate in weather proof hood.
- N. Sleeve pipes passing through partitions, walls and floors.
- O. Pipe Hangers and Supports:
 - 1. Install in accordance with ASME B31.9.

2. Support horizontal piping as indicated.
3. Install hangers to provide minimum 1/2 inch space between finished covering and adjacent work.
4. Place hangers within 12 inches of each horizontal elbow.
5. Use hangers with 1-1/2 inch minimum vertical adjustment. Design hangers for pipe movement without disengagement of supported pipe.
6. Support vertical piping at every other floor. Support riser piping independently of connected horizontal piping.
7. Where several pipes can be installed in parallel and at same elevation, provide multiple or trapeze hangers.
8. Provide copper plated hangers and supports for copper piping.

3.3 APPLICATION

- A. Install unions downstream of valves and at equipment or apparatus connections.
- B. Install brass male adapters each side of valves in copper piped system. Solder adapters to pipe.
- C. Provide plug valves in natural gas systems for shut-off service.

END OF SECTION

SECTION 23 21 13
HYDRONIC PIPING

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Hydronic system requirements.
- B. Heating water piping, above grade.
- C. Equipment drains and overflows.
- D. Pipe hangers and supports.
- E. Unions, flanges, and dielectric connections.

1.2 CODE AND PERMIT COMPLIANCE

- A. Work shall be in accordance with all applicable codes. Where the codes and drawings do not agree, the code shall take precedence; however, code shall take precedence over what is shown only when it is more stringent than that indicated. Items that are allowed by codes which are less stringent than that indicated shall not be substituted.
- B. Contractors shall familiarize themselves with all requirements as to permits, fees, etc., and shall comply. All permits, licenses, inspections, and arrangements required for the work shall be provided by the Contractors at their expense.
- C. All utilities shall be installed in accordance with utility company rules and regulations.
- D. Drawings, plans, and schematics and diagrams indicate the general location and the arrangement of piping systems. Wherever practical, install piping as indicated.

1.3 REFERENCE STANDARDS

- A. ASME BPVC-IX - Boiler and Pressure Vessel Code, Section IX - Qualification Standard for Welding, Brazing, and Fusing Procedures; Welders; Brazers; and Welding, Brazing, and Fusing Operators.
- B. ASME B16.3 - Malleable Iron Threaded Fittings: Classes 150 and 300.
- C. ASME B16.18 - Cast Copper Alloy Solder Joint Pressure Fittings.
- D. ASME B16.22 - Wrought Copper and Copper Alloy Solder-Joint Pressure Fittings.
- E. ASME B31.9 - Building Services Piping.
- F. ASTM A53/A53M - Standard Specification for Pipe, Steel, Black and Hot-Dipped, Zinc-Coated, Welded and Seamless.

- G. ASTM A183 - Standard Specification for Carbon Steel Track Bolts and Nuts.
- H. ASTM A234/A234M - Standard Specification for Piping Fittings of Wrought Carbon Steel and Alloy Steel for Moderate and High Temperature Service.
- I. ASTM A536 - Standard Specification for Ductile Iron Castings.
- J. ASTM B32 - Standard Specification for Solder Metal.
- K. ASTM B88 - Standard Specification for Seamless Copper Water Tube.
- L. ASTM B88M - Standard Specification for Seamless Copper Water Tube (Metric).
- M. ASTM D2000 - Standard Classification System for Rubber Products in Automotive Applications.
- N. ASTM F708 - Standard Practice for Design and Installation of Rigid Pipe Hangers.
- O. AWS D1.1/D1.1M - Structural Welding Code - Steel.
- P. AWWA C110/A21.10 - Ductile-Iron and Gray-Iron Fittings.
- Q. AWWA C111/A21.11 - Rubber-Gasket Joints for Ductile-Iron Pressure Pipe and Fittings.
- R. AWWA C151/A21.51 - Ductile-Iron Pipe, Centrifugally Cast.
- S. MSS SP-58 - Pipe Hangers and Supports - Materials, Design, Manufacture, Selection, Application, and Installation.

1.4 SUBMITTALS

- A. Product Data:
 - 1. Include data on pipe materials, pipe fittings, valves, and accessories.
 - 2. Provide manufacturers catalog information.
- B. Manufacturer's Installation Instructions: Indicate hanging and support methods, joining procedures.
- C. Pipe pressure testing report.

1.5 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacturing products of the type specified in this section, with minimum three years of documented experience.
- B. Installer Qualifications: Company specializing in performing work of the type specified in this section with minimum 5 years of experience.

C. Date stamp all castings used for coupling housings, fittings, valve bodies, etc. for quality assurance and traceability.

D. Welder Qualifications: Certify in accordance with ASME BPVC-IX.

1.6 DELIVERY, STORAGE, AND HANDLING

A. Provide temporary end caps and closures on piping and fittings. Maintain in place until installation.

B. Protect piping systems from entry of foreign materials by temporary covers, completing sections of the work, and isolating parts of completed system.

1.7 FIELD CONDITIONS

A. Do not install underground piping when bedding is wet or frozen.

PART 2 PRODUCTS

2.1 HYDRONIC SYSTEM REQUIREMENTS

A. Comply with ASME B31.9 and applicable federal, state, and local regulations.

B. Piping: Provide piping, fittings, hangers, and supports as required, as indicated, and as follows:

1. Where more than one piping system material is specified, provide joining fittings that are compatible with piping materials and ensure that the integrity of the system is not jeopardized.
2. Use non-conducting dielectric connections whenever jointing dissimilar metals.
3. Grooved mechanical coupling joints are not permitted in any location.
 - a. Accessible locations include those exposed on interior of building, in pipe chases, and in mechanical rooms, aboveground outdoors, and as approved by Architect.
 - b. Couplings to be bolt pad to bolt pad assembly, central cavity pressure-responsive design.
 - c. Installation-Ready, for direct stab installation without field disassembly or loose parts.
 - d. Use rigid joints unless otherwise indicated.
 - e. Use flexible joints at vibrating or rotating equipment.
 - 1) Three (or four, depending on pipe size), flexible joints may be used in lieu of a flexible connector.
 - f. Use gaskets of molded grade EHP synthetic rubber with central cavity, pressure responsive configuration and complying with ASTM D2000, Grade 2CA615A15B44F17Z for circulating medium up to maximum 230 degrees F or Grade M3BA610A15B44Z for circulating medium up to maximum 200 degrees F.
 - g. Provide steel coupling nuts and bolts complying with ASTM A183.
4. Provide pipe hangers and supports in accordance with ASME B31.9 or MSS SP-58 unless indicated otherwise.

- 5. Welded piping shall have long radius elbows.
- 6. Where Schedule 40 is required below, the following shall apply for larger piping: Steel Pipe Sizes 12 Inches and Greater: ASTM A53/A53M, 3/8 inch wall, black, using one of the following joint types:
 - a. Threaded Joints: ASTM A536 ductile iron fittings.
- C. Pipe-to-Valve and Pipe-to-Equipment Connections: Use flanges or unions to allow disconnection of components for servicing; do not use direct welded, soldered, or threaded connections.
 - 1. Where grooved joints are used in piping, provide grooved valve/equipment connections if available; if not available, provide flanged ends and grooved flange adapters.
- D. Valves: Provide valves where indicated:
 - 1. Provide drain valves where indicated, and if not indicated, provide at least at main shut-off, low points of piping, bases of vertical risers, and at equipment. Use 3/4 inch gate valves with cap; pipe to nearest floor drain.
 - 2. For throttling, bypass, or manual flow control services, use globe or ball valves.
 - 3. For shut-off and to isolate parts of systems or vertical risers, use ball or butterfly valves.
- E. Welding Materials and Procedures: Comply with ASME BPVC-IX.

2.2 HEATING WATER PIPING, ABOVE GRADE

- A. Steel Pipe: ASTM A53/A53M, Schedule 40, black, using one of the following joint types:
 - 1. Welded Joints: ASTM A234/A234M, wrought steel welding type fittings; AWS D1.1/D1.1M welded.
 - 2. Threaded Joints: ASME B16.3, malleable iron fittings.

2.3 EQUIPMENT DRAINS AND OVERFLOWS

- A. Copper Tube: ASTM B88 (ASTM B88M), Type L (B), drawn; using one of the following joint types:
 - 1. Solder Joints: ASME B16.18 cast brass/bronze or ASME B16.22 solder wrought copper fittings; ASTM B32 lead-free solder, HB alloy (95-5 tin-antimony) or tin and silver.
 - 2. Mechanical Press Sealed Fittings: Double pressed type complying with ASME B16.22, utilizing EPDM, non toxic synthetic rubber sealing elements..
- B. Steel Pipe: ASTM A53/A53M, Schedule 40, black.

2.4 PIPE HANGERS AND SUPPORTS

- A. Provide hangers and supports that comply with MSS SP-58.
 - 1. If type of hanger or support for a particular situation is not indicated, select appropriate type using MSS SP-58 recommendations.
- B. Hangers for Pipe Sizes 1/2 to 1-1/2 Inches: Malleable iron, adjustable swivel, split ring.

- C. Hangers for Cold Pipe Sizes 2 Inches and Greater: Carbon steel, adjustable, clevis.
- D. Hangers for Hot Pipe Sizes 2 to 4 Inches: Carbon steel, adjustable, clevis.
- E. Hangers for Hot Pipe Sizes 6 Inches and Greater: Adjustable steel yoke, cast iron roll, double hanger.
- F. Multiple or Trapeze Hangers: Steel channels with welded spacers and hanger rods.
- G. Multiple or Trapeze Hangers for Hot Pipe Sizes 6 Inches and Greater: Steel channels with welded spacers and hanger rods, cast iron roll.
- H. Wall Support for Pipe Sizes to 3 Inches: Cast iron hook.
- I. Wall Support for Pipe Sizes 4 Inches and Greater: Welded steel bracket and wrought steel clamp.
- J. Wall Support for Hot Pipe Sizes 6 Inches and Greater: Welded steel bracket and wrought steel clamp with adjustable steel yoke and cast iron roll.
- K. Vertical Support: Steel riser clamp.
- L. Floor Support for Cold Pipe: Cast iron adjustable pipe saddle, lock nut, nipple, floor flange, and concrete pier or steel support.
- M. Floor Support for Hot Pipe Sizes to 4 Inches: Cast iron adjustable pipe saddle, lock nut, nipple, floor flange, and concrete pier or steel support.
- N. Floor Support for Hot Pipe Sizes 6 Inches and Greater: Adjustable cast iron roll and stand, steel screws, and concrete pier or steel support.
- O. Copper Pipe Support: Carbon steel ring, adjustable, copper plated.
- P. Hanger Rods: Mild steel threaded both ends, threaded one end, or continuous threaded.
- Q. Inserts: Malleable iron case or galvanized steel shell and expander plug for threaded connection with lateral adjustment, top slot for reinforcing rods, lugs for attaching to forms; size inserts to suit threaded hanger rods.
- R. Steel Pipe Saddles:
 - 1. Designed for high temperature service or where heat losses are to be kept at a minimum and to protect insulation against damage at the point of support
 - 2. Conforms with Federal Specification WW-H-171 (Type 40A or 40B), Manufacturers Standardization Society ANSI®/MSS-SP-58 (Type 39)

2.5 UNIONS, FLANGES, MECHANICAL COUPLINGS, AND DIELECTRIC CONNECTIONS

- A. Unions for Pipe of 2 Inches and Less:
 - 1. Ferrous Piping: 150 psi brass or malleable iron, threaded.

2. Copper Pipe: Bronze, soldered joints.
- B. Flanges for Pipe 2 Inches and Greater:
1. Ferrous Piping: 150 psig forged steel, slip-on.
 2. Gaskets: 1/16 inch thick, preformed neoprene.
 3. Flange Bolts and Nuts: ASME B18.2.1, carbon steel, unless otherwise indicated.
 4. Gasket Materials: Suitable for chemical and thermal conditions of piping system contents.
 - a. ASME B16.21, nonmetallic, flat, asbestos-free, 1/8-inch maximum thickness, unless thickness or specific material is indicated.
 - 1) Full-Face Type: For flat-face, Class 125, cast-iron and cast-bronze flanges.
 - 2) Narrow-Face Type: For raised-face, Class 250, cast-iron and steel flanges.
- C. Couplings: Iron-body sleeve assembly, fabricated to match OD of plain-end, pressure pipes.
1. Sleeve: ASTM A 126, Class B, gray iron.
 2. Followers: ASTM A 47 malleable iron or ASTM A 536 ductile iron.
 3. Gaskets: Rubber.
 4. Bolts and Nuts: AWWA C111.
 5. Finish: Enamel paint.
- D. Pressed Fittings:
1. Copper Tube:
 - a. Copper and copper alloy press fitting shall conform to material requirements of ASME B16.18 or ASME 16.22 AND Performance criteria of IAPMO PS 117.
 - b. Sealing elements shall be EPDM. Sealing elements shall be factory installed or an alternative supplied by the fitting manufacturer.
 - c. On sizes 1/2" to 4" the fitting shall have a feature that assures leakage of liquids and/or gases from inside the system past the sealed element of an unpressed connection. this function feature shall provide an easy indication of an unsealed connection.
- E. Dielectric Connections:
1. **Dielectric unions shall not be used.**
 2. Waterways and Nipples:
 - a. Water impervious insulation barrier capable of limiting galvanic current to 1 percent of short circuit current in a corresponding bimetallic joint.
 - b. Dry insulation barrier able to withstand 600-volt breakdown test.
 - c. Construct of galvanized steel with threaded end connections to match connecting piping.
 - d. Suitable for the required operating pressures and temperatures.
 - e. Electroplated steel nipple with inert and noncorrosive, thermoplastic lining; plain, threaded, or grooved ends; and 300-psig minimum working pressure at 225 degrees F
 3. Flanges:
 - a. Dielectric flanges with same pressure ratings as standard flanges.

- b. Water impervious insulation barrier capable of limiting galvanic current to 1 percent of short circuit current in a corresponding bimetallic joint.
 - c. Dry insulation barrier able to withstand 600-volt breakdown test.
 - d. Construct of galvanized steel with threaded end connections to match connecting piping.
 - e. Suitable for the required operating pressures and temperatures.
 - f. Dielectric-Flange Insulation Kits: Field-assembled, companion-flange assembly, full-face or ring type. Components include neoprene or phenolic gasket, phenolic or polyethylene bolt sleeves, phenolic washers, and steel backing washers.
- 4. Dielectric Couplings: Galvanized-steel coupling with inert and noncorrosive, thermoplastic lining; threaded ends; and 300-psig minimum working pressure at 225 degrees F.
- F. Joining Materials:
 - 1. Solder Filler Metals: ASTM B32, lead-free alloys. Include water-flushable flux according to ASTM B813.
 - 2. Brazing Filler Metals: AWS A5.8, BCuP Series, copper-phosphorus alloys for general-duty brazing, unless otherwise indicated; and AWS A5.8, BAg1, silver alloy for refrigerant piping, unless otherwise indicated.
 - 3. Welding Filler Metals: Comply with AWS D10.12 for welding materials appropriate for wall thickness and chemical analysis of steel pipe being welded.

PART 3 EXECUTION

3.1 PREPARATION

- A. Ream pipe and tube ends. Remove burrs. Bevel plain end ferrous pipe.
- B. Remove scale and dirt on inside and outside before assembly.
- C. Prepare piping connections to equipment using jointing system specified.
- D. Keep open ends of pipe free from scale and dirt. Protect open ends with temporary plugs or caps.
- E. After completion, fill, clean, and treat systems. See Section 23 25 00 for additional requirements.

3.2 INSTALLATION

- A. Install groups of pipes parallel to each other, spaced to permit applying insulation and servicing of valves.
- B. Provide drains, consisting of a tee fitting, NPS 3/4 ball valve, and short NPS 3/4 threaded nipple with cap, at low points in piping system mains and elsewhere as required for system drainage.
- C. Install piping at a uniform grade of 0.2 percent (1 inch in 40 feet) upward in direction of flow.

- D. Mechanically formed tees in copper pipe may be formed per ANSI A40 by workers certified after factory authorized training. Branch lines shall be formed with two dimple/depth stops in line with the run of the tube.
1. Fabricate mechanically formed tees/outlets according to manufacturer's standard written procedure.
 2. Mechanically formed outlets shall have a collar with a height not less than three times the thickness of the branch tube wall.
 3. The branch shall be notched to conform to the inner curve of the run and shall be dimpled or otherwise impeded from penetrating the run pipe/tube to a depth that would obstruct the flow of fluid through the run pipe/tube.
 4. The branch tube shall also be dimpled or otherwise marked to indicate the location of the notches with respect to the run.
 5. Such marking shall be at a sufficient distance from the face of the joint to allow for a visual point of inspection after the joint is brazed.
 6. All joints constructed using this method shall be brazed.
- E. Provide non-conducting dielectric connections wherever joining dissimilar metals.
Dielectric unions are not allowed.
- F. Install and support in accordance with manufacturer's instructions.
- G. Install heating water, glycol, chilled water, condenser water, and engine exhaust piping to ASME B31.9 requirements.
- H. Route piping in orderly manner, parallel to building structure, and maintain gradient.
- I. Install piping to conserve building space and to avoid interference with use of space.
- J. Group piping whenever practical at common elevations.
- K. Sleeve pipe passing through partitions, walls, and floors.
- L. Install firestopping to preserve fire resistance rating of partitions and other elements, using materials and methods specified.
- M. Slope piping and arrange to drain at low points.
- N. Unless otherwise indicated, install branch connections to mains using tee fittings in main pipe, with the takeoff coming off the top of the main pipe. For up-feed risers, install the takeoff coming out the top of the main pipe.
- O. Anchor piping for proper direction of expansion and contraction.
- P. Provide temperature and pressure test fitting (PTT) in accordance with the contract documents and as required to test and balance all equipment.
1. Provide a pressure/temperature test fitting (PTT) at each water sensor that is an input point to the control system.
- Q. Piping shall be installed so as to allow removal of ceiling hung equipment.

- R. Install piping to allow for expansion and contraction without stressing pipe, joints, or connected equipment.
1. Flexible couplings may be used in header piping to accommodate thermal growth, thermal contraction in lieu of expansion loops.
 2. Use flexible couplings in expansion loops.
- S. Inserts:
1. Provide inserts for placement in concrete formwork.
 2. Provide inserts for suspending hangers from reinforced concrete slabs and sides of reinforced concrete beams.
 3. Where concrete slabs form finished ceiling, locate inserts flush with slab surface.
 4. Where inserts are omitted, drill through concrete slab from below and provide through-bolt with recessed square steel plate and nut above slab.
- T. Pipe Hangers and Supports:
1. Install in accordance with ASME B31.9, ASTM F708, or MSS SP-58.
 - a. Install and support non-metallic pipe and tubing in accordance with manufacturer's instructions.
 2. Support horizontal piping as scheduled.
 3. Install hangers to provide minimum 1/2-inch space between finished covering and adjacent work.
 4. Place hangers within 12 inches of each horizontal elbow.
 5. Use hangers with 1-1/2 inches minimum vertical adjustment. Design hangers for pipe movement without disengagement of supported pipe.
 6. Support vertical piping at every other floor. Support riser piping independently of connected horizontal piping.
 7. Where several pipes can be installed in parallel and at same elevation, provide multiple or trapeze hangers.
 - a. Where trapeze hangers are constructed, the threaded rods supporting the trapeze member shall not extend more than 1" below assembly.
 8. Provide copper plated hangers and supports for copper piping.
 9. Prime coat exposed steel hangers and supports. See Section 09 9123. Hangers and supports located in crawl spaces, pipe shafts, and suspended ceiling spaces are not considered exposed.
 10. Steel Pipe Saddles:
 - a. Provide on all heating hot water piping, operating above 200 degrees F, 3" and larger.
- U. Provide clearance in hangers and from structure and other equipment for installation of insulation and access to valves and fittings. See Section 23 07 19.
- V. Provide access where valves and fittings are not exposed. Coordinate size and location of access doors with Section 08 31 00 .
- W. Use eccentric reducers to maintain top of pipe level.
- X. Where pipe support members are welded to structural building framing, scrape, brush clean, and apply one coat of zinc-rich primer to welds.

3.3 INCIDENTAL WORK

- A. The following incidental work shall be furnished by the Contractor under the supervision of the Temperature Control Contractor:
 - 1. The Piping Contractor shall install automatic valves and separable wells that are specified to be furnished by the Temperature Control Contractor.
 - 2. The Piping Contractor shall provide all necessary valved pressure taps, water, drain and overflow connections and piping.
 - 3. The Piping Contractor shall provide all necessary piping connections required for flow devices, valve position indicators, etc.

3.4 SAFETY VALVE INSTALLATIONS

- A. Provide safety valves according to ASME B31.1. Pipe safety valve discharge without valves to floor near floor drain or over mop sink.

3.5 HYDRONIC SPECIALTIES INSTALLATION

- A. Provide manual air vents at high points in piping, at heat-transfer coils, and elsewhere as required for system air venting.
- B. Provide automatic air vents in mechanical equipment rooms only at high points of system piping, at heat-transfer coils, and elsewhere as required for system air venting.
- C. Provide verify combination air separator and strainer in pump suction lines. Install piping to compression tank with a 2 percent upward slope toward tank. Install blowdown piping with gate valve and hose end.
- D. Install expansion tanks on floor. Vent and purge air from hydronic system, and ensure tank is properly charged with air to suit system design requirements.
- E. Provide automatic water fill assemblies wherever domestic water connections are made to HVAC hydronic systems. Provide totaling water meter on water fill makeup line.
- F. Check expansion tanks to determine that they are not air bound and that the system is completely full of water or glycol solution.

3.6 EQUIPMENT DRAINS AND OVERFLOW

- A. Piping material shall be suitable for type and temperature of drainage and location of equipment. Size piping per manufacturer's requirements and as indicated.
- B. Route drains and overflows to nearest floor drain unless shown otherwise. Slope piping to drain at 1/8 inch per foot. Avoid crossing walking paths in mechanical rooms.

3.7 CHEMICAL TREATMENT

- A. Perform an analysis of supply water to determine the type and quantities of chemical treatment needed to keep system free of scale, corrosion, and fouling, and to sustain the

following water characteristics:

1. Copper: 0.
2. pH: 10 maximum.

B. Provide bypass chemical feeder on each closed system.

C. Fill system and perform initial chemical treatment.

3.8 FIELD QUALITY CONTROL

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

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

B. Perform the following tests on hydronic piping:

1. Use ambient temperature water as a testing medium unless there is risk of damage due to freezing. Another liquid that is safe for workers and compatible with piping may be used.
2. Provide relief valve set at pressure no more than 1/3 higher than test pressure to protect against damage by expansion of liquid or other source of overpressure during the test.
3. While filling system, use vents installed at high points of system to release trapped air. Use drains installed at low points for complete draining of liquid.
4. Check expansion tanks to determine that they are not air bound and that system is full of water.
5. Subject piping system to a hydrostatic test pressure which, at every point in the system, is not less than 1-1/2 times the design pressure assuming 125 psi minimum design pressure. The test pressure shall not exceed the maximum pressure for any vessel, pump, valve or component on the system under the test.
6. Test pressure shall not exceed maximum pressure for any vessel, pump, valve, or other component in system under test. Verify that stress due to pressure at bottom of vertical runs does not exceed either 90 percent of specified minimum yield strength or 1.7 times "SE" value in Appendix A of ASME B31.9, "Building Services Piping."
7. After hydrostatic test pressure has been applied for at least 4 hours, examine piping, joints, and connections for leakage. Eliminate leaks by tightening, repairing, or replacing components, and repeat hydrostatic test until there are no leaks.
8. Prepare written report of testing.

3.9 ADJUSTING

- A. Mark calibrated nameplates of pump discharge valves after hydronic system balancing has been completed, to permanently indicate final balanced position.
- B. Perform these adjustments before operating the system:
 - 1. Open valves to fully open position. Close coil bypass valves.
 - 2. Check pump for proper direction of rotation.
 - 3. Set automatic fill valves for required system pressure.
 - 4. Check air vents at high points of system and determine if all are installed and operating freely (automatic type), or bleed air completely (manual type).
 - 5. Set temperature controls so all coils are calling for full flow.
 - 6. Check operation of automatic bypass valves.
 - 7. Check and set operating temperatures of boilers, chillers, and cooling towers to design requirements.
 - 8. Lubricate motors and bearings.

3.10 CLEANING OF PIPING

- A. Remove and clean or replace strainer screens. After cleaning and flushing hydronic piping systems, but before balancing, remove disposable fine-mesh strainers in pump suction diffusers.

3.11 SCHEDULES

- A. Hanger Spacing for Copper Tubing.
 - 1. 1/2 inch and 3/4 inch: Maximum span, 5 feet; minimum rod size, 1/4 inch.
- B. Hanger Spacing for Steel Piping.
 - 1. 1-1/4 Inches: Maximum span, 8 feet; minimum rod size, 3/8 inch.
 - 2. 1-1/2 Inches: Maximum span, 9 feet; minimum rod size, 3/8 inch.
 - 3. 2 Inches: Maximum span, 10 feet; minimum rod size, 3/8 inch.
 - 4. 2-1/2 Inches: Maximum span, 11 feet; minimum rod size, 3/8 inch.
 - 5. 3 Inches: Maximum span, 12 feet; minimum rod size, 3/8 inch.
 - 6. 4 Inches: Maximum span, 14 feet; minimum rod size, 1/2 inch.
 - 7. 6 Inches: Maximum span, 17 feet; minimum rod size, 1/2 inch.

END OF SECTION

SECTION 23 21 14
HYDRONIC SPECIALTIES

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Expansion tanks.
- B. Air vents.
- C. Pressure-temperature test plugs.
- D. Relief valves.

1.2 REFERENCE STANDARDS

- A. ASME BPVC-VIII-1 - Boiler and Pressure Vessel Code, Section VIII, Division 1: Rules for Construction of Pressure Vessels.

1.3 SUBMITTALS

- A. Product Data: Provide product data for manufactured products and assemblies required for this project. Include component sizes, rough-in requirements, service sizes, and finishes. Include product description and model.
- B. Certificates: Inspection certificates for pressure vessels from authority having jurisdiction.
- C. Manufacturer's Installation Instructions: Indicate hanging and support methods, joining procedures.
- D. Project Record Documents: Record actual locations of flow controls.
- E. Maintenance Data: Include installation instructions, assembly views, lubrication instructions, and replacement parts list.

1.4 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacturing the type of products specified in this section, with minimum three years of documented experience.

1.5 DELIVERY, STORAGE, AND HANDLING

- A. Accept valves on site in shipping containers with labeling in place. Inspect for damage.
- B. Provide temporary protective coating on cast iron and steel valves.
- C. Provide temporary end caps and closures on piping and fittings. Maintain in place until installation.

- D. Protect piping systems from entry of foreign materials by temporary covers, completing sections of the work, and isolating parts of completed system.

PART 2 PRODUCTS

2.1 DIAPHRAGM/BLADDER-TYPE EXPANSION TANKS

- A. Manufacturers:
 - 1. American Wheatley, a company of Global Flow Products, LLC: www.wheatleyhvac.com/#sle.
 - 2. Amtrol Inc: www.amtrol.com/#sle.
 - 3. Armstrong Pumps, Inc.
 - 4. ITT Bell & Gossett: www.bellgossett.com.
 - 5. Grundfos.
 - 6. Taco, Inc: www.taco-hvac.com/#sle.
 - 7. Wheatley.
- B. Construction: Welded steel, tested and stamped in accordance with ASME (BPV VIII, 1); supplied with National Board Form U-1, rated for working pressure of 125 psi, with flexible EPDM diaphragm sealed into tank, and steel support stand.
- C. Automatic Cold Water Fill Assembly: Pressure reducing valve, reduced pressure back flow preventer, test cocks, strainer, vacuum breaker, and valved by-pass.

2.2 AIR VENTS

- A. Manufacturers:
 - 1. Armstrong International, Inc: www.armstronginternational.com/#sle.
 - 2. Bell & Gossett, a brand of Xylem, Inc: www.bellgossett.com/#sle.
 - 3. Nexus Valve, Inc: www.nexusvalve.com/#sle.
 - 4. Taco, Inc: www.taco-hvac.com/#sle.
- B. Manual Air Vent: Short vertical sections of 2-inch diameter pipe to form air chamber, with 1/8 inch brass needle valve at top of chamber.
- C. High Capacity Float Type:
 - 1. Brass or semi-steel body, copper, polypropylene, or solid non-metallic float, stainless steel valve and valve seat; suitable for system operating temperature and pressure; with isolating valve.
 - 2. Cast iron body and cover, float, bronze pilot valve mechanism suitable for system operating temperature and pressure; with isolating valve.
- D. Hygroscopic Air Vent:
 - 1. Brass with hygroscopic fiber discs, vent ports, adjustable cap for manual shut-off, and integral spring-loaded ball check valve.
- E. Maximum Fluid Pressure: 150 psi.
- F. Maximum Fluid Temperature: 250 degrees F.

2.3 PRESSURE-TEMPERATURE TEST PLUGS (PTT)

- A. Construction: Brass body designed to receive temperature or pressure probe with removable protective cap, and Neoprene rated for minimum 200 degrees F.
- B. Application: Use extended length plugs to clear insulated piping.
- C. Provide test kit to include thermometer, pressure gage, access fittings, and carrying case.

2.4 RELIEF VALVES

- A. Bronze body, teflon seat, stainless steel stem and springs, automatic, direct pressure actuated, capacities ASME certified and labelled.

2.5 AUTOMATIC COLD WATER FILL ASSEMBLY

- A. Operation: Automatically feeds make-up water to the hydronic system whenever pressure in the system drops below the pressure setting of the valve.
 - 1. Reduced pressure backflow preventer (Located no higher than 48" A.F.F.).
 - 2. Pressure reducing valve.
 - 3. Pressure gauge downstream of bypass.
 - 4. 1" system quick fill valve (as indicated).

PART 3 EXECUTION

3.1 INSTALLATION

- A. Install specialties in accordance with manufacturer's instructions.
- B. Provide manual air vents at system high points and as indicated.
- C. For automatic air vents in ceiling spaces or other concealed locations, provide vent tubing to nearest drain.
- D. Provide pump suction fitting on suction side of base mounted centrifugal pumps. Remove temporary strainers after cleaning systems.
- E. Provide combination pump discharge valve on discharge side of base mounted centrifugal pumps.
- F. Support pump fittings with floor-mounted pipe and flange supports.
- G. Provide relief valves on pressure tanks, low-pressure side of reducing valves, heat exchangers, and expansion tanks.
- H. Select system relief valve capacity so that it is greater than make-up pressure reducing valve capacity. Select equipment relief valve capacity to exceed rating of connected equipment.

- I. Pipe relief valve outlet to nearest floor drain.
- J. Where one line vents several relief valves, make cross-sectional area equal to sum of individual vent areas.
- K. Provide automatic cold water fill assembly on each separate hydronic system unless hydronic system contains an automatic glycol feed system.

END OF SECTION

SECTION 23 34 23
HVAC POWER VENTILATORS

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Inline centrifugal fans and blowers.

1.2 REFERENCE STANDARDS

- A. AMCA (DIR) - (Directory of) Products Licensed Under AMCA International Certified Ratings Program.
- B. AMCA 99 - Standards Handbook.
- C. AMCA 204 - Balance Quality and Vibration Levels for Fans.
- D. AMCA 210 - Laboratory Methods of Testing Fans for Certified Aerodynamic Performance Rating.
- E. AMCA 300 - Reverberation Room Methods of Sound Testing of Fans.
- F. AMCA 301 - Methods for Calculating Fan Sound Ratings from Laboratory Test Data.
- G. NEMA 250 - Enclosures for Electrical Equipment (1000 Volts Maximum).
- H. UL 705 - Power Ventilators.

1.3 SUBMITTALS

- A. Product Data: Provide data on fans and accessories, including fan curves with specified operating point plotted, power, rpm, sound power levels at rated capacity, and electrical characteristics and connection requirements.
 - 1. Operating weights.
 - 2. Motor ratings and electrical characteristics, plus motor and electrical accessories.
 - 3. Material thickness and finishes, including color charts.
 - 4. Dampers, including housings, linkages, and operators.
 - 5. Fan speed controllers.
 - 6. Wiring Diagrams: Power, signal, and control wiring.
 - 7. Roof curbs.
- B. Manufacturer's Instructions: Indicate installation instructions.
- C. Maintenance Data: Include instructions for lubrication, motor and drive replacement, spare parts list, and wiring diagrams.
- D. Maintenance Materials: Furnish the following for Owner's use in maintenance of project.
 - 1. Extra Fan Belts: One set for each individual fan.

1.4 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacturing the type of products specified in this section, with minimum three years of documented experience.

1.5 FIELD CONDITIONS

- A. Request Owner permission to use permanent ventilator(s) for ventilation during construction.

PART 2 PRODUCTS

2.1 MANUFACTURERS

- A. Greenheck: www.greenheck.com.
- B. Loren Cook Company: www.lorencook.com.
- C. Twin City Fan & Blower: www.tcf.com/sle.

2.2 PERFORMANCE, CAPACITIES AND CHARACTERISTICS

- A. See Drawings for Equipment Schedules with Equipment Performance Requirements when capacities and characteristics are not indicated in the specifications.

2.3 POWER VENTILATORS - GENERAL

- A. Fan systems shall incorporate integral lifting lugs for ease of installation.
- B. Fan shall bear an engraved aluminum nameplate. Nameplate shall indicate design CFM, static pressure, and maximum fan RPM.
- C. Static and Dynamically Balanced: Comply with AMCA 204.
- D. Performance Ratings: Comply with AMCA 210, bearing certified rating seal.
- E. Sound Ratings: Comply with AMCA 301, tested to AMCA 300, bearing certified sound ratings seal.
- F. Fabrication: Comply with AMCA 99.
- G. UL Compliance: UL 705, listed, labeled, designed, manufactured, and tested.
- H. Electrical Components: Listed and classified by Underwriters Laboratories Inc. as suitable for the purpose specified and indicated.
- I. Motor:
 - 1. Comply with {rs\#1}.
- J. Belt Drive Assembly:

1. Belts, pulleys, and keys oversized for a minimum of 150 percent of driven horsepower.
2. Belts: Oil resistant, nonsparking, and nonstatic; matched sets for multiple belt drives.
3. Fully machined cast iron type, keyed and securely attached to the wheel and motor shafts.
4. Sheaves: Cast iron or steel, dynamically balanced, bored to fit shafts and keyed; variable and adjustable pitch motor sheave selected so required rpm is obtained with sheaves set at mid-position.
5. Automatic belt tensioner to maintain proper belt tension.
6. Motor pulley adjustable for final system balancing.
7. Readily accessible for maintenance.

K. Enclosed Safety Switches: Comply with NEMA 250.

2.4 INLINE CENTRIFUGAL FANS AND BLOWERS

- A. Housing and Construction:
1. Fan housing shall be a minimum 14 gauge steel construction.
 2. Adjustable motor plate, where applicable shall utilize threaded studs for positive belt tensioning.
 3. Fan shall be constructed with an integral housing drain to alleviate rainwater.
 4. Fan shall include a bolted and gasketed access door.
 5. Unit fasteners exposed to corrosive airstream shall be of stainless steel construction.
 6. Units specified as Spark Resistant Construction shall be constructed to the AMCA Spark Resistant Construction level as dictated on the plans and specifications.
- B. Centrifugal Fan Unit: V-belt or direct driven, with galvanized steel housing lined with acoustic insulation, resiliently-mounted motor, gravity backdraft damper in discharge.
- C. Disconnect Switch: Cord and plug-in housing for thermal overload protected motor and wall mounted switch.
- D. Fan shafts shall be stainless steel and accurately turned, ground, and polished. Shafting shall be sized for a critical speed of at least 125% of maximum fan RPM.
- E. Motors:
1. Fan motors shall be premium efficiency, NEMA frame, nominal 1800 or 3600 RPM Totally Enclosed Fan Cooled, Inverter Duty Labeled with a 1.15 service factor.
- F. Grease-Lubricated Shaft Bearings: Self-aligning, pillow-block-type, bearings with double-locking collars and two-piece, cast-iron housing, air handling quality.
1. Ball-Bearing Rating Life: ABMA 9, L10 at 80,000 hours, L50 at 400,000 hours.
- G. Accessories:
1. Companion Flanges: For inlet and outlet duct connections.

2. Fan Guards: 1/2- by 1-inch mesh of galvanized steel in removable frame. Provide guard for inlet or outlet for units not connected to ductwork.
3. Motor and Drive Cover (Belt Guard): Epoxy-coated steel.

PART 3 EXECUTION

3.1 INSTALLATION

- A. Install in accordance with manufacturer's instructions.
- B. Provide sheaves required for final air balance.
- C. Install backdraft dampers on inlet to roof and wall exhausters.
- D. Provide backdraft dampers on outlet from cabinet and ceiling exhaust fan and as indicated.
- E. Install power ventilators level and plumb.
- F. Support units using elastomeric mounts having a static deflection of 1 inch.
- G. Install floor-mounting units on concrete bases.
- H. Ceiling Units: Suspend units from structure; use steel wire or metal straps.
- I. Support suspended units from structure using threaded steel rods and elastomeric hangers having a static deflection of 1 inch.
- J. Install units with clearances for service and maintenance.

3.2 CONNECTIONS

- A. Install ducts adjacent to power ventilators to allow service and maintenance.

3.3 FIELD QUALITY CONTROL

- A. Perform the following field tests and inspections and prepare test reports:
 1. Verify that shipping, blocking, and bracing are removed.
 2. Verify that unit is secure on mountings and supporting devices and that connections to ducts and electrical components are complete. Verify that proper thermal-overload protection is installed in motors, starters, and disconnect switches.
 3. Verify that cleaning and adjusting are complete.
 4. Disconnect fan drive from motor, verify proper motor rotation direction, and verify fan wheel free rotation and smooth bearing operation. Reconnect fan drive system, align and adjust belts, and install belt guards.
 5. Adjust belt tension.
 6. Adjust damper linkages for proper damper operation.
 7. Verify lubrication for bearings and other moving parts.

8. Verify that manual and automatic volume control and fire and smoke dampers in connected ductwork systems are in fully open position.
 9. Disable automatic temperature-control operators, energize motor and adjust fan to indicated rpm, and measure and record motor voltage and amperage.
 10. Shut unit down and reconnect automatic temperature-control operators.
 11. Remove and replace malfunctioning units and retest as specified above.
- B. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.

3.4 ADJUSTING

- A. Adjust damper linkages for proper damper operation.
- B. Adjust belt tension.
- C. Refer to Division 23 Section "Testing, Adjusting, and Balancing" for testing, adjusting, and balancing procedures.
- D. Replace fan and motor pulleys as required to achieve design airflow.
- E. Lubricate bearings.

END OF SECTION

SECTION 23 52 16
CONDENSING BOILERS

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Manufactured units.
- B. Boiler construction.
- C. Boiler trim.
- D. Fuel burning system.
- E. Factory installed controls.
- F. AHRI Directory of Certified Product Performance - Air-Conditioning, Heating, and Refrigeration Institute (AHRI).
- G. AHRI 1500 - Performance Rating of Commercial Space Heating Boilers.
- H. ANSI Z21.13 - American National Standard for Gas-Fired Low Pressure Steam and Hot Water Boilers.
- I. ASHRAE Std 90.1 I-P - Energy Standard for Buildings Except Low-Rise Residential Buildings.
- J. ASHRAE Std 103 - Method of Testing for Annual Fuel Utilization Efficiency of Residential Central Furnaces and Boilers.
- K. ASHRAE Std 135 - A Data Communication Protocol for Building Automation and Control Networks.
- L. ASME BPVC-IV - Boiler and Pressure Vessel Code, Section IV - Rules for Construction of Heating Boilers.
- M. NBBI Manufacturer and Repair Directory - The National Board of Boiler and Pressure Vessel Inspectors (NBBI).
- N. NFPA 54 - National Fuel Gas Code.
- O. SCAQMD 1146.1 - Emissions of Oxides of Nitrogen from Small Industrial, Institutional, and Commercial Boilers, Steam Generators, and Process Heaters.

1.2 SUBMITTALS

- A. Product Data: Provide data indicating general assembly, components, controls, safety controls, and wiring diagrams with electrical characteristics and connection requirements,

and service connections.

- B. Manufacturer's Installation Instructions: Indicate assembly, support details, connection requirements, and include start up instructions.
- C. Manufacturer's Factory Inspection Report: Submit boiler inspection prior to shipment.
- D. Operation and Maintenance Data: Include manufacturer's descriptive literature, operating instructions, cleaning procedures, replacement parts list, and maintenance and repair data.
- E. Warranty: Submit manufacturer warranty and ensure forms have been completed in Owner's name and registered with manufacturer.

1.3 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacturing the type of products specified in this section, with minimum three years of documented experience.

1.4 REGULATORY REQUIREMENTS

- A. Conform to ASME (BPV VIII, 1), ANSI Z21.13, and UL 726 for construction of boilers.
- B. Units: AGA certified.
- C. Conform to NFPA 70 code for internal wiring of factory wired equipment.
- D. Products Requiring Electrical Connection: Listed and classified by Underwriters Laboratories Inc. as suitable for the purpose specified and indicated.

1.5 WARRANTY

- A. See Section 01 78 00 - Closeout Submittals for additional warranty requirements.
- B. Warranty Period for Fire-Tube Condensing Boilers:
 - 1. Leakage and Materials: 10 years from date of Substantial Completion.
 - 2. Heat Exchanger Damaged by Corrosion: Prorated for 10 years from date of Substantial Completion.
 - 3. Heat Exchanger Damaged by Thermal Stress: Prorated for 20 years from date of Substantial Completion.
- C. Warranty Period for Water-Tube Condensing Boilers: 10 years from date of Substantial Completion.

PART 2 PRODUCTS

2.1 MANUFACTURERS

- A. Natural Gas, Propane, or Combination Natural Gas/Propane for Indoor Applications:
 - 1. Riello Boilers: www.rielloboilers.com

2.2 MANUFACTURED UNITS

- A. Factory assembled, factory fire-tested, self-contained, readily transported unit ready for automatic operation except for connection of water, fuel, electrical, and vent services.
- B. Unit: Metal membrane wall, water or fire tube, condensing boiler on integral structural steel frame base with integral fuel burning system, firing controls, boiler trim, insulation, and removable jacket, suitable for indoor application.
- C. Annual Fuel Utilization Efficiency (AFUE) in accordance with {rs#1}: 0.95.
- D. Thermal Efficiency as defined by AHRI 1500: ____.
- E. Boilers shall be designed for a minimum of 5:1 continuous turn down with a constant CO₂ over the turn down range.

2.3 BOILER CONSTRUCTION

- A. Comply with the minimum requirements of ASME BPVC-IV and ANSI Z21.13 for construction of boilers.
- B. Assembly to bear the ASME "H" stamp and comply with the efficiency requirements of the latest edition of ASHRAE Std 90.1 I-P.
- C. Required Directory Listings:
 - 1. AHRI Directory of Certified Product Performance - Air-Conditioning, Heating, and Refrigeration Institute (AHRI).
 - 2. NBBI Manufacturer and Repair Directory - The National Board of Boiler and Pressure Vessel Inspectors (NBBI).
- D. Heat Exchanger: Construct with materials that are impervious to corrosion where subject to contact with corrosive condensables.
- E. Provide adequate tappings, observation ports, removable panels, and access doors for entry, cleaning, and inspection.
- F. Insulate casing with insulation material, protected and covered by heavy-gauge metal jacket.
- G. Factory apply boiler base and other components, that are subject to corrosion, with durable, acrylic, powder coated, painted, or weather-proofed finish.

2.4 WATER-TUBE CONDENSING BOILERS

- A. Description: Factory-fabricated, assembled, and tested water-tube condensing boiler with heat exchanger sealed pressure-tight, built on a steel base; including insulated jacket; flue-gas vent; combustion-air in-take connections; water supply, return, and condensate drain connections; and controls. Water heating service only.

- B. Boiler Characteristics and Capacities: See Drawings for Equipment Schedule.
- C. Water-Tube Boiler Components:
 - 1. Heat Exchanger: Minimum four heat exchanger modules per boiler, Finned-copper primary and stainless-steel secondary heat exchangers.
 - 2. Combustion Chamber: Stainless steel, sealed.
 - 3. Burner: Natural gas, forced draft drawing from gas premixing valve.
 - 4. Blower: Centrifugal fan to operate during each burner firing sequence and to prepurge and postpurge the combustion chamber.
 - 5. Gas Train: Combination gas valve with manual shutoff and pressure regulator. Include 100 percent safety shutoff with electronic flame supervision, ASME CSD-1.
 - a. Ignition: Silicone carbide hot-surface ignition that includes flame safety supervision and 100 percent main-valve shutoff.
 - 6. Integral Circulator: Cast-iron body and stainless-steel impeller sized for minimum flow required in heat exchanger.
 - 7. Casing:
 - a. Jacket: Sheet metal, with snap-in or interlocking closures.
 - b. Control Compartment Enclosures: NEMA 250, Type 1A.
 - c. Finish: Textured epoxy.
 - d. Insulation: 1-inch-thick fiberglass insulation surrounding the heat exchanger.
 - e. Combustion-Air Connections: Inlet and vent duct collars.
 - f. Mounting base to secure boiler to concrete base.

2.5 BOILER TRIM

- A. Include devices sized to comply with ANSI B31.9, "Building Services Piping."
- B. Aquastat Controllers: Operating, firing rate, and high limit.
- C. ASME rated pressure relief valve 100 psig.
- D. Flow Switch.
- E. Electronic Low Water Cut-off: Complete with test light and manual reset button to automatically prevent firing operation whenever boiler water falls below safe level.
- F. Temperature and pressure gauge.
- G. Pressure Switches:
 - 1. High gas pressure.
 - 2. Low gas pressure.
 - 3. Air pressure.
- H. Manual reset high limit.
- I. Boiler Pump (where required by boiler design):

1. Primary Pump: Non-overloading, horizontal, in-line pump with rubber mounted, split-capacitor motor having thermal-overload protection and oil-lubricated bearings; designed to operate at specified boiler pressures and temperatures.
 2. Primary pump, factory supplied and sized for field installation to ensure minimum, continuous circulation through boiler.
 3. Where pump is not provided by boiler manufacturer, provide pump in accordance with boiler manufacturer's recommendations.
 4. Pump time delay.
- J. Altitude and Temperature Gage: Minimum 3-1/2-inch-diameter, combination water-pressure and -temperature gage. Gages shall have operating-pressure and -temperature ranges so normal operating range is at approximately 50 percent of full range.
- K. Boiler Air Vent: Automatic.
- L. Drain Valve: Minimum NPS 3/4 hose-end ball valve.
- M. Boiler and Flue Condensate Neutralizing Tank:
1. Polypropylene construction.
 2. 40 gph capacity per 5000 mbh of boiler capacity. Provide multiple tanks, piped in parallel, on boilers greater than 5000 mbh.
 3. Interior baffles to channel flow thoroughly for complete neutralization, integral bypass to prevent condensate backflow into appliance, NPT connections with unions.
 4. Initial fill of neutralizing material.
 - a. Calcium Carbonate
 - b. Quartz (SiO₂)
 - c. Magnesium Oxide

2.6 FUEL BURNING SYSTEM

- A. Provide forced draft automatic burner, integral to boiler, designed to burn natural gas, and maintain fuel-air ratios automatically.
1. Blower Design: Statically and dynamically balanced to supply combustion air; direct connected to motor.
 2. Forced Draft Design: Mixes combustion air and gas to achieve 90 percent combustion efficiency.
 3. Combustion Air Filter: Protects fuel burning system from debris.
- B. Gas Train: Plug valve, safety gas valve, gas-air ratio control valve, and pressure regulator controls air and gas mixture.
- C. Emission of Oxides of Nitrogen Requirements: Comply with SCAQMD 1146.1 for natural gas fired system, as applicable.
- D. Intakes: Combustion air intake capable of accepting free mechanical room air or direct outside air through a sealed intake pipe.

2.7 FACTORY INSTALLED CONTROLS

- A. Description: To maintain safe operating conditions, burner safety controls limit the operation of burner.
 - 1. High Cutoff: Manual reset stops burner if operating conditions rise above maximum boiler design temperature.
 - 2. Low-Water Cutoff Switch: Float and electronic probe shall prevent burner operation on low water. Cutoff switch shall be manual-reset type.
 - 3. Blocked Inlet Safety Switch: Manual-reset pressure switch field mounted on boiler combustion-air inlet.
 - 4. Alarm Bell: Factory mounted on control panel with silence switch; shall sound alarm for above conditions.
- B. Building Management System Interface: Factory-installed hardware and software to enable building management system to monitor and control hot-water set point and display boiler status and alarms.
- C. Option for internal or external (0-10) VDC control.
- D. Temperature Controls:
 - 1. Automatic reset type to control fuel burning system on-off and firing rate to maintain temperature.
 - 2. Manual reset type to control fuel burning system to prevent boiler water temperature from exceeding safe system water temperature.
 - 3. Low-fire start time delay relay.
 - 4. Available priority start/stop qualifiers shall be done using any combination of: A) modulation percentage B) outdoor air temperature (or) C) return water temperature.
- E. Electronic PI setpoint/modulation control system.
- F. Microprocessor-based, fuel/air mixing controls.
- G. BAS, SCADA, or other Integrated Automation Link: ASHRAE Std 135 BACnet MS/TP.
 - 1. External Point Mapping: Provide mapping table for each parameter included in the local visual interface with software-toggle flag to allow reduced mapping of available points.
- H. Control Transformer: 115 V.
- I. Sequence of Operation: Electric, factory-fabricated, and field-installed panel to control burner firing rate to reset supply-water temperature inversely with outside-air temperature. At 0 degrees F outside-air temperature, set supply-water temperature at 200 degrees F; at 60 degrees F outside-air temperature, set supply-water temperature at 140 degrees F.
 - 1. Include automatic, alternating-firing sequence for multiple boilers.

2.8 VENTING KITS

- A. Kit: ASTM A 959, Type 29-4C, stainless-steel, vertical vent terminal, roof passage thimble, indoor wall plate, vent adapter, condensate trap, and sealant.
- B. Combustion-Air Intake: Stainless-steel, horizontal vent terminal with screen, inlet air coupling, and sealant.
- C. Chimney and Type B Vent Adapter: Vent adapter and sealant.

2.9 SOURCE QUALITY CONTROL

- A. Provide factory tests to check construction, controls, and operation of unit.
- B. Manufacturer to conduct boiler inspection prior to shipment; submit copy of inspection report to Architect.

PART 3 EXECUTION

3.1 INSTALLATION

- A. Install in accordance with manufacturer's instructions.
- B. Install boiler and provide connection of natural gas service in accordance with requirements of NFPA 54 and applicable codes.
- C. Install boiler on concrete housekeeping base, sized minimum of 4 inches larger than boiler base in accordance with Section 03 30 00.
- D. Coordinate factory installed controls with Section 23 09 13.
- E. Coordinate provisions for water treatment in accordance with Section 23 25 00.
- F. Pipe relief valves to nearest floor drain.
- G. Pipe cooled condensate produced by the combustion process from the boiler condensate connection and/or flue stack with suitable piping material to neutralizer tank prior to discharging into nearest floor drain.
 - 1. Provide a separate neutralizing tank per boiler module.
- H. Install primary boiler pump in accordance with Section 23 21 23.
- I. Provide piping connection and accessories in accordance with Section 23 21 14.
- J. Connect vent combustion generated fumes to breeching, chimney or exhaust stack; see Section 23 51 00.

3.2 SYSTEM STARTUP

- A. Engage a factory-authorized service representative to test, inspect, and adjust boiler components and equipment installation and to perform startup service.
- B. Perform installation and startup checks according to manufacturer's written instructions.
- C. Leak Test: Hydrostatic test. Repair leaks and retest until no leaks exist.
- D. Operational Test: Start units to confirm proper motor rotation and unit operation. Adjust air-fuel ratio and combustion.
- E. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.
- F. Adjust initial temperature set points.
- G. Set field-adjustable switches and circuit-breaker trip ranges as indicated.
- H. Occupancy Adjustments: When requested within 12 months of date of Substantial Completion, provide on-site assistance in adjusting system to suit actual occupied conditions. Provide up to two visits to site outside normal occupancy hours for this purpose, without additional cost.
- I. Prepare written report that documents testing procedures and results.

3.3 CLOSEOUT ACTIVITIES

- A. Demonstrate proper operation of equipment to Owner's designated representative.
- B. Demonstration: Demonstrate operation of system to Owner's personnel.
 - 1. Use operation and maintenance data as reference during demonstration.
 - 2. Briefly describe function, operation, and maintenance of each component.
- C. Training: Train Owner's personnel on operation and maintenance of system.
 - 1. Use operation and maintenance manual as training reference, supplemented with additional training materials as required.
 - 2. Provide minimum of two hours of training.

END OF SECTION

SECTION 26 04 00
COMMON REQUIREMENTS FOR ELECTRICAL

PART 1 GENERAL

1.1 SUMMARY

- A. This section describes the general requirements of these specifications and shall apply to all phases of the work specified, shown on the drawings, or required to provide for complete installation of all systems for this project.
- B. This Section includes basic materials and methods to complement other Division 26 Sections.
- C. This Section includes basic materials and methods to complement Section 28 46 00 - Fire Detection and Alarm.

1.2 WARRANTIES

- A. Warrant materials, workmanship and equipment against defects for a period of one year after the date of substantial completion.
- B. Certain equipment shall be warranted beginning at the time of final acceptance or for longer periods of time as specified in those divisions of the Project Manual.
- C. Repair or replace, at no additional cost to the Owner, any item which may become defective within the warranty period.
- D. Any manufacturers' warranties concerning any item installed will run to the benefit of the Owner.
- E. The Contractor agrees not to void or impair, or to allow Sub-Contractors to void or impair, any warranties regarding products or items installed as part of this project.
- F. The repair of faulty workmanship shall be considered to be included in the contract.

1.3 QUESTIONS OF INTERPRETATION DURING BIDDING PHASE

- A. If questions arise during the bidding process regarding the meaning of any portion of the contract documents, the prospective bidder shall submit the questions to the Architect for clarification.
- B. Any definitive interpretation or clarification of the contract documents will be published by addenda, properly issued to each person holding documents, prior to the bid date.
- C. Verbal interpretation or explanation not issued in the form of an addendum shall not be considered part of the bidding documents.

- D. When submitting questions for clarification, adequate time for issuance and delivery of addenda must be allowed.
- E. The Architect shall be the sole judge regarding interpretations of conflicts within contract documents.

1.4 CONTRACT DOCUMENT DISCREPANCIES

- A. If any ambiguities should appear in the contract documents, request clarification from the Architect before proceeding with the work.
- B. If the Contractor fails to make such request, no excuse will thereafter be entertained for failure to carry out the work in a manner satisfactory to the Architect.
- C. Should a conflict occur within the contract documents, the Contractor is deemed to have estimated the more expensive way of doing the work unless a written clarification from the Architect was requested and obtained before submission of proposed methods or materials.
- D. The Architect shall be the sole judge regarding interpretations of conflicts within contract documents.

1.5 DEFINITIONS

- A. The following definitions shall apply throughout the contract documents:
 - 1. Architect: Architect or Engineer
 - 2. Code: Applicable national, state and local codes
 - 3. Mechanical: Plumbing and HVAC work required by the Contract Documents
 - 4. Electrical: Electrical work required by the Contract Documents
 - 5. Contractor: Any Contractor performing work required by the Contract Documents
 - 6. Indicated: Noted, scheduled or specified
 - 7. Selected: Selected by the Architect.
 - 8. Provide: Furnish, install, connect and tested complete and ready for use
 - 9. Furnish: Supply and deliver to the site ready for installation
 - 10. Install: Install complete, per Contract Documents and manufacturer's requirements.
 - 11. Finished Spaces: Spaces other than mechanical and electrical equipment rooms, furred spaces, pipe and duct shafts, unheated spaces immediately below roof, spaces above ceilings, unexcavated spaces, crawl spaces, and tunnels.
 - 12. Exposed, Interior Installations: Exposed to view indoors. Examples include finished occupied spaces and mechanical equipment rooms.
 - 13. Exposed, Exterior Installations: Exposed to view outdoors, or subject to outdoor ambient temperatures and weather conditions. Examples include rooftop locations.
 - 14. Concealed, Interior Installations: Concealed from view and protected from physical contact by building occupants. Examples include above ceilings and in duct shafts.

15. Concealed, Exterior Installations: Concealed from view and protected from weather conditions and physical contact by building occupants, but subject to outdoor ambient temperatures. Examples include installations within unheated shelters.
16. Dry Locations: A location not normally subject to dampness or wetness. A location classified as dry may be temporarily subject to dampness or wetness, as in the case of a building under construction.
17. Damp Locations: Locations protected from weather and not subject to saturation with water or other liquids but subject to moderate degrees of moisture.
 - a. Examples of such locations include partially protected locations under canopies, marquees, roofed open porches, and like locations, and interior locations subject to moderate degrees of moisture, such as some basements, some barns, and some cold storage warehouses.
18. Wet Locations: Installations underground or in concrete slabs or masonry in direct contact with the earth; in locations subject to saturation with water or other liquids, such as vehicle washing areas; and in unprotected locations exposed to weather.

1.6 SYMBOLS

- A. Items of equipment and materials are indicated on the drawings in accordance with the symbols on the plans.

1.7 ABBREVIATIONS

- A. Refer to abbreviations list on the Drawings.
- B. The following abbreviations apply throughout the Contract Documents:
 1. ADA: Americans with Disabilities Act
 2. ANSI: American National Standards Institute
 3. ASHRAE: American Society of Heating, Refrigerating and Air Conditioning Engineers
 4. ASME: American Society of Mechanical Engineers
 5. ASTM Specification: Standard specifications of the American Society for Testing Materials
 6. FM: Factory Mutual Engineering Corporation
 7. IRI: Industrial Risk Insurers
 8. NEC: National Electrical Code, latest edition
 9. NEMA: National Electrical Manufacturers Association
 10. NFPA: National Fire Protection Association
 11. UL or Underwriters: Underwriters Laboratories, Inc.

1.8 CODES

- A. The work shall be performed by persons skilled in the trade involved and shall be done in a manner consistent with normal industry standards.
- B. The work shall conform to all applicable sections of currently adopted editions of the following codes, standards, and specifications:

1. International Building Code (IBC)
 2. International Fire Code (IFC)
 3. International Energy Conservation Code (IECC)
 4. Safety and Health Regulations for Construction
 5. Occupational Safety and Health Standards (OSHA), National Consensus Standards and Established Federal Standards
 6. National Electrical Code (NEC)
 7. National Electrical Safety Code (NESC)
 8. National Fire Protection Association (NFPA)
 9. Life Safety Code (NFPA 101)
 10. Factory Mutual Global Engineering (FMG)
 11. Underwriters' Laboratories, Inc. (UL)
 12. National Electrical Manufacturers Association (NEMA)
 13. Institute of Electrical and Electronics Engineers (IEEE)
 14. Insulated Power Cable Engineers Association (IPCEA)
 15. Telecommunications Industry Association (TIA)
 16. Building Industry Consulting Service International (BICSI)
 17. Applicable national, state and local codes
- C. Where there is a conflict between the code and the Contract Documents, the code shall have precedence only when it is more stringent than the Contract Documents.
1. Items that are allowed by the code but are less stringent than those specified shall not be substituted.

1.9 PERMITS

- A. The Contractors shall familiarize themselves with requirements regarding permits, fees, etc., and shall comply with them.
- B. Permits, licenses, inspections and arrangements required for the work shall be obtained by the Contractor at his expense.
- C. Utilities shall be installed in accordance with the local rules and regulations.

1.10 MATERIALS AND EQUIPMENT MANUFACTURERS

- A. Options in selecting materials and equipment are limited by requirements of the contract documents and governing regulations. They are not controlled by industry traditions or procedures experienced on previous construction projects.
- B. Materials and equipment shall be provided in accordance with the following:
1. Primary Design Products: Primary design products are those products around which the project was designed in terms of capacity, performance, physical size and quality.
 2. Primary design products are indicated by use of a single manufacturer's name, model number or similar data on drawings or schedules or within the specifications.
 3. Provide primary design products unless substitutions are made in accordance with the following paragraphs.

4. Acceptable Equivalent Substitutions: Acceptable equivalent substitutions are products of manufacturers other than those listed for the primary design products. Equivalent acceptable substitutions shall meet each of the following requirements:
 - a. The product shall be manufactured by one of the acceptable manufacturers listed in the Project Manual, drawings, or addenda.
 - b. The product shall meet or exceed the requirements of the contract documents in terms of quality, performance, suitability, appearance, and physical characteristics.
 - c. The Contractor providing the substitution shall bear the total cost of changes due to substitutions. These costs may include additional compensation to the Architect for redesign and evaluation services, increased cost of work by the Owner or other Contractors, and similar considerations.
 5. Performance Requirements: Where the contract documents list performance requirements or describe a product or assembly generically, provide products that comply with the specific requirements indicated and that are recommended by the manufacturer for the respective application.
 6. Compliance with Standards, Codes and Regulations: Where the specifications require only compliance with an imposed standard, code or regulation, the Contractor has the option of selecting a product that complies with specification requirements, including the standards, codes and regulations.
- C. Proposed substitutions will be judged on the basis of quality, performance, appearance and on the governing space limitations. The reputation of the manufacturer, delivery time requirements, and the availability of repair or replacement parts may also be considered.
- D. The Architect shall be the sole and final judge as to the suitability of substitution items.

1.11 SUBMITTALS

- A. Shop Drawings, Product Data and Samples:
1. Other sections in the Project Manual shall be adhered to if more stringent than the following paragraphs.
 2. When required by other sections of this Project Manual, submit shop drawings, product data or samples to the Architect for review.
 3. Submittals deemed unnecessary by the Architect shall be returned indicating "No Action Taken".
 4. A completed copy of the transmittal form included with the Project Manual shall accompany each submittal.
 5. Submittals shall be numbered consecutively.
 6. Unless otherwise noted, submit one copy electronically of shop drawings and product data for review. Review comments will be returned electronically. A hard copy of the electronic submittal will be returned if requested.
 7. Where samples are required, submit one (1) sample of each required item.
 8. Shop drawings are drawings, diagrams, schedules and other data specifically prepared for this project by the Contractor, Manufacturer, Supplier, or Distributor to illustrate some portion of the work. Shop Drawings shall also detail fabrication and installation for metal and wood supports and anchorage for mechanical

materials and equipment.

- a. Shop drawings shall be drawn to accurate scale and of adequate size to illustrate required details.
9. Product data are illustrations, standard schedules, performance charts, instruction brochures, diagrams and other information furnished by the Contractor, Manufacturer, Supplier, or Distributor to illustrate a material, product or system for some portion of the work.
10. Samples are physical examples furnished by the Contractor, Manufacturer, Supplier, or Distributor to illustrate materials, equipment or workmanship and to establish the standards by which the work will be performed.
11. Each submittal shall clearly indicate proposed items, capacities, characteristics and details in conformance with contract documents. Equipment items shall be marked with the same item number as used on drawings or schedules. Capacities, dimensions and special features required shall be certified by the manufacturer.
12. Submittals shall indicate manufacturer's delivery time for the item after review by the Architect.
13. When required by other sections of this Project Manual, the Contractor shall submit a Specification Compliance Review consisting of a paragraph-by-paragraph review of the specifications and addenda with the following marked for each paragraph. Markings may be made in the margins of the original specification or addenda. Unless a deviation or exception is specifically noted in the Specification Compliance Review, it is assumed that the equipment, product, or material is in complete compliance with the contract documents. Submit Specification Compliance Review with shop drawings and product data.
 - a. "C": Comply with no exceptions.
 - b. "D": Comply with minor deviations. For each deviation, provide the reasons for the deviation and how the intent of the specification can be satisfied.
 - c. "E": Exception. Equipment, product, or material does not comply. For each exception, provide reasons for the exception, and suggest possible alternatives for the Owner's consideration.
 - d. "N/A": The paragraph does not apply to the proposed equipment, product, or material.
14. The Architect shall review or take other appropriate action upon the Contractor's submittals such as shop drawings, product data and samples, but only to determine conformance with the design concept of the work and the information given in the contract documents.
15. Contractor shall not be relieved of responsibility for any deviation from the requirements of the contract documents by the Architect's review of shop drawings, product data or samples.
16. Contractor shall not be relieved from responsibility for errors or omissions in the shop drawings, product data or samples by the Architect's review of those drawings.
17. No portion of the work requiring submission of a shop drawing, product data or sample shall be commenced until the submittal has been reviewed by the Architect. Such portions of the work shall be in accordance with reviewed submittals.

18. The successful Contractor/Supplier may, at their option, obtain DXF or AutoCad DWG electronic drawing files for use in preparation of shop drawings.
 - a. This information is available from Alvine Engineering upon written request.
 - b. A non-refundable handling charge of \$10.00 per drawing file requested will be required at the time of receipt of the electronic files.
 - c. The use of these drawing files is intended solely for the preparation of drawings as required by these contract documents.
 - d. Any other use is strictly prohibited by copyright laws.
 - e. The user of these electronic drawing files assumes full responsibility for their accuracy and scale.
- B. Operation and Maintenance Manuals:
 1. Prepare three (3) operation and maintenance manuals for the equipment furnished. Manuals shall be submitted to the Architect for review and distribution to the Owner not less than 30 days prior to substantial completion of the project. Manuals not meeting the following requirements may be rejected by the Architect.
 2. Each manual shall be assembled in a three-ring binder with hard cover and plastic finish. Binders shall not exceed a 3-inch thickness. Where more than one binder is required, the manuals shall be separated into a logical grouping, i.e., "Mechanical", "Electrical", "Maintenance", "Operation", "Parts", Shop Drawings", etc. Each binder shall have the following information clearly printed on its front cover:
 - a. Project name and address.
 - b. Portion of the work covered by each volume (if more than one volume in the set). Where more than one volume is required, label each volume as "Volume ____ of ____".
 - c. Name, address and telephone number of Contractor and Sub-Contractors including night or emergency number.
 3. Manual shall include, but shall not be limited to, the following:
 - a. A Complete Index. Contractor may submit the index to the Architect for review prior to submittal of complete manuals if desired.
 - b. Names, Addresses and Telephone Numbers. This list shall include the manufacturer and local representative who stocks or furnishes repair parts for all items of equipment and shall be typed on a single page in front of the binder.
 - c. Startup, Operation and Shutdown Procedures. Provide a written description of procedures for startup, operation and shutdown of each electrical item or system. This description shall include switches to operate, buttons to push, etc., in proper sequence, and the location of switches, starters, and pushbuttons. Description shall include item references or labels used in the contract documents unless otherwise instructed in advance by the Owner.
 - d. Equipment Accessory Schedule. Upon completion of the work, furnish the Owner with a complete equipment accessory schedule listing each piece of equipment and the related size, type, number required and the manufacturer of renewable items.
 - e. Manufacturer's Operation and Maintenance Manuals and Parts Lists.

- f. Emergency Procedures. Provide a written description of emergency operating procedures or a list of service organizations (including addresses and telephone numbers) capable of rendering emergency services to the various parts of the system.
- g. One copy of shop drawings and product data, clearly marked for each item furnished using the designation label specified or indicated on Drawings.
- h. Manufacturers' warranty information.
- i. Normal Maintenance Schedule. Include a listing of work to be performed at various time intervals; i.e., 30, 90, 180 days and yearly.

1.12 OPERATING TRAINING

- A. Complete operating instructions for each system and item of equipment shall be provided to the Owner's designated personnel.
- B. Operation and Maintenance Manuals must be reviewed and accepted by the Architect and provided to the Owner prior to operating training.
- C. Training shall be scheduled at the convenience of the Owner. A minimum of 4 hours of training shall be provided.
- D. Training shall include instructions on the following:
 - 1. Startup and shutdown procedures
 - 2. Periodic maintenance
 - 3. Emergency operation
 - 4. Safety
- E. In addition to the instructions required above, wherever possible perform the operations being described in order to fully illustrate system operation.
- F. At the completion of training, turn over to the Owner required keys and special tools for installed equipment. Each key or tool shall be labeled with its use.

1.13 QUALITY ASSURANCE

- A. Conform to the requirements of NFPA 70.
- B. Products: Listed and classified by Underwriters Laboratories Inc. or testing firm acceptable to the authority having jurisdiction as suitable for the purpose specified and indicated.

1.14 COORDINATION

- A. Coordinate arrangement, mounting, and support of electrical equipment.
 - 1. To allow maximum possible headroom unless specific mounting heights that reduce headroom are indicated.
 - 2. To provide for ease of disconnecting the equipment with minimum interference to other installations.
 - 3. To allow right of way for piping and conduit installed at required slope.

4. So connecting raceways, cables, wireways, cable trays, and busways will be clear of obstructions and of the working and access space of other equipment.
- B. Coordinate chases, slots, inserts, sleeves, and openings with general construction work and arrange in building structure during progress of construction to facilitate the electrical installations that follow.
 1. Set inserts and sleeves in poured-in-place concrete, masonry work, and other structural components as they are constructed.
- C. Sequence, coordinate, and integrate installing electrical materials and equipment for efficient flow of the Work. Coordinate installing large equipment requiring positioning before closing in the building.
- D. Coordinate electrical service connections to components furnished by utility companies.
 1. Coordinate installation and connection of exterior underground and overhead utilities and services, including provision for electricity-metering components.
 2. Comply with requirements of authorities having jurisdiction and of utility company providing electrical power and other services.
- E. Coordinate location of access panels and doors for electrical items that are concealed by finished surfaces.
- F. Coordinate electrical testing of electrical, mechanical, or architectural items so equipment and systems that are functionally interdependent are tested to demonstrate successful interoperability.
- G. Provide offsets and elevation changes in conduit and cable tray as required to complete the Layout and Coordination Process.

1.15 STRUCTURAL COORDINATION

- A. In cases where the Contractor determines that superimposed loads such as suspended or floor mounted electrical system or equipment exist which exceed design loads indicated on structural contract documents, Contractor shall submit load data to Architect for review prior to proceeding with work.
- B. Distribute the maximum load hung from any structural member for mechanical, electrical, plumbing, ductwork, piping, etc. over the member's tributary area in a way that the design superimposed dead loads listed in structural contract documents are not exceeded. The Contractor shall coordinate the loads and provide additional support or distribution framing as required achieving the allowable load distribution.
- C. Connections of systems designed by Contractor's engineer such as, but not limited to mechanical, electrical, plumbing loads are assumed to impose vertical and/or horizontal loads on the base building structural members without generating torsion in the supporting structural members. Contractor is responsible for furnishing and installing all supplementary bracing members as required to prevent torsion on the base building structure.

PART 2 PRODUCTS

2.1 PERFORMANCE, CAPACITIES AND CHARACTERISTICS

- A. See Drawings for Equipment Schedules for Equipment Performance Requirements when capacities and characteristics are not indicated in the specifications.

2.2 EQUIPMENT SHORT CIRCUIT CURRENT RATING

- A. Where the National Electrical Code or applicable codes require equipment to be marked with a Short Circuit Current Rating (SCCR), the equipment shall be manufactured as required such that the SCCR of the equipment meets or exceeds the available short circuit current at the equipment. Acceptable methods of complying with this requirement are as follows:
 - 1. Provide SCCR rating at the equipment that meets or exceeds the available short circuit current at the switchboard or panelboard where the equipment circuit originates.
 - 2. Provide calculations, based on the available short circuit current at the switchboard or panelboard where the equipment circuit originates, that document the actual short circuit current available at the equipment. The SCCR rating of the equipment shall meet or exceed this calculated value.

2.3 MATERIALS

- A. Unless otherwise specified, all materials and equipment shall be new, unused and undamaged. Materials and equipment shall be the current and standard designs of manufacturers regularly engaged in their production.

2.4 MATERIALS AND EQUIPMENT FURNISHED BY OTHERS

- A. Where materials and equipment are indicated as furnished by others and installed or connected under this contract, it shall be the Contractor's responsibility to verify installation details and requirements.

2.5 QUANTITY OF SPECIFIED ITEMS REQUIRED

- A. Wherever in these specifications an article, device or piece of equipment is referred to in the singular number; such reference shall apply to as many such articles as are shown on the drawings or required to complete the installation.

PART 3 EXECUTION

3.1 GENERAL

- A. Fabrication, erection, and installation of the complete electrical system shall be done by qualified personnel experienced in such work and shall proceed in an orderly manner so as not to hold up the progress of the project.

- B. Check areas and surfaces where electrical equipment or materials are to be installed and report any unsatisfactory conditions before starting work.
- C. Commencement of work signifies the Contractor's acceptance of the conditions as fit and proper for the execution of the electrical work.
- D. Install equipment and systems in accordance with manufacturer's instructions, requirements, or recommendations.
- E. Comply with NECA 1.
- F. Unless otherwise noted, measure indicated mounting heights to bottom of unit for suspended items and to center of unit for wall-mounting items.
- G. Headroom Maintenance: If mounting heights or other location criteria are not indicated, arrange and install components and equipment to provide maximum possible headroom consistent with these requirements.
- H. Equipment: Install to facilitate service, maintenance, and repair or replacement of components of both electrical equipment and other nearby installations. Connect in such a way as to facilitate future disconnecting with minimum interference with other items in the vicinity.
- I. Right of Way: Give to raceways and piping systems installed at a required slope.
- J. Materials and Components: Install level, plumb, and parallel and perpendicular to other building systems and components, unless otherwise indicated.

3.2 DELIVERY AND STORAGE OF MATERIALS

- A. Make provisions for the delivery and safe storage of materials.
- B. Materials shall be delivered at such stages of the work as will expedite the work as a whole and shall be marked and stored in such a way as to be easily checked and inspected.
- C. Adequately protect supplies and equipment during cold weather.
- D. Protect items subject to cold weather damage by covering, insulating, or storing in a heated space.

3.3 COOPERATION WITH OTHER CONTRACTORS

- A. Perform the electrical work in conformance with the construction called for by other trades and afford other contractors reasonable opportunity for the execution of their work.
- B. Properly connect and coordinate the electrical work with the work of other contractors at such time and in such a manner as not to delay or interfere with their work.

- C. Examine the contract documents for the General, Mechanical, and Electrical work and the work of other trades. Coordinate work accordingly.
- D. Promptly report to the Architect any delay or difficulties encountered in the installation of the electrical work which might prevent prompt and proper installation of work required from other trades.

3.4 COORDINATION OF WORK

- A. Plan work so it proceeds with a minimum of interference with other trades.
- B. Inform the General Contractor of all openings required in the building construction for the installation of the electrical work.
- C. Cooperate with other contractors in furnishing material and information, in proper sequence, for the correct location of sleeves, inserts, foundations, wiring, etc.
- D. Make provisions for special frames, openings, and sleeves as required.
- E. The Electrical Contractor shall pay for extra cutting and patching made necessary by his failure to properly direct such work at the correct time.

3.5 LAYING OUT WORK

- A. Confirm code required clearances.
- B. Do not infringe upon space required for operation, maintenance, or clearance for items installed by other contractors.
- C. Prior to installation of any work, make certain the location does not conflict with other items in or near the same location.
- D. If the layouts so prepared indicate that the required conditions cannot be met in the space provided, inform the Architect prior to installation and request clarification.
- E. Failure to properly coordinate and lay out work will require correction by the Contractor at the Contractor's expense

3.6 DATA AND MEASUREMENTS

- A. Mechanical and Electrical drawings are diagrammatic or schematic. Do not scale drawings.
- B. The data given herein and on the drawings is as accurate as could be secured; absolute accuracy is not guaranteed.
- C. Obtain exact locations, measurements, levels, etc., at the site and adapt their work to actual conditions.

- D. Examine the General Construction, Mechanical, Electrical, and other applicable drawings and the Specifications.
- E. Utilize only site measurements in calculations.
- F. Layout and coordinate work prior to installation to provide clearances for operation, maintenance and codes. Verify non-interference with other work.
- G. Locate outlets and devices mounted on finished surfaces with regard to paneling, furring, trim, etc.
- H. Install outlets and devices with vertical edges of plates plumb.
- I. Install boxes or plaster rings such that the front edge extends to the finished surface of the wall, ceiling or floor without projecting beyond the surface.
- J. Install receptacles, switches, etc., on wood trim, cases, or other fixtures symmetrically and, where necessary, install with the long dimension of the plate horizontal.
- K. Coordinate locations of outlets and devices with other contractors so as not to destroy the aesthetic effect of the surface in which the outlets and devices are mounted. Coordinate the locations of electrical items with work furnished by other trades to avoid interference.
- L. Heights of outlets are measured from finished floor to centerline of device.
- M. Adjust heights as necessary to clear wall-mounted cabinets, fin tube convectors, unit heaters, etc.
- N. Mounting heights shall be in compliance with ADA requirements.
- O. Install outlets at the heights indicated below unless otherwise noted.
 - 1. Wall switches: 46 inches.
 - 2. Receptacle outlets (general): 18 inches.
 - 3. Receptacle outlets (kitchen, utility room, workbenches, etc.): 46 inches.
 - 4. Communications outlets: 18 inches.
 - 5. Communications outlets (wall phones): 46 inches.
 - 6. TV outlets: 18 inches.
 - 7. Pushbuttons: 46 inches.
 - 8. Clock outlets: 98 inches when possible Allow space below ceiling to service or replace. Above doors, center between door trim and ceiling.
 - 9. Bells, buzzers, chimes: 8 inches below ceiling (field verify with Architect unless noted otherwise).
 - 10. Fire alarm station: 46 inches.
 - 11. Fire alarm visual signals and audible/visual signals, wall-mounted: 80 inches to the bottom of the lens unless local code or ADA requirement mandates a lower mounting height.
 - 12. Fire alarm audible signals, wall-mounted: Match height of audible/visual signals.
 - 13. Exit lights: 4 inches between top of door frame and bottom of exit sign where possible.

- P. The mounting heights of disconnect switches, circuit breakers, motor controllers, pushbutton stations and other similar devices and equipment may vary depending upon location and whether individually or group mounted.
- Q. For convenience and safety, mount equipment with the center of operating levers, handles or buttons no more than 72 inches above the finished floor.
- R. Locate individual devices or pieces of equipment, unless otherwise specified, so the operating handle, lever or button is located approximately 5 feet above finished floor. Coordinate heights of electrical items with work furnished by other trades to avoid interferences.
- S. Improperly located devices or outlets shall be relocated by the Contractor at the Contractor's expense including necessary patching.

3.7 PROTECTION OF APPARATUS

- A. Take necessary precautions to properly protect apparatus, fixtures, appliances, material, equipment, and installations from damage.
- B. Failure to provide such protection to the satisfaction of the Architect shall be sufficient cause for the rejection of any particular piece(s) of material, apparatus, equipment, etc., concerned.

3.8 FIRESTOPPING

- A. Apply firestopping to electrical penetrations of fire-rated floor and wall assemblies to maintain fire-resistance rating of assembly.

3.9 WORK IN EXISTING BUILDINGS

- A. Execute work in the existing building, indicated on the drawings or specified herein, with a minimum amount of interference with the normal activities of the occupants of the building.
- B. Schedule work in advance with the Owner and proceed only with the Owner's written approval.
- C. Utilities:
 - 1. Do not interrupt utilities without the Owner's prior written approval regarding the time and duration of such interruptions.
 - 2. Do not disconnect utilities to existing facilities until new or temporary facilities are installed except for short periods of interruption which are necessary for the performance of the new work and which are approved by the Owner.
 - 3. Storm water may be temporarily diverted to surface drainage provided such drainage is arranged to prevent flooding of structures, basements and excavations for construction.
- D. Welding:

1. Notify the Owner before starting welding or cutting.
 2. Fire extinguishers shall be immediately accessible when welding or cutting with an open flame or arc.
 3. Stop operations involving welding or cutting with an open flame or arc not less than one hour before leaving the premises.
- E. Noisy Operations:
1. Schedule noisy operations, such as those involving use of air hammers, etc., in demolition or cutting of openings, with the Owner.
- F. Occupancy:
1. The Owner will continue to occupy the building and carry on normal activity.
 2. Protect the occupied areas from dust, smoke, etc., by a method reviewed by the Architect.
- G. Owner's Right to Direct Work: The Owner shall have the right to direct the places of beginning work, its prosecution, and the manner in which all work under this contract is to be conducted, insofar as may be necessary to secure the safe and proper progress and quality of the work.
- H. Existing Conduits or Electrical Equipment:
1. Remove or relocate, as required, or as directed by the Architect, existing conduit or electrical equipment which would interfere with the proper installation of new work.
 2. Modify existing work in conformance with these specifications.
 3. Use the same materials as for new work unless otherwise specified.

3.10 DEMOLITION AND REMODEL

- A. Protect existing electrical equipment and installations indicated to remain.
- B. If damaged or disturbed in the course of the Work, remove damaged portions and install new products of equal capacity, quality, and functionality.
- C. Accessible Work: Remove exposed electrical equipment and installations, indicated to be demolished, in their entirety.
- D. Abandoned Work: Cut and remove buried raceway and wiring, indicated to be abandoned in place, 2 inches below the surface of adjacent construction. Cap raceways and patch surface to match existing finish.
- E. Remove demolished material from Project site.
- F. Remove, store, clean, reinstall, reconnect, and make operational components indicated for relocation.
- G. Remove existing lights, receptacles, switches, etc., indicated on plans or which are not indicated but must be removed to accommodate demolition or new remodeling.

- H. Where existing walls are indicated to be removed, disconnect power to electrical devices and associated appurtenances relating to the walls.
- I. Maintain circuit continuity up and down stream from removed outlets.
- J. Extend circuiting to up and downstream devices and reconnect as required.
- K. Where existing site lighting fixtures are removed, verify the routing of existing circuits. Maintain circuit continuity between existing fixtures which remain.
- L. In areas which are remodeled, replace existing wire with new wire. No existing wire is permitted to remain unless noted.
- M. Existing concealed conduit and boxes may be reused.
- N. Verify existing conditions in field prior to bid date.

3.11 CUTTING AND PATCHING

- A. Cut, channel, chase, and drill floors, walls, partitions, ceilings, and other surfaces required to permit electrical installations.
- B. Perform cutting by skilled mechanics of trades involved.
- C. Repair and refinish disturbed finish materials and other surfaces to match adjacent undisturbed surfaces.
- D. Install new fireproofing where existing firestopping has been disturbed.
- E. Repair and refinish materials and other surfaces by skilled mechanics of trades involved.

3.12 FIELD QUALITY CONTROL

- A. Inspect installed components for damage and faulty work. Repair as necessary.

3.13 CLEANING AND PROTECTION

- A. Remove burrs, dirt, paint spots, and construction debris from electrical items.
- B. Protect electrical items so that finishes are without damage or deterioration at time of Substantial Completion.
- C. All cables and wiring shall be protected from paint. This includes but is not limited to power conductors and feeders, lighting control wiring, and fire alarm cabling. Painted cables shall be replaced in their entirety.

3.14 TEMPORARY POWER AND LIGHTING

- A. Provide temporary power and lighting throughout the construction period for the use by all trades, Contractors and Sub-Contractors.
- B. Temporary facilities shall be installed in compliance with applicable codes and in compliance with OSHA requirements.
- C. Cost of temporary power used during construction, including the cost of setting and removing temporary service, shall be paid by the Contractor.
- D. Where existing building electrical system is used to provide temporary power and lighting, energy costs shall be paid by the Owner.

END OF SECTION

SECTION 26 05 19

LOW-VOLTAGE ELECTRICAL POWER CONDUCTORS AND CABLES

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Single conductor building wire.
- B. Wiring connectors.
- C. Electrical tape.
- D. Heat shrink tubing.
- E. Oxide inhibiting compound.
- F. ASTM B3 - Standard Specification for Soft or Annealed Copper Wire.
- G. ASTM B8 - Standard Specification for Concentric-Lay-Stranded Copper Conductors, Hard, Medium-Hard, or Soft.
- H. ASTM B33 - Standard Specification for Tin-Coated Soft or Annealed Copper Wire for Electrical Purposes.
- I. ASTM B787/B787M - Standard Specification for 19 Wire Combination Unilay-Stranded Copper Conductors for Subsequent Insulation.
- J. ASTM B800 - Standard Specification for 8000 Series Aluminum Alloy Wire for Electrical Purposes - Annealed and Intermediate Tempers.
- K. ASTM B801 - Standard Specification for Concentric-Lay-Stranded Conductors of 8000 Series Aluminum Alloy for Subsequent Covering or Insulation.
- L. ASTM D3005 - Standard Specification for Low-Temperature Resistant Vinyl Chloride Plastic Pressure-Sensitive Electrical Insulating Tape.
- M. NECA 1 - Standard for Good Workmanship in Electrical Construction.
- N. NECA 104 - Standard for Installing Aluminum Building Wire and Cable.
- O. NEMA WC 70 - Power Cables Rated 2000 Volts or Less for the Distribution of Electrical Energy.
- P. NFPA 70 - National Electrical Code.
- Q. UL 44 - Thermoset-Insulated Wires and Cables.
- R. UL 83 - Thermoplastic-Insulated Wires and Cables.

- S. UL 486A-486B - Wire Connectors.
- T. UL 486C - Splicing Wire Connectors.
- U. UL 486D - Sealed Wire Connector Systems.
- V. UL 510 - Polyvinyl Chloride, Polyethylene, and Rubber Insulating Tape.

1.2 ADMINISTRATIVE REQUIREMENTS

- A. Coordination:
 - 1. Coordinate sizes of raceways, boxes, and equipment enclosures installed under other sections with the actual conductors to be installed, including adjustments for conductor sizes increased for voltage drop.
 - 2. Coordinate with electrical equipment installed under other sections to provide terminations suitable for use with the conductors to be installed.
 - 3. Notify Architect of any conflicts with or deviations from Contract Documents. Obtain direction before proceeding with work.

1.3 QUALITY ASSURANCE

- A. Comply with requirements of NFPA 70.

1.4 DELIVERY, STORAGE, AND HANDLING

- A. Receive, inspect, handle, and store conductors and cables in accordance with manufacturer's instructions.

PART 2 PRODUCTS

2.1 CONDUCTOR AND CABLE GENERAL REQUIREMENTS

- A. Provide products that comply with requirements of NFPA 70.
- B. Provide products listed, classified, and labeled as suitable for the purpose intended.
- C. Unless specifically indicated to be excluded, provide all required conduit, boxes, wiring, connectors, etc. as required for a complete operating system.
- D. Comply with NEMA WC 70.
- E. Thermoplastic-Insulated Conductors and Cables: Listed and labeled as complying with UL 83.
- F. Thermoset-Insulated Conductors and Cables: Listed and labeled as complying with UL 44.
- G. Conductor Material:

1. Provide copper conductors except where aluminum conductors are specifically indicated. Substitution of aluminum conductors for copper is not permitted.
Conductor sizes indicated are based on copper unless specifically indicated as aluminum. Conductors designated with the abbreviation "AL" indicate aluminum.
 2. Copper Conductors: Soft drawn annealed, 98 percent conductivity, uncoated copper conductors complying with ASTM B3, ASTM B8, or ASTM B787/B787M unless otherwise indicated.
 3. Tinned Copper Conductors: Comply with ASTM B33.
 4. Aluminum Conductors (only where specifically indicated or permitted for substitution): AA-8000 series aluminum alloy conductors recognized by ASTM B800 and compact stranded in accordance with ASTM B801 unless otherwise indicated.
- H. Minimum Conductor Size:
1. Branch Circuits: 12 AWG.
 2. Control Circuits: 14 AWG.
- I. Conductor Color Coding:
1. Color code conductors as indicated unless otherwise required by the authority having jurisdiction. Maintain consistent color coding throughout project.
 2. Color Coding Method: Integrally colored insulation.
 - a. Conductors size 4 AWG and larger may have black insulation color coded using vinyl color coding electrical tape.
 3. Color Code:
 - a. 480Y/277 V, 3 Phase, 4 Wire System:
 - 1) Phase A: Brown.
 - 2) Phase B: Orange.
 - 3) Phase C: Yellow.
 - 4) Neutral/Grounded: Gray.
 - b. 208Y/120 V, 3 Phase, 4 Wire System:
 - 1) Phase A: Black.
 - 2) Phase B: Red.
 - 3) Phase C: Blue.
 - 4) Neutral/Grounded: White.
 - c. Equipment Ground, All Systems: Green.
 - d. For control circuits, comply with manufacturer's recommended color code.

2.2 SINGLE CONDUCTOR BUILDING WIRE

- A. Description: Single conductor insulated wire.
- B. Conductor Stranding:
1. Feeders and Branch Circuits:
 - a. Size 10 AWG and Smaller: Solid.
 - b. Size 8 AWG and Larger: Stranded.
- C. Insulation Voltage Rating: 600 V.

- D. Insulation:
 - 1. Copper Building Wire: Type THHN/THWN, THHN/THWN-2, or XHHW-2.

2.3 WIRING CONNECTORS

- A. Description: Wiring connectors appropriate for the application, suitable for use with the conductors to be connected, and listed as complying with UL 486A-486B or UL 486C as applicable.
- B. Wiring Connectors for Splices and Taps:
 - 1. Copper Conductors Size 8 AWG and Smaller: Use twist-on insulated spring connectors.
 - 2. Copper Conductors Size 6 AWG and Larger: Use mechanical connectors or compression connectors.
- C. Wiring Connectors for Terminations:
 - 1. Provide terminal lugs for connecting conductors to equipment furnished with terminations designed for terminal lugs.
 - 2. Where over-sized conductors are larger than the equipment terminations can accommodate, provide connectors suitable for reducing to appropriate size, but not less than required for the rating of the overcurrent protective device.
- D. Do not use insulation-piercing or insulation-displacement connectors designed for use with conductors without stripping insulation.
- E. Do not use push-in wire connectors as a substitute for twist-on insulated spring connectors.
- F. Twist-on Insulated Spring Connectors: Rated 600 V, 221 degrees F for standard applications and 302 degrees F for high temperature applications; pre-filled with sealant and listed as complying with UL 486D for damp and wet locations.
- G. Mechanical Connectors: Provide bolted type or set-screw type.
- H. Compression Connectors: Provide circumferential type or hex type crimp configuration.

2.4 ACCESSORIES

- A. Electrical Tape:
 - 1. Vinyl Color Coding Electrical Tape: Integrally colored to match color code indicated; listed as complying with UL 510; minimum thickness of 7 mil; resistant to abrasion, corrosion, and sunlight; suitable for continuous temperature environment up to 221 degrees F.
 - 2. Vinyl Insulating Electrical Tape: Complying with ASTM D3005 and listed as complying with UL 510; minimum thickness of 7 mil; resistant to abrasion, corrosion, and sunlight; conformable for application down to 0 degrees F and suitable for continuous temperature environment up to 221 degrees F.

- B. Heat Shrink Tubing: Heavy-wall, split-resistant, with factory-applied adhesive; rated 600 V; suitable for direct burial applications; listed as complying with UL 486D.
- C. Oxide Inhibiting Compound: Listed; suitable for use with the conductors or cables to be installed.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Verify that interior of building has been protected from weather.
- B. Verify that work likely to damage wire and cable has been completed.
- C. Verify that raceways, boxes, and equipment enclosures are installed and are properly sized to accommodate conductors and cables in accordance with NFPA 70.
- D. Verify that field measurements are as indicated.
- E. Verify that conditions are satisfactory for installation prior to starting work.

3.2 PREPARATION

- A. Clean raceways thoroughly to remove foreign materials before installing conductors and cables.

3.3 INSTALLATION

- A. Circuiting Requirements:
 - 1. When circuit destination is indicated without specific routing, determine exact routing required.
 - 2. Install service and feeder conductors unspliced unless otherwise indicated.
 - 3. Arrange branch circuiting to minimize splices.
 - 4. Maintain separation of Class 1, Class 2, and Class 3 remote-control, signaling, and power-limited circuits in accordance with NFPA 70.
 - 5. Maintain separation of wiring for emergency systems in accordance with NFPA 70.
 - 6. Circuiting Adjustments: Unless otherwise indicated, when branch circuits are indicated as separate, combining them together in a single raceway is permitted, under the following conditions:
 - a. Provide no more than 6 #12 AWG current-carrying conductors in 1/2 inch conduit; 9 #12 AWG current-carrying conductors in 3/4 inch conduit.
 - b. Provide no more than 6 #10 AWG current-carrying conductors in 3/4 inch conduit; 9 #10 AWG current-carrying conductors in 1 inch conduit.
 - c. Provide no more than 4 #8 AWG current-carrying conductors in 3/4 inch conduit; 6 #8 AWG current-carrying conductors in 1 inch conduit; 9 #8 AWG current-carrying conductors in 1-1/4 inch conduit.
 - 7. Common Neutrals: Unless otherwise indicated, sharing of neutral/grounded conductors among single phase branch circuits of different phases installed in

the same raceway is not permitted. Provide dedicated neutral/grounded conductor for each individual branch circuit.

- B. Install products in accordance with manufacturer's instructions.
- C. Perform work in accordance with NECA 1 (general workmanship).
- D. Install aluminum conductors in accordance with NECA 104.
- E. Installation in Raceway:
 - 1. Pull all conductors and cables together into raceway at same time.
 - 2. Do not damage conductors and cables or exceed manufacturer's recommended maximum pulling tension and sidewall pressure.
 - 3. Use suitable wire pulling lubricant where necessary, except as below:
 - a. Do not use when lubricant is not recommended by the conductor manufacturer.
- F. Paralleled Conductors: Install conductors of the same length and terminate in the same manner.
- G. Install conductors with a minimum of 6 inches of slack at each outlet.
- H. Neatly train and bundle conductors inside boxes, wireways, panelboards and other equipment enclosures.
- I. Group or otherwise identify neutral/grounded conductors with associated ungrounded conductors inside enclosures in accordance with NFPA 70.
- J. Make wiring connections using specified wiring connectors.
 - 1. Make splices and taps only in accessible boxes. Do not pull splices into raceways or make splices in conduit bodies.
 - 2. Remove appropriate amount of conductor insulation for making connections without cutting, nicking or damaging conductors.
 - 3. Do not remove conductor strands to facilitate insertion into connector.
 - 4. Clean contact surfaces on conductors and connectors to suitable remove corrosion, oxides, and other contaminants. Do not use wire brush on plated connector surfaces.
 - 5. Connections for Aluminum Conductors: Fill connectors with oxide inhibiting compound where not pre-filled by manufacturer.
 - 6. Mechanical Connectors: Secure connections according to manufacturer's recommended torque settings.
 - 7. Compression Connectors: Secure connections using manufacturer's recommended tools and dies.
- K. Insulate splices and taps that are made with uninsulated connectors using methods suitable for the application, with insulation and mechanical strength at least equivalent to unspliced conductors.
 - 1. Dry Locations: Use insulating covers specifically designed for the connectors or heat shrink tubing.

2. Damp Locations: Use insulating covers specifically designed for the connectors or heat shrink tubing.
 - a. For connections with insulating covers, apply outer covering of moisture sealing electrical tape.
 3. Wet Locations: Use heat shrink tubing.
- L. Insulate ends of spare conductors using vinyl insulating electrical tape.
- M. Field-Applied Color Coding: Where vinyl color coding electrical tape is used in lieu of integrally colored insulation as permitted in Part 2 under "Color Coding", apply half overlapping turns of tape at each termination and at each location conductors are accessible.
- N. Identify conductors and cables in accordance with Section 26 05 53.
- O. Install firestopping to preserve fire resistance rating of partitions and other elements.
- P. Unless specifically indicated to be excluded, provide final connections to all equipment and devices, including those furnished by others, as required for a complete operating system.

END OF SECTION

SECTION 26 05 26
GROUNDING AND BONDING

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Grounding and bonding requirements.
- B. Conductors for grounding and bonding.
- C. Connectors for grounding and bonding.
- D. NECA 1 - Standard for Good Workmanship in Electrical Construction.
- E. NFPA 70 - National Electrical Code.
- F. UL 467 - Grounding and Bonding Equipment.

1.2 ADMINISTRATIVE REQUIREMENTS

- A. Coordination:
 - 1. Notify Architect of any conflicts with or deviations from Contract Documents.
Obtain direction before proceeding with work.

1.3 QUALITY ASSURANCE

- A. Comply with requirements of NFPA 70.

1.4 DELIVERY, STORAGE, AND HANDLING

- A. Receive, inspect, handle, and store products in accordance with manufacturer's instructions.

PART 2 PRODUCTS

2.1 GROUNDING AND BONDING REQUIREMENTS

- A. Do not use products for applications other than as permitted by NFPA 70 and product listing.
- B. Unless specifically indicated to be excluded, provide all required components, conductors, connectors, conduit, boxes, fittings, supports, accessories, etc. as necessary for a complete grounding and bonding system.

- C. Where conductor size is not indicated, size to comply with NFPA 70 but not less than applicable minimum size requirements specified.
- D. Bonding and Equipment Grounding:
 - 1. Provide bonding for equipment grounding conductors, equipment ground busses, metallic equipment enclosures, metallic raceways and boxes, device grounding terminals, and other normally non-current-carrying conductive materials enclosing electrical conductors/equipment or likely to become energized as indicated and in accordance with NFPA 70.
 - 2. Provide insulated equipment grounding conductor in each feeder and branch circuit raceway. Do not use raceways as sole equipment grounding conductor.
 - 3. Where circuit conductor sizes are increased for voltage drop, increase size of equipment grounding conductor proportionally in accordance with NFPA 70.
 - 4. Unless otherwise indicated, connect wiring device grounding terminal to branch circuit equipment grounding conductor and to outlet box with bonding jumper.
 - 5. Terminate branch circuit equipment grounding conductors on solidly bonded equipment ground bus only. Do not terminate on neutral (grounded) or isolated/insulated ground bus.
 - 6. Provide bonding jumper across expansion or expansion/deflection fittings provided to accommodate conduit movement.
 - 7. Provide bonding for metal building frame.

2.2 GROUNDING AND BONDING COMPONENTS

- A. General Requirements:
 - 1. Provide products listed, classified, and labeled as suitable for the purpose intended.
 - 2. Provide products listed and labeled as complying with UL 467 where applicable.
- B. Conductors for Grounding and Bonding, in Addition to Requirements of Section 26 05 26:
 - 1. Use insulated copper conductors unless otherwise indicated.
 - a. Exceptions:
 - 1) Use bare tinned copper conductors where installed underground in direct contact with earth.
 - 2) Use bare copper conductors where directly encased in concrete (not in raceway).
- C. Connectors for Grounding and Bonding:
 - 1. Description: Connectors appropriate for the application and suitable for the conductors and items to be connected; listed and labeled as complying with UL 467.
 - 2. Unless otherwise indicated, use exothermic welded connections, high-pressure compression connections, or high-pressure compression connections for underground, concealed and other inaccessible connections.

3. Unless otherwise indicated, use compression connectors for accessible connections. For #6 AWG and smaller, use one-hole lugs. For #4 AWG and larger, use two-hole lugs.
 - a. Exceptions:
 - 1) Use exothermic welded connections or high-pressure compression connections for connections to metal building frame.
4. Manufacturers - High-Pressure Compression Connectors:
 - a. Burndy: www.burndy.com; Hyground System
 - b. Thomas & Betts: www.tnb.com.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Verify that work likely to damage grounding and bonding system components has been completed.
- B. Verify that field measurements are as indicated.
- C. Verify that conditions are satisfactory for installation prior to starting work.

3.2 INSTALLATION

- A. Install products in accordance with manufacturer's instructions.
- B. Perform work in accordance with NECA 1 (general workmanship).
- C. Install each bonding conductor in a direct route, and parallel or perpendicular to building structure or surfaces, without interfering with other systems or equipment.
- D. Install exterior grounding electrode conductors with a minimum bending radius of 12 inches.
- E. Install interior grounding conductors with a minimum bending radius of 8 inches.
- F. Install grounding conductors in EMT conduit unless otherwise indicated. Bond each end of the conduit to the grounding conductor using an appropriate grounding bushing.
- G. Make grounding and bonding connections using specified connectors.
 1. Remove appropriate amount of conductor insulation for making connections without cutting, nicking or damaging conductors. Do not remove conductor strands to facilitate insertion into connector.
 2. Remove nonconductive paint, enamel, or similar coating at threads, contact points, and contact surfaces.

3. Exothermic Welds: Make connections using molds and weld material suitable for the items to be connected in accordance with manufacturer's recommendations.
4. Mechanical Connectors: Secure connections according to manufacturer's recommended torque settings.
5. Compression Connectors: Secure connections using manufacturer's recommended tools and dies.

3.3 FIELD QUALITY CONTROL

- A. Perform ground electrode resistance tests under normally dry conditions. Precipitation within the previous 48 hours does not constitute normally dry conditions.
- B. Investigate and correct deficiencies where measured ground resistances do not comply with specified requirements.

END OF SECTION

SECTION 26 05 29
HANGERS AND SUPPORTS

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Support and attachment requirements and components for equipment, conduit, cable, boxes, and other electrical work.
- B. ASTM A123/A123M - Standard Specification for Zinc (Hot-Dip Galvanized) Coatings on Iron and Steel Products.
- C. ASTM A153/A153M - Standard Specification for Zinc Coating (Hot-Dip) on Iron and Steel Hardware.
- D. ASTM B633 - Standard Specification for Electrodeposited Coatings of Zinc on Iron and Steel.
- E. MFMA-4 - Metal Framing Standards Publication.
- F. NECA 1 - Standard for Good Workmanship in Electrical Construction.
- G. NFPA 70 - National Electrical Code.

1.2 ADMINISTRATIVE REQUIREMENTS

- A. Coordination:
 - 1. Coordinate sizes and arrangement of supports and bases with actual equipment and components to be installed.
 - 2. Coordinate work to provide additional framing and materials required for installation.
 - 3. Coordinate compatibility of support and attachment components with mounting surfaces at installed locations.
 - 4. Coordinate arrangement of supports with ductwork, piping, equipment and other potential conflicts.
 - 5. Notify Architect of conflicts with or deviations from Contract Documents. Obtain direction before proceeding with work.
- B. Sequencing:
 - 1. Do not install products on or provide attachment to concrete surfaces until concrete has fully cured.

1.3 DELIVERY, STORAGE, AND HANDLING

- A. Receive, inspect, handle, and store products in accordance with manufacturer's instructions.

PART 2 PRODUCTS

2.1 SUPPORT AND ATTACHMENT COMPONENTS

- A. General Requirements:
 - 1. Comply with the following. Where requirements differ, comply with most stringent.
 - a. NFPA 70.
 - b. Requirements of authorities having jurisdiction.
 - 2. Provide required hangers, supports, anchors, fasteners, fittings, accessories, and hardware as necessary for complete installation of electrical work.
 - 3. Provide products listed, classified, and labeled as suitable for purpose intended, where applicable.
 - 4. Where support and attachment component types and sizes are not indicated, select in accordance with manufacturer's application criteria as required for load to be supported. Include consideration for vibration, equipment operation, and shock loads where applicable.
 - 5. Do not use products for applications other than as permitted by NFPA 70 and product listing.
 - 6. Do not use wire, chain, perforated pipe strap, or wood for permanent supports unless specifically indicated or permitted.
 - 7. Steel Components: Use corrosion-resistant materials suitable for environment where installed.
 - a. Zinc-Plated Steel: Electroplated in accordance with ASTM B633.
 - b. Galvanized Steel: Hot-dip galvanized after fabrication in accordance with ASTM A123/A123M or ASTM A153/A153M.
- B. Conduit and Cable Supports: Straps and clamps suitable for conduit or cable to be supported.
 - 1. Conduit Straps: One-hole or two-hole type; steel.
 - 2. Conduit Clamps: Bolted type unless otherwise indicated.
- C. Outlet Box Supports: Hangers and brackets suitable for boxes to be supported.
- D. Metal Channel/Strut Framing Systems:
 - 1. Description: Factory-fabricated, continuous-slot, metal channel/strut and associated fittings, accessories, and hardware required for field assembly of supports.
 - 2. Comply with MFMA-4.
 - 3. Channel Material:
 - a. Indoor Dry Locations: Use painted steel, zinc-plated steel, or galvanized steel.
 - b. Outdoor and Damp or Wet Indoor Locations: Use galvanized steel.
- E. Hanger Rods: Threaded, zinc-plated steel unless otherwise indicated.
- F. Anchors and Fasteners:

1. Unless otherwise indicated and where not otherwise restricted, use anchor and fastener types indicated for specified applications.
 2. Concrete: Use preset concrete inserts, expansion anchors, or screw anchors.
 3. Solid or Grout-Filled Masonry: Use expansion anchors or screw anchors.
 4. Hollow Masonry: Use toggle bolts, expansion anchors, or expansion anchors.
 5. Hollow Stud Walls: Use toggle bolts.
 6. Steel: Use beam clamps, machine bolts, or welded threaded studs.
 7. Sheet Metal: Use sheet metal screws.
 8. Wood: Use wood screws.
- G. Cable Supports for Vertical Conduit: Factory-fabricated body with insulated wedging plug, appropriately sized for conductors being supported.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Verify that field measurements are as indicated.
- B. Verify that mounting surfaces are ready to receive support and attachment components.
- C. Verify that conditions are satisfactory for installation prior to starting work.

3.2 INSTALLATION

- A. Install products in accordance with manufacturer's instructions.
- B. Install hangers and supports in accordance with NECA 1.
- C. Provide independent support from building structure. Do not provide support from piping, ductwork, or other systems.
- D. Unless specifically indicated or approved by Architect, do not provide support from suspended ceiling support system or ceiling grid.
- E. Unless specifically indicated or approved by Architect, do not provide support from roof deck.
- F. Do not penetrate or otherwise notch or cut structural members without approval of Structural Engineer.
- G. Equipment Support and Attachment:
 1. Use metal, fabricated supports or supports assembled from metal channel/strut to support equipment as required.
 2. Use metal channel (strut) secured to studs to support equipment surface-mounted on walls when wall strength is not sufficient to resist pull-out.
 3. Use metal channel/strut to support surface-mounted equipment in wet or damp locations to provide space between equipment and mounting surface.
 4. Unless otherwise indicated, mount floor-mounted equipment on properly sized 3-1/2 inch high concrete pad.

- 5. Securely fasten floor-mounted equipment. Do not install equipment such that it relies on its own weight for support.
- 6. Install surface-mounted cabinets and panelboards with minimum of four anchors.
- H. Secure fasteners in accordance with manufacturer's recommended torque settings.
- I. Remove temporary supports.
- J. Identify independent electrical component support wires above accessible ceilings, where permitted, with color distinguishable from ceiling support wires in accordance with NFPA 70.

END OF SECTION

SECTION 26 05 33.13

CONDUIT

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Flexible metal conduit (FMC).
- B. Liquidtight flexible metal conduit (LFMC).
- C. Galvanized steel electrical metallic tubing (EMT).
- D. Accessories.
- E. ANSI C80.3 - American National Standard for Electrical Metallic Tubing -- Steel (EMT-S).
- F. NECA 1 - Standard for Good Workmanship in Electrical Construction.
- G. NEMA FB 1 - Fittings, Cast Metal Boxes, and Conduit Bodies for Conduit, Electrical Metallic Tubing, and Cable.
- H. NFPA 70 - National Electrical Code.
- I. UL 1 - Flexible Metal Conduit.
- J. UL 360 - Liquid-Tight Flexible Metal Conduit.
- K. UL 514B - Conduit, Tubing, and Cable Fittings.
- L. UL 797 - Electrical Metallic Tubing-Steel.

1.2 ADMINISTRATIVE REQUIREMENTS

- A. Coordination:
 - 1. Coordinate minimum sizes of conduits with actual type and quantity of conductors to be installed, including adjustments for conductor sizes increased for voltage drop.
 - 2. Coordinate arrangement of conduits with structural members, ductwork, piping, equipment, and other potential conflicts.
 - 3. Verify exact conduit termination locations required for boxes, enclosures, and equipment.
 - 4. Coordinate work to provide roof penetrations that preserve integrity of roofing system and do not void roof warranty.
 - 5. Notify Architect of conflicts with or deviations from Contract Documents. Obtain direction before proceeding with work.
- B. Sequencing:

1. Do not begin installation of conductors and cables until installation of conduit between termination points is complete.

1.3 QUALITY ASSURANCE

1.4 DELIVERY, STORAGE, AND HANDLING

- A. Receive, inspect, handle, and store conduit and fittings in accordance with manufacturer's instructions.

PART 2 PRODUCTS

2.1 CONDUIT APPLICATIONS

- A. Do not use conduit and associated fittings for applications other than as permitted by NFPA 70, manufacturer's instructions, and product listing.
- B. Dry Locations:
 1. Concealed: Use electrical metallic tubing.
 2. Exposed: Use electrical metallic tubing.
- C. Connection to Motors: Use liquid-tight flexible metal conduit, except use flexible metal conduit in air plenums.
- D. Connection to Vibrating Equipment (including transformers):
 1. Indoors: Use flexible metal conduit.

2.2 CONDUIT - GENERAL REQUIREMENTS

- A. Comply with NFPA 70.
- B. Provide conduit, fittings, supports, and accessories required for complete raceway system.
- C. Provide products listed, classified, and labeled as suitable for purpose intended.
- D. Minimum Conduit Size, Unless Otherwise Indicated:
 1. Branch Circuits: 1/2-inch trade size.
- E. Where conduit size is not indicated, size to comply with NFPA 70 but not less than applicable minimum size requirements specified.

2.3 FLEXIBLE METAL CONDUIT (FMC)

- A. Description: NFPA 70, Type FMC standard-wall steel flexible metal conduit listed and labeled as complying with UL 1, and listed for use in classified firestop systems.
- B. Fittings:
 1. Description: Fittings complying with NEMA FB 1 and listed and labeled as complying with UL 514B.

2. Material: Use steel, malleable iron, or die cast zinc.

2.4 LIQUIDTIGHT FLEXIBLE METAL CONDUIT (LFMC)

- A. Description: NFPA 70, Type LFMC polyvinyl chloride (PVC) jacketed steel flexible metal conduit listed and labeled as complying with UL 360; rated for use with conductors rated 75 degrees C.
- B. Fittings:
 1. Description: Fittings complying with NEMA FB 1 and listed and labeled as complying with UL 514B.
 2. Material: Use steel, malleable iron, or die cast zinc.

2.5 GALVANIZED STEEL ELECTRICAL METALLIC TUBING (EMT)

- A. Description: NFPA 70, Type EMT galvanized steel electrical metallic tubing complying with ANSI C80.3 and listed and labeled as complying with UL 797.
- B. Fittings:
 1. Description: Fittings complying with NEMA FB 1 and listed and labeled as complying with UL 514B.
 2. Material: Use steel, malleable iron, or die cast zinc.
 3. Connectors and Couplings: Use compression/gland or set-screw type.
 - a. Do not use indenter type connectors and couplings.
 4. Damp or Wet Locations, Where Permitted: Use fittings listed for use in wet locations.

2.6 ACCESSORIES

- A. Pull Strings: Use nylon or polyester tape with average breaking strength of not less than 200 lbf.
- B. Foam Conduit Sealant:
 1. Removable, two-part, closed-cell foam, specifically designed for sealing conduit openings against water, moisture, gases, and dust.
 2. Suitable for use with conductors/cables and associated insulation/jackets to be installed.
 3. Rated to hold minimum of 10 ft water head pressure.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Verify that field measurements are as indicated.
- B. Verify that mounting surfaces are ready to receive conduits.
- C. Verify that conditions are satisfactory for installation prior to starting work.

3.2 INSTALLATION

- A. Install products in accordance with manufacturer's instructions.
- B. Install conduit in accordance with NECA 1.
- C. Conduit Routing:
 - 1. Unless dimensioned, conduit routing indicated is diagrammatic.
 - 2. When conduit destination is indicated without specific routing, determine exact routing required.
 - 3. Conceal conduits unless specifically indicated to be exposed.
 - 4. Conduits in the following areas may be exposed, unless otherwise indicated:
 - a. Electrical rooms.
 - b. Mechanical equipment rooms.
 - 5. Unless otherwise approved, do not route exposed conduits:
 - a. Across floors.
 - b. Across roofs.
 - c. Across top of parapet walls.
 - d. Across building exterior surfaces.
 - 6. Conduits installed underground or embedded in concrete may be routed in shortest possible manner unless otherwise indicated. Route other conduits parallel or perpendicular to building structure and surfaces, following surface contours where practical.
 - 7. Arrange conduit to maintain adequate headroom, clearances, and access.
 - 8. Arrange conduit to provide no more than equivalent of four 90-degree bends between pull points.
 - 9. Exterior Branch Circuits: Route conduits adjacent to curbs. Push or directional bore conduits beneath paved areas; otherwise, sawcut and remove pavement. Replace removed pavement to match existing.
 - 10. Arrange conduit to prevent moisture traps. Provide drain fittings at low points and at sealing fittings where moisture may collect.
 - 11. Maintain minimum clearance of 12 inches between conduits and hot surfaces.
 - 12. Group parallel conduits in same area on common rack.
- D. Conduit Support:
 - 1. Secure and support conduits in accordance with NFPA 70 using suitable supports and methods approved by authorities having jurisdiction; see Section 26 05 29.
 - a. Support PVC conduit within 3 feet of termination points and at intervals not exceeding those listed below in accordance with NFPA 70 Table 352.30.
 - 1) 1/2" to 1" trade size = 3 feet spacing between supports.
 - 2) 1-1/4" to 2" trade size = 5 feet spacing between supports.
 - 3) 2-1/2" to 3" trade size = 6 feet spacing between supports.
 - 4) 3-1/2" to 5" trade size = 7 feet spacing between supports.
 - 2. Provide independent support from building structure. Do not provide support from piping, ductwork, or other systems.

3. Installation Above Suspended Ceilings: Do not provide support from ceiling support system. Do not provide support from ceiling grid or allow conduits to lay on ceiling tiles.
 4. Use of spring steel conduit clips for support of conduits is permitted only as follows:
 - a. Support of electrical metallic tubing (EMT) 1-1/2 inch trade size concealed above accessible ceilings and within hollow stud walls.
 5. Use of wire for support of conduits is permitted only as follows:
 - a. For suspending conduits supported by spring steel conduit clips, where specifically indicated or permitted.
- E. Connections and Terminations:
1. Use suitable adapters where required to transition from one type of conduit to another.
 2. Provide insulated bushings on box connectors 1-inch and larger, on conduits stubbed above an accessible ceiling, and on conduits used for telecommunications pathways.
 3. Secure joints and connections to provide mechanical strength and electrical continuity.
- F. Penetrations:
1. Do not penetrate or otherwise notch or cut structural members, including footings and grade beams, without approval of Structural Engineer.
 2. Make penetrations perpendicular to surfaces unless otherwise indicated.
 3. Where conduits penetrate waterproof membrane, seal as required to maintain integrity of membrane.
 4. Make penetrations for roof-mounted equipment within associated equipment openings and curbs where possible to minimize roofing system penetrations. Where penetrations are necessary, seal as indicated or as required to preserve integrity of roofing system and maintain roof warranty.
 5. Install firestopping to preserve fire resistance rating of partitions and other elements.
- G. Conduit Movement Provisions: Where conduits are subject to movement, provide expansion and expansion/deflection fittings to prevent damage to enclosed conductors or connected equipment. This includes, but is not limited to:
1. Where conduits cross structural joints intended for expansion, contraction, or deflection.
 2. Where conduits are subject to earth movement by settlement or frost.
- H. Conduit Sealing:
1. Use foam conduit sealant to prevent entry of moisture and gases. This includes, but is not limited to:
 - a. Where conduits enter building from outside.
 - b. Where service conduits enter building from underground distribution system.
 - c. Where conduits enter building from underground.
 - d. Where conduits may transport moisture to contact live parts.

- 2. Where conduits cross barriers between areas of potential substantial temperature differential, use foam conduit sealant, junction box, or type C conduit at accessible point near penetration to prevent condensation. This includes, but is not limited to:
 - a. Where conduits pass from outdoors into conditioned interior spaces.
 - b. Where conduits pass from unconditioned interior spaces into conditioned interior spaces.
- I. Provide pull string in each empty conduit and in conduits where conductors and cables are to be installed by others. Leave minimum slack of 12 inches at each end.
- J. Provide grounding and bonding; see Section 26 05 26.
- K. Identify conduits; see Section 26 05 53.
- 3.3 FIELD QUALITY CONTROL
 - A. Correct deficiencies and replace damaged or defective conduits.
- 3.4 CLEANING
 - A. Clean interior of conduits to remove moisture and foreign matter.
- 3.5 PROTECTION
 - A. Immediately after installation of conduit, use suitable caps to provide protection from entry of moisture and foreign material and do not remove until ready for installation of conductors.

END OF SECTION

SECTION 26 05 33.16

BOXES

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Outlet and device boxes up to 100 cubic inches, including those used as junction and pull boxes.
- B. Cabinets and enclosures, including junction and pull boxes larger than 100 cubic inches.
- C. NECA 1 - Standard for Good Workmanship in Electrical Construction.
- D. NECA 130 - Standard for Installing and Maintaining Wiring Devices.
- E. NEMA 250 - Enclosures for Electrical Equipment (1000 Volts Maximum).
- F. NEMA FB 1 - Fittings, Cast Metal Boxes, and Conduit Bodies for Conduit, Electrical Metallic Tubing, and Cable.
- G. NEMA OS 1 - Sheet-Steel Outlet Boxes, Device Boxes, Covers, and Box Supports.
- H. NFPA 70 - National Electrical Code.
- I. UL 50 - Enclosures for Electrical Equipment, Non-Environmental Considerations.
- J. UL 50E - Enclosures for Electrical Equipment, Environmental Considerations.
- K. UL 508A - Industrial Control Panels.
- L. UL 514A - Metallic Outlet Boxes.

1.2 ADMINISTRATIVE REQUIREMENTS

- A. Coordination:
 - 1. Coordinate the work with other trades to avoid placement of ductwork, piping, equipment, or other potential obstructions within the dedicated equipment spaces and working clearances for electrical equipment required by NFPA 70.
 - 2. Coordinate arrangement of electrical equipment with the dimensions and clearance requirements of the actual equipment to be installed.
 - 3. Coordinate minimum sizes of boxes with the actual installed arrangement of conductors, clamps, support fittings, and devices, calculated according to NFPA 70.
 - 4. Coordinate minimum sizes of pull boxes with the actual installed arrangement of connected conduits, calculated according to NFPA 70.
 - 5. Coordinate the placement of boxes with millwork, furniture, devices, equipment, etc. installed under other sections or by others.
 - 6. Coordinate the work with other trades to preserve insulation integrity.

7. Coordinate the work with other trades to provide walls suitable for installation of flush-mounted boxes where indicated.
8. Notify Architect of any conflicts with or deviations from Contract Documents. Obtain direction before proceeding with work.

1.3 QUALITY ASSURANCE

- A. Comply with requirements of NFPA 70.

PART 2 PRODUCTS

2.1 BOXES

- A. General Requirements:
 1. Do not use boxes and associated accessories for applications other than as permitted by NFPA 70 and product listing.
 2. Provide all boxes, fittings, supports, and accessories required for a complete raceway system and to accommodate devices and equipment to be installed.
 3. Provide products listed, classified, and labeled as suitable for the purpose intended.
 4. Where box size is not indicated, size to comply with NFPA 70 but not less than applicable minimum size requirements specified.
 5. Provide grounding terminals within boxes where equipment grounding conductors terminate.
- B. Outlet and Device Boxes Up to 100 cubic inches, Including Those Used as Junction and Pull Boxes:
 1. Use sheet-steel boxes for dry locations unless otherwise indicated or required.
 2. Use cast iron boxes or cast aluminum boxes for damp or wet locations unless otherwise indicated or required; furnish with compatible weatherproof gasketed covers.
 3. Use suitable concrete type boxes where flush-mounted in concrete.
 4. Use suitable masonry type boxes where flush-mounted in masonry walls.
 5. Use raised covers suitable for the type of wall construction and device configuration where required.
 6. Do not use "through-wall" boxes designed for access from both sides of wall.
 7. Sheet-Steel Boxes: Comply with NEMA OS 1, and list and label as complying with UL 514A.
 8. Cast Metal Boxes: Comply with NEMA FB 1, and list and label as complying with UL 514A; furnish with threaded hubs.
 9. Boxes for Supporting Luminaires and Ceiling Fans: Listed as suitable for the type and weight of load to be supported; furnished with fixture stud to accommodate mounting of luminaire where required.
 10. Boxes for Ganged Devices: Use multigang boxes of single-piece construction. Do not use field-connected gangable boxes unless specifically indicated or permitted.
 11. Minimum Box Size, Unless Otherwise Indicated:
 - a. Wiring Devices (Other Than Communications Systems Outlets): 4 inch square by 1-1/2 inch deep (100 by 38 mm) trade size.

- b. Communications Systems Outlets: 4 inch square by 2-1/8 inch deep trade size.
 - c. Ceiling Outlets: 4 inch octagonal or square by 1-1/2 inch deep (100 by 38 mm) trade size.
 - 12. Wall Plates: Comply with Section 26 27 26.
- C. Cabinets and Enclosures, Including Junction and Pull Boxes Larger Than 100 cubic inches:
 - 1. Comply with NEMA 250, and list and label as complying with UL 50 and UL 50E, or UL 508A.
 - 2. NEMA 250 Environment Type, Unless Otherwise Indicated:
 - a. Indoor Clean, Dry Locations: Type 1, painted steel.
 - b. Outdoor Locations: Type 3R, painted steel.
 - 3. Junction and Pull Boxes Larger Than 100 cubic inches:
 - a. Provide screw-cover or hinged-cover enclosures unless otherwise indicated.
 - b. Include cable supports if any dimension of the box is greater than 48 inches.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Verify that field measurements are as indicated.
- B. Verify that mounting surfaces are ready to receive boxes.
- C. Verify that conditions are satisfactory for installation prior to starting work.

3.2 INSTALLATION

- A. Install products in accordance with manufacturer's instructions.
- B. Install boxes in accordance with NECA 1 (general workmanship) and, where applicable, NECA 130.
- C. Arrange equipment to provide minimum clearances in accordance with manufacturer's instructions and NFPA 70.
- D. Unless otherwise indicated, provide separate boxes for line voltage and low voltage systems.
- E. Flush-mount boxes in finished areas unless specifically indicated to be surface-mounted.
- F. Unless otherwise indicated, boxes may be surface-mounted where exposed conduits are indicated or permitted.
- G. Box Locations:
 - 1. Locate boxes to be accessible. Provide access panels as required where approved by the Architect.

2. Unless dimensioned, box locations indicated are approximate.
 3. Locate boxes as required for devices installed under other sections or by others.
 4. Locate boxes so that wall plates do not span different building finishes.
 5. Locate boxes so that wall plates do not cross masonry joints.
 6. Unless otherwise indicated, where multiple outlet boxes are installed at the same location at different mounting heights, install along a common vertical center line.
 7. Do not install flush-mounted boxes on opposite sides of walls back-to-back. Provide minimum 6 inches horizontal separation unless otherwise indicated.
 8. Acoustic-Rated Walls: Do not install flush-mounted boxes on opposite sides of walls back-to-back; provide minimum 24 inches horizontal separation.
 9. Fire Resistance Rated Walls: Install flush-mounted boxes such that the required fire resistance will not be reduced.
 - a. Do not install flush-mounted boxes on opposite sides of walls back-to-back; provide minimum 24 inches separation where wall is constructed with individual noncommunicating stud cavities or protect both boxes with listed putty pads.
 10. Locate junction and pull boxes as indicated, as required to facilitate installation of conductors, and to limit conduit length and/or number of bends between pulling points in accordance with Section 26 05 33.13.
- H. Box Supports:
1. Secure and support boxes in accordance with NFPA 70 and Section 26 05 29 using suitable supports and methods approved by the authority having jurisdiction.
 2. Provide independent support from building structure except for cast metal boxes (other than boxes used for fixture support) supported by threaded conduit connections in accordance with NFPA 70. Do not provide support from piping, ductwork, or other systems.
 3. Installation Above Suspended Ceilings: Do not provide support from ceiling grid or ceiling support system.
 4. Use far-side support to secure flush-mounted boxes supported from single stud in hollow stud walls. Repair or replace supports for boxes that permit excessive movement.
- I. Install boxes plumb and level.
- J. Flush-Mounted Boxes:
1. Install boxes in noncombustible materials such as concrete, tile, gypsum, plaster, etc. so that front edge of box or associated raised cover is not set back from finished surface more than 1/4 inch or does not project beyond finished surface.
 2. Install boxes in combustible materials such as wood so that front edge of box or associated raised cover is flush with finished surface.
 3. Repair rough openings around boxes in noncombustible materials such as concrete, tile, gypsum, plaster, etc. so that there are no gaps or open spaces greater than 1/8 inch at the edge of the box.
- K. Install boxes as required to preserve insulation integrity.

- L. Install permanent barrier between ganged wiring devices when voltage between adjacent devices exceeds 300 V.
- M. Install firestopping to preserve fire resistance rating of partitions and other elements, using materials and methods specified.
- N. Close unused box openings.
- O. Install blank wall plates on junction boxes and on outlet boxes with no devices or equipment installed or designated for future use.
- P. Provide grounding and bonding in accordance with Section 26 05 26.
- Q. Identify boxes in accordance with Section 26 05 53.
- R. Orient boxes to accommodate wiring devices oriented as specified in Section 26 27 26.
- S. Orient each box located above an accessible ceiling so the box opening faces down or to one side.
- T. Coordinate mounting heights and locations of outlets mounted above counters, benches, and backsplashes.
- U. Locate outlet boxes to allow luminaires positioned as shown on reflected ceiling plan.
- V. Support boxes independently of conduit, except cast box that is connected to two rigid metal conduits both supported within 12 inches of box.

3.3 CLEANING

- A. Clean interior of boxes to remove dirt, debris, plaster and other foreign material.

END OF SECTION

SECTION 26 05 53

IDENTIFICATION FOR ELECTRICAL SYSTEMS

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Electrical identification requirements.
- B. Identification nameplates and labels.
- C. Identification for conductors.
- D. Warning signs and labels.
- E. ANSI Z535.2 - American National Standard for Environmental and Facility Safety Signs.
- F. ANSI Z535.4 - American National Standard for Product Safety Signs and Labels.
- G. NFPA 70 - National Electrical Code.

1.2 QUALITY ASSURANCE

- A. Comply with requirements of NFPA 70.

PART 2 PRODUCTS

2.1 IDENTIFICATION REQUIREMENTS

- A. Identification for Equipment:
 - 1. Use identification nameplate to identify electrical equipment.
 - a. Enclosed switches and motor controllers:
 - 1) Identify power source and circuit number. Include location when not within sight of equipment.
 - 2) Identify load(s) served.
- B. Identification for Conductors and Cables:
 - 1. Color Coding for Power Conductors 600 V and Less: Comply with Section 26 05 19.
 - 2. Use identification nameplate or identification label to identify color code for ungrounded and grounded power conductors inside door or enclosure at each piece of feeder or branch-circuit distribution equipment when premises has feeders or branch circuits served by more than one nominal voltage system.
- C. Identification for Boxes:
 - 1. Use handwritten text using indelible marker to identify circuits enclosed.
 - a. For exposed boxes in public areas, provide identification on inside face of cover.

2.2 IDENTIFICATION NAMEPLATES AND LABELS

- A. Identification Nameplates:
 - 1. Materials:
 - a. Indoor Clean, Dry Locations: Use plastic nameplates.
 - 2. Plastic Nameplates: Two-layer or three-layer laminated acrylic or electrically non-conductive phenolic with beveled edges; minimum thickness of 1/16 inch; engraved text.
 - a. Color: White text on black background.
- B. Identification Labels:
 - 1. Manufacturers:
 - a. Brady Corporation: www.bradyid.com/#sle.
 - b. Brother International Corporation: www.brother-usa.com/#sle.
 - c. Panduit Corp: www.panduit.com/#sle.
 - 2. Materials: Use self-adhesive laminated plastic labels; UV, chemical, water, heat, and abrasion resistant.
 - a. Use only for indoor locations.
 - 3. Text: Use factory pre-printed or machine-printed text. Do not use handwritten text unless otherwise indicated.
 - 4. Color: Black text on clear background. Provide black text on white background when applying to a dark surface.
- C. Format for Equipment Identification:
 - 1. Minimum Size:
 - a. Plastic Nameplates: 1 inch by 2.5 inches.
 - b. Identification Labels: 0.5 inch by 2.5 inches.
 - 2. Legend:
 - a. Equipment designation or other approved description.
 - 3. Text: All capitalized unless otherwise indicated.
 - 4. Minimum Text Height:
 - a. Equipment Designation: 3/8 inch.

2.3 WARNING SIGNS AND LABELS

- A. Comply with ANSI Z535.2 or ANSI Z535.4 as applicable.
- B. Warning Labels:
 - 1. Materials: Use factory pre-printed or machine-printed self-adhesive polyester or self-adhesive vinyl labels; UV, chemical, water, heat, and abrasion resistant; produced using materials recognized to UL 969.
 - 2. Machine-Printed Labels: Use thermal transfer process printing machines and accessories recommended by label manufacturer.
 - 3. Minimum Size: 2 by 4 inches unless otherwise indicated.

PART 3 EXECUTION

3.1 PREPARATION

- A. Clean surfaces to receive adhesive products according to manufacturer's instructions.

3.2 INSTALLATION

- A. Install products in accordance with manufacturer's instructions.
- B. Install identification products to be plainly visible for examination, adjustment, servicing, and maintenance. Unless otherwise indicated, locate products as follows:
 - 1. Surface-Mounted Equipment: Enclosure front.
 - 2. Flush-Mounted Equipment: inside of equipment door when installed in a finished location.
 - 3. Free-Standing Equipment: Enclosure front; also enclosure rear for equipment with rear access.
 - 4. Elevated Equipment: Legible from the floor or working platform.
 - 5. Boxes: Outside face of cover.
- C. Install identification products centered, level, and parallel with lines of item being identified.
- D. Secure nameplates to exterior surfaces of enclosures using stainless steel screws or self-adhesive backing and to interior surfaces using self-adhesive backing.
- E. Install self-adhesive labels and markers to achieve maximum adhesion, with no bubbles or wrinkles and edges properly sealed.
- F. Mark all handwritten text, where permitted, to be neat and legible.

3.3 FIELD QUALITY CONTROL

- A. Replace self-adhesive labels and markers that exhibit bubbles, wrinkles, curling or other signs of improper adhesion.

END OF SECTION

SECTION 26 05 83
WIRING CONNECTIONS

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Electrical connections to equipment.
- B. NEMA WD 6 - Wiring Devices - Dimensional Specifications.
- C. NFPA 70 - National Electrical Code.

1.2 ADMINISTRATIVE REQUIREMENTS

- A. Coordination:
 - 1. Obtain and review shop drawings, product data, manufacturer's wiring diagrams, and manufacturer's instructions for equipment furnished under other sections.
 - 2. Determine connection locations and requirements.
- B. Sequencing:
 - 1. Install rough-in of electrical connections before installation of equipment is required.
 - 2. Make electrical connections before required start-up of equipment.

1.3 QUALITY ASSURANCE

- A. Comply with requirements of NFPA 70.
- B. Products: Listed, classified, and labeled as suitable for the purpose intended.

PART 2 PRODUCTS

2.1 MATERIALS

- A. Cords and Caps: NEMA WD 6; match receptacle configuration at outlet provided for equipment.
 - 1. Cord Construction: NFPA 70, Type SO, multiconductor flexible cord with identified equipment grounding conductor, suitable for use in damp locations.
 - 2. Size: Suitable for connected load of equipment, length of cord, and rating of branch circuit overcurrent protection.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Verify that equipment is ready for electrical connection, wiring, and energization.

3.2 ELECTRICAL CONNECTIONS

- A. Make electrical connections in accordance with equipment manufacturer's instructions.
- B. Connect heat producing equipment using wire and cable with insulation suitable for temperatures encountered.
- C. Provide receptacle outlet to accommodate connection with attachment plug.
- D. Provide cord and cap where field-supplied attachment plug is required.
- E. Install disconnect switches, controllers, control stations, and control devices to complete equipment wiring requirements.
- F. Install interconnecting conduit and wiring between devices and equipment to complete equipment wiring requirements.
- G. Provide final power and control connections for equipment furnished under other Divisions of this specification and for Owner-furnished equipment. Where not specified in mechanical sections of this specification, connect motor controls and associated mechanical equipment as required for a complete and functional control system.
- H. Provide interlocks and wiring to and between controls for Owner-furnished equipment, boilers and pumps.
- I. Verify control wiring requirements with manufacturer certified shop drawings for each piece of equipment or control system and install accordingly. Install control wiring in conduit.

3.3 EQUIPMENT REQUIREMENTS

- A. Boilers:
 - 1. Provide a fusible safety switch at each 3-phase gas-fired boiler.
 - 2. Provide a fustat and lockable toggle switch at each single-phase gas-fired boiler.
 - 3. Provide an emergency shutdown switch at each exit from each room containing a boiler. Provide additional switches as indicated on plans.
 - a. Sequential Boilers: Connect to boiler control panel or to each boiler as required.
 - b. Self-contained Boilers: Connect to control circuit for each boiler. Provide relays as required.
 - c. Coordinate switch location with Authority Having Jurisdiction.

END OF SECTION

SECTION 26 24 16

PANELBOARDS

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Overcurrent protective devices for panelboards.
- B. NECA 1 - Standard for Good Workmanship in Electrical Construction.
- C. NECA 407 - Standard for Installing and Maintaining Panelboards.
- D. NEMA PB 1.1 - General Instructions for Proper Installation, Operation and Maintenance of Panelboards Rated 600 Volts or Less.
- E. NFPA 70 - National Electrical Code.
- F. UL 489 - Molded-Case Circuit Breakers, Molded-Case Switches and Circuit Breaker Enclosures.
- G. UL 943 - Ground-Fault Circuit-Interruptioners.
- H. UL 1699 - Arc-Fault Circuit-Interruptioners.

1.2 ADMINISTRATIVE REQUIREMENTS

- A. Coordination:
 - 1. Coordinate the work with other trades to avoid placement of ductwork, piping, equipment, or other potential obstructions within the dedicated equipment spaces and working clearances for electrical equipment required by NFPA 70.
 - 2. Coordinate arrangement of electrical equipment with the dimensions and clearance requirements of the actual equipment to be installed.
 - 3. Verify with manufacturer that conductor terminations are suitable for use with the conductors to be installed.
 - 4. Notify Architect of any conflicts with or deviations from Contract Documents. Obtain direction before proceeding with work.

1.3 SUBMITTALS

- A. Product Data: Provide manufacturer's standard catalog pages and data sheets for panelboards, enclosures, overcurrent protective devices, and other installed components and accessories.
- B. Project Record Documents: Record actual installed locations of panelboards and actual installed circuiting arrangements.
- C. Maintenance Data: Include information on replacement parts and recommended maintenance procedures and intervals.

1.4 QUALITY ASSURANCE

- A. Comply with requirements of NFPA 70.

1.5 DELIVERY, STORAGE, AND HANDLING

- A. Receive, inspect, handle, and store panelboards in accordance with manufacturer's instructions and NECA 407.
- B. Store in a clean, dry space. Maintain factory wrapping or provide an additional heavy canvas or heavy plastic cover to protect units from dirt, water, construction debris, and traffic.
- C. Handle carefully in accordance with manufacturer's written instructions to avoid damage to panelboard internal components, enclosure, and finish.

PART 2 PRODUCTS

2.1 MANUFACTURERS

- A. Schneider Electric; Square D Products: www.schneider-electric.us.
- B. Source Limitations: Furnish panelboards and associated components produced by the same manufacturer as the other electrical distribution equipment used for this project and obtained from a single supplier, where possible.

2.2 OVERCURRENT PROTECTIVE DEVICES

- A. Molded Case Circuit Breakers:
 - 1. Description: Quick-make, quick-break, over center toggle, trip-free, trip-indicating circuit breakers listed and labeled as complying with UL 489; ratings, configurations, and features as indicated on the drawings.
 - 2. Interrupting Capacity:
 - a. Provide circuit breakers with interrupting capacity as required to provide the short circuit current rating indicated, but not less than:
 - 1) 10,000 rms symmetrical amperes at 240 VAC or 208 VAC.
 - 2) 14,000 rms symmetrical amperes at 480 VAC.
 - b. Fully Rated Systems: Provide circuit breakers with interrupting capacity not less than the short circuit current rating indicated.
 - 3. Conductor Terminations:
 - a. Provide mechanical lugs unless otherwise indicated.
 - b. Lug Material: Aluminum, suitable for terminating aluminum or copper conductors.
 - 4. Electronic Trip Circuit Breakers: Furnish solid state, microprocessor-based, true rms sensing trip units.
 - a. Provide the following field-adjustable trip response settings:
 - 1) Long time pickup, adjustable by setting dial.
 - 2) Long time delay.
 - 3) Short time pickup and delay.

- 4) Instantaneous pickup.
5. Multi-Pole Circuit Breakers: Furnish with common trip for all poles.
6. Provide the following circuit breaker types where indicated:
 - a. Ground Fault Circuit Interrupter (GFCI) Circuit Breakers: Listed as complying with UL 943, class A for protection of personnel.
 - b. Arc-Fault Circuit Interrupter (AFCI) Circuit Breakers: Combination type listed as complying with UL 1699.
7. Provide listed switching duty rated circuit breakers with SWD marking for all branch circuits serving fluorescent lighting.
8. Provide listed high intensity discharge lighting rated circuit breakers with HID marking for all branch circuits serving HID lighting.
9. Do not use tandem circuit breakers.
10. Provide multi-pole circuit breakers for multi-wire branch circuits as required by NFPA 70.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Verify that field measurements are as indicated.
- B. Verify that the ratings and configurations of the panelboards and associated components are consistent with the indicated requirements.
- C. Verify that mounting surfaces are ready to receive panelboards.
- D. Verify that conditions are satisfactory for installation prior to starting work.

3.2 INSTALLATION

- A. Perform work in accordance with NECA 1 (general workmanship).
- B. Install products in accordance with manufacturer's instructions.
- C. Install panelboards in accordance with NECA 407 and NEMA PB 1.1.
- D. Arrange equipment to provide minimum clearances in accordance with manufacturer's instructions and NFPA 70.
- E. Provide required support and attachment in accordance with Section 26 05 29.
- F. Install panelboards plumb.
- G. Mount panelboards such that the highest position of any operating handle for circuit breakers or switches does not exceed 79 inches above the floor or working platform.
- H. Mount floor-mounted power distribution panelboards on properly sized 3 inch high concrete pad.
- I. Provide grounding and bonding in accordance with Section 26 05 26.

- J. Install all field-installed branch devices, components, and accessories.
- K. Multi-Wire Branch Circuits: Group grounded and ungrounded conductors together in the panelboard as required by NFPA 70.
- L. Set field-adjustable ground fault protection pickup and time delay settings as indicated.
- M. Provide filler plates to cover unused spaces in panelboards.
- N. Identify panelboards in accordance with Section 26 05 53.
- O. If the overcurrent protection for a panelboard feeder is less than the nameplate rating of the panelboard, provide a plastic nameplate indicating the ampacity of the feeder circuit. Attach nameplate to the inside of the panelboard so it is visible when the panelboard door is opened.
- P. Connections:
 - 1. Connect phase conductors A, B, C left to right as viewed from the front of the panel unless bus bars are factory labeled otherwise.
 - 2. Connect each branch circuit served by a lighting and appliance branch circuit panelboard to a 20A 1-pole breaker unless otherwise indicated.
 - 3. Circuit numbering indicated for lighting and appliance branch circuit panelboards is based on pole position within the panelboard. For multipole breakers, the circuit number corresponds to the first pole position occupied by the breaker.
 - 4. Circuit number indicated for distribution panelboards is based on consecutive numbering.

3.3 FIELD QUALITY CONTROL

- A. Ground Fault Protection Systems: Test in accordance with manufacturer's instructions as required by NFPA 70.
- B. Test GFCI circuit breakers to verify proper operation.
- C. Test AFCI circuit breakers to verify proper operation.
- D. Correct deficiencies and replace damaged or defective panelboards or associated components.

3.4 ADJUSTING

- A. Adjust circuit breaker trip and time delay settings.
- B. Adjust tightness of mechanical and electrical connections to manufacturer's recommended torque settings.
- C. Adjust alignment of panelboard fronts.

3.5 CLEANING

- A. Clean dirt and debris from panelboard enclosures and components according to manufacturer's instructions.
- B. Repair scratched or marred exterior surfaces to match original factory finish.

END OF SECTION

SECTION 26 28 13

FUSES

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Fuses.

1.2 REFERENCE STANDARDS

- A. NEMA FU 1 - Low Voltage Cartridge Fuses.
- B. NFPA 70 - National Electrical Code.
- C. UL 248-1 - Low-Voltage Fuses - Part 1: General Requirements.

1.3 ADMINISTRATIVE REQUIREMENTS

- A. Coordination:
 - 1. Coordinate fuse clips furnished in equipment provided under other sections for compatibility with indicated fuses.
 - 2. Coordinate fuse requirements according to manufacturer's recommendations and nameplate data for actual equipment to be installed.
 - 3. Notify Architect of any conflicts with or deviations from Contract Documents. Obtain direction before proceeding with work.

1.4 SUBMITTALS

- A. Product Data: Provide manufacturer's standard data sheets including voltage and current ratings, interrupting ratings, time-current curves, and current limitation curves.
- B. Maintenance Materials: Furnish the following for Owner's use in maintenance of project.
 - 1. Extra Fuses: Three of each type and size, unless a greater quantity is indicated on drawings.
 - 2. Fuse Pullers: One set(s) compatible with each type and size installed.

1.5 QUALITY ASSURANCE

- A. Comply with requirements of NFPA 70.

PART 2 PRODUCTS

2.1 MANUFACTURERS

- A. Bussmann, a division of Eaton Corporation: www.cooperindustries.com/#sle.
- B. Littelfuse, Inc: www.littelfuse.com/#sle.

- C. Mersen: ep-us.mersen.com/#sle.

2.2 APPLICATIONS

- A. Fuses 600 Amps or Smaller: Class RK1, time delay, equivalent to Bussmann Low Peak. Provide with open fuse indication where available.

2.3 FUSES

- A. Provide products listed, classified, and labeled as suitable for the purpose intended.
- B. Unless specifically indicated to be excluded, provide fuses for all fusible equipment as required for a complete operating system.
- C. Provide fuses of the same type, rating, and manufacturer within the same switch.
- D. Comply with UL 248-1.
- E. Unless otherwise indicated, provide cartridge type fuses complying with NEMA FU 1, Class and ratings as indicated.
- F. Voltage Rating: Suitable for circuit voltage.
- G. Provide the following accessories where indicated or where required to complete installation:
 - 1. Fuseholders: Compatible with indicated fuses.
 - 2. Fuse Reducers: For adapting indicated fuses to permit installation in switch designed for fuses with larger ampere ratings.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Verify that fuse ratings are consistent with circuit voltage and manufacturer's recommendations and nameplate data for equipment.
- B. Verify that conditions are satisfactory for installation prior to starting work.

3.2 INSTALLATION

- A. Do not install fuses until circuits are ready to be energized.
- B. For motor circuits, provide fuses rated at 125 percent of motor nameplate full load current.
- C. Install fuses with label oriented such that manufacturer, type, and size are easily read.

END OF SECTION

SECTION 26 28 16.16
ENCLOSED SWITCHES

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Enclosed safety switches.

1.2 REFERENCE STANDARDS

- A. NECA 1 - Standard for Good Workmanship in Electrical Construction.
- B. NEMA 250 - Enclosures for Electrical Equipment (1000 Volts Maximum).
- C. NEMA KS 1 - Heavy Duty Enclosed and Dead-Front Switches (600 Volts Maximum).
- D. NFPA 70 - National Electrical Code.
- E. UL 50 - Enclosures for Electrical Equipment, Non-Environmental Considerations.
- F. UL 50E - Enclosures for Electrical Equipment, Environmental Considerations.
- G. UL 98 - Enclosed and Dead-Front Switches.

1.3 ADMINISTRATIVE REQUIREMENTS

- A. Coordination:
 - 1. Coordinate the work with other trades. Avoid placement of ductwork, piping, equipment, or other potential obstructions within the dedicated equipment spaces and within working clearances for electrical equipment required by NFPA 70.
 - 2. Coordinate arrangement of electrical equipment with the dimensions and clearance requirements of the actual equipment to be installed.
 - 3. Verify with manufacturer that conductor terminations are suitable for use with the conductors to be installed.
 - 4. Notify Architect of any conflicts with or deviations from Contract Documents. Obtain direction before proceeding with work.

1.4 SUBMITTALS

- A. Product Data: Provide manufacturer's standard catalog pages and data sheets for enclosed switches and other installed components and accessories.
- B. Project Record Documents: Record actual locations of enclosed switches.
- C. Maintenance Data: Include information on replacement parts and recommended maintenance procedures and intervals.

1.5 QUALITY ASSURANCE

- A. Comply with requirements of NFPA 70.

1.6 DELIVERY, STORAGE, AND HANDLING

- A. Store in a clean, dry space. Maintain factory wrapping or provide an additional heavy canvas or heavy plastic cover to protect units from dirt, water, construction debris, and traffic.
- B. Handle carefully in accordance with manufacturer's written instructions to avoid damage to enclosed switch internal components, enclosure, and finish.

PART 2 PRODUCTS

2.1 MANUFACTURERS

- A. ABB/GE: www.electrification.us.abb.com.
- B. Eaton Corporation: www.eaton.com.
- C. Schneider Electric; Square D Products: www.schneider-electric.us.
- D. Siemens Industry, Inc: www.usa.siemens.com.
- E. Source Limitations: Furnish enclosed switches and associated components produced by the same manufacturer as the other electrical distribution equipment used for this project and obtained from a single supplier, where possible.

2.2 ENCLOSED SAFETY SWITCHES

- A. Description: Quick-make, quick-break enclosed safety switches listed and labeled as complying with UL 98; heavy duty; ratings, configurations, and features as indicated on the drawings.
- B. Provide products listed, classified, and labeled as suitable for the purpose intended.
- C. Unless otherwise indicated, provide products suitable for continuous operation under the following service conditions:
 - 1. Altitude: Less than 6,600 feet.
 - 2. Ambient Temperature: Between -22 degrees F and 104 degrees F.
- D. Horsepower Rating: Suitable for connected load.
- E. Voltage Rating: Suitable for circuit voltage.
- F. Provide with switch blade contact position that is visible when the cover is open.
- G. Fuse Clips for Fusible Switches: As required to accept fuses indicated.

1. Switches 600 Amps or smaller: Class R.
 2. Where NEMA Class R fuses are installed, provide rejection feature to prevent installation of fuses other than Class R.
- H. Conductor Terminations: Suitable for use with the conductors to be installed.
- I. Provide insulated, groundable fully rated solid neutral assembly where a neutral connection is required, with a suitable lug for terminating each neutral conductor.
- J. Provide solidly bonded equipment ground bus in each enclosed safety switch, with a suitable lug for terminating each equipment grounding conductor.
- K. Enclosures: Comply with NEMA 250, and list and label as complying with UL 50 and UL 50E.
1. Environment Type per NEMA 250: Unless otherwise indicated, as specified for the following installation locations:
 - a. Indoor Clean, Dry Locations: Type 1.
 2. Finish for Painted Steel Enclosures: Manufacturer's standard, factory applied grey unless otherwise indicated.
- L. Provide safety interlock to prevent opening the cover with the switch in the ON position with capability of overriding interlock for testing purposes.
- M. Heavy Duty Switches:
1. Comply with NEMA KS 1.
 2. Conductor Terminations:
 - a. Provide mechanical lugs unless otherwise indicated.
 - b. Lug Material: Aluminum, suitable for terminating aluminum or copper conductors.
- N. Provide the following features and accessories where indicated or where required to complete installation:
1. Auxiliary Switch: SPDT switch suitable for connection to system indicated, with auxiliary contact operation before switch blades open and after switch blades close.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Verify that field measurements are as indicated.
- B. Verify that the ratings of the enclosed switches are consistent with the indicated requirements.
- C. Verify that mounting surfaces are ready to receive enclosed safety switches.
- D. Verify that conditions are satisfactory for installation prior to starting work.

3.2 INSTALLATION

- A. Install products in accordance with manufacturer's instructions.
- B. Perform work in accordance with NECA 1 (general workmanship).
- C. Arrange equipment to provide minimum clearances in accordance with manufacturer's instructions and NFPA 70.
- D. Provide required support and attachment in accordance with Section 26 05 29.
- E. Install enclosed switches plumb.
- F. Except where indicated to be mounted adjacent to the equipment they supply, mount enclosed switches such that the highest position of the operating handle does not exceed 60 inches above the floor or working platform.
- G. Provide grounding and bonding in accordance with Section 26 05 26.
- H. Provide fuses complying with Section 26 28 13 for fusible switches as indicated or as required by equipment manufacturer's recommendations.
- I. Identify enclosed switches in accordance with Section 26 05 53.
- J. Install fuses in fusible disconnect switches.
- K. Bolt closed exterior grade level enclosures.

3.3 FIELD QUALITY CONTROL

- A. Correct deficiencies and replace damaged or defective enclosed safety switches or associated components.

3.4 ADJUSTING

- A. Adjust tightness of mechanical and electrical connections to manufacturer's recommended torque settings.

3.5 CLEANING

- A. Clean dirt and debris from switch enclosures and components according to manufacturer's instructions.
- B. Repair scratched or marred exterior surfaces to match original factory finish.

END OF SECTION

EXHIBIT D

