

PROJECT MANUAL FOR:

# **Leon Johnson Hall Redundant Heat Pump Module Installation**

MONTANA STATE UNIVERSITY  
BOZEMAN, MONTANA

**October 20, 2021**

**PPA No. 19-0042**



**MONTANA  
STATE UNIVERSITY**

UNIVERSITY SERVICES  
BOZEMAN, MONTANA  
PHONE: (406) 994-5413 FAX: (406) 994-5665

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| <b>Included in this Project Manual:</b> | Sample Standard Form of Contract, Form 110 |
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Additionally, these MSU Forms can be downloaded from our website:  
<http://www.montana.edu/pdc/docs/index.html> – or will be provided upon request.

**For most current Montana Prevailing Wage Rates applicable to this project download from this site:**  
<http://erd.dli.mt.gov/labor-standards/state-prevailing-wage-rates>

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## CAMPUS PLANNING, DESIGN & CONSTRUCTION

Sixth Avenue and Grant Street • P.O. Box 172760 • Bozeman, Montana 59717-2760

Phone: (406) 994-5413 • Fax: (406) 994-5665

### PERMIT NOTICE

The drawings and specifications for this project have been submitted to the city of Bozeman for review. The contractor will pay all permit fees. The owner shall pay for plan review fee and the impact fee required for this project. The building permit must be appropriately displayed at the project site before construction may begin. The contractor shall contact the city of Bozeman for further clarification at the following:

CITY OF BOZEMAN  
BUILDING INSPECTION DIVISION  
DEPARTMENT OF PUBLIC WORKS  
20 EAST OLIVE STREET, SUITE 208  
PO BOX 640  
BOZEMAN, MONTANA 59771-0640  
(406) 582-2300

## INVITATION TO BID

Sealed bids will be received until **2:00 PM** on **Wednesday, November 10, 2021**, and will be publicly opened and read aloud in the offices of **MSU University Services, Plew Building, 6<sup>th</sup> & Grant, Bozeman, Montana**, for: **Leon Johnson Hall Redundant Heat Pump Module Installation, PPA No. 19-0042**.

Bids shall be submitted on the form provided within the Contract Documents. Contract documents may be obtained at the offices of:

**Montana State University**  
**UNIVERSITY SERVICES**  
**Plew Building, 6<sup>th</sup> & Grant**  
**PO Box 172760**  
**Bozeman, Montana 59717-2760**

**On the web at:**  
<http://www.montana.edu/pdc/bids.html>

***A PRE-BID WALK-THROUGH IS SCHEDULED FOR Tuesday, October 26, 2021, AT 1:00 PM PARTICIPANTS SHOULD MEET AT: Plew Building, West Entrance. ATTENDANCE IS STRONGLY RECOMMENDED. Bidders should thoroughly review the contract documents before the pre-bid conference.***

Bids must be accompanied by a bid security meeting the requirements of the State of Montana in the amount of 10% of the total bid. After award, the successful bidder must furnish an approved Performance Security and a Labor & Material Payment Security each in the amount of 100% of the contract for contracts equal to or greater than \$50,000.

No bidder may withdraw his bid for at least thirty (30) calendar days after the scheduled time for receipt of bids except as noted in the Instructions to Bidders.

The Owner reserves the right to reject any or all bids and to waive any and all irregularities or informalities and the right to determine what constitutes any and all irregularities or informalities.

### Time of Completion

Bidder agrees to commence work immediately upon receipt of the Notice to Proceed and to substantially complete the project **by March 15, 2022**.

*The State of Montana makes reasonable accommodations for any known disability that may interfere with an applicant's ability to compete in the bidding and/or selection process. In order for the state to make such accommodations, applicants must make known any needed accommodation to the individual project managers or agency contacts listed in the contract documents.*

State of Montana - Montana State University

## INSTRUCTIONS TO BIDDERS

1. Table of Contents

**Provided in the Printed Project Manual:**

Invitation to Bid  
Instruction to Bidders  
Bid Proposal, Form 098  
Sample Standard Form of Contract  
State of Montana General Conditions  
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Periodic Estimate for Partial Payment, Form 101  
Acknowledgement of Subcontractors, Form 102  
Consent of Surety to Final Payment, Form 103  
Contract Change Order, Form 104  
Contractor's Affidavit, Form 106  
Certificate of Substantial Completion, Form 107  
Construction Change Directive, Form 109  
Request for Information, Form 111  
Performance Bond, Form 112  
Labor and Material Payment Bond, Form 113  
Certificate of Final Acceptance, Form 118  
Buy-Safe Montana Form

**These additional forms can be found on our website or will be provided upon request:**

<http://www.montana.edu/pdc/docs/index.html>

Substitution Request, Form 99  
Schedule of Values, Form 100

**For most current Montana Prevailing Wage Rates applicable to this project download from this site: <http://erd.dli.mt.gov/labor-standards/state-prevailing-wage-rates>**

2. Viewing of Contract Documents

2.1. The Contract Documents may be viewed at the following locations:

Builders Exchange of Billings  
2050 Broadwater STE A  
Billings MT 59102  
406/652-1311  
[bbx@billingsplanroom.com](mailto:bbx@billingsplanroom.com)

NW MT - Flathead Builders Exchange  
2303 Hwy 2 E  
Kalispell, MT 59901  
406/755-5888  
[planex@kalcopy.com](mailto:planex@kalcopy.com)

Helena Plans Exchange  
1530 Cedar Street Suite C  
Helena MT 59601  
406/457-2679  
[helenaplanex@helenacopycenter.com](mailto:helenaplanex@helenacopycenter.com)

Bozeman Builders Exchange  
1105 Reeves RD W STE 800  
Bozeman MT 59718  
406/586-7653  
[exchange@bozemanplanroom.com](mailto:exchange@bozemanplanroom.com)

Great Falls Builders Exchange  
202 2ND Avenue S  
Great Falls MT 59401  
406/453-2513  
[gfbe@greatfallsplans.com](mailto:gfbe@greatfallsplans.com)

Missoula Plans Exchange  
201 N Russell ST  
Missoula MT 59801  
406/549-5002  
[mpe@vemcoinc.com](mailto:mpe@vemcoinc.com)

Butte Builders Exchange  
4801 Hope Road  
Butte MT 59701  
406/782-5433  
[butteplans@gmail.com](mailto:butteplans@gmail.com)

3. Borrowing of Documents: Up to two hard copy sets may be obtained for General Contractors. Additionally, Contract Documents will be available electronically. If shipping of hard copies is required, it will be at the contractor's expense.

3.1. Contract Documents may be obtained at the office of:

**MONTANA STATE UNIVERSITY  
UNIVERSITY SERVICES  
PLEW BUILDING 1st FLOOR  
6TH AND GRANT  
BOZEMAN, MONTANA 59717-2760  
406/994-5413**

3.2. All borrowed Contract Documents shall be returned to University Services within ten (10) calendar days after the bid opening for the deposit refund (if deposit was required). However, if the Contract Documents are not in a condition where they can be reused by the Owner to construct the project, the Owner may at its sole discretion may retain the deposit or levy costs to contractor in order to reproduce a

replacement set.

4. Visits to Site

4.1. Prospective bidders are requested to contact the following for inspection of the site:

**Todd Cook, Project Manager  
Montana State University  
University Services  
6<sup>th</sup> and Grant, PO Box 172760  
Bozeman, Montana 59717-2760  
Ph: 406/994-5480; Fax: 406/994-5665**

4.2. Failure to visit site will not relieve the Contractor of the conditions of the contract.

5. Requests for Substitution

5.1 Any requests for product substitutions must be submitted on the "Substitution Request" Form 099, to the Architect/Engineer at least ten (10) days prior to the date of the bid opening for consideration by the Architect/Engineer. Any request for substitution made after this time restriction, including those made after award during project construction may be rejected without consideration by either the Architect/Engineer or the Owner.

6. Bids/Proposals

6.1. The bidder shall submit his bid on the Bid Proposal Form furnished with the Contract Documents.

6.2. DO NOT send the Contract Documents with the Proposal. The Contract Documents shall be returned as noted in Article 3.2 of the Instructions to Bidders.

6.3. If the project is funded by any portion of federal funds, the following may apply: on Federally-funded projects, a "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion" form must be submitted with the bid proposal. If the debarment form is not included within the Construction Documents, federal funds (if included) do not require the form or are not included in the project and the debarment form is not required.

6.4. Proposals shall be in a sealed envelope and addressed to:

**STATE OF MONTANA, MONTANA STATE UNIVERSITY  
UNIVERSITY SERVICES  
PLEW BUILDING 1ST FLOOR  
6TH AND GRANT  
PO BOX 172760, BOZEMAN, MONTANA 59717-2760**

6.5. The envelope shall state that it contains a "BID PROPOSAL" and indicate the following information:

Name of Project: **Leon Johnson Hall Redundant Heat Pump Module Installation**  
Location: **Montana State University Bozeman Campus**  
MSU PPA Project Number:     -      
Name of Bidder: \_\_\_\_\_  
Acknowledge Addendum Number:     ,     ,     ,     

6.6. It is the bidder's responsibility to deliver or ensure delivery of the bid proposal to Montana State University, University Services. Proposals received after the scheduled closing time for bids by either the bidder, a delivery service (e.g., Federal Express, U.S. Postal Service, United Parcel Service, etc.), or the state's own mail delivery system, will be rejected. Proposals entitled for consideration must be time-stamped in the Owner's office prior to the closing time for receipt of bids. The official time clock for receipt of bids and fax modifications is the Owner's time and date stamp clock located in the reception area of the Owner's office. No other clocks, calendars or timepieces are recognized. All bidders are responsible to ensure all bids and fax modifications are received in the Owner's office prior to the scheduled closing time.

6.7. If requested on the Bid Proposal, any person making a bid to perform the Work shall, as a requirement of a responsible bid, set forth the name of each subcontractor specified in the "List of Subcontractors" which is part of the bid proposal. The bidder shall list only one subcontractor for each such portion or work listed. The bidder whose bid is accepted shall not:

- 6.7.1. Substitute any other subcontractor in place of the subcontractor listed in the original bid, except by specific consent of the Owner. The Owner, at its sole discretion, may grant substitution with consent of the originally listed subcontractor, or in consideration of other factor(s) involved if deemed relevant to the successful performance of the Contract.
- 6.7.2. Permit any such subcontract to be voluntarily assigned, transferred or allow it to be performed by any party other than the subcontractor listed in the original bid without the consent of the Owner.
- 6.8. Bid Proposals entitled to consideration shall be made in accordance with the following instructions:
  - 6.8.1. Made upon form provided.
  - 6.8.2. All blank spaces properly filled;
  - 6.8.3. All numbers stated in both writing and in figures;
  - 6.8.4. Shall contain no additions, conditional or alternate bids, erasures or other irregularities;
  - 6.8.5. Shall acknowledge receipt of all addenda issued.
- 6.9. Bid Proposals entitled to consideration shall be signed by the proper representative of the firm submitting the proposal as follows:
  - 6.9.1. The principal of a single owner firm;
  - 6.9.2. A principal of a partnership firm;
  - 6.9.3. An officer of an incorporated firm, or an agent whose signature is accompanied by a certified copy of the resolution of the Board of Directors authorizing that agent to sign; or,
  - 6.9.4. Other persons signing for a single-owner firm or a partnership shall attach a power-of-attorney evidencing his authority to sign for that firm.
- 6.10. Unit Prices: When a Bid Proposal Form contains unit prices, any errors discovered in the extension of those unit prices will be corrected by the Owner using the unit price figures. The adjusted extended amount will then be used to determine the correct total bid. Only after the amounts have been checked and adjusted, if necessary, will the valid low bid be determined.
- 6.11. Estimated Quantities: All estimated quantities stipulated in the Bid Proposal and other Contract Documents are approximate and are to be used only as a basis for estimating the probable cost of the work and for the purpose of comparing proposals submitted for the work. It is understood and agreed that the actual amounts of work done, and materials furnished under unit price items may vary from such estimated quantities. The actual quantities will depend on the conditions encountered at the time the work is performed.
- 6.12. Any bidder may modify his bid by fax communication only.
  - 6.12.1 It is the bidder's responsibility to ensure that the entire modification is received at the bid opening location prior to the scheduled closing time for receipt of bids. The modification shall not reveal the bid price but shall only provide the ADDITION or SUBTRACTION from the original proposal.
  - 6.12.2 The Owner is not responsible for the performance of the facsimile/printer machine, maintaining adequate paper levels, toner levels, the telephone connection, quality of the facsimile, or any other factors affecting receipt of the fax. Unreadable or difficult-to-read facsimiles may be rejected at the sole discretion of the Owner.
  - 6.12.3 Changes in the listed subcontractors, if any, shall also be provided.
  - 6.12.4 Bid modifications must be verified by hard copy provided to the Owner within two (2) business days after the bid opening.
  - 6.12.5 Bid modifications shall be directed to fax phone (406) 994-5665.
  - 6.12.6 All facsimiles shall be date and time stamped on the same time-stamp clock in the Owner's office that is used for receipt of bids in order to be considered valid. The Owner may also use the date and time on the automatically generated email notification of facsimile receipt as generated by the State's system. Any date and time indicated at the top of the facsimile on either the bidder's or the Owner's facsimile/printer machine will not be used in determining time of arrival of the modification.
- 6.13. The Owner reserves the sole right to reject any or all bids and to waive any irregularities or informalities. The Owner also reserves the sole right to determine what constitutes irregularities or informalities and/or what is material and/or immaterial to the bids received.



7. Bid Security

- 7.1. IF THE PROJECT COST IS LESS THAN \$25,000, AT ITS SOLE DISCRETION THE STATE OF MONTANA MAY OR MAY NOT REQUIRE BID SECURITY (18-2-302 MCA).
- 7.2. All proposals shall be accompanied by a bid security in the amount of 10% of the bid price, as evidence of good faith (18-2-302 MCA). (**MSU does not waive bid security.**)
- 7.3. Bid security shall be in the form of lawful moneys of the United States, cashier's check, certified check, bank money order or bank draft, bid bond or bonds payable to the State of Montana (18-2-302 MCA).
- 7.4. If the bidder, to whom a contract is awarded, fails to enter into and execute the proposed contract within fifteen (15) calendar days of award, the bidder shall forfeit the bid security (18-1-204 MCA).
- 7.5. The bid security of unsuccessful bidders will be returned when the contract has been awarded to the successful bidder or when all bids have been rejected (18-1-205 MCA).
- 7.6. Execution of and entering into a contract includes providing all necessary insurance certificates, bonds, signed contract and current copy of the construction contractor registration certificate.
- 7.7. **NOTE: PER STATE POLICY, IF CASH, CHECK, MONEY ORDER, OR BANK DRAFT ARE PROVIDED AS BID SECURITY, IT WILL BE DEPOSITED IN THE TREASURY. UNSUCCESSFUL BIDDERS WILL HAVE THEIR SECURITY RETURNED UPON CONTRACT AWARD. THE SUCCESSFUL BIDDER'S SECURITY MAY BE RETURNED UPON ISSUANCE OF NOTICE TO PROCEED.**

8. Withdrawal of Bids

- 8.1. Any bidder may withdraw his bid proposal at any time prior to the scheduled closing time for the receipt of bids.
- 8.2. Once the closing time for the receipt of bids is reached, a bid may not be withdrawn for a period of thirty (30) calendar days.

9. Interpretation of Contract Documents

- 9.1. Bidders shall promptly notify the Architect/Engineer of any ambiguity, inconsistency, or error which they may discover upon examination of the Contract Documents or of the site and local conditions.
- 9.2. Bidders requiring clarification or interpretation of the Contract Documents shall request, in writing, clarification from the Architect/Engineer at least ten (10) calendar days prior to the date set for receipt of bids.
- 9.3. Any interpretations, corrections, or change in the Contract Documents prior to the bid opening will be made by written addendum issued by the Architect/Engineer. The Architect/Engineer will endeavor to notify all plan holders of any addenda issued but it shall be the responsibility of the individual bidders to insure they have received all addenda prior to the submission of their bid.
- 9.4. All written addenda issued by the Architect/Engineer will become part of the Contract Documents and all bidders shall be bound by such addenda whether or not received and/or acknowledged by the bidder. No oral or telephone modifications of the Contract Documents will be considered or allowed.

10. Award of Bids

- 10.1. All bids received by the stated hour will be opened and publicly read aloud.
- 10.2. The Owner reserves the right to reject any and all bids and to waive any informality or irregularity in any bid received. Owner reserves the right to determine what constitutes material and/or immaterial informalities and/or irregularities.
- 10.3. The low bid shall be determined on the basis of the lowest Base Bid or the lowest combination of Base Bid and Alternate Bids, accepted in consecutive order.
- 10.4. The Owner shall award such contract to the lowest responsible bidder (18-1-102 MCA).

- 10.4.1. The Owner may make such investigations as it deems necessary to determine whether or not any or all bidders are responsible.
  - 10.4.2. The term “responsible” does not refer to pecuniary ability only, nor the ability to tender sufficient performance and payment bonds.
  - 10.4.3. The term “responsible” includes, but is not limited to:
    - 10.4.3.1. Having adequate financial resources to perform the contract or the ability to obtain them;
    - 10.4.3.2. Being able to comply with the required delivery, duration, and performance schedule;
    - 10.4.3.3. Having a satisfactory record of integrity and business ethics;
    - 10.4.3.4. Having the necessary organization, experience, accounting, and operational controls;
    - 10.4.3.5. Having the necessary production, construction, technical equipment, and facilities; and,
    - 10.4.3.6. Having the technical skill, ability, capacity, integrity, performance, experience, lack of claims and disputes, lack of actions on bonds, lack of mediations, arbitrations and/or lawsuits related to construction work or performance, and such like.
  - 10.4.4. Bidders shall furnish to the Owner all information and data for this purpose as the Owner may request.
  - 10.4.5. The Owner reserves the right to reject any bid if the investigation or evidence of any Bidder fails to satisfy the Owner that such Bidder is properly and adequately qualified to suitably perform and satisfactorily execute the obligations of the Contract and Work defined in the Contract Documents.
- 10.5. The Owner shall award such contract to the lowest responsible bidder without regard to residency except on a reciprocal basis: a resident bidder will be allowed a preference on a contract against the bid of any non-resident bidder from any state or country that enforces a preference for resident bidders. The preference given to resident bidders of the State of Montana must be equal to the preference given in the other state or country (18-1-102, MCA). This does not apply when prohibited by Federal requirements.
- 10.6. The State of Montana may negotiate deductive changes, not to exceed 7% of the total cost of the project, with the lowest responsible bidder when the lowest responsible bids cause the project cost to exceed the appropriation; or with the lowest responsible bidders if multiple contracts will be awarded on the projects when the total of the lowest responsible bids causes the project cost to exceed the appropriation. A bidder is not required to negotiate his bid but is required to honor his bid for the time specified in the bidding documents. The Owner may terminate negotiations at any time (18-2-105(7) MCA).
11. Contract
- 11.1. The sample Standard Form of Contract between Contractor and Owner, as issued by the Owner, will be used as the contracting instrument and is bound within the Contract Documents.
  - 11.2. The form shall be signed by a proper representative of the bidder as defined above in these instructions.
  - 11.3. The contractor shall also complete and return a federal form W-9 with the Contract.
12. Performance, Labor and Material Payment Security
- 12.1. IF THE PROJECT COST IS LESS THAN \$25,000, AT ITS SOLE DISCRETION THE STATE OF MONTANA MAY OR MAY NOT REQUIRE A PERFORMANCE OR LABOR AND MATERIAL PAYMENT SECURITY (18-2-201 MCA). **(MSU REQUIRES BONDS ON ALL PROJECTS ABOVE \$50,000.)**
  - 12.2. THE CONTRACTOR SHALL PROVIDE BOTH SECURITIES FOR THIS PROJECT AS SPECIFIED BELOW, UNLESS SPECIFICALLY DIRECTED THAT THIS REQUIREMENT HAS BEEN WAIVED ELSEWHERE IN THESE DOCUMENTS.
  - 12.3. The Owner shall require the successful bidder to furnish a Performance Bond in the amount of 100% of the contract price as security for the faithful performance of his contract (18-2-201, MCA).
  - 12.4. The Owner shall require the successful bidder to furnish a Labor and Material Payment Bond in the amount of 100% of the contract price as security for the payment of all persons performing labor and furnishing materials in connection therewith (18-2-201 MCA).

- 12.5. The bonds shall be executed on forms furnished by the Owner. No other forms will be acceptable.
- 12.6. The bonds shall be signed in compliance with State statutes (33-17-111 MCA).
- 12.7. Bonds shall be secured from a State licensed bonding company.
- 12.8. Power of Attorney
- 12.8.1. Attorneys-in-fact who sign contract bonds must file with each bond a certified and effectively dated copy of their power of attorney;
- 12.8.2. One original copy shall be furnished with each set of bonds.
- 12.8.3. Others furnished with a set of bonds may be copies of that original.
13. Notice To Proceed
- 13.1. The successful bidder who is awarded the contract for construction will not be issued a Notice to Proceed until there is a signed Contract, the specified insurance certificates and a copy of the bidder's current Construction Contractor Registration Certificate in the Owner's possession. All items are required within fifteen (15) calendar days of contract award made by the Owner.
14. Laws and Regulations
- 14.1. The bidders' attention is directed to the fact that all applicable federal and state laws, municipal ordinances, and the rules and regulations of all authorities having jurisdiction over the project shall apply to the contract throughout and will be deemed to be included in this contract as if bound herein in full.
15. Payments
- 15.1. NOTICE OF APPROVAL OF PAYMENT REQUEST PROVISION. Per Title 28, Chapter 2, Part 21, this contract allows the Owner to change the number of days to approve a Contractor's payment request. This contract allows the Owner to approve the Contractor's payment request within thirty-five (35) calendar days after it is received by the Owner without being subject to the accrual of interest.
16. Buy Safe Montana Provisions
- 16.1. The successful bidder who is awarded the contract for construction shall provide their incident rate, experience modification ratio (EMR) and loss ratio via the Buy-Safe Montana form with the Award documents.
17. Time of Completion
- 17.1. Bidder agrees to commence work immediately upon receipt of the Notice to Proceed and to substantially complete the project **by March 15, 2022**.
- 17.2. If liquidated damages are assessed for exceeding the completion date, they shall accrue at the rate of **ONE HUNDRED AND 00/100 (\$100.00) DOLLARS** per calendar day. Liquidated damages charges will be deducted from the amount due the Contractor

**~END OF INSTRUCTIONS~**



BID PROPOSAL

Leon Johnson Hall Redundant Heat Pump Module Installation
PPA No. 19-0042

TO:
State of Montana, Montana State University
University Services
Attn: Contract Administrator
Plew Building, 6th & Grant, PO Box 172760
Bozeman, Montana 59717-2760

Prospective Bidders:

The undersigned, having familiarized themselves with the Contract Documents, site, location, and conditions of the Work as prepared by CUSHING TERRELL, 316 N. LAST CHANCE GULCH, HELENA, MT 59601, 406/324-7382 or UNIVERSITY SERVICES by submission of this Bid Proposal, hereby agrees to provide all materials, systems, equipment and labor necessary to complete the Work for the total sum as follows:

BASE BID:

\_\_\_\_\_ and \_\_\_\_ /100 DOLLARS.
(ALPHA notation) \$ \_\_\_\_\_ (NUMERIC notation)

This bidder acknowledges receipt of the following addenda:

ADDENDUM No.: \_\_\_\_\_ Dated: \_\_\_\_\_
ADDENDUM No.: \_\_\_\_\_ Dated: \_\_\_\_\_
ADDENDUM No.: \_\_\_\_\_ Dated: \_\_\_\_\_

By signing below, the bidder agrees to all terms specified and AGREES TO fulfill the requirements of the CONTRACT in strict accordance with the bidding documents.

Company Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Business Address: \_\_\_\_\_

Construction Contractor

Registration No.: \_\_\_\_\_

Phone No.: \_\_\_\_\_

Fax No.: \_\_\_\_\_

Email: \_\_\_\_\_

Date: \_\_\_\_\_

MONTANA  
PREVAILING WAGE RATES FOR BUILDING CONSTRUCTION SERVICES 2021

**Effective: January 1, 2021**

**Steve Bullock, Governor**  
*State of Montana*

***Brenda Nordlund, Acting Commissioner***  
***Department of Labor & Industry***

To obtain copies of prevailing wage rate schedules, or for information relating to public works projects and payment of prevailing wage rates, visit ERD at [www.mtwagehourbopa.com](http://www.mtwagehourbopa.com) or contact:

Employment Relations Division  
Montana Department of Labor and Industry  
P. O. Box 201503  
Helena, MT 59620-1503  
Phone 406-444-6543

**The department welcomes questions, comments, and suggestions from the public. In addition, we'll do our best to provide information in an accessible format, upon request, in compliance with the Americans with Disabilities Act.**

**MONTANA PREVAILING WAGE REQUIREMENTS**

The Commissioner of the Department of Labor and Industry, in accordance with Sections 18-2-401 and 18-2-402 of the Montana Code Annotated (MCA), has determined the standard prevailing rate of wages for the occupations listed in this publication.

The wages specified herein control the prevailing rate of wages for the purposes of Section 18-2-401, et seq., MCA. It is required each employer pay (as a minimum) the rate of wages, including fringe benefits, travel allowance, zone pay and per diem applicable to the district in which the work is being performed as provided in the attached wage determinations.

All Montana Prevailing Wage Rates are available on the internet at [www.mtwagehourbopa.com](http://www.mtwagehourbopa.com) or by contacting the department at (406) 444-6543.

In addition, this publication provides general information concerning compliance with Montana's Prevailing Wage Law and the payment of prevailing wages. For detailed compliance information relating to public works contracts and payment of prevailing wage rates, please consult the regulations on the internet at [www.mtwagehourbopa.com](http://www.mtwagehourbopa.com) or contact the department at (406) 444-6543.

BRENDA NORDLUND  
Acting Commissioner  
Department of Labor and Industry  
State of Montana

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## **A. Date of Publication January 4, 2021**

## **B. Definition of Building Construction**

For the purposes of Prevailing Wage, the Commissioner of Labor and Industry has determined that building construction occupations are defined to be those performed by a person engaged in a recognized trade or craft, or any skilled, semi-skilled, or unskilled manual labor related to the construction, alteration, or repair of a public building or facility, and does not include engineering, superintendence, management, office or clerical work.

The Administrative Rules of Montana (ARM), 24.17.501(2) – 2(a), states *“Building construction projects generally are the constructions of sheltered enclosures with walk-in access for housing persons, machinery, equipment, or supplies. It includes all construction of such structures, incidental installation of utilities and equipment, both above and below grade level, as well as incidental grading, utilities and paving.”*

*Examples of building construction include, but are not limited to, alterations and additions to buildings, apartment buildings (5 stories and above), arenas (closed), auditoriums, automobile parking garages, banks and financial buildings, barracks, churches, city halls, civic centers, commercial buildings, court houses, detention facilities, dormitories, farm buildings, fire stations, hospitals, hotels, industrial buildings, institutional buildings, libraries, mausoleums, motels, museums, nursing and convalescent facilities, office buildings, out-patient clinics, passenger and freight terminal buildings, police stations, post offices, power plants, prefabricated buildings, remodeling buildings, renovating buildings, repairing buildings, restaurants, schools, service stations, shopping centers, stores, subway stations, theaters, warehouses, water and sewage treatment plants (buildings only), etc.”*

## **C. Definition of Public Works Contract**

Section 18-2-401(11)(a), MCA defines “public works contract” as *“...a contract for construction services let by the state, county, municipality, school district, or political subdivision or for nonconstruction services let by the state, county, municipality, or political subdivision in which the total cost of the contract is in excess of \$25,000...”*.

## **D. Prevailing Wage Schedule**

This publication covers only Building Construction occupations and rates. These rates will remain in effect until superseded by a more current publication. Current prevailing wage rate schedules for Heavy Construction, Highway Construction, and Nonconstruction Services occupations can be found on the internet at [www.mtwagehoubopa.com](http://www.mtwagehoubopa.com) or by contacting the department at (406) 444-6543.

## **E. Rates to Use for Projects**

ARM, 24.17.127(1)(c), states *“The wage rates applicable to a particular public works project are those in effect at the time the bid specifications are advertised.”*

## **F. Wage Rate Adjustments for Multiyear Contracts**

Section 18-2-417, MCA states:

*“(1) Any public works contract that by the terms of the original contract calls for more than 30 months to fully perform must include a provision to adjust, as provided in subsection (2), the standard prevailing rate of wages to be paid to the workers performing the contract.*

*(2) The standard prevailing rate of wages paid to workers under a contract subject to this section must be adjusted 12 months after the date of the award of the public works contract. The amount of the adjustment must be a 3% increase. The adjustment must be made and applied every 12 months for the term of the contract.*

*(3) Any increase in the standard rate of prevailing wages for workers under this section is the sole responsibility of the contractor and any subcontractors and not the contracting agency.”*

## G. Fringe Benefits

Section 18-2-412, MCA states:

“(1) To fulfill the obligation...a contractor or subcontractor may:

(a) pay the amount of fringe benefits and the basic hourly rate of pay that is part of the standard prevailing rate of wages directly to the worker or employee in cash;

(b) make an irrevocable contribution to a trustee or a third person pursuant to a fringe benefit fund, plan, or program that meets the requirements of the Employee Retirement Income Security Act of 1974 or that is a bona fide program approved by the U. S. department of labor; or

(c) make payments using any combination of methods set forth in subsections (1)(a) and (1)(b) so that the aggregate of payments and contributions is not less than the standard prevailing rate of wages, including fringe benefits and travel allowances, applicable to the district for the particular type of work being performed.

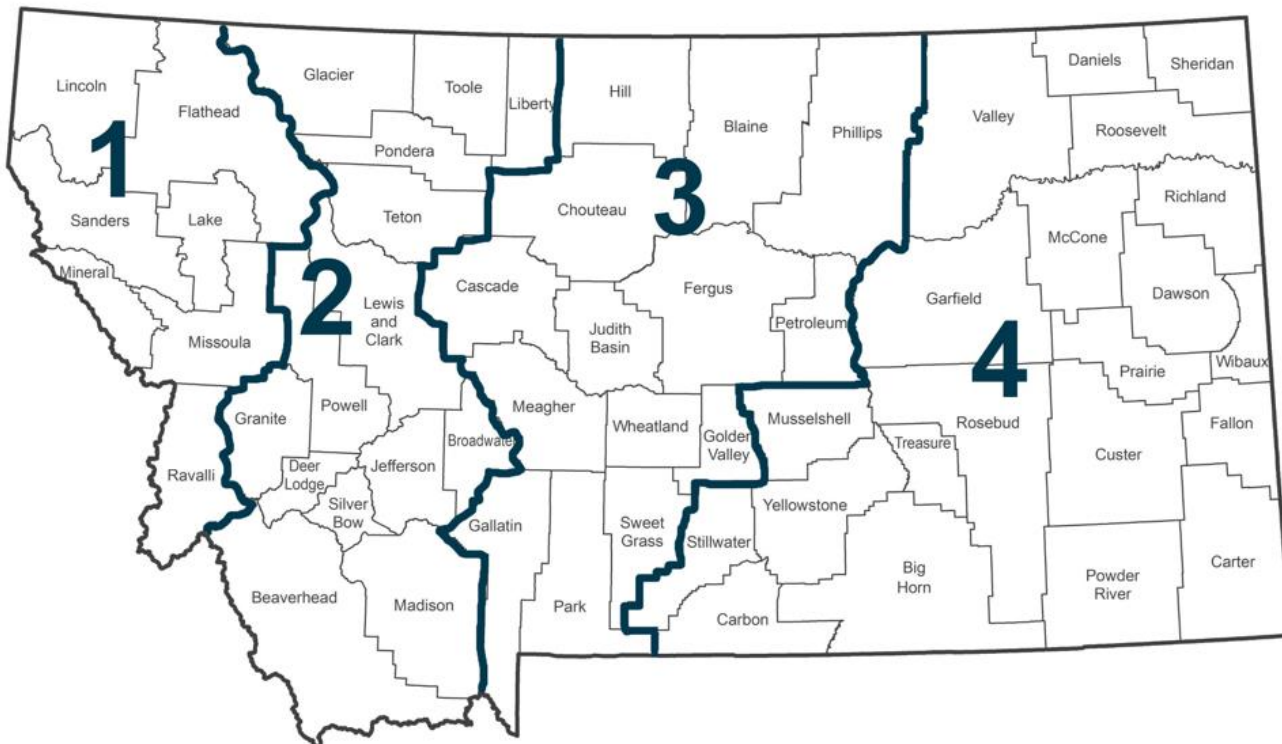
(2) The fringe benefit fund, plan, or program described in subsection (1)(b) must provide benefits to workers or employees for health care, pensions on retirement or death, life insurance, disability and sickness insurance, or bona fide programs that meet the requirements of the Employee Retirement Income Security Act of 1974 or that are approved by the U. S. department of labor.”

Fringe benefits are paid for all hours worked (straight time and overtime hours). However, fringe benefits are not to be considered a part of the hourly rate of pay for calculating overtime, unless there is a collectively bargained agreement in effect that specifies otherwise.

## H. Prevailing Wage Districts

Montana counties are aggregated into 4 districts for the purpose of prevailing wage. The prevailing wage districts are composed of the following counties:

### Montana Prevailing Wage Districts





## **I. Dispatch City**

ARM, 24.17.103(11), defines dispatch city as “...the courthouse in the city from the following list which is closest to the center of the job: Billings, Bozeman, Butte, Great Falls, Helena, Kalispell, and Missoula.” A dispatch city shall be considered the point of origin only for jobs within the counties identified in that district (as shown below):

**District 1 – Kalispell and Missoula:** includes Flathead, Lake, Lincoln, Mineral, Missoula, Ravalli, and Sanders;

**District 2 – Butte and Helena:** includes Beaverhead, Broadwater, Deer Lodge, Glacier, Granite, Jefferson, Lewis and Clark, Liberty, Madison, Pondera, Powell, Silver Bow, Teton, and Toole;

**District 3 – Bozeman and Great Falls:** includes Blaine, Cascade, Chouteau, Fergus, Gallatin, Golden Valley, Hill, Judith Basin, Meagher, Park, Petroleum, Phillips, Sweet Grass, and Wheatland;

**District 4 – Billings:** includes Big Horn, Carbon, Carter, Custer, Daniels, Dawson, Fallon, Garfield, McCone, Musselshell, Powder River, Prairie, Richland, Roosevelt, Rosebud, Sheridan, Stillwater, Treasure, Valley, Wibaux, and Yellowstone.

## **J. Zone Pay**

Zone pay is not travel pay. ARM, 24.17.103(24), defines zone pay as “...an amount added to the base pay; the combined sum then becomes the new base wage rate to be paid for all hours worked on the project. Zone pay must be determined by measuring the road miles one way over the shortest practical maintained route from the dispatch city to the center of the job.” See section I above for a list of dispatch cities.

## **K. Computing Travel Benefits**

ARM, 24.17.103(22), states “ ‘Travel pay,’ also referred to as ‘travel allowance,’ is and must be paid for travel both to and from the job site, except those with special provisions listed under the classification. The rate is determined by measuring the road miles one direction over the shortest practical maintained route from the dispatch city or the employee’s home, whichever is closer, to the center of the job.” See section I above for a list of dispatch cities.

## **L. Per Diem**

ARM, 24.17.103(18), states “ ‘Per diem’ typically covers costs associated with board and lodging expenses. Per diem is paid when an employee is required to work at a location outside the daily commuting distance and is required to stay at that location overnight or longer.”

## **M. Apprentices**

Wage rates for apprentices registered in approved federal or state apprenticeship programs are contained in those programs. Additionally, Section 18-2-416(2), MCA states “...The full amount of any applicable fringe benefits must be paid to the apprentice while the apprentice is working on the public works contract.” Apprentices not registered in approved federal or state apprenticeship programs will be paid the appropriate journey level prevailing wage rate when working on a public works contract.

## **N. Posting Notice of Prevailing Wages**

Section 18-2-406, MCA provides that contractors, subcontractors and employers who are “...performing work or providing construction services under public works contracts, as provided in this part, shall post in a prominent and accessible site on the project or staging area, not later than the first day of work and continuing for the entire duration of the project, a legible statement of all wages and fringe benefits to be paid to the employees.”

## **O. Employment Preference**

Sections 18-2-403 and 18-2-409, MCA requires contractors to give preference to the employment of bona fide Montana residents in the performance of work on public works contracts.

## **P. Projects of a Mixed Nature**

Section 18-2-408, MCA states:

*“(1) The contracting agency shall determine, based on the preponderance of labor hours to be worked, whether the public works construction services project is classified as a highway construction project, a heavy construction project, or a building construction project.*

*“(2) Once the project has been classified, employees in each trade classification who are working on that project must be paid at the rate for that project classification”*

## **Q. Occupations Definitions**

You can find definitions for these occupations on the following Bureau of Labor Statistics website:

[http://www.bls.gov/oes/current/oes\\_stru.htm](http://www.bls.gov/oes/current/oes_stru.htm)

## **R. Welder Rates**

Welders receive the rate prescribed for the craft performing an operation to which welding is incidental.

## **S. Foreman Rates**

Rates are no longer set for foremen. However, if a foreman performs journey level work, the foreman must be paid at least the journey level rate.

# WAGE RATES

## BOILERMAKERS

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$33.15     | \$31.15        |
| District 2 | \$33.15     | \$31.15        |
| District 3 | \$33.15     | \$31.15        |
| District 4 | \$33.15     | \$31.15        |

**Duties Include:**

Construct, assemble, maintain, and repair stationary steam boilers, boiler house auxiliaries, process vessels, and pressure vessels.

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**Travel:**

**All Districts**

0-120 mi. free zone  
>120 mi. federal mileage rate/mi.

**Special Provision:**

Travel is paid only at the beginning and end of the job.

**Per Diem:**

**All Districts**

0-70 mi. free zone  
>70-120 mi. \$65.00/day  
>120 mi. \$80.00/day

## BRICK, BLOCK, AND STONE MASONS

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$30.55     | \$15.75        |
| District 2 | \$30.55     | \$15.75        |
| District 3 | \$30.55     | \$15.75        |
| District 4 | \$30.55     | \$15.75        |

**Duties Include:**

Lays out, lays, cuts, installs, and finishes all brick, structural tile, refractory materials, precast units, concrete, cinder, glass, gypsum, terra cotta block, and all other natural and artificial masonry products to construct or repair walls, partitions, stacks, furnaces, or other structures.

Sets stone to build stone structures such as piers, walls, and abutments, and lays walks, curbstones, or special types of masonry for vats, tanks, and floors. May set, cut, and dress ornamental and structural stone in buildings.

This classification is tended by Tender to Masons Trades: Brick and Stonemason, Mortar Mixer, Hod Carrier

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**Travel:**

**All Districts**

0-70 mi. free zone  
>70-90 mi. \$60.00/day  
>90 mi. \$80.00/day

## CARPENTERS

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$25.00     | \$13.57        |
| District 2 | \$25.00     | \$13.86        |
| District 3 | \$25.00     | \$13.57        |
| District 4 | \$25.00     | \$13.57        |

**Duties Include:**

Install roll and batt insulation, and hardwood floors.

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**Zone Pay:**

**All Districts**

0-30 mi. free zone  
>30-60 mi. base pay + \$4.00/hr.  
>60 mi. base pay + \$6.00/hr.

## CARPET INSTALLERS

**No Rate Established**

**Duties Include:**

Lay and install carpet from rolls or blocks on floors. Install padding and trim flooring materials.

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**Travel and Per Diem:**

**All Districts**

No travel or per diem established.

## CEMENT MASONS AND CONCRETE FINISHERS

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$25.61     | \$10.40        |
| District 2 | \$24.74     | \$10.40        |
| District 3 | \$25.31     | \$10.40        |
| District 4 | \$25.36     | \$10.40        |

**Duties Include:**

Smooth and finish surfaces of poured concrete, such as floors, walks, sidewalks, or curbs. Align forms for sidewalks, curbs, or gutters.

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**Zone Pay:**

**All Districts**

0-25 mi. free zone

>25-50 mi. base pay + \$2.50/hr.

>50 mi. base pay + \$3.00/hr.

## CONSTRUCTION EQUIPMENT OPERATORS GROUP 1

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$27.91     | \$13.67        |
| District 2 | \$27.91     | \$13.67        |
| District 3 | \$27.91     | \$13.67        |
| District 4 | \$27.91     | \$13.67        |

**This group includes but is not limited to:**

Air Compressor; Auto Fine Grader; Belt Finishing; Boring Machine (Small); Cement Silo; Crane, A-Frame Truck Crane; Crusher Conveyor; DW-10, 15, and 20 Tractor Roller; Farm Tractor; Forklift; Form Grader; Front-End Loader, under 1 cu. yd; Oiler, Heavy Duty Drills; Herman Nelson Heater; Mucking Machine; Oiler, All Except Cranes/Shovels; Pumpman.

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**Zone Pay:**

**All Districts**

0-30 mi. free zone

>30-60 mi. base pay + \$3.50/hr.

>60 mi. base pay + \$5.50/hr.

## CONSTRUCTION EQUIPMENT OPERATORS GROUP 2

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$26.69     | \$12.18        |
| District 2 | \$28.70     | \$13.67        |
| District 3 | \$28.70     | \$13.67        |
| District 4 | \$28.70     | \$13.67        |

**This group includes but is not limited to:**

Air Doctor; Backhoe\Excavator\Shovel, up to and incl. 3 cu. yds; Bit Grinder; Bituminous Paving Travel Plant; Boring Machine, Large; Broom, Self-Propelled; Concrete Travel Batcher; Concrete Float & Spreader; Concrete Bucket Dispatcher; Concrete Finish Machine; Concrete Conveyor; Distributor; Dozer, Rubber-Tired, Push, & Side Boom; Elevating Grader\Gradall; Field Equipment Serviceman; Front-End Loader, 1 cu. yd up to and incl. 5 cu. yds; Grade Setter; Heavy Duty Drills, All Types; Hoist\Tugger, All; Hydralift Forklifts & Similar; Industrial Locomotive; Motor Patrol (except finish); Mountain Skidder; Oiler, Cranes\Shovels; Pavement Breaker, EMSCO; Power Saw, Self-Propelled; Pugmill; Pumpcrete\Grout Machine; Punch Truck; Roller, other than Asphalt; Roller, Sheepsfoot (Self-Propelled); Roller, 25 tons and over; Ross Carrier; Rotomill, under 6 ft; Trenching Machine; Washing /Screening Plant.

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**Zone Pay:**

**All Districts**

0-30 mi. free zone

>30-60 mi. base pay + \$3.50/hr.

>60 mi. base pay + \$5.50/hr.

## CONSTRUCTION EQUIPMENT OPERATORS GROUP 3

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$29.45     | \$13.67        |
| District 2 | \$29.45     | \$13.67        |
| District 3 | \$29.45     | \$13.67        |
| District 4 | \$29.45     | \$13.67        |

**This group includes but is not limited to:**

Asphalt Paving Machine; Asphalt Screed; Backhoe\Excavator\Shovel, over 3 cu. yds; Cableway Highline; Concrete Batch Plant; Concrete Curing Machine; Concrete Pump; Cranes, Creter; Cranes, Electric Overhead; Cranes, 24 tons and under; Curb Machine\Slip Form Paver; Finish Dozer; Front-End Loader, over 5 cu. yds; Mechanic\Welder; Pioneer Dozer; Roller Asphalt (Breakdown & Finish); Rotomill, over 6 ft; Scraper, Single, Twin, or Pulling Belly-Dump; YO-YO Cat.

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**Zone Pay:**

**All Districts**

0-30 mi. free zone

>30-60 mi. base pay + \$3.50/hr.

>60 mi. base pay + \$5.50/hr.

## CONSTRUCTION EQUIPMENT OPERATORS GROUP 4

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$30.45     | \$13.67        |
| District 2 | \$30.45     | \$13.67        |
| District 3 | \$30.45     | \$13.67        |
| District 4 | \$30.45     | \$13.67        |

**This group includes but is not limited to:**

Asphalt\Hot Plant Operator; Cranes, 25 tons up to and incl. 44 tons; Crusher Operator; Finish Motor Patrol; Finish Scraper.

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**Zone Pay:**

**All Districts**

0-30 mi. free zone

>30-60 mi. base pay + \$3.50/hr.

>60 mi. base pay + \$5.50/hr.

## CONSTRUCTION EQUIPMENT OPERATORS GROUP 5

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$31.45     | \$13.67        |
| District 2 | \$31.45     | \$13.67        |
| District 3 | \$31.45     | \$13.67        |
| District 4 | \$31.45     | \$13.67        |

**This group includes but is not limited to:**

Cranes, 45 tons up to and incl. 74 tons.

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**Zone Pay:**

**All Districts**

0-30 mi. free zone

>30-60 mi. base pay + \$3.50/hr.

>60 mi. base pay + \$5.50/hr.

## CONSTRUCTION EQUIPMENT OPERATORS GROUP 6

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$32.45     | \$13.67        |
| District 2 | \$32.45     | \$13.67        |
| District 3 | \$32.45     | \$13.67        |
| District 4 | \$32.45     | \$13.67        |

**This group includes but is not limited to:**

Cranes, 75 tons up to and incl. 149 tons; Cranes, Whirley (All).

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**Zone Pay:**

**All Districts**

0-30 mi. free zone

>30-60 mi. base pay + \$3.50/hr.

>60 mi. base pay + \$5.50/hr.

## CONSTRUCTION EQUIPMENT OPERATORS GROUP 7

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$33.45     | \$13.67        |
| District 2 | \$33.45     | \$13.67        |
| District 3 | \$33.45     | \$13.67        |
| District 4 | \$33.45     | \$13.67        |

**This group includes but is not limited to:**

Cranes, 150 tons up to and incl. 250 tons; Cranes, over 250 tons—add \$1.00 for every 100 tons over 250 tons; Crane, Tower (All); Crane Stiff-Leg or Derrick; Helicopter Hoist.

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**Zone Pay:**

**All Districts**

0-30 mi. free zone

>30-60 mi. base pay + \$3.50/hr.

>60 mi. base pay + \$5.50/hr.

## CONSTRUCTION LABORERS GROUP 1/FLAG PERSON FOR TRAFFIC CONTROL

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$22.10     | \$11.27        |
| District 2 | \$22.10     | \$11.27        |
| District 3 | \$22.10     | \$11.27        |
| District 4 | \$22.10     | \$11.27        |

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**Zone Pay:**

**All Districts**

0-15 mi. free zone

>15-30 mi. base pay + \$0.65/hr.

>30-50 mi. base pay + \$0.85/hr.

>50 mi. base pay + \$1.25/hr.

## CONSTRUCTION LABORERS GROUP 2

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$21.16     | \$ 8.80        |
| District 2 | \$23.32     | \$11.27        |
| District 3 | \$21.78     | \$ 7.18        |
| District 4 | \$22.56     | \$11.27        |

**This group includes but is not limited to:**

General Laborer; Asbestos Removal; Burning Bar; Bucket Man; Carpenter Tender; Caisson Worker; Cement Mason Tender; Cement Handler (dry); Chuck Tender; Choker Setter; Concrete Worker; Curb Machine-lay Down; Crusher and Batch Worker; Heater Tender; Fence Erector; Landscape Laborer; Landscaper; Lawn Sprinkler Installer; Pipe Wrapper; Pot Tender; Powderman Tender; Rail and Truck Loaders and Unloaders; Riprapper; Sign Erection; Guardrail and Jersey Rail; Spike Driver; Stake Jumper; Signalman; Tail Hoseman; Tool Checker and Houseman and Traffic Control Worker.

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**Zone Pay:**

**All Districts**

0-15 mi. free zone

>15-30 mi. base pay + \$0.65/hr.

>30-50 mi. base pay + \$0.85/hr.

>50 mi. base pay + \$1.25/hr.

### CONSTRUCTION LABORERS GROUP 3

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$23.10     | \$11.27        |
| District 2 | \$23.10     | \$11.27        |
| District 3 | \$23.10     | \$11.27        |
| District 4 | \$23.10     | \$11.27        |

**This group includes but is not limited to:**

Concrete Vibrator; Dumpman (Grademan); Equipment Handler; Geotextile and Liners; High-Pressure Nozzleman; Jackhammer (Pavement Breaker) Non-Riding Rollers; Pipelayer; Posthole Digger (Power); Power Driven Wheelbarrow; Rigger; Sandblaster; Sod Cutter-Power and Tamper.

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**Zone Pay:**

**All Districts**

0-15 mi. free zone  
>15-30 mi. base pay + \$0.65/hr.  
>30-50 mi. base pay + \$0.85/hr.  
>50 mi. base pay + \$1.25/hr.

### CONSTRUCTION LABORERS GROUP 4

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$23.15     | \$11.27        |
| District 2 | \$23.15     | \$11.27        |
| District 3 | \$23.15     | \$11.27        |
| District 4 | \$23.15     | \$11.27        |

**This group includes but is not limited to:**

Hod Carrier\*\*\*; Water Well Laborer; Blaster; Wagon Driller; Asphalt Raker; Cutting Torch; Grade Setter; High-Scaler; Power Saws (Faller & Concrete) Powderman; Rock & Core Drill; Track or Truck Mounted Wagon Drill and Welder incl. Air Arc.

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**Zone Pay:**

**All Districts**

0-15 mi. free zone  
>15-30 mi. base pay + \$0.65/hr.  
>30-50 mi. base pay + \$0.85/hr.  
>50 mi. base pay + \$1.25/hr.

\*\*\*Hod Carriers will receive the same amount of travel and/or subsistence pay as bricklayers when requested to travel.

### DRYWALL APPLICATORS

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$25.00     | \$13.57        |
| District 2 | \$25.00     | \$13.86        |
| District 3 | \$25.00     | \$13.57        |
| District 4 | \$25.00     | \$13.57        |

**Duties Include:**

Drywall and ceiling tile installation.

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**Zone Pay:**

**All Districts**

0-30 mi. free zone  
>30-60 mi. base pay + \$4.00/hr.  
>60 mi. base pay + \$6.00/hr.



## ELECTRICIANS: INCLUDING BUILDING AUTOMATION CONTROL

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$32.22     | \$14.98        |
| District 2 | \$31.65     | \$16.33        |
| District 3 | \$32.00     | \$15.27        |
| District 4 | \$34.59     | \$15.71        |

### **Duties Include:**

Electrical wiring; equipment and fixtures; street lights; electrical control systems. Installation and/or adjusting of building automation controls also during testing and balancing, commissioning and retro-commissioning.

### **Travel:**

#### **District 1**

No mileage due when traveling in employer's vehicle.

The following travel allowance is applicable when traveling in employee's vehicle:

- 0-15 mi. free zone
- >15-45 mi. \$0.585/mi. in excess of the free zone.
- >45 mi. \$75.00/day

#### **District 2**

No mileage due when traveling in employer's vehicle.

The following travel allowance is applicable when traveling in employee's vehicle:

- 0-10 mi. free zone
- >10-55 mi. federal mileage rate/mi.
- >55 mi. \$66.00/day

#### **District 3**

No mileage due when traveling in employer's vehicle.

The following travel allowance is applicable when traveling in employee's vehicle:

- 0-08 mi. free zone
- >08-50 mi. federal mileage rate/mi. in excess of the free zone.
- >50 mi. \$66.00/day

#### **District 4**

No mileage due when traveling in employer's vehicle.

The following travel allowance is applicable when traveling in employee's vehicle:

- 0-18 mi. free zone
- >18-60 mi. federal mileage rate/mi.
- >60 mi. \$75.00/day

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## ELEVATOR CONSTRUCTORS

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$55.86     | \$39.71        |
| District 2 | \$55.86     | \$39.71        |
| District 3 | \$55.86     | \$39.71        |
| District 4 | \$55.86     | \$39.71        |

### **Travel:**

#### **All Districts**

0-15 mi. free zone

>15-25 mi. \$44.73/day

>25-35 mi. \$89.46/day

>35 mi. \$84.90/day or cost of receipts for hotel and meals, whichever is greater.

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## FLOOR LAYERS

### **No Rate Established**

#### **Duties Include:**

Apply blocks, strips, or sheets of shock-absorbing, sound-deadening, or decorative coverings to floors.

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## GLAZIERS

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$18.54     | \$2.50         |
| District 2 | \$18.54     | \$2.50         |
| District 3 | \$19.47     | \$2.64         |
| District 4 | \$20.52     | \$2.76         |

### **Travel and Per Diem:**

#### **All Districts**

No travel or per diem established.

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## HEATING AND AIR CONDITIONING

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$30.92     | \$17.33        |
| District 2 | \$30.84     | \$19.38        |
| District 3 | \$30.84     | \$19.38        |
| District 4 | \$30.84     | \$19.38        |

#### **Duties Include:**

Testing and balancing, commissioning and retro-commissioning of all air-handling equipment and duct work.

### **Travel:**

#### **All Districts**

0-50 mi. free zone

>50 mi.

- \$0.25/mi. in employer vehicle.
- \$0.65/mi. in employee vehicle.

### **Per Diem:**

#### **All Districts**

\$70/day

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## INSULATION WORKERS - MECHANICAL (HEAT AND FROST)

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$35.37     | \$19.87        |
| District 2 | \$35.37     | \$19.87        |
| District 3 | \$35.37     | \$19.87        |
| District 4 | \$35.37     | \$19.87        |

### **Duties Include:**

Insulate pipes, ductwork or other mechanical systems.

### **Travel:**

#### **All Districts**

0-30 mi. free zone

>30-40 mi. \$25.00/day

>40-50 mi. \$35.00/day

>50-60 mi. \$50.00/day

>60 mi. \$60.00/day plus

- \$0.56/mi. if transportation is not provided.
- \$0.20/mi. if in company vehicle.

>60 mi. \$95.00/day on jobs requiring an overnight stay plus

- \$0.56/mi. if transportation is not provided.
- \$0.20/mi. if in company vehicle.

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## IRONWORKERS - STRUCTURAL STEEL AND REBAR PLACERS

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$29.15     | \$27.05        |
| District 2 | \$28.24     | \$23.19        |
| District 3 | \$28.24     | \$23.19        |
| District 4 | \$28.24     | \$23.19        |

### **Duties Include:**

Structural steel erection; assemble prefabricated metal buildings; cut, bend, tie, and place rebar; energy producing windmill type towers; metal bleacher seating; handrail fabrication and ornamental steel.

### **Travel:**

#### **District 1**

0-45 mi. free zone

>45-60 mi. \$45.00/day

>60-100 mi. \$70.00/day

>100 mi. \$90.00/day

#### **Special Provision:**

When the employer provides transportation, travel will not be paid. However, when an employee is required to travel over 70 miles one way, the employee may elect to receive the travel pay in lieu of the transportation.

#### **Districts 2, 3 & 4**

0-45 mi. free zone

>45-85 mi. \$70.00/day

>85 mi. \$100.00/day

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## MILLWRIGHTS

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$36.97     | \$14.02        |
| District 2 | \$36.97     | \$14.02        |
| District 3 | \$36.97     | \$14.02        |
| District 4 | \$36.97     | \$14.02        |

### **Zone Pay:**

#### **All Districts**

0-30 mi. free zone

>30-60 mi. base pay + \$4.00/hr.

>60 mi. base pay + \$6.00/hr.

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## PAINTERS: INCLUDING PAPERHANGERS

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$19.57     | \$0.00         |
| District 2 | \$19.57     | \$0.00         |
| District 3 | \$19.57     | \$0.00         |
| District 4 | \$19.57     | \$0.00         |

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### Travel and Per Diem:

#### All Districts

No travel or per diem established.

## PILE BUCKS

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$32.00     | \$13.57        |
| District 2 | \$32.00     | \$13.86        |
| District 3 | \$32.00     | \$13.57        |
| District 4 | \$32.00     | \$13.57        |

### Duties Include:

All pile driving, bridge, wharf, building, and caisson work, on both land and water. General pile driving work includes all labor employed in the barking, shoeing, splicing, form building, heading, centering, placing, driving, staying, framing, fastening, demo, tooling of the cutter head, Lagging, automatic pile threading, pulling, and/or cutting off of all piling, to include all pile of any make and material as well as similar pre-cast structural shapes or units the setting of which is performed with a pile driver, derrick, crane, or similar power equipment. Fabrication, forming, handling, and setting of all such pre-cast, pre-stressed and post-stressed shapes that are an integral part of any heavy structure, rafting, boring, reeving, dogging, or booming of piles or other material. This includes the unloading of piling of all types together with the wailing and bracing included.

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### Zone Pay:

#### All Districts

0-30 mi. free zone

>30-60 mi. base pay + \$4.00/hr.

>60 mi. base pay + \$6.00/hr.

## PLASTERERS

### No Rate Established

### Duties Include:

All materials beyond the substrate, such as a moisture barrier, any type of drainage installation between the moisture barrier and insulation or EPS board, the attachment of the EPS board, installation of fiberglass mesh embedded in the base coat, any water-resistant coat that is applied on top of the insulation to serve as a weather barrier, and the application of the finish coat.

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### Travel and Per Diem:

#### All Districts

No travel or per diem established.

## PLUMBERS, PIPEFITTERS, AND STEAMFITTERS

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$33.38     | \$15.56        |
| District 2 | \$34.35     | \$16.00        |
| District 3 | \$34.35     | \$16.00        |
| District 4 | \$32.74     | \$19.50        |

### **Duties Include:**

Assemble, install, alter, and repair pipe-lines or pipe systems that carry water, steam, air, other liquids or gases. Testing of piping systems, commissioning and retro-commissioning. Workers in this occupation may also install heating and cooling equipment and mechanical control systems.

### **Travel:**

#### **District 1**

0-30 mi. free zone  
>30-50 mi. \$30.00/day  
>50-75 mi. \$45.00/day  
>75 mi. \$85.00/day

#### **Special Provision**

If transportation is not provided, mileage at \$0.35/mi. with a separate free zone of 20 miles is added to the amounts above. However, if the employee is traveling more than 75 miles/day, only subsistence is required.

#### **Districts 2 & 3**

0-40 mi. free zone  
>40-80 mi. \$50.00/day  
>80 mi. \$100.00/day

#### **Special Provision:**

If employer provides transportation, travel pay will be ½ of the amounts listed above unless the employee stays overnight. If the employee chooses to stay overnight, the employee will receive the full amount of travel listed above even if the employer furnishes transportation.

#### **District 4**

0-70 free zone  
>70 mi.

- On jobs when employees do not work consecutive days: \$0.55/mi. if employer doesn't provide transportation. Not to exceed two trips.
- On jobs when employees work any number of consecutive days: \$105.00/day.

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## ROOFERS

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$25.61     | \$12.49        |
| District 2 | \$25.61     | \$12.49        |
| District 3 | \$21.60     | \$ 7.66        |
| District 4 | \$22.72     | \$ 5.67        |

### **Duties Include:**

Metal roofing. Excludes prefabricated metal buildings.

### **Travel:**

#### **District 1**

0-50 mi. free zone  
>50 mi. \$0.35/mi.

#### **District 2 and 3**

0-35 mi. free zone  
>35 mi. \$0.30/mi only when employer doesn't provide transportation.

#### **District 4**

0-25 mi. free zone  
>25 mi. \$0.30/mi only when employer doesn't provide transportation.

### **Per Diem:**

#### **District 1**

\$60.00/day

#### **District 2 and 3**

Employer pays for room + \$26.50/day.

#### **District 4**

Employer pays for room + \$25.00/day.

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## SHEET METAL WORKERS

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$30.84     | \$19.38        |
| District 2 | \$30.84     | \$19.38        |
| District 3 | \$30.84     | \$19.38        |
| District 4 | \$30.84     | \$19.38        |

### **Duties Include:**

Testing and balancing, commissioning and retro-commissioning of all air-handling equipment and duct work. Manufacture, fabrication, assembling, installation, dismantling, and alteration of all HVAC systems, air conveyer systems, and exhaust systems. All lagging over insulation and all duct lining.

### **Travel:**

#### **All Districts**

0-50 mi. free zone  
>50 mi.

- \$0.25/mi. in employer vehicle
- \$0.65/mi. in employee vehicle

### **Per Diem:**

#### **All Districts**

\$70.00/day

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## SOLAR PHOTOVOLTAIC INSTALLERS

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$32.22     | \$14.98        |
| District 2 | \$31.65     | \$16.33        |
| District 3 | \$32.00     | \$15.27        |
| District 4 | \$34.59     | \$15.71        |

### **Travel: District 1**

No mileage due when traveling in employer's vehicle.

The following travel allowance is applicable when traveling in employee's vehicle:

- 0-15 mi. free zone
- >15-45 mi. \$0.585/mi. in excess of the free zone.
- >45 mi. \$75.00/day

### **District 2**

No mileage due when traveling in employer's vehicle.

The following travel allowance is applicable when traveling in employee's vehicle:

- 0-10 mi. free zone
- >10-55 mi. federal mileage rate/mi.
- >55 mi. \$66.00/day

### **District 3**

No mileage due when traveling in employer's vehicle.

The following travel allowance is applicable when traveling in employee's vehicle:

- 0-08 mi. free zone
- >08-50 mi. federal mileage rate/mi. in excess of the free zone.
- >50 mi. \$66.00/day

### **District 4**

No mileage due when traveling in employer's vehicle.

The following travel allowance is applicable when traveling in employee's vehicle:

- 0-18 mi. free zone
- >18-60 mi. federal mileage rate/mi.
- >60 mi. \$75.00/day

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## SPRINKLER FITTERS

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$34.35     | \$23.00        |
| District 2 | \$34.35     | \$23.00        |
| District 3 | \$34.35     | \$23.00        |
| District 4 | \$34.35     | \$23.00        |

### **Duties Include:**

Duties Include but not limited to any and all fire protection systems: Installation, dismantling, inspection, testing, maintenance, repairs, adjustments, and corrections of all fire protection and fire control systems, including both overhead and underground water mains, all piping, fire hydrants, standpipes, air lines, tanks, and pumps used in connection with sprinkler and alarm systems.

### **Travel**

#### **All Districts**

The following travel allowance is applicable when traveling in employee's vehicle.

0-60 mi. free zone  
>60-80 mi. \$19.00/day  
>80-100 mi. \$29.00/day  
>100 mi. \$105.00/day.

#### **Special Provision**

When traveling >100 miles, mileage at \$0.54/mi. + \$8.59 for every 15 miles traveled at beginning and end of job.

The following travel allowance is applicable when traveling in employer's vehicle.

0-100 mi. free zone  
>100 mi. \$105.00/day

#### **Special Provision**

When traveling >100 miles, \$8.59 for every 15 miles traveled, at beginning and end of job.

#### **Per Diem:**

##### **All Districts**

No per diem is applicable when traveling in employee's vehicle

The following per diem is applicable when traveling in employer's vehicle.

0-100 mi. free zone  
>100 mi. \$105.00/day

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## TAPERS

**No Rate Established**

### **Travel and Per Diem:**

#### **All Districts**

No travel or per diem established.

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## TELECOMMUNICATIONS EQUIPMENT INSTALLERS

|            | <b>Wage</b> | <b>Benefit</b> |
|------------|-------------|----------------|
| District 1 | \$22.11     | \$ 3.48        |
| District 2 | \$24.33     | \$10.85        |
| District 3 | \$24.42     | \$ 9.22        |
| District 4 | \$22.76     | \$..8.37       |

### **Duties Include:**

Install voice; sound; vision and data systems. This occupation includes burglar alarms, fire alarms, fiber optic systems, and video systems for security or entertainment.

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### **Travel:**

#### **All Districts**

The federal mileage rate/mi. in effect when travel occurs if using own vehicle.

### **Per Diem:**

#### **All Districts**

Employer pays for meals and lodging up to \$75.00/day. When jobsite is located in Big Sky, West Yellowstone, and Gardiner, lodging and meals will be provided by the employer for all actual and reasonable expenses incurred.

## TERRAZZO WORKERS AND FINISHERS

**No Rate Established**

### **Duties Include:**

Finish work on hard tile, marble, and wood tile to floors, ceilings, and roof decks

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## TILE AND STONE SETTERS

**No Rate Established**

### **Duties Include:**

Apply hard tile, stone, and comparable materials to walls, floors, ceilings, countertops, and roof decks.

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## TRUCK DRIVERS

Pilot Car Driver                      **No Rate Established**

Truck Driver                              **No Rate Established**

### **Truck drivers include but are not limited to:**

Combination Truck & Concrete Mixer; Distributor Driver; Dry Batch Trucks; Dump Trucks & Similar Equipment; Flat Trucks; Lowboys, Four-Wheel Trailers, Float Semitrailer; Powder Truck Driver (Bulk Unloader Type); Servicemen; Service Truck Drivers, Fuel Truck Drivers, Tiremen; Trucks with Power Equipment; Truck Mechanic; Water Tank Drivers, Petroleum Product Drivers..

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### **Zone Pay:**

#### **All Districts**

No zone pay established.

**SECTION 012500  
SUBSTITUTION PROCEDURES**

PART 1 - GENERAL

- A. Related Documents
  - 1. Drawings and general provisions of Contract, including General Conditions, Supplemental Conditions and *Instructions to Bidders*.
  
- B. Substitution Procedures
  - 1. Substitutions include changes in products, materials, equipment, and methods of construction from those required by the Contract Documents and proposed by the Contractor.
  - 2. Substitution Requests: Submit three copies of each request on MSU Substitution Request Form 099 for each consideration. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.
    - a. Submit requests in accordance with *Instructions to Bidders*.
    - b. Identify product to be replaced and show compliance with requirements for substitutions. Include a detailed comparison of significant qualities of proposed substitution with those of the Work specified, a list of changes needed to other parts of the Work required to accommodate proposed substitution, and any proposed changes in the Contract Sum or the Contract Time should the substitution be accepted.
  
- C. Architect will review proposed substitutions and notify Contractor of their acceptance or rejection. If necessary, Architect will request additional information or documentation of evaluation.
  - 1. Architect will notify Contractor of acceptance or rejection of proposed substitution within 10 days of receipt of request, or seven days of receipt of additional information or documentation, whichever is later.
  
- D. Do not submit unapproved substitutions on Shop Drawings or other submittals.

**END OF SECTION 012500**

**SECTION 013100**  
**PROJECT COORDINATION**

**1.1 GENERAL**

- A. Related Documents
  - 1. Drawings and general provisions of Contract, including General Conditions and Supplemental Conditions and other Division 1 Specification Sections, apply to this Section.
  
- B. Summary
  - 1. This section specifies administrative and supervisor requirements necessary for project coordination including, but not necessarily limited to:
    - a. Coordination
    - b. Administrative and supervisory personnel
    - c. General installation provisions
    - d. Cleaning and protection
  - 2. Field Engineering is included in Section "Field Engineering".
  - 3. Progress meetings, coordination meetings and pre-installation conferences are included in Section "Project Meetings".
  - 4. Requirements for Contractor's Construction Schedule are included in Section "Submittals".
  
- C. Coordination
  - 1. Coordination: Coordinate construction activities included under various sections of these specifications to assure efficient and orderly installation of each part of the work. Coordinate construction operations included under different sections of the specifications that are dependent upon each other for proper installation, connection, and operation.
    - a. Provide access to work at all times for inspections by Owner and authorized representatives.
    - b. Provide safe working conditions and protection of completed work.
    - c. Provide barricades and signs.
    - d. Where installation of one part of the work is dependent on installation of other components, either before or after its own installation, schedule construction activities in the sequence required to obtain the best results.
    - e. Where availability of space is limited, coordinate installation of different components to assure maximum accessibility for required maintenance, service and repair.
    - f. Make adequate provisions to accommodate items scheduled for later installation.
    - g. Where necessary, prepare memoranda for distribution to each party involved outlining special procedures required for coordination. Include such items as required notices, reports, and attendance at meetings.
      - 1) Prepare similar memoranda for the Owner and separate Contractors where coordination of their work is required.
  - 2. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities to avoid conflicts and ensure orderly progress of the work. Such administrative activities include, but are not limited to, the following:

- a. Notify Facilities Services or Campus Planning, Design and Construction of any expected disruptions in service or changes in construction schedule at least 72 hours (3 working days) in advance.
  - b. Preparation of schedules.
  - c. Installation and removal of temporary facilities.
  - d. Delivery and processing of submittals.
  - e. Progress meetings.
  - f. Project close-out activities.
3. Conservation: Coordinate construction activities to ensure that operations are carried out with consideration given to conservation of energy, water, and materials.
- a. Salvage materials and equipment involved in performance of, but not actually incorporated in, the work. Refer to other sections for disposition of salvaged materials that are designated as Owner's property.
- D. Submittals
- 1. Coordinated Drawings: Prepare and submit coordination drawings where close and careful coordination is required for installation of products and materials fabricated off-site by separate entities, and where limited space availability necessitates maximum utilization of space for efficient installation of different components.
    - a. Show the interrelationship of components shown on separate shop drawings.
    - b. Indicate required installation sequences.
    - c. Comply with requirements contained in Section "Submittals".
    - d. Section "Basic Electrical Requirements" for specific coordination drawing requirements for mechanical and electrical installations.
  - 2. Staff Names: Within 15 days of Notice to Proceed, submit a list of the Contractor's principal staff assignments, including the Superintendent and other personnel in attendance at the site; identify individuals, their duties and responsibilities; list their addresses and telephone numbers. Post copies of the list in the project meeting room, the temporary field office, and each temporary telephone.

## 1.2 PROJECT MEETINGS

- A. Related Documents
- 1. Drawings and general provisions of the Contract, including General and Supplementary General Conditions and other Division 1 Specification Sections, apply to this Section.
- B. Summary
- 1. This section specifies administrative and procedural requirements for project meetings including but not limited to:
    - a. Pre-construction conference
    - b. Pre-installment conferences
    - c. Coordination meetings
    - d. Progress meetings
- C. Pre-construction Conference
- 1. Schedule a pre-construction conference and organizational meeting.
    - a. Hold meeting at the project site or other convenient location and prior to commencement of construction activities, including the moving of

equipment on to the site. Conduct the meeting to review responsibilities and personnel assignments.

2. Attendees: The Owner, Consultant and their consultants, the Contractor and its superintendent, major subcontractors, manufacturers, suppliers and other concerned parties shall each be represented at the conference by persons familiar with and authorized to conclude matters relating to the work. Both the Contractor and the Contractor's job foremen shall attend the meeting, along with all subcontractors.
3. Agenda: Discuss items of significance that could affect progress including such topics as:
  - a. Tentative construction schedule
  - b. Critical work sequencing
  - c. Designation of responsible personnel
  - d. Procedures for processing field decisions and Change Orders
  - e. Procedures for processing Applications for Payment
  - f. Distribution of Contract Documents
  - g. Submittal of Shop Drawings, Product Data and Samples
  - h. Preparation of record documents
  - i. Use of the premises
  - j. Office, work and storage areas
  - k. Equipment deliveries and priorities
  - l. Safety procedures
  - m. First aid
  - n. Security
  - o. Housekeeping
  - p. Working hours

D. Pre-Installation Conferences

1. Conduct a pre-installation conference at the site before each construction activity that requires coordination with other construction. The Installer and representatives of manufacturers and fabricators involved in or affected by the installation, and its coordination or integration with other materials and installations that have preceded or will follow, shall attend the meeting. Advise the Consultant of scheduled meeting dates.
2. Review the progress of other construction activities and preparations for the particular activity under consideration at each pre-installation conference, including requirements for:
  - a. Contract Documents
  - b. Options
  - c. Related Change Orders
  - d. Purchases
  - e. Deliveries
  - f. Shop Drawings, Product Data and quality control samples
  - g. Possible conflicts
  - h. Compatibility problems
  - i. Time schedules
  - j. Weather limitations
  - k. Manufacturer's recommendations
  - l. Compatibility of materials
  - m. Acceptability of substrates
  - n. Temporary facilities
  - o. Space and access limitations
  - p. Governing regulations

- q. Safety
  - r. Inspection and testing requirements
  - s. Required performance results
  - t. Recording requirements
  - u. Protection
3. The Consultant will record significant discussions and agreements and disagreements of each conference, along with the approved schedule. Distribute the record of the meeting to everyone concerned, promptly, including the Owner and Consultant.
  4. Do not proceed if the conference cannot be successfully concluded. Initiate whatever actions are necessary to resolve impediments to performance of work and reconvene the conference at the earliest feasible date.
- E. Coordination Meeting
1. Conduct project coordination meetings at regularly scheduled times convenient for all parties involved. Project coordination meetings are in addition to specific meetings held for other purposes, such as regular progress meetings and special pre-installation meetings.
  2. Request representation at each meeting by every party currently involved in coordination or planning for the construction activities involved.
  3. The Consultant will record meeting results and distribute copies to everyone in attendance and to others affected by decisions or actions resulting from each meeting.
- F. Progress Meetings
1. Conduct progress meetings at the project site at regularly scheduled intervals. Coordinate with the Owner and Consultant of scheduled meeting dates. Coordinate dates of meetings with preparation of the payment request.
  2. Attendees: In addition to representatives of the Owner and Consultant, each subcontractor, supplier, or other entity concerned with current progress or involved in planning, coordination or performance of future activities shall be represented at these meetings by persons familiar with the project and authorized to conclude matters relating to progress.
  3. Agenda: Visit job site to raise specific pending issues prior to meeting. Review and correct or approve minutes of the previous progress meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to the current status of the project.
    - a. Contractor's Construction Schedule: Review progress since the last meeting. Determine where each activity is in relation to the Contractor's Construction Schedule, whether on time or ahead or behind schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the contract time.
    - b. Review the present and future needs of each entity present, including such items as:
      - 1) Interface requirements
      - 2) Time
      - 3) Sequences
      - 4) Deliveries
      - 5) Off-site fabrication problems
      - 6) Access
      - 7) Site utilization

- 8) Temporary facilities and services
  - 9) Hours of work
  - 10) Hazards and risks
  - 11) Housekeeping
  - 12) Quality and work standards
  - 13) Change Orders
  - 14) Documentation of information for payment requests
4. Reporting: The Consultant shall distribute printed and electronic copies of minutes of the meeting to each party present and to other parties who should have been present. Include a brief summary, in narrative form, of progress since the previous meeting and report.
- a. Schedule Updating: Revise the construction schedule after each progress meeting where revisions to the schedule have been made or recognized. Issue the revised schedule concurrently with the report of each meeting.

### **1.3 PRODUCTS (NOT APPLICABLE)**

### **1.4 EXECUTION**

#### **A. General Installation Provisions**

1. Inspection of Conditions: Require the installer of each major component to inspect both the substrate and conditions under which work is to be performed. Do not proceed until unsatisfactory conditions have been corrected in an acceptable manner.
2. Manufacturer's Instructions: Comply with manufacturer's installation instructions and recommendations, to the extent that those instructions and recommendations are more explicit or stringent than requirements contained in Contract Documents.
3. Inspect materials or equipment immediately upon delivery and again prior to installation. Reject damaged and defective items.
4. Provide attachment and connection devices and methods necessary for securing work. Secure work true to line and level. Allow for expansion and building movement.
5. Visual Effects: Provide uniform joint widths in exposed work. Arrange joints in exposed work to obtain the best visual effect. Refer questionable choices to the Consultant for final decision.
6. Recheck measurements, quantities and dimensions, before starting each installation.
7. Install each component during weather conditions and project status that will ensure the best possible results. Isolate each part of the completed construction from incompatible material as necessary to prevent deterioration.
8. Coordinate temporary enclosures with required inspections and tests, to minimize the necessity of uncovering completed construction for that purpose.
9. Mounting Heights: Where mounting heights are not indicated, install individual components at standard mounting heights recognized within the industry for the particular application indicated and in compliance with accessibility requirements. Refer questionable mounting height decisions to the Consultant for final decision.

#### **B. Cleaning and Protection**

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

2. Clean and maintain completed construction as frequently as necessary through the remainder of the construction period. Adjust and lubricate operable components to ensure operability without damaging effects.
3. Limiting Exposures: Supervise construction activities to ensure that no part of the construction, completed or in progress, is subject to harmful, dangerous, damaging, or otherwise deleterious exposure during the construction period. Where applicable, such exposures include, but are not limited to, the following:
  - a. Excessive static or dynamic loading
  - b. Excessive internal or external pressures
  - c. Excessively high or low temperatures
  - d. Thermal shock
  - e. Excessively high or low humidity
  - f. Air contamination or pollution
  - g. Water or ice
  - h. Solvents
  - i. Chemicals
  - j. Light
  - k. Radiation
  - l. Puncture
  - m. Abrasion
  - n. Heavy traffic
  - o. Soiling, staining and corrosion
  - p. Bacteria
  - q. Rodent and insect infestation
  - r. Combustion
  - s. Electrical current
  - t. High speed operation
  - u. Improper lubrication
  - v. Unusual wear or other misuse
  - w. Contact between incompatible materials
  - x. Destructive testing
  - y. Misalignment
  - z. Excessive weathering
    - aa. Unprotected storage
    - ab. Improper shipping or handling
    - ac. Theft
    - ad. Vandalism

**END OF SECTION 013100**



## SECTION

### 013300

#### 1.1 GENERAL SUBMITTALS

##### A. Related Documents

1. Drawings and general provisions of Contract, including General Conditions, Supplemental Conditions and other Division 1 Specification Sections, apply to this Section.

##### B. Summary

1. This Section specifies administrative and procedural requirements for submittals required for performance of the work, including:
  - a. Contractor's construction schedule
  - b. Submittal schedule
  - c. Daily construction reports
  - d. Shop Drawings
  - e. Product data
  - f. Samples

Note: All Submittals are to be both print and electronic.

2. Administrative Submittals: Refer to other Division 1 Sections and other Contract Documents for requirements for administrative submittals. Such submittals include, but are not limited to:
  - a. Permits
  - b. Applications for Payment
  - c. Performance and payment bonds
  - d. Insurance certificates
  - e. List of Subcontractors

3. The Schedule of Values submitted is included in Section "Applications for Payment".
4. Inspection and test reports are included in Section "Quality Requirements".
5. Unless otherwise instructed by the Owner all submittals shall be directed to Architect/Engineer Consultant of Record. The Contractor's construction schedule, submittal schedule and daily construction reports shall be directed to the Consultant's representative, the State of Montana's representative and MSU's representative. Shop drawings, product data and samples shall be directed to the Consultant's representative.

##### C. Submittal Procedures

1. Coordination: Coordinate preparation and processing of submittals with performance of construction activities. Transmit each submittal sufficiently in advance of performance of related construction activities to avoid delay.
  - a. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals and related activities that require sequential activity.

- b. Coordinate transmittal of different types of submittals for related elements of the work so processing will not be delayed by the need to review submittals concurrently for coordination.
    - 1) The Consultant reserves the right to withhold action on a submittal requiring coordination with other submittals until related submittals are received.
  - c. Processing: Allow sufficient review time so that installation will not be delayed as a result of the time required to process submittals, including time for resubmittals.
    - 1) Allow two (2) weeks for initial review. Allow additional time if processing must be delayed to permit coordination with subsequent submittals. The Consultant will promptly advise the Contractor when a submittal being processed must be delayed for coordination.
    - 2) If an intermediate submittal is necessary, process the same as the initial submittal.
    - 3) Allow two (2) weeks for reprocessing each submittal.
    - 4) No extension of contract time will be authorized because of failure to transmit submittals to the Consultant sufficiently in advance of the work to permit processing.
2. Submittal Preparation: Place a permanent label or title block on each submittal for identification. Indicate the name of the entity that prepared each submittal on the label or title block.
- a. Provide a space approximately 4" x 5" on the label or beside the title block on Shop Drawings to record the Contractor's review and approval markings and the action taken.
  - b. Include the following information on the label for processing and recording action taken.
    - 1) Project name and PPA Number
    - 2) Date
    - 3) Name and address of Consultant
    - 4) Name and address of Contractor
    - 5) Name and address of Subcontractor
    - 6) Name and address of supplier
    - 7) Name of manufacturer
      - a) Number and title of appropriate Specification Section
      - b) Drawing number and detail references, as appropriate
3. Submittal Transmittal: Package each submittal appropriately for transmittal and handling. Transmit each submittal from Contractor to Consultant using a transmittal form. Submittals received from sources other than the Contractor will be returned without action.
- a. On the transmittal record relevant information and requests for data. On the form, or separate sheet, record deviations from Contract Document requirements, including minor variations and limitations. Include

Contractor's certification that information complies with Contract Documents requirements.

- b. Transmittal Form: Contractor's standard form.

D. Contractor's Construction Schedule

1. Bar-Chart Schedule: Prepare a fully developed, horizontal bar-chart type Contractor's construction schedule. Submit both in print and electronically within thirty (30) days of the date established for "Commencement of the Work".
  - a. Provide a separate time bar for each significant construction activity. Provide a continuous vertical line to identify the first working day of each week. Use the same breakdown of units of the work as indicated in the "Schedule of Values".
  - b. Within each time bar indicate estimated completion percentage in 10 percent increments. As work progresses, place a contrasting mark in each bar to indicate actual completion.
  - c. Prepare the schedule on a sheet, or series of sheets, of stable transparency, or other reproducible media, of sufficient width to show data for the entire construction period.
  - d. Secure time commitments for performing critical elements of the work from parties involved. Coordinate each element on the schedule with other construction activities; include minor elements involved in the sequence of the work. Show each activity in proper sequence. Indicate graphically sequences necessary for completion of related portions of the work.
  - e. Coordinate the Contractor's construction schedule with the schedule of values, list of subcontracts, submittal schedule, progress reports, payment requests, and other schedules.
  - f. Indicate completion in advance of the date established for Substantial Completion. Indicate Substantial Completion on the schedule to allow time for the Consultant's procedures necessary for certification of Substantial Completion.
2. Work Stages: Indicate important stages of construction for each major portion of the Work, including testing and installation.
3. Area Separations: Provide a separate time bar to identify each major construction area for each major portion of the work. Indicate where each element in an area must be sequenced or integrated with other activities.
4. Cost Correlation: At the head of the schedule, provide a two (2) item cost correlation line, indicating "pre-calculated" and "actual" costs. On the line show dollar-volume of work performed as of the dates used for preparation of payment requests.
  - a. Refer to Section "Price and Payment Procedures" for cost reporting and payment procedures.
5. Distribution: Following response to the initial submittal, print and distribute copies to the Consultant, Owner, subcontractors, and other parties required to comply with scheduled dates. Transmit electronically and post copies in the project meeting room and temporary field office.
  - a. When revisions are made, distribute to the same parties and post in the same locations. Delete parties from distribution when they have

completed their assigned portion of the work and are no longer involved in construction activities.

6. Schedule Updating: Revise the schedule after each meeting or activity, where revisions have been recognized or made. Issue the updated schedule electronically and in print concurrently with report of each meeting.

#### E. Submittal Schedule

1. After development and acceptance of the Contractor's construction schedule, prepare a complete schedule of submittals. Submit the schedule within ten (10) days of the date required for establishment of the Contractor's construction schedule.
  - a. Coordinate submittal schedule with the list of subcontracts, schedule of values and the list of products, as well as the Contractor's construction schedule.
  - b. Prepare the schedule in chronological order; include submittals required during the first thirty (30) or sixty (60) days of construction. Provide the following information:
    - 1) Scheduled date for the first submittal
    - 2) Related section number
    - 3) Submittal category
    - 4) Name of subcontractor
    - 5) Description of the part of the work covered
    - 6) Scheduled date for resubmittal
      - a) Scheduled date the Consultant's final release or approval
2. Distribution: Following response to initial submittal, print and distribute copies to the Consultant, Owner, subcontractors, and other parties required to comply with submittal dates indicated. Post copies in the project meeting room and field office.
  - a. When revisions are made, distribute to the same parties and post in the same locations. Delete parties from distribution when they have completed their assigned portion of the work and are no longer involved in construction activities.
3. Schedule Updating: Revise the schedule after each meeting or activity, where revisions have been recognized or made. Issue the updated schedule concurrently with report of each meeting.

#### F. Daily Construction Reports

1. Prepare a daily construction report, recording the following information concerning events at the site; and submit duplicate copies to the Consultant at weekly intervals:
  - a. List of subcontractors at the site
  - b. Approximate count of personnel at the site
  - c. High and low temperatures, general weather conditions
  - d. Accidents and unusual events
  - e. Meetings and significant decisions

- f. Stoppages, delays, shortages, losses
- g. Meter readings and similar recordings
- h. Emergency procedures
- i. Orders and requests of governing authorities
- j. Change Orders received, implemented
- k. Services connected, disconnected
- l. Equipment or system tests and start-ups
- m. Partial completions, occupancies
- n. Substantial Completions authorized

G. Shop Drawings

1. Submit newly prepared information, drawn to accurate scale. Highlight, encircle, or otherwise indicate deviations from the Contract Documents. Do not reproduce Contract Documents or copy standard information as the basis of Shop Drawings. Standard information prepared without specific reference to the project is not considered Shop Drawings.
2. Shop Drawings include fabrication and installation drawings, setting diagrams, schedules, patterns, templates, and similar drawings. Include the following information:
  - a. Dimensions
  - b. Identification of products and materials included
  - c. Compliance with specified standards
  - d. Notation of coordination requirements
  - e. Notation of dimensions established by field measurement
  - f. Sheet Size: Except for templates, patterns and similar full-size drawings, submit Shop Drawings on sheets at least 8-1/2" x 11", but no larger than 36" x 48".
  - g. Submittal: Submit electronically and in print for the Consultant's review; Consultant's comments will be returned electronically.
    - 1) One (1) of the prints returned shall be marked-up and maintained as a "Record Document".
  - k. Do not use Shop Drawings without an appropriate final stamp indicating action taken in connection with construction.
3. Coordination drawings are a special type of Shop Drawing that show the relationship and integration of different construction elements that require careful coordination during fabrication or installation to fit in the space provided or function as intended.
  - a. Preparation of coordination drawings is specified in section "Project Coordination" and may include components previously shown in detail on Shop Drawings or Product Data.
  - b. Submit coordination drawings for integration of different construction elements. Show sequences and relationships of separate components to avoid conflicts in use of space.

H. Product Data

1. Collect Product Data into a single submittal for each element of construction or system. Product Data includes printed information such as manufacturer's

installation instructions, catalog cuts, standard color charts, roughing-in diagrams and templates, standard wiring diagrams, and performance curves. Where Product Data must be specially prepared because standard printed data is not suitable for use, submit as "Shop Drawings".

- a. Mark each copy to show applicable choices and options. Where printed Product Data includes information on several products, some of which are not required, mark copies to indicate the applicable information. Include the following information:
  - 1) Manufacturer's printed recommendations
    - a) Compliance with recognized trade association standards
    - b) Compliance with recognized testing agency standards
  - 2) Application of testing agency labels and seals
    - a) Notation of dimensions verified by field measurement
  - 3) Notation of coordination requirements
- b. Do not submit Product Data until compliance with requirements of the Contract Documents has been confirmed.
- c. Preliminary Submittal: Submit a preliminary single-copy of Product Data where selection of options is required.
- d. Submittals: Submit two (2) copies of each required submittal; submit four (4) copies where required for maintenance manuals. The Consultant will retain one (1), and will return the other marked with action taken and corrections or modifications required.
  - 1) Unless non-compliance with Contract Document provisions is observed, the submittal may serve as the final submittal.
- e. Distribution: Furnish copies of final submittal to installers, subcontractors, suppliers, manufacturers, fabricators, and others required for performance of construction activities. Show distribution on transmittal forms.
  - 1) Do not proceed with installation until an applicable copy of Product Data applicable is in the installer's possession.
  - 2) Do not permit use of unmarked copies of Product Data in connection with construction.

## I. Samples

1. Submit full-size, fully fabricated samples cured and finished as specified and physically identical with the material or product proposed. Samples include partial sections of manufactured or fabricated components, cuts or containers of materials, color range sets, and swatches showing color, texture, and pattern.
  - a. Mount, display, or package samples in the manner specified to facilitate review of qualities indicated. Prepare samples to match the Consultant's sample. Include the following:
    - 1) Generic description of the sample
    - 2) Sample source
    - 3) Product name or name of manufacturer

- 4) Compliance with recognized standards
  - 5) Availability and delivery time
2. Submit samples for review of kind, color, pattern, and texture, for a final check of these characteristics with other elements, and for a comparison of these characteristics between the final submittal and the actual component as delivered and installed.
  - a. Where variation in color, pattern, texture, or other characteristics are inherent in the material or product represented, submit multiple units (not less than three (3)), that show approximate limits of the variations.
  - b. Refer to other specification sections for requirements for samples that illustrate workmanship, fabrication techniques, details of assembly, connections, operation and similar construction characteristics.
  - c. Refer to other sections for samples to be returned to the Contractor for incorporation in the work. Such samples must be undamaged at time of use. On the transmittal, indicate special requests regarding disposition of sample submittals.
3. Preliminary Submittals: Where samples are for selection of color, pattern, texture, or similar characteristics from a range of standard choices, submit a full set of choices for the material or product.
  - a. Preliminary submittals will be reviewed and returned with the Consultant's mark indicating selection and other action.
4. Submittals: Except for samples illustrating assembly details, workmanship, fabrication techniques, connections, operation and similar characteristics, submit three (3) sets; one (1) will be returned marked with the action taken.
  - a. Maintain sets of samples, as returned, at the project site, for quality comparisons throughout the course of construction.
    - 1) Unless non-compliance with Contract Document provisions is observed, the submittal may serve as the final submittal.
    - 2) Sample sets may be used to obtain final acceptance of the construction associated with each set.
5. Distribution of Samples: Prepare and distribute additional sets to subcontractors, manufacturers, fabricators, suppliers, installers, and others as required for performance of the work. Show distribution on transmittal forms.
  - a. Field samples specified in individual sections are special types of samples. Field samples are full-size examples erected on site to illustrate finishes, coatings, or finish materials and to establish the standard by which the work will be judged.
    - 1) Comply with submittal requirements to the fullest extent possible. Process transmittal forms to provide a record of activity.

J. Consultant's Action

1. Except for submittals for record, information, or similar purposes, where action and return is required or requested, the Consultant will review each submittal, mark to indicate action taken, and return promptly. Compliance with specified characteristics is the Contractor's responsibility.
2. Action Stamp: The Consultant will stamp each submittal with a uniform, self-explanatory action stamp. The stamp will be appropriately marked, as follows, to indicate the action taken:
  - a. Final-But-Restricted Release: When submittals are marked "Make Corrections Noted", that part of the work covered by the submittal may proceed provided it complies with notations or corrections on the submittal and requirements of the Contract Documents; final acceptance will depend on that compliance.
  - b. Returned for Resubmittal: When submittal is marked "Revise and Resubmit", do not proceed with that part of the work covered by the submittal, including purchasing, fabrication, delivery, or other activity. Revise or prepare a new submittal in accordance with the notations; resubmit without delay. Repeat if necessary to obtain a different action mark.
    - 1) Do not permit submittals marked "Revise and Resubmit" to be used at the project site, or elsewhere where work is in progress.
  - c. Other Action: Where a submittal is primarily for information or record purposes, special processing or other activity, the submittal will be returned, marked "Action not Required".

END OF SECTION 013300



**SECTION 014000**  
**QUALITY REQUIREMENTS**

1.1 GENERAL

A. RELATED DOCUMENTS

1. Drawings and general provisions of Contract, including General Conditions, Supplemental Conditions and other Division-1 Specification Sections, apply to this Section.

B. SUMMARY

1. This Section specifies administrative and procedural requirements for quality control services.
2. Quality control services include inspections and tests and related actions including reports, performed by independent agencies, governing authorities, and the Contractor. They do not include Contract enforcement activities performed by the Architect.
3. Inspection and testing services are required to verify compliance with requirements specified or indicated. These services do not relieve the Contractor of responsibility for compliance with Contract Document requirements.
4. Requirements of this Section relate to customized fabrication and installation procedures, not production of standard products.
  - a. Specific quality control requirements for individual construction activities are specified in the Sections that specify those activities. Those requirements, including inspections and tests, cover production of standard products as well as customized fabrication and installation procedures.
  - b. Inspections, test and related actions specified are not intended to limit the Contractor's quality control procedures that facilitate compliance with Contract Document requirements.
  - c. Requirements for the Contractor to provide quality control services required by the Architect, Owner, or authorities having jurisdiction are not limited by provisions of this Section.

C. RESPONSIBILITIES

1. Contractor Responsibilities: The Contractor shall provide inspections, tests and similar quality control services, specified in individual Specification Sections and required by governing authorities, except where they are specifically indicated to be the Owner's responsibility, or are provided by another identified entity; these services include those
  - a. Services specified to be performed by an independent agency and not by the Contractor. Costs for these services shall be included in the Contract Sum.
  - b. The Contractor shall employ and pay an independent agency, to perform specified quality control services.
  - c. The Owner will engage and pay for the services of an independent agency

to perform inspections and tests specified as the Owner's responsibility. Payment for these services will be made by the Owner.

- d. Where the Owner has engaged a testing agency or other entity for testing and inspection of a part of the Work, and the Contractor is also required to engage an entity for the same or related element, the Contractor shall not employ the entity engaged by the Owner, unless otherwise agreed in writing with the Owner.
2. Retesting: The Contractor is responsible for retesting where results of required inspections, tests or similar services provide unsatisfactory and do not indicate compliance with Contract Document requirements, regardless of whether the original test was the Contractor's responsibility.
    - a. Cost of retesting construction revised or replaced by the Contractor is the Contractor's responsibility, where required tests were performed on original construction.
  3. Associated Services: The Contractor shall cooperate with agencies performing required inspections, tests and similar services and provide reasonable auxiliary services as requested. Notify the agency sufficiently in advance of operations to permit assignment of personnel. Associated services required include but are not limited to:
    - a. Providing access to the Work and furnishing incidental labor and facilities necessary to facilitate inspections and tests.
    - b. Taking adequate quantities of representative samples of materials that require testing or assisting the agency in taking samples.
    - c. Providing facilities for storage and curing of test samples, and delivery of samples to testing laboratories.
    - d. Providing the agency with a preliminary design mix proposed for use for materials mixes that require control by the testing agency.
    - e. Security and protection of samples and test equipment at the Project site.
  4. Owner Responsibilities: The Owner will provide inspections, tests and similar quality control services specified to be performed by independent agencies and not by the Contractor, except where they are specifically indicated as the Contractor's responsibility or are provided by another identified entity. Costs for these services are not included in the Contract Sum.
    - a. The Owner will employ and pay for the services of an independent agency, testing laboratory or other qualified firm to perform services which are the Owner's responsibility.
  5. Duties of the Testing Agency: The independent testing agency engaged to perform inspections, sampling and testing of materials and construction specified in individual Specification Sections shall cooperate with the Architect and Contractor in performance of its duties, and shall provide qualified personnel to perform required inspections and tests.
    - a. The agency shall notify the Architect and Contractor promptly of irregularities or deficiencies observed in the Work during performance of its services.

- b. The agency is not authorized to release, revoke, alter or enlarge requirements of the Contract Documents, or approve or accept any portion of the Work.
  - c. The agency shall not perform any duties of the Contractor.
6. Coordination: The Contractor and each agency engaged to perform inspections, tests and similar services shall coordinate the sequence of activities to accommodate required services with a minimum of delay. In addition the Contractor and each agency shall coordinate activities to avoid the necessity of removing and replacing construction to accommodate inspections and tests. The Contractor is responsible for scheduling times for inspections, tests, taking samples and similar activities.

#### D. SUBMITTALS

- 1. The independent testing agency shall submit a certified written report and electronic copy of each inspection, test or similar service, to the Architect, in duplicate, unless the Contractor is responsible for the service. If the Contractor is responsible for the service, submit a certified written report of each inspection, test or similar service through the Contractor, in duplicate.
  - a. Submit additional copies of each written report directly to the governing authority, when the authority so directs.
  - b. Report Data: Written reports of each inspection, test or similar service shall include, but not be limited to:
    - 1) Date of issue
    - 2) Project title and number
    - 3) Name, address and telephone number of testing agency
    - 4) Dates and locations of samples and tests or inspections
    - 5) Names of individuals making the inspection or test
    - 6) Designation of the Work and test method
    - 7) Identification of product and Specification Section
    - 8) Complete inspection or test data
    - 9) Test results and in interpretations of test results
    - 10) Ambient conditions at the time of sample-taking and testing
    - 11) Comments or professional opinion as to whether inspected or tested Work complies with Contract Document requirements
    - 12) Name and signature of laboratory inspector
    - 13) Recommendations on retesting

#### E. QUALITY ASSURANCE

- 1. Qualification for Service Agencies: Engage inspection and testing service agencies, including independent testing laboratories, which are prequalified as complying with "Recommended Requirements for Independent Laboratory Qualification" by the American Council of Independent Laboratories, and which specialize in the types of inspections and tests to be performed.
- 2. Each independent inspection and testing agency engaged on the Project shall be authorized by authorities having jurisdiction to operate in the State of Montana.

1.2 PRODUCTS (NOT APPLICABLE)

1.3 EXECUTION

A. GENERAL

1. Upon completion of inspection, testing, sample-taking and similar services, repair damaged construction and restore substrates and finishes to eliminate deficiencies, including deficiencies in visual qualities of exposed finishes.
2. Protect construction exposed by or for quality control service activities, and protect repaired construction.
3. Repair and protection is the Contractor's responsibility, regardless of the assignment of responsibility for inspection, testing or similar services.

**END OF SECTION 014000**

**SECTION 015000**  
**TEMPORARY FACILITIES AND UTILITIES**

1.1 GENERAL

A. RELATED DOCUMENTS

1. Drawings and general provisions of the Contract, including General Conditions and Supplemental Conditions and other Division-1 Specification Sections, apply to this Section.

B. SUMMARY

1. This Section specifies requirements for temporary services and facilities, including utilities, construction and support facilities, security and protection.
2. Temporary utilities required may include but are not limited to:
  - a. Telephone service
  - b. Electric Service
  - c. Water
  - d. Natural gas
  - e. Sewer
3. Temporary construction and support facilities required may include but are not limited to:
  - a. Field offices and storage sheds.
  - b. Sanitary facilities, including drinking water
  - c. Temporary Project identification signs and bulletin boards
  - d. Waste Disposal services
  - e. Construction aids and miscellaneous services and facilities
4. Security and protection facilities required include but are not limited to:
  - a. Temporary Security Fencing
  - b. Temporary fire protection
  - b. Barricades, warning signs, lights
  - c. Environmental protection

C. QUALITY ASSURANCE

1. Regulations: Comply with industry standards and applicable laws and regulations if authorities having jurisdiction, including but not limited to:
  - a. Building Code requirements
  - b. Health and safety regulations
  - c. Utility company regulations
  - d. Police, Fire Department and Rescue Squad rules
  - e. Environmental protection regulations
2. Standards: Comply with NFPA Code 241, "Building Construction and

Demolition Operations" and ANSI-A10 Series standards for "Safety Requirements for Construction and Demolition".

#### D. PROJECT CONDITIONS

1. Conditions of Use: Keep temporary services and facilities clean and neat in appearance. Operate in a safe and efficient manner. Take necessary fire prevention measures. Do not overload facilities, or permit them to interfere with progress. Do not allow hazardous dangerous or unsanitary conditions, or public nuisances to develop or persist on the site.

### 1.2 PRODUCTS

#### A. MATERIALS

1. General: Provide new materials; if acceptable to the Architect, undamaged previously used materials in serviceable condition may be used. Provide materials suitable for the use intended.
2. Water: Provide potable water approved by local health authorities.
3. Open-Mesh Fencing: Provide 11-gauge, galvanized 2-inch, chain link fabric fencing 6-feet high with galvanized barbed wire top strand and galvanized steel pipe posts, 1 1/2" I.D. for line posts and 2-1/2" I.D. for corner posts.

#### B. EQUIPMENT

1. General: Provide new equipment; if acceptable to the Architect, undamaged, previously used equipment in serviceable condition may be used. Provide equipment suitable for use intended.
2. Water Hoses: Provide 3/4" heavy-duty, abrasion-resistant, flexible rubber hoses 100 ft. long, with pressure rating greater than the maximum pressure of the water distribution system; provide adjustable shut-off nozzles at hose discharge.
3. Electrical Outlets: Provide properly configured NEA polarized outlets to prevent insertion of 110-120 volt plugs into higher voltage outlets. Provide receptacle outlets equipped with ground-fault circuit interrupters, reset button and pilot light, for connection of power tools and equipment.
4. Electrical Power Cords: Provide grounded extension cords; use "hard-service" cords where exposed to abrasion and traffic. Provide waterproof connectors to connect separate lengths of electric cords, if single lengths will not reach areas where construction activities are in progress.
5. Lamps and Light Fixtures: Provide general service incandescent lamps of wattage required for adequate illumination. Provide guard cages or tempered glass enclosures, where exposed to breakage. Provide exterior fixtures where exposed to moisture.
6. Temporary Offices: Provide prefabricated or mobile units or similar job-built construction with lockable entrances, operable windows and serviceable finishes. Provide heated and air-conditioned units on foundations adequate for normal loading.
7. Temporary Toilet Units: Provide self-contained single-occupant toilet units of the chemical, aerated recirculation, or combustion type, properly vented and fully enclosed with a glass fiber reinforced polyester shell or similar nonabsorbent

material.

9. First Aid Supplies: Comply with governing regulations.
10. Fire Extinguishers: Provide hand-carried, portable UL-rated, class "A" fire extinguishers for temporary offices and similar spaces. In other locations provide hand carried, portable, UL-rated, class "ABC" dry chemical extinguishers, or a combination of extinguishers of NFPA recommended classes for the exposures.
  - a. Comply with NFPA 10 and 241 for classification, extinguishing agent and size required by location and class of fire exposure.

### 1.3 EXECUTION

#### A. INSTALLATION

1. Use qualified personnel for installation of temporary facilities. Locate facilities where they will serve the Project adequately and result in minimum interference with performance of the Work and Owner's operations. Relocate and modify facilities as required.
2. Provide each facility ready for use when needed to avoid delay. Maintain and modify as required. Do not remove until facilities are no longer needed, or are replaced by authorized use of completed permanent facilities.

#### B. TEMPORARY UTILITIES

1. Temporary Telephones: Provide temporary telephone service for all personnel engaged in construction activities, throughout the construction period. Provide cellular telephone, operational and on site at all times.

#### C. TEMPORARY CONSTRUCTION AND SUPPORT FACILITIES INSTALLATION

1. Locate field offices, storage sheds, sanitary facilities and other temporary construction and support facilities for easy access and minimal interruption to Owner's operations.
  - a. Maintain temporary construction and support facilities until near Substantial Completion. Remove prior to Substantial Completion. Personnel remaining after Substantial Completion will be permitted to use permanent facilities, under conditions acceptable to the Owner.
2. Field Offices: The Contractor, at his option, shall provide insulated, weather tight temporary offices of sufficient size to accommodate required office personnel at the Project site. Keep the office clean and orderly for use for small progress meetings. Furnish and equip offices as follows:
  - a. Furnish with a desk and chairs, a 4-drawer file cabinet, plan table and plan rack and a 6-shelf bookcase.
  - b. Equip with a water cooler and private toilet complete with water closet, lavatory and mirror-medicine cabinet unit.
3. Storage and Fabrication Sheds: Install storage and fabrication sheds, sized, furnished and equipped to accommodate materials and equipment involved,

including temporary utility service. Sheds may be open shelters or fully enclosed spaces within the building or elsewhere on the site.

4. Sanitary facilities include temporary toilets, wash facilities and drinking water fixtures. Comply with regulations and health codes for the type, number, location, operation and maintenance of fixtures and facilities. Install where facilities will best serve the Project's needs.
  - a. Provide toilet tissue, paper towels, paper cups and similar disposable materials for each facility. Provide covered waste containers for used material.
5. Toilets: Install self-contained toilet units. Shield toilets to ensure privacy. Use of pit-type privies will not be permitted.
6. Wash Facilities: Install wash facilities supplied with potable water at convenient locations for personnel involved in handling materials that require wash-up for a healthy and sanitary condition. Dispose of drainage properly. Supply cleaning compounds appropriate for each condition.
  - a. Provide safety showers, eye-wash fountains and similar facilities for convenience, safety and sanitation of personnel.
7. Drinking Water Facilities: Provide containerized tap-dispenser bottled-water type drinking water units, including paper supply.
  - a. Where power is accessible, provide electric water coolers to maintain dispensed water temperature at 45 to 55 deg F (7 to 13 deg C).
8. Collection and Disposal of Waste: Collect waste from construction areas and elsewhere daily. Comply with requirements of NFPA 241 for removal of combustible waste material and debris. Enforce requirements strictly. Do not hold materials more than 7 days during normal weather or 3 days when the temperature is expected to rise above 80 deg. F (27 deg C). Handle hazardous, dangerous, or unsanitary waste materials separately from other waste by containerizing properly. Dispose of material in a lawful manner. Do not use University trash containers for any reason.

#### D. SECURITY AND PROTECTION FACILITIES INSTALLATION

1. Site Enclosure Fence: Before construction operations begin, furnish and install site enclosure fence in a manner that will prevent people and animals from easily entering site except by entrance gates.
  - (a) Extent of Fence: As required to enclose entire Project site or portion determined sufficient to accommodate construction operations.
2. Security Enclosure and Lockup: Install temporary enclosure around partially completed areas of construction. Provide lockable entrances to prevent unauthorized entrance, vandalism, theft, and similar violations of security. Lock entrances at end of each work day.
3. Open-Mesh Fencing: Provide 11-gage, galvanized 2-inch, chain link fabric fencing 6-feet high with galvanized barbed wire top strand and galvanized steel



pipe posts, 1 1/2" I.D. for line posts and 2-1/2" I.D. for corner posts.

4. Barricades, Warning Signs and Lights: Comply with requirements of authorities having jurisdiction for erecting structurally adequate barricades, including warning signs and lighting.
5. Do not remove temporary security and protection facilities until Substantial Completion, or longer as requested by the Architect.
6. Temporary Fire Protection: Install and maintain temporary fire protection facilities of the types needed to protect against reasonably predictable and controllable fire losses. Comply with NFPA 10 "Standard for Portable Fire Extinguishers," and NFPA 241 "Standard for Safeguarding Construction, Alterations and Demolition Operations."
  - a. Locate fire extinguishers where convenient and effective for their intended purpose, but not less than one extinguisher on each floor at or near each usable stairwell.
  - b. Store combustible materials in containers in fire-safe locations.
  - c. Maintain unobstructed access to fire extinguishers, fire hydrants, temporary fire protection facilities, stairways and other access routes for fighting fires. Prohibit smoking in hazardous fire exposure areas.
  - d. Provide supervision of welding operations, combustion type temporary heating units, and similar sources of fire ignition.
7. Environmental Protection: Provide protection, operate temporary facilities and conduct construction in ways and by methods that comply with environmental regulations, and minimize the possibility that air, waterways and subsoil might be contaminated or polluted, or that other undesirable effects might result. Avoid use of tools and equipment which produce harmful noise. Restrict use of noise making tools and equipment to hours that will minimize complaints from persons or firms near the site.

#### E. OPERATION, TERMINATION AND REMOVAL

1. Supervision: Enforce strict discipline in use of temporary facilities. Limit availability of temporary facilities to essential and intended uses to minimize waste and abuse.
2. Maintenance: Maintain facilities in good operating condition until removal. Protect from damage by freezing temperatures and similar elements.
3. Termination and Removal: Unless the Architect requests that it be maintained longer, remove each temporary facility when the need has ended, or when replaced by authorized use of a permanent facility, or no later than Substantial Completion. Complete or, if necessary, restore permanent construction that may have been delayed because of interference with the temporary facility. Repair damaged Work, clean exposed surfaces and replace construction that cannot be satisfactorily repaired.
  - a. Materials and facilities that constitute temporary facilities are property of the Contractor. The Owner reserves the right to take possession of Project identification signs.

END OF SECTION 015000

## SECTION 01 60 00 - PRODUCT REQUIREMENTS

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the contract, including General and Supplemental Conditions and Division 1 Specification Sections, apply to this section.

#### 1.2 SECTION REQUIREMENTS

- A. Provide products of same kind from a single source. The term "product" includes the terms "material," "equipment," "system," and similar terms.
- B. Deliver, store, and handle products according to manufacturer's written instructions, using means and methods that will prevent damage, deterioration, and loss, including theft.
  - 1. Inspect products at time of delivery for compliance with the Contract Documents and to ensure items are undamaged and properly protected.
- C. Product Substitutions: Reasonable and timely requests for substitutions will be considered. Substitutions include products and methods of construction differing from that required by the Contract Documents and proposed by Contractor after award of Contract. Substitutions only allowed for products when more than one manufacturer is indicated.
  - 1. Submit two (2) copies of each request for product substitution. Identify product to be replaced and provide complete documentation showing compliance of proposed substitution with applicable requirements. Include a full comparison with the specified product, a list of changes to other Work required to accommodate the substitution, and any proposed changes in Contract Sum or Contract Time should the substitution be accepted.
  - 2. Submit requests for product substitution in time to permit processing of request and subsequent Submittals, if any, sufficiently in advance of when materials are required in the Work. Do not submit unapproved substitutions on Shop Drawings or other submittals.
  - 3. Owner will review the proposed substitution and notify Contractor of its acceptance or rejection.

### PART 2 - PRODUCTS

#### 2.1 PRODUCT OPTIONS

- A. Provide products that comply with the Contract Documents, are undamaged, and are new at the time of installation.
  - 1. Provide products complete with accessories, trim, finish, and other devices and components needed for a complete installation and the intended use and effect.

B. Select products as follows:

1. Where only a single product or manufacturer is named, provide the item indicated. No substitutions will be permitted.
2. Where two or more products or manufacturers are named, provide one of the items indicated. No substitutions will be permitted.
3. Where products or manufacturers are specified by name, accompanied by the term "or equal," provide the named item or comply with provisions concerning "product substitutions" to obtain approval for use of an unnamed product or manufacturer.
4. Where a product is described with required characteristics, with or without naming a brand or trademark, provide a product that complies with those characteristics and other Contract requirements.
5. Where compliance with performance requirements is specified, provide products that comply and are recommended in writing by the manufacturer for the application.
6. Where compliance with codes, regulations, or standards, is specified, select a product that complies with the codes, regulations, or standards referenced.

C. Unless otherwise indicated, Owner will select color, pattern, and texture of each product from manufacturer's full range of options.

PART 3 - EXECUTION (Not Applicable)

END OF SECTION 01 60 00

## **SECTION 173000 EXECUTION**

### **PART 1 - GENERAL**

#### **1.1 RELATED DOCUMENTS**

1. Drawings and general provisions of Contract, including General Conditions, Supplemental Conditions and other Division-1 Specification Sections, apply to this Section.

#### **1.2 SUMMARY**

- A. Section includes general administrative and procedural requirements governing execution of the Work including, but not limited to, the following:

1. Construction layout.
2. Installation of the Work.
3. Cutting and patching.
4. Coordination of Owner-installed products.
5. Progress cleaning.
6. Starting and adjusting.
7. Protection of installed construction.
8. Correction of the Work.

- B. Related Requirements:

1. Section 011000 "Summary" for limits on use of Project site.

#### **1.3 QUALITY ASSURANCE**

- A. Cutting and Patching: Comply with requirements for and limitations on cutting and patching of construction elements.

1. Structural Elements: When cutting and patching structural elements, notify Consultant of locations and details of cutting and await directions from Consultant before proceeding. Shore, brace, and support structural element during cutting and patching. Do not cut and patch structural elements in a manner that could change their load-carrying capacity or increase deflection
2. Operational Elements: Do not cut and patch operating elements and related components in a manner that results in reducing their capacity to perform as intended or those results in increased maintenance or decreased operational life or safety.
3. Other Construction Elements: Do not cut and patch other construction elements or components in a manner that could change their load-carrying capacity, that results in reducing their capacity to perform as intended, or that results in increased maintenance or decreased operational life or safety.
4. Visual Elements: Do not cut and patch construction in a manner that results in visual evidence of cutting and patching. Do not cut and patch exposed construction in a manner that would, in Consultant's opinion, reduce the building's aesthetic qualities. Remove and replace construction that has been cut and patched in a visually unsatisfactory manner.

## PART 2 - PRODUCTS

### 2.1 MATERIALS

- A. General: Comply with requirements specified in other Sections.
  - 1. In-Place Materials: Use materials for patching identical to in-place materials. For exposed surfaces, use materials that visually match in-place adjacent surfaces to the fullest extent possible. If identical materials are unavailable or cannot be used, use materials that, when installed, will provide a match acceptable to Consultant for the visual and functional performance of in-place materials.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

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

### 3.2 PREPARATION

- A. Field Measurements: Take field measurements as required to fit the Work properly. Recheck measurements before installing each product. Where portions of the Work are indicated to fit to other construction, verify dimensions of other construction by field measurements before fabrication. Coordinate fabrication schedule with construction progress to avoid delaying the Work.
- B. Space Requirements: Verify space requirements and dimensions of items shown diagrammatically on Drawings.
- C. Review of Contract Documents and Field Conditions: Immediately on discovery of the need for clarification of the Contract Documents caused by differing field conditions outside the control of Contractor, submit a written and email request for information to Consultant.

### 3.3 CONSTRUCTION LAYOUT

- A. Verification: Before proceeding to lay out the Work, verify layout information shown on Drawings. If discrepancies are discovered, promptly notify Consultant by email and in writing.
  - 1. Establish dimensions within tolerances indicated. Do not scale Drawings to obtain required dimensions.
  - 2. Inform installers of lines and levels to which they must comply.
  - 3. Check the location, level and plumb, of every major element as the Work progresses.
  - 4. Notify Consultant when deviations from required lines and levels exceed allowable tolerances.
- B. Record Log: Maintain a log of layout control work. Record deviations from required lines and levels. Include beginning and ending dates and times of surveys, weather conditions, name and duty of each survey party member, and types of instruments and tapes used. Make the log available for reference by Consultant.

### 3.4 INSTALLATION

- A. General: Locate the Work and components of the Work accurately, in correct alignment and elevation, as indicated.
  - 1. Make vertical work plumb and make horizontal work level.
  - 2. Where space is limited, install components to maximize space available for maintenance and ease of removal for replacement.
  - 3. Conceal pipes, ducts, and wiring in finished areas unless otherwise indicated.
- B. Comply with manufacturer's written instructions and recommendations for installing products in applications indicated.
- C. Install products at the time and under conditions that will ensure the best possible results. Maintain conditions required for product performance until Substantial Completion.
- D. Conduct construction operations so no part of the Work is subjected to damaging operations or loading in excess of that expected during normal conditions of occupancy.
- E. Sequence the Work and allow adequate clearances to accommodate movement of construction items on site and placement in permanent locations.
- F. Tools and Equipment: Do not use tools or equipment that produce harmful noise levels.
- G. Templates: Obtain and distribute to the parties involved templates for work specified to be factory prepared and field installed. Check Shop Drawings of other work to confirm that adequate provisions are made for locating and installing products to comply with indicated requirements.
- H. Attachment: Provide blocking and attachment plates and anchors and fasteners of adequate size and number to securely anchor each component in place, accurately located and aligned with other portions of the Work. Where size and type of attachments are not indicated, verify size and type required for load conditions.

1. Mounting Heights: Where mounting heights are not indicated, mount components at heights directed by Consultant, and in compliance with accessibility requirements.
  2. Allow for building movement, including thermal expansion and contraction.
  3. Coordinate installation of anchorages. Furnish setting drawings, templates, and directions for installing anchorages, including sleeves, concrete inserts, anchor bolts, and items with integral anchors, that are to be embedded in concrete or masonry. Deliver such items to Project site in time for installation.
- I. Joints: Make joints of uniform width. Where joint locations in exposed work are not indicated, arrange joints for the best visual effect. Fit exposed connections together to form hairline joints.
- J. Hazardous Materials: Use products, cleaners, and installation materials that are not considered hazardous.

### 3.5 CUTTING AND PATCHING

- A. Cutting and Patching, General: Employ skilled workers to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time, and complete without delay.
1. Cut in-place construction to provide for installation of other components or performance of other construction, and subsequently patch as required to restore surfaces to their original condition.
- B. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during installation or cutting and patching operations, by methods and with materials so as not to void existing warranties.
- C. Temporary Support: Provide temporary support of work to be cut.
- D. Protection: Protect in-place construction during cutting and patching to prevent damage. Provide protection from adverse weather conditions for portions of Project that might be exposed during cutting and patching operations.
- E. Cutting: Cut in-place construction by sawing, drilling, breaking, chipping, grinding, and similar operations, including excavation, using methods least likely to damage elements retained or adjoining construction. If possible, review proposed procedures with original Installer; comply with original Installer's written recommendations.
1. In general, use hand or small power tools designed for sawing and grinding, not hammering and chopping. Cut holes and slots neatly to minimum size required, and with minimum disturbance of adjacent surfaces. Temporarily cover openings when not in use.
  2. Finished Surfaces: Cut or drill from the exposed or finished side into concealed surfaces.
  3. Concrete: Cut using a cutting machine, such as an abrasive saw or a diamond- core drill.
  4. Proceed with patching after construction operations requiring cutting are complete.
- F. Patching: Patch construction by filling, repairing, refinishing, closing up, and similar operations following performance of other work. Patch with durable seams that are as invisible as practicable. Provide materials and comply with installation requirements specified in other Sections, where applicable.
1. Inspection: Where feasible, test and inspect patched areas after completion to demonstrate physical integrity of installation.

2. Exposed Finishes: Restore exposed finishes of patched areas and extend finish restoration into retained adjoining construction in a manner that will minimize evidence of patching and refinishing.
  3. Floors and Walls: Where walls or partitions that are removed extend one finished area into another, patch and repair floor and wall surfaces in the new space. Provide an even surface of uniform finish, color, texture, and appearance. Remove in-place floor and wall coverings and replace with new materials, if necessary, to achieve uniform color and appearance.
  4. Exterior Building Enclosure: Patch components in a manner that restores enclosure to a weathertight condition and ensures thermal and moisture integrity of building enclosure.
- G. Cleaning: Clean areas and spaces where cutting and patching are performed. Remove paint, mortar, oils, putty, and similar materials from adjacent finished surfaces.

### 3.6 PROGRESS CLEANING

- A. General: Clean Project site and work areas daily, including common areas. Enforce requirements strictly. Dispose of materials lawfully.
1. Comply with requirements in NFPA 241 for removal of combustible waste materials and debris.
  2. Do not hold waste materials more than seven days during normal weather or three days if the temperature is expected to rise above 80 deg F.
  3. Containerize hazardous and unsanitary waste materials separately from other waste.
  4. Mark containers appropriately and dispose of legally, according to regulations.
- B. Site: Maintain Project site free of waste materials and debris.
- C. Work Areas: Clean areas where work is in progress to the level of cleanliness necessary for proper execution of the Work.
1. Remove liquid spills promptly.
  2. Where dust would impair proper execution of the Work, broom-clean or vacuum the entire work area, as appropriate.
- D. Installed Work: Keep installed work clean. Clean installed surfaces according to written instructions of manufacturer or fabricator of product installed, using only cleaning materials specifically recommended. If specific cleaning materials are not recommended, use cleaning materials that are not hazardous to health or property and that will not damage exposed surfaces.
- E. Concealed Spaces: Remove debris from concealed spaces before enclosing the space.
- F. Exposed Surfaces in Finished Areas: Clean exposed surfaces and protect as necessary to ensure freedom from damage and deterioration at time of Substantial Completion.
- G. Waste Disposal: Do not bury or burn waste materials on-site. Do not wash waste materials down sewers or into waterways.
1. During handling and installation, clean and protect construction in progress and adjoining materials already in place. Apply protective covering where required to ensure protection from damage or deterioration at Substantial Completion.
- H. Clean and provide maintenance on completed construction as frequently as necessary through



the remainder of the construction period. Adjust and lubricate operable components to ensure operability without damaging effects.

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

### 3.7 STARTING AND ADJUSTING

- A. Start equipment and operating components to confirm proper operation. Remove malfunctioning units, replace with new units, and retest.
- B. Adjust equipment for proper operation. Adjust operating components for proper operation without binding.
- C. Test each piece of equipment to verify proper operation. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.

### 3.8 PROTECTION OF INSTALLED CONSTRUCTION

- A. Provide final protection and maintain conditions that ensure installed Work is without damage or deterioration at time of Substantial Completion.
- B. Comply with manufacturer's written instructions for temperature and relative humidity.

**END OF SECTION 017300**

**SECTION 017400  
WARRANTIES AND BONDS**

1.1 GENERAL

A. RELATED DOCUMENTS

1. Drawings and general provisions of Contract, including General and Supplemental Conditions and other Division-1 Specification Sections, apply to this Section.

B. SUMMARY

1. This Section specifies general administrative and procedural requirements for warranties and bonds required by the Contract Documents, including manufacturers standard warranties on products and special warranties.
  - a. Refer to the General Conditions for terms of the Contractor's special warranty of workmanship and materials.
  - b. General closeout requirements are included in Section "Project Closeout."
  - c. Specific requirements for warranties for the Work and products and installations that are specified to be warranted, are included in the individual Sections of Divisions-2 through -16.
  - d. Certifications and other commitments and agreements for continuing services to Owner are specified elsewhere in the Contract Documents.
2. Disclaimers and Limitations: Manufacturer's disclaimers and limitations on product warranties do not relieve the Contractor of the warranty on the Work that incorporates the products, nor does it relieve suppliers, manufacturers, and subcontractors required to countersign special warranties with the Contractor.

C. DEFINITIONS

1. Standard Product Warranties are preprinted written warranties published by individual manufacturers for particular products and are specifically endorsed by the manufacturer to the Owner.
2. Special Warranties are written warranties required by or incorporated in the Contract Documents, either to extend time limits provided by standard warranties or to provide greater rights for the Owner.

D. WARRANTY REQUIREMENTS

1. Related Damages and Losses: When correcting warranted Work that has failed, remove and replace other Work that has been damaged as a result of such failure or that must be removed and replaced to provide access for correction of warranted Work.
2. Reinstatement of Warranty: When Work covered by a warranty has failed and been corrected by replacement or rebuilding, reinstate the warranty by written endorsement. The reinstated warranty shall be equal to the original warranty with an equitable adjustment for depreciation.
3. Replacement Cost: Upon determination that Work covered by a warranty has failed, replace or rebuild the Work to an acceptable condition complying with

requirements of Contract Documents. The Contractor is responsible for the cost of replacing or rebuilding defective Work regardless of whether the Owner has benefitted from use of the Work through a portion of its anticipated useful service life.

4. Owner's Recourse: Written warranties made to the Owner are in addition to implied warranties, and shall not limit the duties, obligations, rights and remedies otherwise available under the law, nor shall warranty periods be interpreted as limitations on time in which the Owner can enforce such other duties, obligations, rights, or remedies.
  - a. Rejection of Warranties: The Owner reserves the right to reject warranties and to limit selections to products with warranties not in conflict with requirements of the Contract Documents.
5. The Owner reserves the right to refuse to accept Work for the Project where a special warranty, certification, or similar commitment is required on such Work or part of the Work, until evidence is presented that entities required to countersign such commitments are willing to do so.

#### E. SUBMITTALS

1. Submit written warranties to the Architect prior to the date certified for Substantial Completion. If the Architect's Certificate of Substantial Completion designates a commencement date for warranties other than the date of Substantial Completion for the Work, or a designated portion of the Work, submit written warranties upon request of the Architect.
  - a. When a designated portion of the Work is completed and occupied or used by the Owner, by separate agreement with the Contractor during the construction period, submit properly executed warranties to the Architect within fifteen days of completion of that designated portion of the Work.
2. When a special warranty is required to be executed by the Contractor, or the Contractor and a subcontractor, supplier or manufacturer, prepare a written document that contains appropriate items and identification, ready for execution by the required parties. Submit a draft to the Owner through the Architect for approval prior to final execution.
  - a. Refer to individual Sections of Divisions-2 through -16 for specific content requirements, and particular requirements for submittal of special warranties.
3. Forms of Submittal: At Final Completion compile two copies of each required warranty and bond properly executed by the Contractor, or by the Contractor, subcontractor, supplier, or manufacturer. Organize the warranty documents into an orderly sequence based on the table of contents of the Project Manual.
1. Bind warranties and bonds in heavy-duty, commercial quality, durable 3-ring vinyl covered loose-leaf binders, thickness as necessary to accommodate contents, and sized to receive 8-1/2" by 11" paper.
  - a. Provide heavy paper dividers with celluloid covered tabs for each separate warranty. Mark the tab to identify the product or installation. Provide a

typed description of the product or installation, including the name or the product, and the name, address and telephone number of the installer.

- b. Identify each binder on the front and the spine with the typed or printed title "WARRANTIES AND BONDS, the Project title or name, and the name of the Contractor.

2. When operating and maintenance manuals are required for warranted construction, provide additional copies of each required warranty, as necessary, for inclusion in each required manual.

## 1.2 PRODUCTS (NOT APPLICABLE)

## 1.3 EXECUTION

### A. SCHEDULE OF WARRANTIES

1. Schedule: Provide warranties and bonds on products and installations as specified in the appropriate Sections.

**END OF SECTION 017400**

**SECTION 017320  
WASTE MANAGEMENT**

PART 1 - GENERAL

1.1 WASTE MANAGEMENT REQUIREMENTS

Owner requires that this project generate the least amount of trash and waste possible. Employ processes that ensure the generation of as little waste as possible due to error, poor planning, breakage, mishandling, contamination, or other factors.

Minimize trash/waste disposal in landfills; reuse, salvage, or recycle as much waste as economically feasible.

Required Recycling, Salvage, and Reuse: The following may not be disposed of in landfills or by incineration and shall be recycled:

Aluminum and plastic beverage containers.

Corrugated cardboard.

Wood pallets.

Clean dimensional wood: May be used as blocking or furring.

Land clearing debris, including brush, branches, logs, and stumps.

Metals, including packaging banding, metal studs, sheet metal, structural steel, piping, reinforcing bars, door frames, and other items made of steel, iron, galvanized steel, stainless steel, aluminum, copper, zinc, lead, brass, and bronze.

Methods of trash/waste disposal that are **not** acceptable are:

Burning on the project site.

Burying on the project site.

Dumping or burying on other property, public or private.

Other illegal dumping or burying.

Regulatory Requirements: Contractor is responsible for knowing and complying with regulatory requirements, including but not limited to Federal, State and local requirements, pertaining to legal disposal of all construction and demolition waste materials.

1.2 DEFINITIONS

Clean: Untreated and unpainted; not contaminated with oils, solvents, caulk, or the like.

Construction and Demolition Waste: Solid wastes typically including building materials, packaging, trash, debris, and rubble resulting from construction, remodeling, repair and demolition operations.

Hazardous: Exhibiting the characteristics of hazardous substances, i.e., ignitibility, corrosivity, toxicity or reactivity.

Non-hazardous: Exhibiting none of the characteristics of hazardous substances, i.e., ignitibility, corrosivity, toxicity, or reactivity.

Nontoxic: Neither immediately poisonous to humans nor poisonous after a long period of exposure.

Recyclable: The ability of a product or material to be recovered at the end of its life cycle and remanufactured into a new product for reuse by others.

Recycle: To remove a waste material from the project site to another site for remanufacture into a new product for reuse by others.

Recycling: The process of sorting, cleansing, treating and reconstituting solid waste and other discarded materials for the purpose of using the altered form. Recycling does not include burning, incinerating, or thermally destroying waste.

Return: To give back reusable items or unused products to vendors for credit.

**SECTION 017320  
WASTE MANAGEMENT**

Reuse: To reuse a construction waste material in some manner on the project site.

Salvage: To remove a waste material from the project site to another site for resale or reuse by others.

Sediment: Soil and other debris that has been eroded and transported by storm or well production run-off water.

Source Separation: The act of keeping different types of waste materials separate beginning from the first time they become waste.

Toxic: Poisonous to humans either immediately or after a long period of exposure.

Trash: Any product or material unable to be reused, returned, recycled, or salvaged.

Waste: Extra material or material that has reached the end of its useful life in its intended use. Waste includes salvageable, returnable, recyclable, and reusable material.

**PART 2 - PRODUCTS (NOT USED)**

**PART 3 - EXECUTION**

**1.3 WASTE MANAGEMENT PLAN IMPLEMENTATION**

Manager: Designate an on-site person or persons responsible for instructing workers and overseeing and documenting results of the Waste Management Plan.

Communication: Distribute copies of the Waste Management Plan to job site foreman, each subcontractor, Owner, and the Architect.

Instruction: Provide on-site instruction of appropriate separation, handling, and recycling, salvage, reuse, and return methods to be used by all parties at the appropriate stages of the project.

Meetings: Discuss trash/waste management goals and issues at project meetings, including the Pre-bid meeting, Pre-construction meeting and regular job-site meetings.

Facilities: Provide specific facilities for separation and storage of materials for recycling, salvage, reuse, return, and trash disposal, for use by all contractors and installers.

As a minimum, provide:

Separate area for storage of materials to be reused on-site, such as wood cut-offs for blocking.

Separate dumpsters for each category of recyclable.

Recycling bins at worker lunch area.

Provide containers as required.

Provide adequate space for pick-up and delivery and convenience to subcontractors.

Keep recycling and trash/waste bin areas neat and clean and clearly marked in order to avoid contamination of materials.

Hazardous Wastes: Separate, store, and dispose of hazardous wastes according to applicable regulations.

Recycling: Separate, store, protect, and handle at the site identified recyclable waste products in order to prevent contamination of materials and to maximize recyclability of identified materials. Arrange for timely pickups from the site or deliveries to recycling facility in order to prevent contamination of recyclable materials.

Reuse of Materials On-Site: Set aside, sort, and protect separated products in preparation for reuse.

Salvage: Set aside, sort, and protect products to be salvaged for reuse off-site.

END OF SECTION 017320

**SECTION 017700  
PROJECT CLOSEOUT**

**1.1 GENERAL**

**A. RELATED DOCUMENTS**

1. Drawings and general provisions of Contract, including General and Supplemental Conditions and other Division-1 Specification Sections, apply to this Section.

**B. SUMMARY**

1. This Section specifies administrative and procedural requirements for project closeout, including but not limited to:
  - a. Inspection procedures
  - b. Project record document submittal
  - c. Operating and maintenance manual submittal
  - d. Submittal of warranties
  - e. Final cleaning
  - f. Closeout requirements for specific construction activities are included in the appropriate Sections in Divisions - 2 through - 33.

**C. SUBSTANTIAL COMPLETION**

1. Preliminary Procedures: Before requesting inspection for certification of Substantial Completion, complete the following. List exceptions in the request.
  - a. In the Application for Payment that coincides with, or first follows, the date Substantial Completion is claimed, show 100 percent completion for the portion of the Work claimed as substantially complete. Include supporting documentation for completion as indicated in these Contract Documents and a statement showing an accounting of changes to the Contract Sum.
    - 1) If 100 percent completion cannot be shown, include a list of incomplete items, the value of incomplete construction, and reasons the Work is not complete.
  - b. Advise Owner of pending insurance change-over requirements.
  - c. Submit specific warranties, workmanship bonds, maintenance agreements, final certifications and similar documents.
  - d. Obtain and submit releases enabling the Owner unrestricted use of the Work and access to services and utilities; include occupancy permits, operating certificates and similar releases.
  - e. See the *Supplemental Conditions of the Contract for Construction* 3.11 for Documentation and As-Built Conditions, and the *Project Closeout Checklist: Contractor Requirements*. Submit maintenance manuals, final project photographs, damage or settlement survey, property survey, and similar final record information.
  - f. Deliver tools, spare parts, extra stock, and similar items.
  - h. Complete start-up testing of systems, and instruction of the Owner's operating and maintenance personnel. Discontinue or change over and remove temporary facilities from the site, along with construction tools, mock-ups, and similar elements.
  - i. Complete final clean up requirements, including touch-up painting. Touch-up and otherwise repair and restore marred exposed finishes.

2. Inspection Procedures: On receipt of a request for inspection, the Consultant will either proceed with inspection or advise the Contractor of unfilled requirements. The Consultant will prepare the Certificate of Substantial Completion following inspection, or advise the Contractor of construction that must be completed or corrected before the certificate will be issued.
  - a. The Consultant will repeat inspection when requested and assured that the Work has been substantially completed.
  - b. Results of the completed inspection will form the basis of requirements for final inspection.

D. FINAL ACCEPTANCE

1. Preliminary Procedures: Before requesting final inspection for certification of final acceptance and final payment, complete the following. List exceptions in the request.
  - a. Submit the final payment request with releases and supporting documentation not previously submitted and accepted. Include certificates of insurance for products and completed operations where required.
  - b. Submit an updated final statement, accounting for final additional changes to the Contract Sum.
  - c. Submit a certified copy of the Consultant's final inspection list of items to be completed or corrected, stating that each item has been completed or otherwise resolved for acceptance, and the list has been endorsed and dated by the Consultant.
  - e. Submit consent of surety to final payment.
  - f. Submit evidence of final, continuing insurance coverage complying with insurance requirements.
2. Re-inspection Procedure: The Consultant will re-inspect the Work upon receipt of notice that the Work, including inspection list items from earlier inspections, has been completed, except items whose completion has been delayed because of circumstances acceptable to the Consultant.
  - a. Upon completion of re-inspection, the Consultant will prepare a certificate of final acceptance, or advise the Contractor of Work that is incomplete or of obligations that have not been fulfilled but are required for final acceptance.
  - b. If necessary, re-inspection will be repeated.

E. RECORD DOCUMENT SUBMITTALS

1. **See also the *Supplemental Conditions of the Contract for Construction 3.11 for Documentation and As-Built Conditions, and the Project Closeout Checklist: Contractor Requirements.***
2. General: Do not use record documents (red-line markups) for construction purposes; protect from deterioration and loss in a secure, fire-resistive location; provide access to record documents for the Consultant's reference during normal working hours.
3. Record Drawings (Red-lined): Maintain two clean, undamaged sets of blue or black line white-prints of Contract Drawings and Shop Drawings. Mark the sets to show the red-line changes during the course of construction with actual installation where the installation varies substantially from the Work as originally shown. Mark whichever drawing is most capable of showing conditions fully and accurately; where Shop Drawings are used, record a cross-reference at the



corresponding location on the Contract Drawings. Give particular attention to concealed elements that would be difficult to measure and record at a later date.

- a. Mark record sets with red erasable pencil; use other colors to distinguish between variations in separate categories of the Work.
  - b. Mark new information that is important to the Owner, but was not shown on Contract Drawings or Shop Drawings.
  - c. Note related Change Order numbers where applicable.
  - d. Organize record drawing sheets into manageable sets, bind with durable paper cover sheets, and print suitable titles, dates and other identification on the cover of each set.
4. Record Specifications: Maintain one complete copy of the Project Manual, including addenda, and one copy of other written construction documents such as Change Orders and modifications issued in printed form during construction. Mark these documents to show substantial variations in actual Work performed in comparison with the text of the Specifications and modifications. Give particular attention to substitutions, selection of options and similar information on elements that are concealed or cannot otherwise be readily discerned later by direct observation. Note related record drawing information and Product Data.
- a. Upon completion of the Work, submit record Specifications to the Consultant for the Owner's records.
5. Record Product Data: Maintain one copy of each Product Data submittal. Mark these documents to show significant variations in actual Work performed in comparison with information submitted. Include variations in products delivered to the site, and from the manufacturer's installation instructions and recommendations. Give particular attention to concealed products and portions of the Work which cannot otherwise be readily discerned later by direct observation. Note related Change Orders and mark up of record drawings and Specifications.
- a. Upon completion of mark-up, submit (3) complete sets of record Product Data to the Consultant for the Owner's records.
6. Record Sample Submitted: Immediately prior to the date or dates of Substantial Completion, the Contractor will meet at the site with the Consultant and the Owner's personnel to determine which of the submitted Samples that have been maintained during progress of the Work are to be transmitted to the Owner for record purposes. Comply with delivery to the Owner's Sample storage area
7. Miscellaneous Record Submittals: Refer to other Specification Sections for requirements of miscellaneous record-keeping and submittals in connection with actual performance of the Work. Immediately prior to the date or dates of Substantial Completion, complete miscellaneous records and place in good order, properly identified and bound or filed, ready for continued use and reference. Submit to the Consultant for the Owner's records.
8. Maintenance Manuals: Provide one (1) draft copy for review. Provide **one (1)** final paper copy and one electronic pdf file prior to final completion. Organize operating and maintenance data into suitable sets of manageable size. Bind properly indexed data in individual heavy-duty 3-inch, 3 ring vinyl-covered binders. Mark appropriate identification on front and spine of each binder. Include the following types of information; and others as specified in other Divisions:
- a. Emergency instructions
  - b. Spare parts list
  - c. Copies of warranties
  - d. Wiring diagrams

- e. Recommended "turn around" cycles
- f. Inspection procedures
- g. Shop Drawings and Product Data
- h. Fixture lamping schedule
- i. List of final color and material selections

F. WARRANTIES AND BONDS

1. SUMMARY

- a. This Section specifies general administrative and procedural requirements for warranties and bonds required by the Contract Documents, including manufacturer's standard warranties on products and special warranties.
  - 1) Refer to the General Conditions and Supplemental Conditions for terms of the Contractor's special warranty of workmanship and materials.
  - 2) General closeout requirements are included in Section "Project Closeout."
  - 3) Specific requirements for warranties for the Work and products and installations that are specified to be warranted, are included in the individual Sections of Divisions-2 through -16.
  - 4) Certifications and other commitments and agreements for continuing services to Owner are specified elsewhere in the Contract Documents.
- B. Disclaimers and Limitations: Manufacturer's disclaimers and limitations on product warranties do not relieve the Contractor of the warranty on the Work that incorporates the products, nor does it relieve suppliers, manufacturers, and subcontractors required to countersign special warranties with the Contractor.
- C. Separate Prime Contracts: Each prime Contractor is responsible for warranties related to its own Contract.

2. DEFINITIONS

- a. Standard Product Warranties are preprinted written warranties published by individual manufacturers for particular products and are specifically endorsed by the manufacturer to the Owner.
- b. Special Warranties are written warranties required by or incorporated in the Contract Documents, either to extend time limits provided by standard warranties or to provide greater rights for the Owner.

3. WARRANTY REQUIREMENTS

- a. Related Damages and Losses: When correcting warranted Work that has failed, remove and replace other Work that has been damaged as a result of such failure or that must be removed and replaced to provide access for correction of warranted Work.
- b. Reinstatement of Warranty: When Work covered by a warranty has failed and been corrected by replacement or rebuilding, reinstate the warranty by written endorsement. The reinstated warranty shall be equal to the original warranty with an equitable adjustment for depreciation.
- c. Replacement Cost: Upon determination that Work covered by a warranty has failed, replace or rebuild the Work to an acceptable condition complying with requirements of Contract Documents. The Contractor is

responsible for the cost of replacing or rebuilding defective Work regardless of whether the Owner has benefitted from use of the Work through a portion of its anticipated useful service life.

- d. Owner's Recourse: Written warranties made to the Owner are in addition to implied warranties, and shall not limit the duties, obligations, rights and remedies otherwise available under the law, nor shall warranty periods be interpreted as limitations on time in which the Owner can enforce such other duties, obligations, rights, or remedies.
  - 1) Rejection of Warranties: The Owner reserves the right to reject warranties and to limit selections to products with warranties not in conflict with requirements of the Contract Documents.
- e. The Owner reserves the right to refuse to accept Work for the Project where a special warranty, certification, or similar commitment is required on such Work or part of the Work, until evidence is presented that entities required to countersign such commitments are willing to do so.

#### 4. SUBMITTALS

- a. Submit written warranties to the Consultant prior to the date certified for Substantial Completion. If the Consultant's Certificate of Substantial Completion designates a commencement date for warranties other than the date of Substantial Completion for the Work, or a designated portion of the Work, submit written warranties upon request of the Consultant.
  - 1) When a designated portion of the Work is completed and occupied or used by the Owner, by separate agreement with the Contractor during the construction period, submit properly executed warranties to the Consultant within fifteen days of completion of that designated portion of the Work.
- b. Forms of Submittal: At Final Completion compile two copies of each required warranty and bond properly executed by the Contractor, or by the Contractor, subcontractor, supplier, or manufacturer. Organize the warranty documents into an orderly sequence based on the table of contents of the Project Manual.
- c. Bind warranties and bonds in heavy-duty, commercial quality, durable 3-ring vinyl covered loose-leaf binders, thickness as necessary to accommodate contents, and sized to receive 8-1/2" by 11" paper.
  - 1) Provide heavy paper dividers with celluloid covered tabs for each separate warranty. Mark the tab to identify the product or installation. Provide a typed description of the product or installation, including the name or the product, and the name, address and telephone number of the installer.
  - 2) Identify each binder on the front and the spine with the typed or printed title "WARRANTIES AND BONDS, the Project title or name, and the name of the Contractor.
- e. When operating and maintenance manuals are required for warranted construction, provide additional copies of each required warranty, as necessary, for inclusion in each required manual.

## 1.2 EXECUTION

### A. CLOSEOUT PROCEDURES

1. Functional Demonstration: Demonstrate proper operation of all systems to Consultants and Owners representative prior to request for substantial completion. Coordinate schedule with Consultant.
2. Operating and Maintenance Instructions: Provide two (2) duplicate training sessions for each MSU trade group responsible for systems installed under this project. Coordinate schedule with Owner. Arrange for each installer of equipment that requires regular maintenance to meet with the Owner's personnel to provide instruction in proper operation and maintenance. If installers are not experienced in procedures, provide instruction by manufacturer's representatives. Include a detailed review of the following items:
  - a. Maintenance manuals
  - b. Record documents
  - c. Spare parts and materials
  - d. Tools
  - e. Lubricants
  - f. Fuels
  - g. Identification systems
  - h. Control sequences
  - i. Hazards
  - j. Cleaning
  - k. Warranties and bonds
    - 1) Maintenance agreements and similar continuing commitments

**END OF SECTION 017700**

**SECTION 017823  
OPERATION AND MAINTENANCE DATA**

**PART 1 - GENERAL**

**1.1 A.RELATED DOCUMENTS**

- A. General provisions of Contract, including General and Supplemental Conditions and other Division-1 Specification Sections, apply to this Section.

**1.2 SUMMARY**

- A. Section includes administrative and procedural requirements for preparing operation and maintenance manuals, including the following:

1. Operation and maintenance documentation directory.
2. Operation manuals for systems, subsystems, and equipment.
3. Product maintenance manuals.
4. Systems and equipment maintenance manuals.

**1.3 CLOSEOUT SUBMITTALS**

- A. Manual Content: Operations and maintenance manual content is specified in individual Specification Sections to be reviewed at the time of Section submittals. Submit reviewed manual content formatted and organized as required by this Section.

1. Architect will comment on whether content of operations and maintenance submittals are acceptable.
2. Where applicable, clarify and update reviewed manual content to correspond to revisions and field conditions.

- B. Format: Submit operations and maintenance manuals in the following format:

1. PDF electronic file. Assemble each manual into a composite electronically indexed file. Submit on digital media acceptable to Architect.
  - a. Name each indexed document file in composite electronic index with applicable item name. Include a complete electronically linked operation and maintenance directory.
  - b. Enable inserted reviewer comments on draft submittals.
2. One paper copy and one electronic pdf. Include a complete operation and maintenance directory. Enclose title pages and directories in clear plastic sleeves. Architect will deliver copies to the Owner.

- C. Manual Submittal: Submit each manual in DRAFT in PDF format form prior to requesting inspection for Substantial Completion and at least 15 days before commencing demonstration and training. Architect and Commissioning Authority will return copy with comments.  
**PROVIDE PAPER AND PDF OF FINAL APPROVED MANUALS**

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

## PART 2 - PRODUCTS

### 2.1 REQUIREMENTS FOR OPERATION, AND MAINTENANCE MANUALS

- A. Directory: Prepare a single, comprehensive directory of emergency, operation, and maintenance data and materials, listing items and their location to facilitate ready access to desired information.
- B. Organization: Unless otherwise indicated, organize each manual into a separate section for each system and subsystem, and a separate section for each piece of equipment not part of a system. Each manual shall contain the following materials, in the order listed:
  1. Title page.
  2. Table of contents.
  3. Manual contents.
- C. Title Page: Include the following information:
  1. Subject matter included in manual.
  2. Name and address of Project.
  3. Name and address of Owner.
  4. Date of submittal.
  5. Name and contact information for Contractor.
  6. Name and contact information for Construction Manager.
  7. Name and contact information for Architect.
  8. Names and contact information for major consultants to the Architect that designed the systems contained in the manuals.
  9. Cross-reference to related systems in other operation and maintenance manuals.
- D. Table of Contents: List each product included in manual, identified by product name, indexed to the content of the volume, and cross-referenced to Specification Section number in Project Manual.
- E. Manual Contents: Organize into sets of manageable size. Arrange contents alphabetically by system, subsystem, and equipment. If possible, assemble instructions for subsystems, equipment, and components of one system into a single binder.
- F. Manuals, Electronic Files: Submit manuals in the form of a multiple file composite electronic PDF file for each manual type required.
  1. Electronic Files: Use electronic files prepared by manufacturer where available. Where scanning of paper documents is required, configure scanned file for minimum readable file size.
  2. File Names and Bookmarks: Enable bookmarking of individual documents based on file names. Name document files to correspond to system, subsystem, and equipment names used in manual directory and table of contents. Group documents for each system and subsystem into individual composite bookmarked files, then create composite manual, so that resulting bookmarks reflect the system, subsystem, and equipment names in a readily

navigated file tree. Configure electronic manual to display bookmark panel on opening file.

- G. Manuals, Paper Copy: Submit manuals in the form of hard copy, bound and labeled volumes.
1. Binders: These binders are sized to hold 8-1/2-by-11-inch paper; with clear plastic sleeve on spine to hold label describing contents and oversize sheets will need to be folded to 8x11.5.
    - a. Identify each binder on front and spine, with printed title "OPERATION AND MAINTENANCE MANUAL," Project title or name, and subject matter of contents, and indicate Specification Section number on bottom of spine. Indicate volume number for multiple-volume sets.
  2. Dividers: Heavy-paper dividers with plastic-covered tabs for each section of the manual. Mark each tab to indicate contents. Include typed list of products and major components of equipment included in the section on each divider, cross-referenced to Specification Section number and title of Project Manual.
  3. Protective Plastic Sleeves: Transparent plastic sleeves designed to enclose diagnostic software storage media for computerized electronic equipment.
  4. Drawings: Attach reinforced, punched binder tabs on drawings and bind with text.
    - a. If oversize drawings are necessary, fold drawings to same size as text pages and use as foldouts.
    - b. If drawings are too large to be used as foldouts, fold and place drawings in labeled envelopes and bind envelopes in rear of manual. At appropriate locations in manual, insert typewritten pages indicating drawing titles, descriptions of contents, and drawing locations.

## 2.2 OPERATION MANUALS

- A. Content: In addition to requirements in this Section, include operation data required in individual Specification Sections and the following information:
1. System, subsystem, and equipment descriptions. Use designations for systems and equipment indicated on Contract Documents.
  2. Performance and design criteria if Contractor is delegated design responsibility.
  3. Operating standards.
  4. Operating procedures.
  5. Operating logs.
  6. Wiring diagrams.
  7. Control diagrams.
  8. Precautions against improper use.
  9. License requirements including inspection and renewal dates.
- B. Descriptions: Include the following:
1. Product name and model number. Use designations for products indicated on Contract Documents.
  2. Manufacturer's name.
  3. Equipment identification with serial number of each component.
  4. Equipment function.
  5. Operating characteristics.
  6. Limiting conditions.

7. Performance curves.
  8. Engineering data and tests.
  9. Complete nomenclature and number of replacement parts.
- C. Operating Procedures: Include the following, as applicable:
1. Startup procedures.
  2. Equipment or system break-in procedures.
  3. Routine and normal operating instructions.
  4. Regulation and control procedures.
  5. Instructions on stopping.
  6. Normal shutdown instructions.
  7. Seasonal and weekend operating instructions.
  8. Required sequences for electric or electronic systems.
  9. Special operating instructions and procedures.
- D. Systems and Equipment Controls: Describe the sequence of operation, and diagram controls as installed.
- E. Piped Systems: Diagram piping as installed, and identify color-coding where required for identification.

### 2.3 PRODUCT MAINTENANCE MANUALS

- A. Content: Organize manual into a separate section for each product, material, and finish. Include source information, product information, maintenance procedures, repair materials and sources, and warranties and bonds, as described below.
- B. Source Information: List each product included in manual, identified by product name and arranged to match manual's table of contents. For each product, list name, address, and telephone number of Installer or supplier and maintenance service agent, and cross-reference Specification Section number and title in Project Manual.
- C. Product Information: Include the following, as applicable:
1. Product name and model number.
  2. Manufacturer's name.
  3. Color, pattern, and texture.
  4. Material and chemical composition.
  5. Reordering information for specially manufactured products.
- D. Maintenance Procedures: Include manufacturer's written recommendations and the following:
1. Inspection procedures.
  2. Types of cleaning agents to be used and methods of cleaning.
  3. List of cleaning agents and methods of cleaning detrimental to product.
  4. Schedule for routine cleaning and maintenance.
  5. Repair instructions.
- E. Repair Materials and Sources: Include lists of materials and local sources of materials and related services.
- F. Warranties and Bonds: Include copies of warranties and bonds and lists of circumstances and conditions that would affect validity of warranties or bonds.



## 2.4 SYSTEMS AND EQUIPMENT MAINTENANCE MANUALS

- A. Content: For each system, subsystem, and piece of equipment not part of a system, include source information, manufacturers' maintenance documentation, maintenance procedures, maintenance and service schedules, spare parts list and source information, maintenance service contracts, and warranty and bond information, as described below.
- B. Source Information: List each system, subsystem, and piece of equipment included in manual, identified by product name and arranged to match manual's table of contents. For each product, list name, address, and telephone number of Installer or supplier and maintenance service agent, and cross-reference Specification Section number and title in Project Manual.
- C. Manufacturers' Maintenance Documentation: Manufacturers' maintenance documentation including the following information for each component part or piece of equipment:
  - 1. Standard maintenance instructions and bulletins.
  - 2. Drawings, diagrams, and instructions required for maintenance, including disassembly and component removal, replacement, and assembly.
  - 3. Identification and nomenclature of parts and components.
  - 4. List of items recommended to be stocked as spare parts.
- D. Maintenance Procedures: Include the following information and items that detail essential maintenance procedures:
  - 1. Test and inspection instructions.
  - 2. Troubleshooting guide.
  - 3. Precautions against improper maintenance.
  - 4. Disassembly; component removal, repair, and replacement; and reassembly instructions.
  - 5. Aligning, adjusting, and checking instructions.
  - 6. Demonstration and training video recording, if available.
- E. Maintenance and Service Schedules: Include service and lubrication requirements, list of required lubricants for equipment, and separate schedules for preventive and routine maintenance and service with standard time allotment.
- F. Spare Parts List and Source Information: Include lists of replacement and repair parts, with parts identified and cross-referenced to manufacturers' maintenance documentation and local sources of maintenance materials and related services.
- G. Maintenance Service Contracts: Include copies of maintenance agreements with name and telephone number of service agent.
- H. Warranties and Bonds: Include copies of warranties and bonds and lists of circumstances and conditions that would affect validity of warranties or bonds.

## PART 3 - EXECUTION

### 3.1 MANUAL PREPARATION

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

- B. Operation and Maintenance Manuals: Assemble a complete set of operation and maintenance data indicating operation and maintenance of each system, subsystem, and piece of equipment not part of a system.
- C. Manufacturers' Data: Where manuals contain manufacturers' standard printed data, include only sheets pertinent to product or component installed. Mark each sheet to identify each product or component incorporated into the Work. If data include more than one item in a tabular format, identify each item using appropriate references from the Contract Documents. Identify data applicable to the Work and delete references to information not applicable.
- D. Drawings: Prepare drawings supplementing manufacturers' printed data to illustrate the relationship of component parts of equipment and systems and to illustrate control sequence and flow diagrams. Coordinate these drawings with information contained in record Drawings to ensure correct illustration of completed installation.
  - 1. Do not use original project record documents as part of operation and maintenance manuals.
- E. Comply with Division 01 Section "Closeout Procedures" for schedule for submitting operation and maintenance documentation.

#### PART 4 - MATERIAL AND FINISHES MAINTENANCE MANUAL

- A. General: Incorporate as part of the O & M Manuals. Material and finishes to the Architect/Engineer for approval and distribution. Provide one section for architectural products, including applied materials and finishes, and a second section for products designed for moisture protection and products exposed to the water.
  - 1. Refer to individual specification sections for additional requirements on the care and maintenance of materials and finishes
- B. Architectural Products, Applied Materials and Finishes: Provide complete manufacturers data and instructions on the care and maintenance of architectural products, including applied materials and finishes.
- C. Manufacturers Data: Provide complete information on architectural products, including but not limited to the following items, as applicable:
  - 1. Manufacturer's catalog number
  - 2. Size
  - 3. Material composition
  - 4. Color texture reordering information for specially manufactured products
  - 5. Manufacturer and supplier/installers contact information
  - 6. Warranty terms
- D. Care and Maintenance Instruction: Provide complete information on the care and maintenance of architectural products, including the manufacturer's recommendations for the types of cleaning agents to be used and the methods of cleaning. In addition, provide information regarding cleaning agents and methods which could prove detrimental to the product. Include the manufacturer's recommended schedule for cleaning and maintenance.

- E. **Manufacturer's Data:** Provide complete manufacturer's data giving detailed information including, but not limited to the following, as applicable:
1. Applicable standards
  2. Chemical composition
  3. Installation details
  4. Inspection procedures
  5. Maintenance information
  6. Repair procedures
- F. **Schedule:** Provide complete information in the materials and finishes manual on products specified in the following sections: (To be determined with Owner)
- G. **Color Schedule:** Provide complete information on MSU CPDC provided electronic spreadsheet form, to include manufacturer's name and number, location, item and surface of all painted, stained or treated material, surface or piece of equipment.

**END OF SECTION 017823**

**SECTION 017839**  
**PROJECT RECORD DOCUMENTS**

PART 1 - GENERAL

1.1 SUMMARY

- A. See also General Conditions and Supplemental Conditions of the Contract for Construction.
- B. **See the *Supplemental Conditions of the Contract for Construction 3.11 for Documentation and As-Built Conditions, and the Project Closeout Checklist: Contractor Requirements***
- C. Section includes administrative and procedural requirements for project record documents, including the following:
  - 1. Record Drawings.
  - 2. Record Specifications.
  - 3. Record Product Data.
- D. Related Requirements:
  - 1. Division 01 Section "Operation and Maintenance Data" for operation and maintenance manual requirements.
  - 2. Divisions 02 through 33 Sections for specific requirements for project record documents of the Work in those Sections.

1.2 CLOSEOUT SUBMITTALS

- A. Record Drawings (Redline Markups): Comply with the following:
  - 1. Number of Copies: Submit copies of record Drawings as follows:
    - a. Draft Submittal:
      - 1) Submit PDF electronic files of scanned record prints.
      - 2) Architect will indicate whether general scope of changes, additional information recorded, and quality of drafting are acceptable.
    - b. Final Submittal:
      - 1) Submit one paper-copy set(s) of marked-up record prints.
      - 2) Submit PDF electronic files of scanned record prints and one set(s) of prints.
      - 3) Print each drawing, whether or not changes and additional information were recorded.
- B. Record Specifications: Submit one annotated PDF electronic files of Project's Specifications, including addenda and contract modifications.
- C. Record Product Data: Submit one annotated PDF electronic files and directories of each submittal.

## PART 2 - PRODUCTS

### 2.1 RECORD DRAWINGS

- A. Record Prints: Maintain one set of marked-up paper copies of the Contract Drawings and Shop Drawings, incorporating new and revised Drawings as modifications are issued.
1. Preparation: Mark record prints to show the actual installation where installation varies from that shown originally. Require individual or entity who obtained record data, whether individual or entity is Installer, subcontractor, or similar entity, to provide information for preparation of corresponding marked-up record prints.
    - a. Give particular attention to information on concealed elements that would be difficult to identify or measure and record later.
    - b. Record data as soon as possible after obtaining it.
    - c. Record and check the markup before enclosing concealed installations.
  2. Mark the Contract Drawings and Shop Drawings completely and accurately. Use personnel proficient at recording graphic information in production of marked-up record prints.
  3. Mark record sets with erasable, red-colored pencil. Use other colors to distinguish between changes for different categories of the Work at same location.
  4. Note Construction Change Directive numbers, alternate numbers, Change Order numbers, and similar identification, where applicable.
- B. Format: Identify and date each record Drawing; include the designation "PROJECT RECORD DRAWING" in a prominent location.
1. Record Prints: Organize record prints and newly prepared record Drawings into manageable sets. Bind each set with durable paper cover sheets. Include identification on cover sheets.
  2. Format: Annotated PDF electronic file with comment function enabled.
  3. Record Digital Data Files: Organize digital data information into separate electronic files that correspond to each sheet of the Contract Drawings. Name each file with the sheet identification. Include identification in each digital data file.
  4. Identification: As follows:
    - a. Project name and PPA Number.
    - b. Date.
    - c. Designation "PROJECT RECORD DRAWINGS."
    - d. Name of Architect.
    - e. Name of Contractor.

### 2.2 RECORD SPECIFICATIONS

- A. Preparation: Mark Specifications to indicate the actual product installation where installation varies from that indicated in Specifications, addenda, and contract modifications.
1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
  2. Mark copy with the proprietary name and model number of products, materials, and equipment furnished, including substitutions and product options selected.
  3. Record the name of manufacturer, supplier, Installer, and other information necessary to provide a record of selections made.

4. Note related Change Orders, record Product Data, and record Drawings where applicable.
- B. Format: Submit record Specifications as annotated PDF electronic file

## 2.3 RECORD PRODUCT DATA

- A. Preparation: Mark Product Data to indicate the actual product installation where installation varies substantially from that indicated in Product Data submittal.
1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
  2. Include significant changes in the product delivered to Project site and changes in manufacturer's written instructions for installation.
  3. Note related Change Orders, record Specifications, and record Drawings where applicable.
- B. Format: Submit record Product Data as annotated PDF electronic file.

## 2.4 MISCELLANEOUS RECORD SUBMITTALS

- A. Assemble miscellaneous records required by other Specification Sections for miscellaneous record keeping and submittal in connection with actual performance of the Work. Bind or file miscellaneous records and identify each, ready for continued use and reference.
- B. Format: Submit miscellaneous record submittals as PDF electronic file.

## PART 3 - EXECUTION

### 3.1 RECORDING AND MAINTENANCE

- A. Recording: Maintain one copy of each submittal during the construction period for project record document purposes. Post changes and revisions to project record documents as they occur; do not wait until end of Project.
- B. Maintenance of Record Documents and Samples: Store record documents and Samples in the field office apart from the Contract Documents used for construction. Do not use project record documents for construction purposes. Maintain record documents in good order and in a clean, dry, legible condition, protected from deterioration and loss. Provide access to project record documents for Architect's reference during normal working hours.

**END OF SECTION 017839**

**SECTION 017900  
DEMONSTRATION AND TRAINING**

**PART 1 - GENERAL**

**1.1 SUMMARY**

**1. System Demonstration:**

- a. **General:**
  - i. The system demonstration is a functional test of systems to determine whether they are substantially complete and operating as specified. Systems are to be tested and confirmed to be operating properly by the contractor prior to the Demonstration.
  - ii. Where initial Demonstration Session uncovers substantial deficiencies that require more than one Demonstration Session, Contractor shall reimburse Owner for personnel costs associated with performing subsequent Sessions.
- b. **Systems to be Tested:**
  - i. All systems installed and/or provided under the project to have functional testing.
- c. **Attendance:**
  - i. The system demonstration is to be provided by trained representatives that are familiar with the systems, and can operate systems as required to test and verify proper function. The Engineer and Owner's representatives will be present to document performance and/or deficiencies. The General Contractor or others may attend if desired.
  - ii. Individual testing sessions (modules) shall be provided for each type or group of systems, separated roughly by trade group that will be performing maintenance on the system. MSU trades groups and systems typically involved in testing are:
    - (1) Electricians
    - (2) Heating Plant (Hydronic and steam heating systems, controls)
    - (3) Plumbers (Plumbing, gas-fired heating, process piping systems)
    - (4) Refrigeration (Refrigeration, chilled water, packaged cooling systems)
- d. **Schedule:**
  - i. Contractor to coordinate time requirements and dates with Owner and Engineer. Begin scheduling with sufficient time prior to desired Substantial Completion date to allow all parties to work into schedule, and for deficiencies to be completed prior to desired Substantial Completion date. Demonstration is to be provided prior to, and separate from, training.

**2. Training:**

- a. **General:**
  - i. The system training is intended to familiarize the Owner's operating and maintenance staff with all systems requiring maintenance. Training is to be provided after the systems are in place and operational, after issues noted during the Demonstration have been resolved, and before final acceptance.
- b. **Systems Requiring Training:**
  - i. All systems installed and/or provided under the project are to have training.
- c. **Attendance:**
  - i. Training is to be provided by trained representatives that are familiar with the system's operation and maintenance requirements. Individual training sessions (modules) shall be provided for each type or group of systems, separated roughly by trade group that will be performing maintenance on the system. MSU trades groups and systems typically requiring training are:
    - (1) Electricians

- (2) Heating Plant (Hydronic and steam heating systems, controls)
  - (3) Plumbers (Plumbing, gas-fired heating, process piping systems)
  - (4) Refrigeration (Refrigeration, chilled water, packaged cooling systems)
- d. Schedule:
- i. Duplicate training sessions are to be provided for each training module, so that Owner's operating personnel can be split into two groups during training. Duplicate training sessions to be scheduled during different weeks. Length of training sessions will be determined by scope of training, and as coordinated with Owner after draft copy of training documents have been reviewed.
- 2.1 PRODUCTS
- 1. Not applicable
- 3.1 EXECUTION
- 1. Demonstration:
    - a. Demonstration Program:
      - i. Engineer to develop a demonstration program to verify the proper operation of all required systems. Submit program to Owner and Contractor at least two weeks prior to Demonstration.
      - ii. Engineer to work with Contractor to generate methods to be used to verify sequences and modes of operation that cannot be verified directly.
      - iii. Engineer to provide at least one copy of all submittals, contract drawings, specifications, and changes related to systems to be demonstrated. Documents to be made available during Demonstration.
      - iv. Contractor to provide at least one copy of Operating and Maintenance Manuals to be used during demonstration, including specified sequences of operation for field-constructed systems, and operating sequences for all manufactured equipment.
    - b. Demonstration Session:
      - i. Verify that all systems are functional and ready to operate in all modes prior to demonstration.
      - ii. Assemble all program materials required for demonstration.
      - iii. Contractor to provide all equipment necessary for access to, and operation of, systems including tools, ladder, lighting, and diagnostic equipment.
      - iv. Verify operation of individual components within systems.
      - v. Verify controls of related components are coordinated.
      - vi. Verify all operating sequences, operating modes, and safety controls.
      - vii. Record all pressures, temperatures, and other relevant data available from installed devices.
      - viii. Where digital control systems are available, set-up trend reports of relevant parameters which will confirm proper operation of systems installed, modified, or affected by changes made during this project. Provide copies of reports to Engineer and Owner for review. Review, analyze, and discuss results, and provide follow-up reports as required to confirm proper operation.
  - 2. Training:
    - a. Training Documentation:
      - i. Contractor to submit draft copy of agenda and training documents to Owner for review at least two weeks prior to training date.
      - ii. Provide a copy of the following items for each person that will be attending the



training sessions. Coordinate required number with the Owner.

- (1) Training agenda.
- (2) Summary of new systems and existing systems affected by this project.
- (3) Summary of work performed under this project.
- (4) Control system drawings and sequences of operation.
- (5) List of important maintenance and trouble-shooting operations for all systems.

iii. Provide minimum of 2 copies of following items:

- (1) Contract documents including all drawings, specifications, addendums, and change orders.

b. Training Sessions:

- i. Assemble at location to be determined by the Owner.
- ii. Distribute training documentation as indicated above.
- iii. Provide classroom style training if required for orientation, discussion of new systems and existing systems affected by this project, and other issues appropriate for a classroom format.
- iv. Visit site and review locations, and perform detailed review of operation and maintenance requirements for current systems.

**END OF SECTION 179000**

**SECTION 024119  
SELECTIVE DEMOLITION**

**PART 1 - GENERAL**

**1.1 RELATED DOCUMENTS**

- A. Drawings and general provisions of Contract, including General Conditions and Supplemental Conditions and other Division 1 Specification Sections, apply to this Section.

**1.2 SUMMARY**

- A. Section Includes:
  - 1. Demolition and removal of selected portions of building or structure.
  - 2. Salvage of existing items to be reused or recycled.

**1.3 DEFINITIONS**

- A. Remove: Detach items from existing construction and legally dispose of them off-site unless indicated to be removed and salvaged or removed and reinstalled.
- B. Remove and Salvage: Carefully detach from existing construction, in a manner to prevent damage, and deliver to Owner.
- C. Remove and Reinstall: Detach items from existing construction, prepare for reuse, and reinstall where indicated.
- D. Existing to Remain: Existing items of construction that are not to be permanently removed and that are not otherwise indicated to be removed, removed and salvaged, or removed and reinstalled.

**1.4 QUALITY ASSURANCE**

- A. Regulatory Requirements: Comply with governing EPA notification regulations before beginning selective demolition. Comply with hauling and disposal regulations of authorities having jurisdiction.
- B. Standards: Comply with ANSI A10.6 and NFPA 241.

**1.5 PRE-INSTALLATION MEETINGS**

- A. Pre-demolition Conference: Conduct conference at Project site.

**1.6 CLOSEOUT SUBMITTALS**

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

**1.7 FIELD CONDITIONS**

- A. Owner will occupy portions of building immediately adjacent to selective demolition area. Conduct selective demolition so Owner's operations will not be disrupted.
- B. Conditions existing at time of inspection for bidding purpose will be maintained by Owner as far as practical.
  - 1. Before selective demolition, Owner will remove the following items:
    - a. Text books and other loose classroom resources.
    - b. Loose shelving units and storage cabinets.
    - c. Loose furniture (tables and chairs).
    - d. Loose equipment.

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

D. Hazardous Materials: Hazardous materials are present in buildings and structures to be selectively demolished. A report on the presence of hazardous materials is included in the Contract Documents. Examine report to become aware of locations where hazardous materials are present. Do not proceed with selective demolition until all hazardous materials have been removed. Do not proceed with selective demo until all hazardous materials have been removed.

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

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

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

## PART 2 - PRODUCTS

### 2.1 PERFORMANCE REQUIREMENTS

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

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

## PART 3 - EXECUTION

### 3.1 EXAMINATION

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

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

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

### 3.2 UTILITY SERVICES AND MECHANICAL/ ELECTRICAL SYSTEMS

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

B. Comply with requirements for existing services/ systems interruptions specified in Section 011000 "Summary."

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

1. If services/ systems are required to be removed, relocated, or abandoned, provide temporary

services/ systems that bypass area of selective demolition and that maintain continuity of services/ systems to other parts of building.

2. Disconnect, demolish, and remove fire-suppression systems, plumbing, and HVAC systems, equipment, and components indicated to be removed.
3. Piping to be removed: Remove portion of piping indicated to be removed and cap or plug remaining piping with same or compatible piping material.
4. Piping to be abandoned in place: Drain piping and cap or plug piping with same or compatible piping material.
5. Equipment to be removed: Disconnect and cap services and remove equipment.
6. Equipment to be removed and reinstalled: Disconnect and cap services and remove, clean, and store equipment; when appropriate, reinstall, reconnect, and make equipment operational.
7. Equipment to be removed and salvaged: Disconnect and cap services and remove equipment and deliver to Owner.
8. Ducts to be removed: Remove portion of ducts indicated to be removed and plug remaining ducts with same or compatible ductwork material.
9. Ducts to be abandoned in place: Cap or plug ducts with same or compatible ductwork material.

### 3.3 PREPARATION

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

1. Comply with requirements for access and protection specified in Section 015000 "Temporary Facilities and Controls".

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

### 3.4 SELECTIVE DEMOLITION, GENERAL

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

B. Neatly cut openings and holes plumb, square, and true to dimensions required. Use cutting methods least likely to damage construction to remain or adjoining construction. Use hand tools or small power tools designed for sawing or grinding, not hammering and chopping, to minimize disturbance of adjacent surfaces. Temporarily cover openings to remain.

C. Cut or drill from the exposed or finished side into concealed surfaces to avoid marring existing finished surfaces.

D. Do not use cutting torches for selective demolition operations.

E. Locate selective demolition equipment and remove debris and materials so as not to impose excessive loads on supporting walls, floors, or framing.

F. Dispose of demolished items and materials promptly.

G. Removed and Salvaged Items:

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

#### H. Removed and Reinstalled Items:

1. Clean and repair items to functional condition adequate for intended reuse.
  2. Pack or crate items after cleaning and repairing. Identify contents of containers.
  3. Protect items from damage during transport and storage.
  4. Reinstall items in locations indicated. Comply with installation requirements for new materials and equipment. Provide connections, supports, and miscellaneous materials necessary to make item functional for use indicated.
- I. Existing Items to Remain: Protect construction indicated to remain against damage and soiling during selective demolition. When permitted by Architect, items may be removed to a suitable, protected storage location during selective demolition and cleaned and reinstalled in their original locations after selective demolition operations are complete.

### 3.5 DISPOSAL OF DEMOLISHED MATERIALS

- A. General: Except for items or materials indicated to be reused, salvaged, reinstalled, or otherwise indicated to remain Owner's property, remove demolished materials from Project site and legally dispose of them.
1. Do not allow demolished materials to accumulate on-site.
  2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.
  3. Remove debris from elevated portions of building by chute, hoist, or other device that will convey debris to grade level in a controlled descent.
  4. Comply with requirements specified in Section 017419 "Construction Waste Management and Disposal".
- B. Burning: Do not burn demolished materials.

### 3.6 CLEANING

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

**END OF SECTION 024119**

SECTION 230500 - COMMON WORK RESULTS FOR PLUMBING AND HVAC

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. This Section includes the following:
  - 1. Record Documents, Maintenance Manuals, and General Provisions for mechanical work.
  - 2. Piping materials and installation instructions common to most piping systems.
  - 3. Dielectric fittings.
  - 4. Mechanical demolition.
  - 5. Equipment installation requirements common to equipment sections.

1.3 SUBMITTALS

- A. Product Data: For the following:
  - 1. Dielectric fittings.
- B. Welding certificates.

1.4 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 by the engineer and connecting electrical services, circuit breakers, and conduit sizes are appropriately modified without added cost to Project. If minimum energy ratings or efficiencies are specified, equipment shall comply with requirements.

1.5 COORDINATION

- A. Arrange for pipe spaces, chases, slots, and openings in building structure during progress of construction, to allow for mechanical installations.
- B. Coordinate installation of required supporting devices and set sleeves in poured-in-place concrete and other structural components as they are constructed.
- C. Coordinate requirements for access panels and doors for mechanical items requiring access that are concealed behind finished surfaces. Access panels and doors are specified in Division 08 Section "Access Doors and Frames."

1.6 FEES AND PERMITS

- A. Contractor shall apply and pay for all permits, inspections, reviews, etc. required by the City of Bozeman and the State of Montana.

1.7 RECORD DOCUMENTS

- A. Prepare Record Documents in accordance with the requirements in Division 01 Section "Closeout Procedures." In addition to the requirements specified in Division 01, indicate the following installed conditions:
  - 1. Mains and branches of piping systems, with valves and control devices located and numbered, concealed unions located, and with items requiring maintenance located (ie. traps, strainers, tanks, etc.). Refer to Section 230553 "Identification for HVAC Piping and Equipment". Indicate actual inverts and horizontal locations of underground piping.
  - 2. Equipment locations (exposed and concealed) dimensioned from prominent building lines.
  - 3. Approved substitutions, Contract Modifications, and actual equipment and materials installed. Revise equipment schedules.
  - 4. Contract Modifications, actual equipment and materials installed.

1.8 ELECTRONIC OPERATIONS AND MAINTENANCE MANUALS (O&M)

- A. Prepare maintenance manuals in accordance with Division 01. In addition to the requirements specified in Division 01. Assemble O & M Manuals as follows:
  - 1. Compile soft copies in PDF format of Operating and Maintenance Manuals for the mechanical systems and equipment. The manuals shall be provided to the Architect for approval, prior to requesting final payment. Partial or separate data will be returned for completion.
  - 2. All information shall be arranged in PDF Tabs. Tabs shall be arranged in the same order that the equipment is listed in the Specifications. Include all As-Built and Shop Drawings in PDF format.
  - 3. Manuals shall include:

- a. Index: Furnish under the first Tab an index of Tabs listing name of Section and Specification numbers.
  - b. Equipment Manufacturers: Furnish a complete list of equipment suppliers and manufacturer's representative including type of equipment, name, address and phone number. The company listed here should be the one which could furnish replacement parts and offer technical information about the equipment.
  - c. Valve Directory: Furnish under this section a typed copy of the valve chart required.
  - d. Product Literature: Each Tab shall contain the name of a Specification Section. Behind each section shall be the previously submitted and approved Shop Drawing, factory published operation and maintenance instructions and parts lists.
4. Upon completion and approval of the soft manuals, copies shall be given to the Architect, and to the Owner. The Contractor shall explain in detail and instruct the Owner's operating personnel in the correct operation and maintenance of the equipment.

#### 1.9 MECHANICAL EQUIPMENT TRAINING

- A. The mechanical contractor shall schedule training with the Owner. Using the O & M Manuals, the mechanical contractor shall explain in detail and instruct the Owner's maintenance personnel in the correct operation and maintenance of the equipment.
1. The mechanical contractor shall develop and create an agenda to be used during Training.
  2. The mechanical contractor shall provide a sign in sheet to verify dates and types of training and who attended.
- B. Refer to specific training and demonstration requirements in the Division 01 specifications.

#### 1.10 GENERAL PROVISIONS FOR MECHANICAL WORK

- A. Interferences: Project design took into account potential interferences and rusty conditions between trades, however, not every interference has been eliminated. It shall be the responsibility of the Bidder and potential Contractor to field verify all mechanical pipe routing, making allowances for existing beams, pipes, ducts, hangers, and other obstructions. The cost associated with interferences shall be included in the Base Bid.
- B. Examination of Project Drawings:
1. The Drawings (Plans, elevations, flow schematics, etc.) for the mechanical work are intended to convey Scope of Work and to indicate the general arrangements and locations of end-use equipment, systems, etc., and the approximate sizes thereof.
  2. The Contractor shall determine the exact location and mounting heights of equipment, rough-ins, and the exact routing and positioning of piping and equipment so as to best fit the layout of the job. Scaling of the Drawings will not be sufficient for determining these locations. Where job conditions require reasonable changes in indicated arrangements and locations, such changes shall be made, by the Contractor, at no additional cost to the owner.



3. Because of the scale of the Drawings, certain basic items/materials and quantities thereof, (e.g. fittings, connectors, flanges, unions, pipe wells, couplings, hangers, sleeves, clamps, screws, hooks, inserts, pipe mounted - meters, gauges, sensors, etc.) may not be shown, but where such items are required by other sections of the Specifications or where they are required for proper installation of the Work, such items shall be furnished and installed and the cost thereof, reflected in the Base Bid.
4. The determination of quantities mechanical and plumbing end-use systems and equipment required shall be made by the Contractor from the Drawings. Interferences and quantities and locations of basic items/materials may not be indicated on the Drawings and will require field verification and determination by the Contractor.
5. The Contractor shall coordinate the location and method of support of the mechanical systems with that of all installations under other Divisions and Sections of the Specifications.

## PART 2 - PRODUCTS

### 2.1 MANUFACTURERS

- A. In other Part 2 articles where subparagraph titles below introduce lists, the following requirements apply for product selection:
  1. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products that may be incorporated into the Work include, but are not limited to, the manufacturers specified.
  2. Manufacturers: Subject to compliance with requirements, provide products by the manufacturers specified.

### 2.2 PIPE, TUBE, AND FITTINGS

- A. Refer to individual Division 23 piping Sections for pipe, tube, and fitting materials and joining methods.

### 2.3 JOINING MATERIALS

- A. Refer to individual Division 23 piping Sections for special joining materials not listed below.

### 2.4 DIELECTRIC FITTINGS

- A. Description: Combination fitting of copper alloy and ferrous materials with threaded, solder-joint, plain, or weld-neck end connections that match piping system materials.
- B. Insulating Material: Suitable for system fluid, pressure, and temperature.
- C. Dielectric Unions: Factory-fabricated, union assembly, for 250 psig minimum working pressure at 180 deg F.

1. Manufacturers:
  - a. Central Plastics Company.
  - b. Epcos Sales, Inc.
  - c. Hart Industries, International, Inc.
  - d. Watts Industries, Inc., Water Products Div.
  - e. Zurn Industries, Inc., Wilkins Div.
  
- D. Dielectric Flanges: Factory-fabricated, companion-flange assembly, for 150 or 300 psig minimum working pressure as required to suit system pressures.
  1. Manufacturers:
    - a. Central Plastics Company.
    - b. Epcos Sales, Inc.
    - c. Watts Industries, Inc.; Water Products Div.
  
- E. Dielectric-Flange Kits: Companion-flange assembly for field assembly. Include flanges, full-face- or ring-type neoprene or phenolic gasket, phenolic or polyethylene bolt sleeves, phenolic washers, and steel backing washers.
  1. Manufacturers:
    - a. Advance Products & Systems, Inc.
    - b. Calpico, Inc.
    - c. Central Plastics Company.
    - d. Pipeline Seal and Insulator, Inc.
  
  2. Separate companion flanges and steel bolts and nuts shall have 150 or 300 psig minimum working pressure where required to suit system pressures.
  
- F. Dielectric Couplings: Galvanized-steel coupling with inert and noncorrosive, thermoplastic lining; threaded ends; and 300 psig minimum working pressure at 225 deg F.
  1. Manufacturers:
    - a. Calpico, Inc.
    - b. Lochinvar Corp.

## PART 3 - EXECUTION

### 3.1 MECHANICAL DEMOLITION

- A. Refer to Division 01 Sections for general demolition requirements and procedures.
- B. Disconnect, demolish, and remove mechanical systems, equipment, and components indicated to be removed.

1. Piping to Be Removed: Remove portion of piping indicated to be removed and cap or plug remaining piping with same or compatible piping material.
  2. Piping to Be Abandoned in Place: Drain piping and cap or plug piping with same or compatible piping material.
  3. Equipment to Be Removed: Disconnect and cap services and remove equipment.
  4. Equipment to Be Removed and Reinstalled: Disconnect and cap services and remove, clean, and store equipment; when appropriate, reinstall, reconnect, and make equipment operational.
  5. Equipment to Be Removed and Salvaged: Disconnect and cap services and remove equipment and deliver to Owner.
- C. If pipe, insulation, or equipment to remain is damaged in appearance or is unserviceable, remove damaged or unserviceable portions and replace with new products of equal capacity and quality.

### 3.2 PIPING SYSTEMS - COMMON REQUIREMENTS

- A. Drawing Plans, schematics, and diagrams indicate general location and arrangement of piping systems. Indicated locations and arrangements were used to size pipe and calculate friction loss, expansion, pump sizing, and other design considerations. Install piping as indicated unless deviations to layout are approved on Coordination Drawings.
- B. Install piping in concealed locations, unless otherwise indicated and except in equipment rooms and service areas.
- C. Install piping indicated to be exposed and piping in equipment rooms and service areas at right angles or parallel to building walls. Diagonal runs are prohibited unless specifically indicated otherwise.
- D. Install piping to permit valve servicing.
- E. Install piping at indicated slopes.
- F. Install piping free of sags and bends.
- G. Install fittings for changes in direction and branch connections.
- H. Install piping to allow application of insulation.
- I. Select system components with pressure rating equal to or greater than system operating pressure.
- J. Fire-Barrier Penetrations: Maintain indicated fire rating of walls, partitions, ceilings, and floors at pipe penetrations. Seal pipe penetrations with firestop materials.

### 3.3 PIPING JOINT CONSTRUCTION

- A. Join pipe and fittings according to the following requirements.

- B. Ream ends of pipes and tubes and remove burrs. Bevel plain ends of steel pipe.
- C. Remove scale, slag, dirt, and debris from inside and outside of pipe and fittings before assembly.
- D. Soldered Joints: Apply ASTM B 813, water-flushable flux, unless otherwise indicated, to tube end. Construct joints according to ASTM B 828 or CDA's "Copper Tube Handbook," using lead-free solder alloy complying with ASTM B 32.
- E. Brazed Joints: Construct joints according to AWS's "Brazing Handbook," "Pipe and Tube" Chapter, using copper-phosphorus brazing filler metal complying with AWS A5.8.
- F. Threaded Joints: Thread pipe with tapered pipe threads according to ASME B1.20.1. Cut threads full and clean using sharp dies. Ream threaded pipe ends to remove burrs and restore full ID. Join pipe fittings and valves as follows:
  - 1. Apply appropriate tape or thread compound to external pipe threads unless dry seal threading is specified.
  - 2. Damaged Threads: Do not use pipe or pipe fittings with threads that are corroded or damaged. Do not use pipe sections that have cracked or open welds.
- G. Welded Joints: Construct joints according to AWS D10.12, using qualified processes and welding operators according to Part 1 "Quality Assurance" Article.
- H. Flanged Joints: Select appropriate gasket material, size, type, and thickness for service application. Install gasket concentrically positioned. Use suitable lubricants on bolt threads.

### 3.4 PIPING CONNECTIONS

- A. Make connections according to the following, unless otherwise indicated:
  - 1. Install unions, in piping NPS 2 and smaller, adjacent to each valve and at final connection to each piece of equipment.
  - 2. Install flanges, in piping NPS 2-1/2 and larger, adjacent to flanged valves and at final connection to each piece of equipment.
  - 3. Wet Piping Systems: Install dielectric coupling and nipple fittings to connect piping materials of dissimilar metals.

### 3.5 EQUIPMENT INSTALLATION - COMMON REQUIREMENTS

- A. Install equipment to allow maximum possible headroom unless specific mounting heights are indicated.
- B. Install equipment level and plumb, parallel and perpendicular to other building systems and components in exposed interior spaces, unless otherwise indicated.

- C. Install mechanical equipment to facilitate service, maintenance, and repair or replacement of components. Connect equipment for ease of disconnecting, with minimum interference to other installations. Extend grease fittings to accessible locations.
- D. Install equipment to allow right of way for piping installed at required slope.

### 3.6 PAINTING

- A. Damage and Touchup: Repair marred and damaged factory-painted finishes with materials and procedures to match original factory finish.

### 3.7 CONCRETE BASES

- A. Concrete Bases: Anchor equipment to the existing concrete base according to equipment manufacturer's written instructions and according to seismic codes at Project.
  - 1. Place and secure anchorage devices. Use supported equipment manufacturer's setting Drawings, templates, diagrams, instructions, and directions furnished with items to be embedded.
  - 2. Install anchor bolts to elevations required for proper attachment to supported equipment.
  - 3. Install anchor bolts according to anchor-bolt manufacturer's written instructions.

END OF SECTION 230500

SECTION 230513 - COMMON MOTOR REQUIREMENTS FOR HVAC EQUIPMENT

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. This Section includes basic requirements for factory-installed motors.

1.3 DEFINITIONS

- A. Factory-Installed Motor: A motor installed by motorized-equipment manufacturer as a component of equipment.

1.4 QUALITY ASSURANCE

- A. Source Limitations: Obtain field-installed motors of a single type through one source from a single manufacturer.
- B. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, Article 100, by a testing agency acceptable to authorities having jurisdiction, and marked for intended use.
- C. Comply with NFPA 70.

1.5 COORDINATION

- A. Coordinate features of motors, installed units, and accessory devices. Provide motors that are:
  - 1. Compatible with the following:
    - a. Magnetic controllers.
  - 2. Designed and labeled for use with variable frequency controllers, and suitable for use throughout speed range without overheating.
  - 3. Matched to torque and horsepower requirements of the load.
  - 4. Matched to ratings and characteristics of supply circuit and required control sequence.

- B. Coordinate motor support with requirements for driven load; access for maintenance and motor replacement; installation of accessories, belts, belt guards; and adjustment of sliding rails for belt tensioning.
- C. Coordinate size and location of concrete bases. Cast anchor-bolt inserts into bases. Concrete, reinforcement, and formwork requirements are specified in Division 03 Section.

## PART 2 - PRODUCTS

### 2.1 MOTOR REQUIREMENTS

- A. Motor requirements apply to factory-installed and field-installed motors except as follows:
  - 1. Different ratings, performance, or characteristics for a motor are specified in another Section.
  - 2. Manufacturer for a factory-installed motor requires ratings, performance, or characteristics, other than those specified in this Section, to meet performance specified.

### 2.2 MOTOR CHARACTERISTICS

- A. Motors 3/4 HP and Larger: Three phase.
- B. Frequency Rating: 60 Hz.
- C. Voltage Rating: NEMA standard voltage selected to operate on nominal circuit voltage to which motor is connected.
- D. Service Factor: 1.15 for open drip proof motors; 1.0 for totally enclosed motors.
- E. Duty: Continuous duty at ambient temperature of 105 deg F and at altitude of 3300 feet above sea level.
- F. Capacity and Torque Characteristics: Sufficient to start, accelerate, and operate connected loads at designated speeds, at installed altitude and environment, with indicated operating sequence, and without exceeding nameplate ratings or considering service factor.
- G. Enclosure: Open drip proof or Totally enclosed fan cooled (TEFC).

### 2.3 POLYPHASE MOTORS

- A. Description: NEMA MG 1, Design B, medium induction motor.
- B. Efficiency: AC polyphase induction motors NEMA Nominal Efficiency shall meet or exceed the efficiency standards listed. The NEMA Nominal Rating is identified on the motor nameplate.

| Motors (full load) |      |          |      |
|--------------------|------|----------|------|
| HP                 | 1200 | RPM 1800 | 3600 |
| 5                  | 87.5 | 87.5     | 87.5 |
| 7.5                | 89.5 | 89.5     | 88.5 |
| 10                 | 89.5 | 89.5     | 89.5 |
| 15                 | 90.2 | 91.0     | 90.2 |
| 20                 | 90.2 | 91.0     | 90.2 |
| 25                 | 91.7 | 92.4     | 91.0 |
| 30                 | 91.7 | 92.4     | 91.0 |
| 40                 | 93.0 | 93.0     | 91.7 |
| 50                 | 93.0 | 93.0     | 92.4 |

- C. Stator: Copper windings, unless otherwise indicated.
- D. Rotor: Squirrel cage, unless otherwise indicated.
- E. Bearings: Double-shielded, prelubricated ball bearings suitable for radial and thrust loading.
- F. Temperature Rise: Match insulation rating, unless otherwise indicated.
- G. Insulation: Class F, unless otherwise indicated.
- H. Code Letter Designation:
  - 1. Motors 15 HP and Larger: NEMA starting Code F or G.
  - 2. Motors Smaller Than 15 HP: Manufacturer's standard starting characteristic.
- I. Enclosure: Cast iron for motors 7.5 hp and larger; rolled steel for motors smaller than 7.5 hp.
  - 1. Finish: Gray enamel.

#### 2.4 POLYPHASE MOTORS WITH ADDITIONAL REQUIREMENTS

- A. Motors Used with Reduced-Inrush Controllers: Match wiring connection requirements for controller with required motor leads. Provide terminals in motor terminal box, suited to control method.



- B. Motors Used with Variable Frequency Controllers: Ratings, characteristics, and features coordinated with and approved by controller manufacturer.
  - 1. Designed with critical vibration frequencies outside operating range of controller output.
  - 2. Temperature Rise: Matched to rating for Class B insulation.
  - 3. Insulation: Class H.
  - 4. Thermal Protection: Comply with NEMA MG 1 requirements for thermally protected motors.
  - 5. Grounding Ring
  
- C. Source Quality Control: Perform the following tests on each motor according to NEMA MG 1:
  - 1. Measure winding resistance.
  - 2. Read no-load current and speed at rated voltage and frequency.
  - 3. Measure locked rotor current at rated frequency.
  - 4. Perform high-potential test.

### PART 3 - EXECUTION

#### 3.1 FIELD QUALITY CONTROL FOR FACTORY-INSTALLED MOTORS

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

END OF SECTION 230513

## SECTION 230519 - METERS AND GAGES FOR HVAC PIPING

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

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

#### 1.2 SUMMARY

- A. This Section includes the following meters and gages for mechanical systems:
  - 1. Thermometers.
  - 2. Gages.

#### 1.3 SUBMITTALS

- A. Product Data: For each type of product indicated; include performance curves, Shop Drawings, product certification, operation and maintenance data.

### PART 2 - PRODUCTS

#### 2.1 MANUFACTURERS

- A. In other Part 2 articles where titles below introduce lists, the following requirements apply to product selection:
  - 1. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products that may be incorporated into the Work include, but are not limited to, manufacturers specified.
  - 2. Manufacturers: Subject to compliance with requirements, provide products by one of the manufacturers specified.

#### 2.2 METAL CASE, LIQUID-IN-GLASS THERMOMETERS

- A. Manufacturers:
  - 1. Palmer - Wahl Instruments Inc.
  - 2. Trerice, H. O. Co.
  - 3. MILJOCO Corporation.
  - 4. Weiss Instruments, Inc.

- B. Case: Die-cast aluminum, 7 inches long.
- C. Tube: Red or blue reading, mercury or organic filled, with magnifying lens.
- D. Tube Background: Satin-faced, nonreflective aluminum with permanently etched scale markings.
- E. Window: Glass.
- F. Connector: Adjustable type, 180 degrees in vertical plane, 360 degrees in horizontal plane, with locking device.
- G. Stem: Metal, for installation in mounting bracket or well and of length to suit installation.
- H. Mounting Bracket for Ducts: Flanged fitting for attachment to duct and made to hold thermometer stem.
- I. Accuracy: Plus or minus 1 percent of range or plus or minus 1 scale division to maximum of 1.5 percent of range.

### 2.3 THERMOWELLS

- A. Manufacturers: Same as manufacturer of thermometer being used.
- B. Description: Pressure-tight, socket-type metal fitting made for insertion into piping and of type, diameter, and length required to hold thermometer.

### 2.4 PRESSURE GAGES

- A. Manufacturers:
  - 1. Ashcroft Commercial Instrument Operations; Dresser Industries; Instrument Div.
  - 2. Ernst Gage Co.
  - 3. Eugene Ernst Products Co.
  - 4. Marsh Bellofram.
  - 5. MILJOCO Corporation
  - 6. Palmer - Wahl Instruments Inc.
  - 7. Trerice, H. O. Co.
  - 8. Weiss Instruments, Inc.
  - 9. Weksler Instruments Operating Unit; Dresser Industries; Instrument Div.
- B. Direct-Mounting, Dial-Type Pressure Gages: Indicating-dial type complying with ASME B40.100.
  - 1. Case: Liquid-filled type, drawn steel or cast aluminum, 4-1/2 inch diameter.
  - 2. Pressure-Element Assembly: Bourdon tube, unless otherwise indicated.
  - 3. Pressure Connection: Brass, NPS 1/4, bottom-outlet type unless back-outlet type is indicated.

4. Movement: Mechanical, with link to pressure element and connection to pointer.
5. Dial: Satin-faced, nonreflective aluminum with permanently etched scale markings.
6. Pointer: Red or other dark-color metal.
7. Window: Glass.
8. Ring: Metal.
9. Accuracy: Grade A, plus or minus 1 percent of middle half scale.
10. Vacuum-Pressure Range: 30-in. Hg of vacuum to 15 psig of pressure.
11. Range for Fluids under Pressure: Two times operating pressure.

C. Pressure-Gage Fittings:

1. Valves: NPS 1/4 brass ball valve with teflon seat equal to Trerice Model #866.
2. Syphons: NPS 1/4 coil of brass tubing with threaded ends.
3. Snubbers: ASME B40.5, NPS 1/4 brass bushing with corrosion-resistant, porous-metal disc of material suitable for system fluid and working pressure.

### PART 3 - EXECUTION

#### 3.1 APPLICATIONS

- A. Install meters and gages as indicated.
- B. Provide the following temperature ranges for thermometers:
  1. Heating Hot Water: 30 to 240 deg F, with 2-degree scale divisions.
  2. Condenser Water: 0 to 160 deg F, with 2-degree scale divisions.
  3. Chilled Water: 0 to 100 deg F, with 2-degree scale divisions.

#### 3.2 GAGE APPLICATIONS

- A. Install liquid-filled-case-type pressure gages at hot, chilled and condenser-water inlets and outlets of the heat pumps.
- B. Install liquid-filled-case-type pressure gages at suction and discharge of each pump.

#### 3.3 INSTALLATIONS

- A. Install direct-mounting thermometers and adjust vertical and tilted positions.
- B. Install thermowells with socket extending one-third of diameter of pipe and in vertical position in piping tees where thermometers are indicated.
- C. Install direct-mounting pressure gages in piping tees with pressure gage located on pipe at most readable position.
- D. Install ball-valve and snubber fitting in piping for each pressure gage for fluids.

3.4 ADJUSTING

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

END OF SECTION 230519

SECTION 230523 - GENERAL-DUTY VALVES FOR HVAC PIPING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. This Section includes general duty valves common to several mechanical piping systems.

1.3 SUBMITTALS

- A. General: Submit each item in this Article according to the Conditions of the Contract and Division 01 Specification Sections.
- B. Product Data for each valve type. Include body material, valve design, pressure and temperature classification, end connection details, seating materials, trim material and arrangement, dimensions and required clearances, and installation instructions. Include list indicating valve and its application.

1.4 QUALITY ASSURANCE

- A. Single-Source Responsibility: Comply with the requirements specified in Division 01 Section "Materials and Equipment," under "Source Limitations" Paragraph.
- B. ASME Compliance: Comply with ASME B31.9 for building services piping and ASME B31.1 for power piping.
- C. MSS Compliance: Comply with the various MSS Standard Practice documents referenced.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products that may be incorporated in the Work include, but are not limited to, the following:
- B. Manufacturers: Subject to compliance with requirements, provide products by one of the following:

1. Ball Valves:
  - a. Conbraco Industries, Inc.; Apollo Division.
  - b. Milwaukee Valve Company, Inc.
  - c. Hammond Valve.
  - d. Kitz Corporation of America.
  - e. Victaulic Company of America.
  - f. NIBCO, Inc.
  - g. Watts Industries, Inc.
  
2. Butterfly Valves:
  - a. Crane Company; Valves and Fitting Division.
  - b. General Signal; DeZurik Unit.
  - c. Grinnell Corp.
  - d. Hammond Valve.
  - e. Keystone Valve USA, Inc.
  - f. Kitz Corporation of America.
  - g. Line, Mark Controls Corporation.
  - h. Milwaukee Valve Company, Inc.
  - i. NIBCO Inc.
  - j. Victaulic Company of America.
  
3. Swing Check Valves:
  - a. Crane Company; Valves and Fitting Division.
  - b. Hammond Valve.
  - c. Kitz Corporation of America.
  - d. Milwaukee Valve Company, Inc.
  - e. NIBCO, Inc.
  - f. Powell: Wm. Powell Company (The).
  - g. Victaulic Company of America.
  - h. Watts Industries, Inc.

## 2.2 BASIC, COMMON FEATURES

- A. Pressure and Temperature Ratings: As indicated in the "Application Schedule" of Part 3 of this Section and as required to suit system pressures and temperatures.
  
- B. Sizes: Same size as upstream pipe, unless otherwise indicated.
  
- C. Operators: Use specified operators and handwheels, except provide the following special operator features:
  1. Handwheels: For valves other than quarter turn.
  2. Lever Handles: For quarter-turn valves 6 inches and smaller, except for plug valves, which shall have square heads.
  3. Gear-Drive Operators: For quarter-turn valves 8 inches and larger.

- D. Extended Stems: Where insulation is indicated or specified, provide extended stems arranged to receive insulation.
- E. Bypass and Drain Connections: Comply with MSS SP-45 bypass and drain connections.
- F. Threads: ASME B1.20.1.
- G. Flanges: ASME B16.1 for cast iron, ASME B16.5 for steel, and ASME B16.24 for bronze valves.

### 2.3 BALL VALVES

- A. Ball Valves, 2 Inches and Smaller: MSS SP-110, Class 150, 600 psi CWP, ASTM B 584 bronze body and bonnet, 2-piece construction; chrome-plated brass ball, standard port for 1/2-inch valves and smaller and conventional port for 3/4-inch valves and larger; blowout proof; bronze or brass stem; Teflon seats and seals. Ball valves shall be full-port type for steam condensate applications as indicated.
  - 1. Operator: Vinyl-covered steel lever handle.
  - 2. Stem Extension: For valves installed in insulated piping.
- B. End Connection: Threaded.

### 2.4 BUTTERFLY VALVES

- A. Butterfly Valves: MSS SP-67, 200 psi CWP, 150 psi maximum pressure differential, ASTM A 126 cast-iron body and bonnet, extended neck, stainless-steel stem, EPDM sleeve and stem seals, wafer, lug, or grooved style:
  - 1. Disc Type: Nickel-plated ductile iron for HVAC and plumbing.
  - 2. Operator for Sizes 2 Inches to 6 Inches: Lever handle with latch lock.
  - 3. Operator for Sizes 8 Inches to 24 Inches: Gear operator with position indicator.
- B. Valves shall be capable of bubble-tight dead-end shut-off at full rated pressure without the need of a downstream blind flange.

### 2.5 CHECK VALVES

- A. Swing Check Valves, 2 Inches and Smaller: MSS SP-80; Class 125, 200 psi CWP, or Class 150, 300 psi CWP; horizontal swing, Y-pattern, ASTM B 62 cast-bronze body and cap, rotating bronze disc with rubber seat or composition seat.
- B. End Connection: Threaded.
- C. Swing Check Valves, 2-1/2 Inches and Larger: MSS SP-71, Class 125, 200 psi CWP, ASTM A 126 cast-iron body and bolted cap, horizontal-swing bronze disc, flanged or grooved end connections.



### PART 3 - EXECUTION

#### 3.1 EXAMINATION

- A. Examine piping system for compliance with requirements for installation tolerances and other conditions affecting performance of valves. Do not proceed with installation until unsatisfactory conditions have been corrected.
- B. Examine valve interior for cleanliness, freedom from foreign matter, and corrosion. Remove special packing materials, such as blocks, used to prevent disc movement during shipping and handling.
- C. Operate valves from fully open to fully closed positions. Examine guides and seats made accessible by such operation.
- D. Examine threads on valve and mating pipe for form and cleanliness.
- E. Examine mating flange faces for conditions that might cause leakage. Check bolting for proper size, length, and material. Check gasket material for proper size, material composition suitable for service, and freedom from defects and damage.
- F. Do not attempt to repair defective valves; replace with new valves.

#### 3.2 INSTALLATION

- A. Install valves as indicated, according to manufacturer's written instructions.
- B. Install valves with unions or flanges at each piece of equipment arranged to allow servicing, maintenance, and equipment removal without system shutdown.
- C. Locate valves for easy access and provide separate support where necessary.
- D. Install valves in horizontal piping with stem at or above the center of the pipe.
- E. Install valves in a position to allow full stem movement.
- F. Installation of Check Valves: Install for proper direction of flow as follows:
  - 1. Swing Check Valves: Horizontal position with hinge pin level.

#### 3.3 VALVE END SELECTION

- A. Select valves with the following ends or types of pipe/tube connections:
  - 1. Copper Tube Size, 2 Inches and Smaller: Threaded ends.
  - 2. Steel Pipe Sizes, 2 Inches and Smaller: Threaded or grooved end.
  - 3. Steel Pipe Sizes, 2-1/2 Inches and Larger: Grooved end or flanged.

### 3.4 APPLICATION SCHEDULE

- A. General Application: Use gate, ball, and butterfly valves for shutoff duty; globe, ball, and butterfly for throttling duty. Refer to piping system Specification Sections for specific valve applications and arrangements. Select trim to suit piping systems:
- B. Heating Water Systems: Use the following valve types.
  - 1. Ball Valves: Class 150, 600 psi CWP, with stem extension and memory stop.
  - 2. Butterfly Valves: Nickel-plated ductile iron or aluminum bronze EPDM or Buna N sleeve and stem seals.
  - 3. Bronze Swing Check: Class 150, with composition seat.
  - 4. Check Valves: Iron swing, wafer, or lift type, as indicated. Swing check shall be Class 150 with bronze seat ring.
- C. Chilled-Water Systems: Use the following valve types.
  - 1. Ball Valves: Class 150, 600 psi CWP, with stem extension and memory stop.
  - 2. Butterfly Valves: Nickel-plated ductile iron disc; EPDM sleeve and stem seals.
  - 3. Check Valves: Class 125, bronze body swing check with rubber seat; Class 125, cast-iron body swing check; Class 125, cast-iron body silent check; or Class 125, cast-iron body lift check.
- D. Condenser Water Systems: Use the following valve types.
  - 1. Butterfly Valves: Aluminum bronze disc; EPDM sleeve and stem seals.
  - 2. Check Valves: Class 125, bronze body swing check with rubber seat; Class 125, cast-iron body swing check; Class 125, cast-iron body silent check; or Class 125, cast-iron body lift check.

### 3.5 ADJUSTING

- A. Adjust or replace packing after piping systems have been tested and put into service, but before final adjusting and balancing. Replace valves if leak persists.

END OF SECTION 230523

SECTION 230529 - HANGERS AND SUPPORTS FOR HVAC PIPING AND EQUIPMENT

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

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

1.3 DEFINITIONS

- A. MSS: Manufacturers Standardization Society of The Valve and Fittings Industry Inc.

1.4 SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Shop Drawings: For multiple piping supports and trapeze hangers, show fabrication and installation details and include calculations. Details shall indicate connections to equipment, piping and structure.
- C. Welding certificates.

1.5 QUALITY ASSURANCE

- A. Structural Steel Welding Qualifications: Qualify procedures and personnel according to AWS D1.1/D1.1M, "Structural Welding Code - Steel."
- B. Pipe Welding Qualifications: Qualify procedures and operators according to ASME Boiler and Pressure Vessel Code.
- C. Thermal-Hanger shield inserts shall be installed at the time of hanger installation.

## PART 2 - PRODUCTS

### 2.1 METAL PIPE HANGERS AND SUPPORTS

#### A. Carbon-Steel Pipe Hangers and Supports:

1. Description: MSS SP-58, Types 1 through 58, factory-fabricated components.
2. Galvanized Metallic Coatings: Pregalvanized or hot dipped.
3. Nonmetallic Coatings: Plastic coating, jacket, or liner.
4. Padded Hangers: Hanger with fiberglass or other pipe insulation pad or cushion to support bearing surface of piping.
5. Hanger Rods: Continuous-thread rod, nuts, and washer made of carbon steel.

#### B. Copper Pipe Hangers:

1. Description: MSS SP-58, Types 1 through 58, copper-coated-steel, factory-fabricated components.
2. Hanger Rods: Continuous-thread rod, nuts, and washer made of copper-coated steel.

### 2.2 THERMAL-HANGER SHIELD INSERTS

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

1. Carpenter & Paterson, Inc.
2. ERICO International Corporation.
3. Mechanical Pipe Shields "SNAP-ITZ."
4. National Pipe Hanger Corporation.
5. PHS Industries, Inc.
6. Pipe Shields, Inc.; a subsidiary of Piping Technology & Products, Inc.
7. Piping Technology & Products, Inc.
8. Rilco Manufacturing Co., Inc.
9. TOLCO a brand of Nibco.
10. Value Engineered Products, Inc.

#### B. Insulation-Insert Material for Cold Piping: ASTM C 591, Type VI, Grade 1 polyisocyanurate with 125-psig or water-repellent treated, ASTM C 533, Type I calcium silicate, minimum compressive strength and vapor barrier.

#### C. For Clevis or Band Hangers: Insert and shield shall cover lower 180 degrees of pipe.

#### D. Insert Length: Extend 2 inches beyond sheet metal shield for piping operating below ambient air temperature.

## 2.3 FASTENER SYSTEMS

- A. Powder-Actuated Fasteners: Threaded-steel stud, for use in hardened portland cement concrete with pull-out, tension, and shear capacities appropriate for supported loads and building materials where used.
- B. Mechanical-Expansion Anchors: Insert-wedge-type, zinc-coated steel anchors, for use in hardened portland cement concrete; with pull-out, tension, and shear capacities appropriate for supported loads and building materials where used.

## 2.4 EQUIPMENT SUPPORTS

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

## 2.5 MISCELLANEOUS MATERIALS

- A. Structural Steel: ASTM A 36/A 36M, carbon-steel plates, shapes, and bars; black and galvanized.
- B. Grout: ASTM C 1107, factory-mixed and -packaged, dry, hydraulic-cement, nonshrink and nonmetallic grout; suitable for interior and exterior applications.
  - 1. Properties: Nonstaining, noncorrosive, and nongaseous.
  - 2. Design Mix: 5000-psi, 28-day compressive strength.

## PART 3 - EXECUTION

### 3.1 HANGER AND SUPPORT INSTALLATION

- A. Metal Pipe-Hanger Installation: Comply with MSS SP-69 and MSS SP-89. Install hangers, supports, clamps, and attachments as required to properly support piping from the building structure.
- B. Metal Framing System Installation: Arrange for grouping of parallel runs of piping, and support together on field-assembled metal framing systems.
- C. Thermal-Hanger Shield Installation: Installed by Mechanical Contractor at time of hanger installation. Inserts are required on all cold piping 2 inch and larger.
- D. Fastener System Installation:
  - 1. Install powder-actuated fasteners for use in lightweight concrete or concrete slabs less than 4 inches thick in concrete after concrete is placed and completely cured. Use operators that are licensed by powder-actuated tool manufacturer. Install fasteners according to powder-actuated tool manufacturer's operating manual.

2. Install mechanical-expansion anchors in concrete after concrete is placed and completely cured. Install fasteners according to manufacturer's written instructions.
- E. Install hangers and supports complete with necessary attachments, inserts, bolts, rods, nuts, washers, and other accessories.
- F. Equipment Support Installation: Fabricate from welded-structural-steel shapes.
- G. Install hangers and supports to allow controlled thermal and seismic movement of piping systems, to permit freedom of movement between pipe anchors, and to facilitate action of expansion joints, expansion loops, expansion bends, and similar units.
- H. Install lateral bracing with pipe hangers and supports to prevent swaying.
- I. Install building attachments within concrete slabs or attach to structural steel. Install additional attachments at concentrated loads, including valves, flanges, and strainers, **NPS 2-1/2** and larger and at changes in direction of piping. Install concrete inserts before concrete is placed; fasten inserts to forms and install reinforcing bars through openings at top of inserts.
- J. Load Distribution: Install hangers and supports so that piping live and dead loads and stresses from movement will not be transmitted to connected equipment.
- K. Pipe Slopes: Install hangers and supports to provide indicated pipe slopes and to not exceed maximum pipe deflections allowed by ASME B31.9 for building services piping.
- L. Insulated Piping:
  1. Attach clamps and spacers to piping.
    - a. Piping Operating above Ambient Air Temperature: Clamp may project through insulation.
    - b. Piping Operating below Ambient Air Temperature: Use thermal-hanger shield insert with clamp sized to match OD of insert for pipes 2 inches and larger. Run insulation continuously through hanger and install a galvanized Type 40 insulation shield between hanger and insulation for pipes smaller than 2 inches.
    - c. Do not exceed pipe stress limits allowed by ASME B31.9 for building services piping.
  2. Where indicated, install MSS SP-58, Type 39, protection saddles if insulation without vapor barrier is indicated. Fill interior voids with insulation that matches adjoining insulation.
  3. Install MSS SP-58, Type 40, protective shields on cold piping with vapor barrier smaller than 2 inches. Shields shall span an arc of 180 degrees.
  4. Shield Dimensions for Pipe: Not less than the following:
    - a. NPS 1/4 to NPS 3-1/2: 12 inches long and 0.048 inch thick.
    - b. NPS 4: 12 inches long and 0.06 inch thick.
    - c. NPS 5 and NPS 6: 18 inches long and 0.06 inch thick.
    - d. NPS 8 to NPS 14: 24 inches long and 0.075 inch thick.

5. Thermal-Hanger Shields: Install with insulation same thickness as piping insulation.

### 3.2 EQUIPMENT SUPPORTS

- A. Grouting: Place grout under supports for equipment and make bearing surface smooth.

### 3.3 METAL FABRICATIONS

- A. Cut, drill, and fit miscellaneous metal fabrications for equipment supports.
- B. Fit exposed connections together to form hairline joints. Field weld connections that cannot be shop welded because of shipping size limitations.
- C. Field Welding: Comply with AWS D1.1/D1.1M procedures for shielded, metal arc welding; appearance and quality of welds; and methods used in correcting welding work; and with the following:
  1. Use materials and methods that minimize distortion and develop strength and corrosion resistance of base metals.
  2. Obtain fusion without undercut or overlap.
  3. Remove welding flux immediately.
  4. Finish welds at exposed connections so no roughness shows after finishing and so contours of welded surfaces match adjacent contours.

### 3.4 ADJUSTING

- A. Hanger Adjustments: Adjust hangers to distribute loads equally on attachments and to achieve indicated slope of pipe.
- B. Trim excess length of continuous-thread hanger and support rods.

### 3.5 PAINTING

- A. Touchup: Clean field welds and abraded areas of shop paint. Paint exposed areas immediately after erecting hangers and supports. Use same materials as used for shop painting. Comply with SSPC-PA 1 requirements for touching up field-painted surfaces.
  1. Apply paint by brush or spray to provide a minimum dry film thickness of 2.0 mils.
- B. Touchup: Cleaning and touchup painting of field welds, bolted connections, and abraded areas of shop paint on miscellaneous metal are specified in Division 09 painting Sections.
- C. Galvanized Surfaces: Clean welds, bolted connections, and abraded areas and apply galvanizing-repair paint to comply with ASTM A 780.

3.6 HANGER AND SUPPORT SCHEDULE

- A. Specific hanger and support requirements are in Sections specifying piping systems and equipment.
- B. Comply with MSS SP-69 for pipe-hanger selections and applications that are not specified in piping system Sections.
- C. Use hangers and supports with galvanized metallic coatings for piping and equipment that will not have field-applied finish.
- D. Use nonmetallic coatings on attachments for electrolytic protection where attachments are in direct contact with copper tubing.
- E. Use carbon-steel pipe hangers and supports and attachments for general service applications.
- F. Use copper-plated pipe hangers and copper attachments for copper piping and tubing.
- G. Use thermal-hanger shield inserts for cold insulated piping and tubing.
- H. Horizontal-Piping Hangers and Supports: Unless otherwise indicated and except as specified in piping system Sections, install the following types:

| Pipe Size | Pipe Material | MSS Hanger Type | Manufacturer/Model        | Notes |
|-----------|---------------|-----------------|---------------------------|-------|
| 1/2" - 4" | Bare Steel    | Type 1          | ANVIL Fig. 65             |       |
| 5" - 14"  | Bare Steel    | Type 1          | ANVIL Fig. 260            |       |
| 1/2" - 4" | Bare Copper   | Type 9          | ANVIL Fig. CT-99 or CT-65 |       |

- I. Hanger-Rod Attachments: Unless otherwise indicated and except as specified in piping system Sections, install the following types:
  - 1. Steel Turnbuckles (MSS Type 13): For adjustment up to 6 inches for heavy loads.
  - 2. Steel Clevises (MSS Type 14): For 120 to 450 deg F piping installations.
  - 3. Swivel Turnbuckles (MSS Type 15): For use with MSS Type 11, split pipe rings.
  - 4. Malleable-Iron Sockets (MSS Type 16): For attaching hanger rods to various types of building attachments.
  - 5. Steel Weldless Eye Nuts (MSS Type 17): For 120 to 450 deg F piping installations.
- J. Building Attachments: Unless otherwise indicated and except as specified in piping system Sections, install the following types:
  - 1. Steel or Malleable Concrete Inserts (MSS Type 18): For upper attachment to suspend pipe hangers from concrete ceiling.



2. Welded-Steel Brackets: For support of pipes from below or for suspending from above by using clip and rod. Use one of the following for indicated loads:
  - a. Light (MSS Type 31): 750 lb.
  - b. Medium (MSS Type 32): 1500 lb.
  - c. Heavy (MSS Type 33): 3000 lb.
  
- K. Saddles and Shields: Unless otherwise indicated and except as specified in piping system Sections, install the following types:
  1. Steel-Pipe-Covering Protection Saddles (MSS Type 39): To fill interior voids with insulation that matches adjoining insulation.
  2. Protection Shields (MSS Type 40): Of length recommended in writing by manufacturer to prevent crushing insulation.
  3. Thermal-Hanger Shield Inserts: For supporting insulated pipe.
  
- L. Use powder-actuated fasteners or mechanical-expansion anchors instead of building attachments where required in concrete construction.

END OF SECTION 230529

SECTION 230549 - SEISMIC CONTROLS FOR HVAC

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. This Section includes the following:
  - 1. Seismic snubbers.
  - 2. Restraining braces and cables.
  - 3. Restrained isolators.
- B. It is the intent of this section to have the seismic bracing requirements designed by the approved seismic equipment manufacturer and installed by the mechanical contractor. The seismic manufacturer shall be responsible for the structural design of attachment hardware as required to attach snubbers to both the equipment and supporting structure. The manufacturer shall submit seismic shop drawings showing type and location of restraint devices as required to meet the code and performance requirements specified herein. The work under this section shall include all materials and labor necessary for complete execution of installation of seismic restraint assemblies as required per IBC code requirements.
- C. The requirements of this seismic restraint section are in addition to other requirements as specified for support and attachment of equipment and mechanical services.

1.3 DEFINITIONS

- A. IBC: International Building Code.

1.4 PERFORMANCE REQUIREMENT

- A. Seismic-Restraint Loading:
  - 1. Seismic Design Category as Defined in the IBC.
  - 2. Assigned Seismic Use Group or Building Category as Defined in the IBC.
    - a. Component Importance Factor: (1.0) for all equipment and piping.
    - b. Component Response Modification Factor: As required by IBC 2012 and ASCE 7-10 for specific component.
    - c. Component Amplification Factor: As required by IBC 2012 and ASCE 7-10 for specific component.

## 1.5 SUBMITTALS

- A. Product Data: For the following:
  - 1. Illustrate and indicate style, material, strength, fastening provision, and finish for each type and size of seismic-restraint component used.
    - a. Tabulate types and sizes of seismic restraints, complete with report numbers and rated strength in tension and shear.
    - b. Annotate to indicate application of each product submitted and compliance with requirements.
  - 2. Interlocking Snubbers: Include ratings for horizontal, vertical, and combined loads.
- B. Delegated-Design Submittal: For seismic-restraint details indicated to comply with performance requirements and design criteria, including analysis data signed and sealed by the qualified professional engineer responsible for their preparation.
  - 1. Design Calculations: Calculate requirements for selecting seismic restraints. Certification documents to be signed and sealed by a qualified Professional Engineer with at least 5 years experience in the design of seismic restraints.
  - 2. Seismic Restraint Details: Detail submittal drawings of seismic restraints and snubbers. Show anchorage details and indicate quantity, diameter, and depth of penetration anchors.
  - 3. Seismic Shop Drawings: Floor Plans indicating seismic bracing locations and spacing for piping, and equipment.

## 1.6 QUALITY ASSURANCE

- A. Comply with seismic-restraint requirements in the IBC unless requirements in this Section are more stringent.
- B. Welding: Qualify procedures and personnel according to AWS D1.1/D1.1M, "Structural Welding Code - Steel."
- C. Seismic restraint products shall be of the same manufacturer.
- D. Seismic-restraint devices shall have horizontal and vertical load testing and analysis and shall bear anchorage preapproval OPA number from OSHPD, preapproval by ICC-ES, or preapproval by another agency acceptable to authorities having jurisdiction, showing maximum seismic-restraint ratings. Ratings based on independent testing are preferred to ratings based on calculations. If preapproved ratings are not available, submittals based on independent testing are preferred. Calculations (including combining shear and tensile loads) to support seismic-restraint designs must be signed and sealed by a qualified professional engineer.
- E. All piping is to be restrained to meet code requirements. The seismic restraint manufacturer will provide documentation on maximum restraint spacing for various cable sizes and anchors. In addition, the seismic restraint manufacturer will provide support documentation containing adequate information to allow the installation contractor to make reasonable field modifications to suit special case conditions.

- F. Seismic Restraint Designers/Manufacturers: Subject to compliance with requirements provide seismic design services and products by one of the following:
1. Amber/Booth Co. Inc.
  2. Kinetics Noise Control.
  3. Mason Industries.

## PART 2 - PRODUCTS

### 2.1 RESTRAINED ISOLATORS

- A. Restrained Mounts: All-directional mountings with seismic restraint.
1. Materials: Ductile-iron or welded steel housing containing two separate and opposing, oil-resistant rubber or neoprene elements that prevent central threaded element and attachment hardware from contacting the housing during normal operation.
  2. Neoprene: Shock-absorbing materials compounded according to the standard for bridge-bearing neoprene as defined by AASHTO.
- B. Restrained Spring Isolators: Freestanding, steel, open-spring isolators with seismic or limit-stop restraint.
1. Housing: Steel with resilient vertical-limit stops to prevent spring extension due to weight being removed; factory-drilled baseplate bonded to 1/4-inch thick, neoprene or rubber isolator pad attached to baseplate underside; and adjustable equipment mounting and leveling bolt that acts as blocking during installation.
  2. Restraint: Seismic or limit stop as required for equipment and authorities having jurisdiction.
  3. Outside Spring Diameter: Not less than 80 percent of the compressed height of the spring at rated load.
  4. Minimum Additional Travel: 50 percent of the required deflection at rated load.
  5. Lateral Stiffness: More than 80 percent of rated vertical stiffness.
  6. Overload Capacity: Support 200 percent of rated load, fully compressed, without deformation or failure.

### 2.2 SEISMIC-RESTRAINT DEVICES

- A. General Requirements for Restraint Components: Rated strengths, features, and applications shall be as defined in reports by an agency acceptable to authorities having jurisdiction.
1. Structural Safety Factor: Allowable strength in tension, shear, and pullout force of components shall be at least **[four]** <Insert number> times the maximum seismic forces to which they will be subjected.
- B. Snubbers: Factory fabricated using welded structural-steel shapes and plates, anchor bolts, and replaceable resilient isolation washers and bushings.

1. Anchor bolts for attaching to concrete shall be seismic-rated, drill-in, and stud-wedge or female-wedge type.
  2. Resilient Isolation Washers and Bushings: Oil- and water-resistant neoprene.
  3. Maximum 1/4-inch air gap, and minimum 1/4-inch thick resilient cushion.
- C. Channel Support System: MFMA-3, shop- or field-fabricated support assembly made of slotted steel channels with accessories for attachment to braced component at one end and to building structure at the other end and other matching components and with corrosion-resistant coating; and rated in tension, compression, and torsion forces.
- D. Restraint Cables: ASTM A 603 galvanized steel cables pre-stretched with end connections made of steel assemblies with thimbles, brackets, swivel, and bolts designed for restraining cable service; and with a minimum of two clamping bolts for cable engagement.
- E. Hanger Rod Stiffener: Steel tube or steel slotted-support-system sleeve with internally bolted connections or reinforcing steel angle clamped to hanger rod.
- F. Bushings for Floor-Mounted Equipment Anchor Bolts: Neoprene bushings designed for rigid equipment mountings, and matched to type and size of anchor bolts and studs.
- G. Bushing Assemblies for Wall-Mounted Equipment Anchorage: Assemblies of neoprene elements and steel sleeves designed for rigid equipment mountings, and matched to type and size of attachment devices used.
- H. Resilient Isolation Washers and Bushings: One-piece, molded, oil- and water-resistant neoprene, with a flat washer face.
- I. Mechanical Anchor Bolts: Drilled-in and stud-wedge or female-wedge type in zinc-coated steel for interior applications and stainless steel for exterior applications. Select anchor bolts with strength required for anchor and as tested according to ASTM E 488. Minimum length of eight times diameter.
- J. Adhesive Anchor Bolts: Drilled-in and capsule anchor system containing polyvinyl or urethane methacrylate-based resin and accelerator, or injected polymer or hybrid mortar adhesive. Provide anchor bolts and hardware with zinc-coated steel for interior applications and stainless steel for exterior applications. Select anchor bolts with strength required for anchor and as tested according to ASTM E 488.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine areas and equipment to receive seismic control devices for compliance with requirements for installation tolerances and other conditions affecting performance.
- B. Examine roughing-in of reinforcement and cast-in-place anchors to verify actual locations before installation.

- C. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 APPLICATIONS

- A. Multiple Pipe Supports: Secure pipes to trapeze member with clamps approved for application by an agency acceptable to authorities having jurisdiction.
- B. Hanger Rod Stiffeners: Install hanger rod stiffeners where indicated or scheduled on shop drawings to receive them and where required to prevent buckling of hanger rods due to seismic forces.
- C. Strength of Support and Seismic-Restraint Assemblies: Where not indicated, select sizes of components so strength will be adequate to carry present and future static and seismic loads within specified loading limits.

### 3.3 SEISMIC-RESTRAINT DEVICE INSTALLATION

- A. Installation of all seismic restraint materials shall be installed according to the manufacturer's installation instructions and project shop drawings.
- B. Equipment Restraints:
  - 1. Install seismic snubbers on HVAC equipment mounted on vibration isolators. Locate snubbers as close as possible to vibration isolators and bolt to equipment base and supporting structure. Snubbers are not needed if restrained isolators are used.
  - 2. Install resilient bolt isolation washers on equipment anchor bolts where clearance between anchor and adjacent surface exceeds 0.125 inch.
  - 3. Install seismic-restraint devices using methods approved by an agency acceptable to authorities having jurisdiction providing required submittals for component.
- C. Piping Restraints:
  - 1. Comply with requirements in MSS SP-127.
  - 2. Space lateral supports and longitudinal supports as required for the site spectral response.
  - 3. Brace a change of direction longer than 12 feet.
- D. Install cables so they do not bend across edges of adjacent equipment or building structure.
- E. Install seismic-restraint devices using methods approved by an agency acceptable to authorities having jurisdiction providing required submittals for component.
- F. Install bushing assemblies for anchor bolts for floor-mounted equipment, arranged to provide resilient media between anchor bolt and mounting hole in concrete base.
- G. Install bushing assemblies for mounting bolts for wall-mounted equipment, arranged to provide resilient media where equipment or equipment-mounting channels are attached to wall.

- H. Attachment to Structure: If specific attachment is not indicated, anchor bracing to structure at flanges of beams, at upper truss chords of bar joists, or at concrete members.
- I. Drilled-in Anchors:
  - 1. Identify position of reinforcing steel and other embedded items prior to drilling holes for anchors. Do not damage existing reinforcing or embedded items during coring or drilling. Notify the structural engineer if reinforcing steel or other embedded items are encountered during drilling. Locate and avoid prestressed tendons, electrical and telecommunications conduit, and gas lines.
  - 2. Do not drill holes in concrete or masonry until concrete, mortar, or grout has achieved full design strength.
  - 3. Wedge Anchors: Protect threads from damage during anchor installation. Heavy-duty sleeve anchors shall be installed with sleeve fully engaged in the structural element to which anchor is to be fastened.
  - 4. Adhesive Anchors: Clean holes to remove loose material and drilling dust prior to installation of adhesive. Place adhesive in holes proceeding from the bottom of the hole and progressing toward the surface in such a manner as to avoid introduction of air pockets in the adhesive.
  - 5. Set anchors to manufacturer's recommended torque, using a torque wrench.
  - 6. Install zinc-coated steel anchors for interior and stainless-steel anchors for exterior applications.

END OF SECTION 230549

SECTION 230553 - IDENTIFICATION FOR HVAC PIPING AND EQUIPMENT

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. This Section includes the following mechanical identification materials and their installation:
  - 1. Equipment markers.
  - 2. Pipe markers.
  - 3. Stencils.
  - 4. Valve tags.
  - 5. Valve schedules.

1.3 SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Valve numbering scheme.
- C. Valve Schedules: For each piping system. Furnish extra copies (in addition to mounted copies) to include in maintenance manuals.

1.4 QUALITY ASSURANCE

- A. ASME Compliance: Comply with ASME A13.1, "Scheme for the Identification of Piping Systems," for letter size, length of color field, colors, and viewing angles of identification devices for piping.

1.5 COORDINATION

- A. Coordinate installation of identifying devices with completion of covering and painting of surfaces where devices are to be applied.
- B. Coordinate installation of identifying devices with location of access panels and doors.
- C. Install identifying devices before installing acoustical ceilings and similar concealment.



## PART 2 - PRODUCTS

### 2.1 EQUIPMENT IDENTIFICATION DEVICES

- A. Equipment Markers: Engraved, color-coded laminated plastic. Include contact-type, permanent adhesive.
1. Terminology: Match schedules as closely as possible.
  2. Data:
    - a. Name and plan number.
    - b. Equipment service.
    - c. Design capacity.
    - d. Other design parameters such as pressure drop, entering and leaving conditions, and speed.
  3. Size: 2-1/2 by 4 inches for control devices and valves; 4-1/2 by 6 inches for equipment.

### 2.2 PIPING IDENTIFICATION DEVICES

- A. Manufactured Pipe Markers, General: Preprinted, color-coded, with lettering indicating service, and showing direction of flow.
1. Colors: Comply with ASME A13.1, unless otherwise indicated.
  2. Lettering: Use piping system terms indicated and abbreviate only as necessary for each application length.
  3. Pipes with OD, Including Insulation, Less Than 6 inches: Full-band pipe markers extending 360 degrees around pipe at each location.
  4. Pipes with OD, Including Insulation, 6 inches and Larger: Either full-band or strip-type pipe markers at least three times letter height and of length required for label.
  5. Arrows: Integral with piping system service lettering to accommodate both directions; or as separate unit on each pipe marker to indicate direction of flow.
- B. Pretensioned Pipe Markers: Precoiled semirigid plastic formed to cover full circumference of pipe and to attach to pipe without adhesive.
- C. Shaped Pipe Markers: Preformed semirigid plastic formed to partially cover circumference of pipe and to attach to pipe with mechanical fasteners that do not penetrate insulation vapor barrier.
- D. Self-Adhesive Pipe Markers: Plastic with pressure-sensitive, permanent-type, self-adhesive back.
- E. Plastic Tape: Continuously printed, vinyl tape at least 3 mils thick with pressure-sensitive, permanent-type, self-adhesive back.
1. Width for Markers on Pipes with OD, Including Insulation, Less Than 6 inches: 3/4-inch minimum.

2. Width for Markers on Pipes with OD, Including Insulation, 6 inches or Larger: 1-1/2 inches minimum.

## 2.3 STENCILS

- A. Stencils: Prepared with letter sizes according to ASME A13.1 for piping.
  1. Stencil Material: Metal or fiberboard.
  2. Stencil Paint: Exterior, gloss, alkyd enamel or acrylic enamel black, in pressurized spray-can form.

## 2.4 VALVE TAGS

- A. Valve Tags: Stamped or engraved with 1/4-inch letters for piping system abbreviation and 1/2-inch numbers, with numbering scheme approved by Engineer. Provide 5/32-inch hole for fastener.
  1. Material: 0.032-inch thick brass or aluminum.
  2. Valve-Tag Fasteners: Brass wire-link or beaded chain; or S-hook.

## 2.5 VALVE SCHEDULES

- A. Valve Schedules: For each piping system, on standard-size bond paper. Tabulate valve number, piping system, system abbreviation (as shown on valve tag), location of valve (room or space), normal-operating position (open, closed, or modulating), and variations for identification. Mark valves for emergency shutoff and similar special uses.
  1. Valve-Schedule Frames: Glazed display frame for removable mounting on walls for each page of valve schedule. Include mounting screws.
  2. Frame: Extruded aluminum.
  3. Glazing: ASTM C 1036, Type I, Class 1, Glazing Quality B, single-thickness glass.

## PART 3 - EXECUTION

### 3.1 APPLICATIONS, GENERAL

- A. Products specified are for applications referenced in other related Sections. If more than single-type material, device, or label is specified for listed applications, selection is Installer's option.

### 3.2 EQUIPMENT IDENTIFICATION

- A. Install equipment markers with permanent adhesive on or near each major item of mechanical equipment.

1. Letter Size: Minimum 1/4-inch for name of units if viewing distance is less than 24 inches, 1/2-inch for viewing distances up to 72 inches, and proportionately larger lettering for greater viewing distances. Include secondary lettering two-thirds to three-fourths the size of principal lettering.
2. Data: Distinguish among multiple units, indicate operational requirements, indicate safety and emergency precautions, warn of hazards and improper operations, and identify units.

B. Stenciled Equipment Marker Option: Stenciled markers may be provided instead of laminated-plastic equipment markers, at Installer's option, if lettering larger than 1 inch high is needed for proper identification because of distance from normal location of required identification.

### 3.3 PIPING IDENTIFICATION

A. Install manufactured pipe markers indicating service on each piping system. Install with flow indication arrows showing direction of flow.

1. Pipes with OD, Including Insulation, Less Than 6 inches: Self-adhesive pipe markers. Use color-coded, self-adhesive plastic tape, at least 3/4-inch wide, lapped at least 1-1/2 inches at both ends of pipe marker, and covering full circumference of pipe.
2. Pipes with OD, Including Insulation, 6 inches and Larger: Self-adhesive pipe markers. Use color-coded, self-adhesive plastic tape, at least 1-1/2 inches wide, lapped at least 3 inches at both ends of pipe marker, and covering full circumference of pipe.

B. Locate pipe markers where piping is exposed in finished spaces; machine rooms; accessible maintenance spaces such as shafts, tunnels, and plenums; exterior nonconcealed locations and concealed ceiling spaces as follows:

1. Near each valve and control device.
2. Near each branch connection, excluding short takeoffs for fixtures and terminal units. Where flow pattern is not obvious, mark each pipe at branch.
3. Near major equipment items and other points of origination and termination.
4. Spaced at maximum intervals of 50 feet along each run. Reduce intervals to 25 feet in areas of congested piping and equipment.
5. On piping above removable acoustical ceilings at intervals of 50 feet.

### 3.4 VALVE-TAG INSTALLATION

A. Install tags on valves and control devices in piping systems, except check valves; valves within factory-fabricated equipment units; plumbing fixture supply stops; shutoff valves; faucets; convenience and lawn-watering hose connections; and HVAC terminal devices and similar roughing-in connections of end-use fixtures and units. List tagged valves in a valve schedule.

1. Valve-Tag Size and Shape: 1-1/2 inches.
2. Valve-Tag Color: Natural Brass or Aluminum.

### 3.5 VALVE-SCHEDULE INSTALLATION

- A. Mount valve schedule on wall in accessible location in each major equipment room.

3.6 CLEANING

- A. Clean faces of mechanical identification devices and glass frames of valve schedules.

END OF SECTION 230553

SECTION 230593 - TESTING, ADJUSTING, AND BALANCING FOR HVAC

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. This Section includes TAB to produce design objectives for all air and water systems.

1.3 SUBMITTALS

- A. Qualification Data: Within 30 days from Contractor's Notice to Proceed, submit 2 copies of evidence that TAB firm and this Project's TAB team members meet the qualifications specified in "Quality Assurance" Article.
- B. Contract Documents Examination Report: Within 45 days from Contractor's Notice to Proceed, submit 2 copies of the Contract Documents review report as specified in Part 3.
- C. Sample Report Forms: Submit two sets of sample TAB report forms.

1.4 QUALITY ASSURANCE

- A. TAB Firm Qualifications: Engage a TAB firm certified by either AABC or NEBB.
- B. Acceptable Agencies: Subject to compliance with requirements, the following agencies are approved to Bid:
  - 1. Big Horn Testing, LLC, Rion Kulaga, (406) 248-5299; Billings, MT.
  - 2. Mechanical Technology, Rich and Rod Rose, (406) 245-8340; Billings, MT.
  - 3. Rocking D & R Ranch, Inc., Doug Mullins, (406) 466-3598; Choteau, MT.
  - 4. Felts-House Engineering, Pat House, (208) 375-6018; Boise, ID.
  - 5. Ro-Bar Technical Services, Robert Clarkson and Barry Fitzgerald, (208) 342-1231; Boise, ID.
  - 6. Highlands Balancing, Jim Beauchamp, (406) 490-5608; Butte, MT.
  - 7. RGO Inc., Terry O'Neil, (406) 390-3340 or (406) 579-2498 (cell); Bozeman, MT.
  - 8. Precision Air & Water Balance, Richard Jarvis, (406) 257-3013; Kalispell, MT.
- C. The Test and Balance Contractor shall be an independent consultant. The firm shall be independent of all Contractors including the Mechanical and Temperature Controls Contractor.

- D. TAB Conference: Meet with Owner's and Engineer's representatives to develop a mutual understanding of the details. Ensure the participation of TAB team members, equipment manufacturers' authorized service representatives, HVAC controls installers, and other support personnel. Provide seven days' advance notice of scheduled meeting time and location.
1. Agenda Items: Include at least the following:
    - a. Submittal distribution requirements.
    - b. The Contract Documents examination report.
    - c. TAB plan.
    - d. Work schedule and Project-site access requirements.
    - e. Coordination and cooperation of trades and subcontractors.
    - f. Coordination of documentation and communication flow.
- E. Certification of TAB Reports: Certify TAB field data reports. This certification includes the following:
1. Review field data reports to validate accuracy of data and to prepare certified TAB reports.
  2. Certify that TAB team complied with approved TAB plan and the procedures specified and referenced in this Specification.
- F. TAB Report Forms: Use standard forms from NEBB's "Procedural Standards for Testing, Adjusting, and Balancing of Environmental Systems." Or from SMACNA's "HVAC Systems - Testing, Adjusting, and Balancing."
- G. 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.

## 1.5 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. Notice: 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.

## PART 2 - PRODUCTS (Not Used)

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine the Contract Documents to become familiar with Project requirements and to discover conditions in systems' designs that may preclude proper TAB of systems and equipment.
  - 1. Verify that balancing devices, such as test ports, gage cocks, thermometer wells, flow-control devices, balancing valves and fittings are required by the Contract Documents. Verify that quantities and locations of these balancing devices are accessible and appropriate for effective balancing and for efficient system and equipment operation.
- B. 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.
- C. 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, are properly installed, and that their locations are accessible and appropriate for effective balancing and for efficient system and equipment operation.
- D. Examine systems for functional deficiencies that cannot be corrected by adjusting and balancing.
- E. Examine HVAC equipment to ensure that bearings are greased, and equipment with functioning controls is ready for operation.
- F. Examine strainers for clean screens and proper perforations.
- G. Examine three-way valves for proper installation for their intended function of diverting or mixing fluid flows.
- H. Examine system pumps to ensure absence of entrained air in the suction piping.
- I. Examine equipment for installation and for properly operating safety interlocks and controls.
- J. Report deficiencies discovered before and during performance of TAB procedures. Observe and record system reactions to changes in conditions. Record default set points if different from indicated values.

### 3.2 PREPARATION

- A. Complete system readiness checks and submit a system readiness report to the Project Engineer. Verify the following:
  - 1. Permanent electrical power wiring is complete.
  - 2. Hydronic systems are filled, clean, and free of air.
  - 3. Hydronic systems specified to contain antifreeze have the correct percentage.
  - 4. Automatic temperature-control systems are operational.
  - 5. Equipment and access doors are securely closed.

### 3.3 PROCEDURES FOR TESTING AND BALANCING

- A. Perform testing and balancing procedures on each system according to the procedures contained in NEBB's "Procedural Standards for Testing, Adjusting, and Balancing of Environmental Systems" or SMACNA's "HVAC Systems - Testing, Adjusting, and Balancing" and this Section.
- B. Cut insulation, 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, valve position indicators, and similar controls and devices, to show final settings.

### 3.4 GENERAL PROCEDURES FOR HYDRONIC SYSTEMS

- 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 and system pressurization.
  - 3. Check flow-control valves for specified sequence of operation and set at indicated flow.
  - 4. 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.
  - 5. For hydronic systems containing antifreeze, note the product used and measure the actual concentration. Record final results on the TAB report.
  - 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.

### 3.5 TOLERANCES

- A. Set HVAC system water flow rates within the following tolerances:
  - 1. Heating-Water Flow Rate: 0 to minus 10 percent.
  - 2. Cooling-Water Flow Rate: 0 to minus 5 percent.

### 3.6 FINAL REPORT



- A. General: Typewritten, or computer printout in letter-quality font, on standard bond paper, in three-ring binder, tabulated and divided into sections by tested and balanced systems.
- B. Include a certification sheet in front of binder signed by the testing and balancing engineer.
  - 1. Include a list of instruments used for procedures, along with proof of calibration.
- C. General Report Data: In addition to form titles and entries, include the following data in the final report, as applicable:
  - 1. Title page.
  - 2. Name and address of TAB firm.
  - 3. Project name.
  - 4. Project location.
  - 5. Architect's/Engineer's name and address.
  - 6. Contractor's name and address.
  - 7. Report date.
  - 8. Signature of TAB firm who certifies the report.
  - 9. Table of Contents with the total number of pages defined for each section of the report. Number each page in the report.
  - 10. Summary of contents including the following:
    - a. Indicated versus final performance.
    - b. Notable characteristics of systems.
    - c. Description of system operation sequence if it varies from the Contract Documents.
  - 11. Notes to explain why certain final data in the body of reports varies from indicated values.

### 3.7 ADDITIONAL TESTS

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

END OF SECTION 230593

## SECTION 230700 - HVAC INSULATION

### PART 1 - GENERAL

#### 1.1 SUMMARY

- A. This Section includes pipe, duct, and equipment insulation.

#### 1.2 SUBMITTALS

- A. Product data for each type of mechanical insulation identifying k-value, thickness, jackets (factory and field applied) and accessories.
- B. LEED Submittal:
  - 1. Product Data for Credit EQ 4.1: For adhesives and sealants, including printed statement of VOC content.

#### 1.3 QUALITY ASSURANCE

- A. Fire Performance Characteristics: Conform to the following characteristics for insulation including facings, cements, and adhesives, when tested according to ASTM E 84, by UL or other testing or inspecting organization acceptable to the authority having jurisdiction. Label insulation with appropriate markings of testing laboratory.
  - 1. Interior Insulation: Flame spread rating of 25 or less and a smoke developed rating of 50 or less.

#### 1.4 COORDINATION

- A. Coordinate size and location of supports, hangers, and insulation shields specified in Section 230529 "Hangers and Supports for HVAC Piping and Equipment."
- B. Coordinate clearance requirements with piping Installer for piping insulation application, duct Installer for duct installation application, and equipment Installer for equipment insulation application. Before preparing piping and ductwork Shop Drawings, establish and maintain clearance requirements for installation of insulation.

#### 1.5 SEQUENCING AND SCHEDULING

- A. Schedule insulation application after pressure testing of piping systems.
- B. Thermal-hanger shield inserts are specified in "Hangers and Supports." Inserts shall be installed at the time of hanger installation.

## PART 2 - PRODUCTS

### 2.1 MANUFACTURERS

- A. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products that may be incorporated in the Work include, but are not limited to, the following:
- B. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Glass Fiber:
    - a. CertainTeed Corporation.
    - b. Knauf Fiberglass.
    - c. Manville/Schuller.
    - d. Owens-Corning Fiberglass Corporation.
    - e. E-Insulation.

### 2.2 GLASS FIBER

- A. Material: Inorganic glass fibers, bonded with a thermosetting resin.
- B. Jacket: All-service, factory-applied, laminated glass-fiber-reinforced, flame-retardant kraft paper and aluminum foil skim backing having pressure sensitive self-sealing lap.
- C. Preformed Pipe Insulation: ASTM C 547, Class 1, rigid pipe insulation, factory applied all-service jacket with self seal lap.
  - 1. Thermal Conductivity: 0.26 average maximum at 75 deg F mean temperature.
  - 2. Density: 5 lb/cu. ft average maximum.
- D. Vapor Barrier Coating: Waterproof coating recommended by insulation manufacturer for outside service.

### 2.3 ADHESIVES

- A. Flexible Elastomeric Cellular Insulation Adhesive: Solvent-based, contact adhesive recommended by insulation manufacturer. Comply with MIL-A-24179A, Type II, Class 1.

### 2.4 ACCESSORIES AND ATTACHMENTS

- A. Bands: 3/4-inch wide, in one of the following materials compatible with jacket:
  - 1. Aluminum: 0.007-inch thick.
  - 2. 1/8-inch by 1/8-inch Rapid Penetrating point screws for non vapor barrier application.

- B. Wire: 14 gauge nickel copper alloy, 16 gauge, soft-annealed stainless steel, or 160 gauge, soft-annealed galvanized steel.
- C. ASJ Tape: White vapor-retarder tape matching factory-applied jacket with acrylic adhesive, complying with ASTM C 1136 and UL listed.
  - 1. Width: 3 inches.
  - 2. Thickness: 11.5 mils.
  - 3. Adhesion: 90 ounces force/inch in width.
  - 4. Elongation: 2 percent.
  - 5. Tensile Strength: 40 lbf/inch in width.
  - 6. ASJ Tape Disks and Squares: Precut disks or squares of ASJ tape.

## 2.5 SEALING COMPOUNDS-MASTIC

- A. Vapor Barrier Compound: Water-based, fire-resistive composition.
  - 1. Water Vapor Permeance: 0.08 perm maximum.
  - 2. Temperature Range: Minus 20 to 180 deg F.

## PART 3 - EXECUTION

### 3.1 PREPARATION

- A. Surface Preparation: Clean, dry, and remove foreign materials such as rust, scale, and dirt.

### 3.2 INSTALLATION, GENERAL

- A. Refer to schedules at the end of this Section for materials, forms, jackets, and thicknesses required for each mechanical system.
- B. Select accessories compatible with materials suitable for the service. Select accessories that do not corrode, soften, or otherwise attack the insulation or jacket in either the wet or dry state.
- C. Install vapor barriers on insulated pipes, ducts, and equipment where indicated and defined in insulation service chart.
- D. Apply insulation material, accessories, and finishes according to the manufacturer's printed instructions.
- E. Seal joints and seams to maintain vapor barrier on insulation requiring a vapor barrier.
- F. Seal penetrations for hangers, supports, anchors, and other projections in insulation requiring a vapor barrier.
- G. Keep insulation materials dry during application and finishing.

### 3.3 PIPE INSULATION INSTALLATION, GENERAL

- A. Tightly butt longitudinal seams and end joints.
- B. Apply insulation continuously over fittings, valves, and specialties.
- C. Apply insulation with a minimum number of joints.
- D. Apply insulation with all service jackets as follows:
  - 1. Pull jacket tight and smooth.
  - 2. Cover circumferential joints with butt strips, at least 3 inches wide, and of same material as insulation jacket.
  - 3. Longitudinal Seams: Overlap seams at least 1-1/2-inches. Apply insulation with longitudinal seams at bottom of pipe. Clean and dry surface to receive self-sealing lap.
  - 4. At penetrations in jackets for thermometers and pressure gauges, fill and seal voids with mastic.
  - 5. Repair damaged insulation jackets, except metal jackets, by applying jacket material around damaged jacket. Extend patch at least 2 inches in both directions beyond damaged insulation jacket and around the entire circumference of the pipe.
- E. Interior Walls and Partitions Penetrations: Apply insulation continuously through walls and partitions, except fire-rated walls and partitions.
- F. Fire-Rated Walls and Partitions Penetrations: Terminate insulation at penetrations through fire-rated walls and partitions. Seal insulation ends with vapor barrier coating. Seal around penetration with firestopping or fire-resistant joint sealer.
- G. Flanges, Fittings, and Valves - Interior Exposed and Concealed: Coat pipe insulation ends with mastic. Apply premolded, precut, or field-fabricated segments of insulation around flanges, unions, valves, and fittings. Make joints tight.
  - 1. Use same material and thickness as adjacent pipe insulation.
  - 2. Overlap nesting insulation by 2 inches or 1-pipe diameter, which ever is greater.
  - 3. Insulate elbows with blanket insulation inserts.
  - 4. Cover insulation, except for metal jacketed insulation, with PVC fitting covers and seal circumferential joints with butt strips.
- H. Hangers and Anchors: Apply insulation continuously through hangers and around anchor attachments. For vapor barrier application piping, extend insulation on anchor legs a minimum of 12 inches and taper and seal insulation ends.
  - 1. Install insulation to tightly join the insert. Seal insulation to insulation inserts with adhesive or sealing compound recommended by insulation material manufacturer. Refer to "Hangers and Supports" for thermal-hanger shield inserts.
  - 2. Cover inserts with jacket material matching adjacent pipe insulation. Install shields over jacket, arranged to protect jacket from tear or puncture by hanger, support, and shield.

### 3.4 GLASS FIBER PIPE INSULATION INSTALLATION

- A. Seal exposed seams and joint ends, with mastic.

3.5 INSULATION SCHEDULES

- A. General: Abbreviations used in the following schedules include:
  - 1. Field-Applied Jackets: PVC - PVC, A - Aluminum, SS - Stainless Steel, Glass Cloth.
  - 2. Pipe Sizes: NPS - Nominal Pipe Size.
  - 3. Materials: GF - Glass Fiber, FE - Flexible Elastomeric, CG - Cellular Glass, CS - Calcium Silicate, FPS - Fire Protection System.
- B. Pipe Insulation:

| APPLICATION  | TEMP (°F) | NOM. PIPE SIZE (IN.) | INSUL. MAT. | THICKNESS (IN.) | INSERTS OR SHIELDS NOTE 1 | VAPOR BARR. | FIELD APP. JKT. |
|--|-----------|----------------------|-------------|-----------------|---------------------------|-------------|-----------------|
| HEAT PUMP SOURCE AND CHILLED WATER SUPPLY AND RETURN | BELOW 60  | ALL                  | GF          | 1               | YES                       | YES         | NONE            |
| HEATING WATER SUPPLY AND RETURN                      | 141 - 200 | 1/2 TO 1-1/4         | GF          | 1-1/2           | YES                       | NO          | NONE            |
|  |           | 1-1/2 AND UP         | GF          | 2               |                           |             |                 |
| STEAM CONDENSATE                                     | 201 - 250 | 1/2 TO 3             | GF          | 2-1/2           | YES                       | NO          | NONE            |
|  |           | 4 AND UP             | GF          | 3               |                           |             |                 |

NOTE 1: INSERTS AND SHIELDS ARE IN SECTION 230529 - HANGERS AND SUPPORTS FOR PLUMBING AND HVAC PIPING AND EQUIPMENT AND SHALL BE PROVIDED BY THE INSULATION CONTRACTOR.

END OF SECTION 230700

SECTION 230993 - SEQUENCE OF OPERATIONS FOR HVAC CONTROLS

PART 1 - GENERAL

1.1 DESCRIPTION OF WORK

- A. Sequence of operation is hereby defined as the manner and method by which controls function.

PART 2 - PRODUCTS

2.1.1 DESCRIPTION OF WORK

- A. Work is to modify the owners existing microprocessor control system including control valves, sensors, wiring and devises to incorporate modification to the sequences of control.

PART 3 - EXECUTION

- 3.1 Refer to Drawing M001 for sequence of operation.

END OF SECTION 230993

SECTION 232113 - HYDRONIC PIPING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. This Section includes piping, special-duty valves, and hydronic specialties for hot-water heating, chilled-water cooling, and condenser water systems; makeup water for these systems; blowdown drain lines; and condensate drain piping.

1.3 SUBMITTALS

- A. Product Data: For each type of special-duty valve indicated. Include flow and pressure drop curves based on manufacturer's testing for diverting fittings, calibrated balancing valves, and automatic flow-control valves.
- B. Shop Drawings: Detail fabrication of pipe anchors, hangers, special pipe support and anchor assemblies, alignment guides, expansion joints and loops, and their attachment to the building structure.
- C. Field Test Reports: Written reports of tests specified in Part 3 of this Section. Include the following:
  - 1. Test procedures used.
  - 2. Test results that comply with requirements.
  - 3. Failed test results and corrective action taken to achieve requirements.
- D. Maintenance Data: For hydronic specialties and special-duty valves to include in maintenance manuals specified in Division 01.

1.4 QUALITY ASSURANCE

- A. Steel Support Welding: Qualify processes and operators according to AWS D1.1/D1.1M, "Structural Welding Code - Steel."
- B. Welding: Qualify processes and operators according to ASME Boiler and Pressure Vessel Code: Section IX.
  - 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. ASME Compliance: Comply with ASME B31.9, "Building Services Piping," for materials, products, and installation. Safety valves and pressure vessels shall bear the appropriate ASME label. Fabricate and stamp air separators and expansion tanks to comply with ASME Boiler and Pressure Vessel Code: Section VIII, Division 01.

## 1.5 EXTRA MATERIALS

- A. Water-Treatment and Freeze Protection Chemicals: Furnish enough chemicals for initial system startup maintain existing freeze protection concentration levels and for preventive maintenance for one year from date of Substantial Completion.

## PART 2 - PRODUCTS

### 2.1 COPPER TUBE AND FITTINGS

- A. Drawn-Temper Copper Tubing: ASTM B 88, Type L.
- B. Annealed-Temper Copper Tubing: ASTM B 88, Type K.
- C. DWV Copper Tubing: ASTM B 306, Type DWV.
- D. Wrought-Copper Fittings: ASME B16.22.
  - 1. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:
  - 2. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Anvil International, Inc.
- E. Wrought-Copper Unions: ASME B16.22.

### 2.2 STEEL PIPE AND FITTINGS

- A. Steel Pipe: ASTM A 53/A 53M, black steel with plain ends; type, grade, and wall thickness as indicated in Part 3 "Piping Applications" Article.
- B. Cast-Iron Threaded Fittings: ASME B16.4; Classes 125 and 250 as indicated in Part 3 "Piping Applications" Article.
- C. Malleable-Iron Threaded Fittings: ASME B16.3, Classes 150 and 300 as indicated in Part 3 "Piping Applications" Article.
- D. Malleable-Iron Unions: ASME B16.39; Classes 150, 250, and 300 as indicated in Part 3 "Piping Applications" Article.

- E. Cast-Iron Pipe Flanges and Flanged Fittings: ASME B16.1, Classes 25, 125, and 250; raised ground face, and bolt holes spot faced as indicated in Part 3 "Piping Applications" Article.
- F. Wrought-Steel Fittings: ASTM A 234/A 234M, wall thickness to match adjoining pipe.
- G. Wrought Cast- and Forged-Steel Flanges and Flanged Fittings: ASME B16.5, including bolts, nuts, and gaskets of the following material group, end connections, and facings:
  - 1. Material Group: 1.1.
  - 2. End Connections: Butt welding.
  - 3. Facings: Raised face.

## 2.3 JOINING MATERIALS

- A. Pipe-Flange Gasket Materials: Suitable for chemical and thermal conditions of piping system contents.
  - 1. ASME B16.21, nonmetallic, flat, asbestos free, 1/8-inch maximum thickness unless thickness or specific material is indicated.
    - a. Full-Face Type: For flat-face, Class 125, cast-iron and cast-bronze flanges.
    - b. Narrow-Face Type: For raised-face, Class 250, cast-iron and steel flanges.
- B. Flange Bolts and Nuts: ASME B18.2.1, carbon steel, unless otherwise indicated.
- C. Plastic, Pipe-Flange Gasket, Bolts, and Nuts: Type and material recommended by piping system manufacturer, unless otherwise indicated.
- D. Solder Filler Metals: ASTM B 32, lead-free alloys. Include water-flushable flux according to ASTM B 813.
  - 1. Manufacturers:
    - a. Date Y No. 10.
    - b. Dutton Nokorode No. 290.
    - c. Dutton Nokorode No. 292.
    - d. Kester No. 720.
    - e. LA-CO Flux-Rite 90.
    - f. Superior No. 142.
    - g. Superior No. 146.
- E. Welding Filler Metals: Comply with AWS D10.12/D10.12M for welding materials appropriate for wall thickness and chemical analysis of steel pipe being welded.
- F. Gasket Material: Thickness, material, and type suitable for fluid to be handled and working temperatures and pressures.

2.4 DIELECTRIC FITTINGS

- A. Description: Combination fitting of copper-alloy and ferrous materials with threaded, solder-joint, plain, or weld-neck end connections that match piping system materials.
- B. Insulating Material: Suitable for system fluid, pressure, and temperature.

2.5 VALVES

- A. Gate, Globe, Check, Ball, and Butterfly Valves: Comply with requirements specified in Division 23 Section "General-Duty Valves for HVAC Piping."

2.6 AIR CONTROL DEVICES

- A. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:
- B. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Amtrol, Inc.
  - 2. Armstrong Pumps, Inc.
  - 3. Bell & Gossett Domestic Pump; a division of ITT Industries.
  - 4. Spirotherm.
  - 5. Taco.
- C. High Capacity Air Vent: Cast iron body with stainless steel, brass and EPDM interval components. Float actuated air vent designed to purge air from hydronic systems. Provide shutoff at pressures up to 150 psig at a maximum temperature of 250 deg F.
- D. Manual Air Vents:
  - 1. Body: Bronze.
  - 2. Internal Parts: Nonferrous.
  - 3. Operator: Screwdriver or thumbscrew.
  - 4. Inlet Connection: NPS 1/2.
  - 5. Discharge Connection: NPS 1/8.
  - 6. CWP Rating: 150 psig.
  - 7. Maximum Operating Temperature: 225 deg F.
- E. Automatic Air Vents:
  - 1. Body: Bronze or cast iron.
  - 2. Internal Parts: Nonferrous.
  - 3. Operator: Noncorrosive metal float.
  - 4. Inlet Connection: NPS 1/2.
  - 5. Discharge Connection: NPS 1/4.
  - 6. CWP Rating: 150 psig.
  - 7. Maximum Operating Temperature: 240 deg F.

- A. Inhibiter and freeze protection materials to match existing material currently in use.

### PART 3 - EXECUTION

#### 3.1 PIPING APPLICATIONS

- A. Hot-water heating piping, aboveground, NPS 2 and smaller, shall be one of the following:
  - 1. Type L, drawn-temper copper tubing, wrought-copper fittings, and soldered or pressure-seal joints.
  - 2. Schedule 40 steel pipe; Class 150, malleable-iron fittings; cast-iron flanges and flange fittings; and threaded joints.
- B. Hot-water heating piping, aboveground, NPS 2-1/2 and larger, shall be one of the following:
  - 1. Schedule 40 steel pipe, wrought-steel fittings and wrought-cast or forged-steel flanges and flange fittings, and welded and flanged joints.
- C. Chilled-water piping, aboveground, NPS 2 and smaller, shall be one of the following:
  - 1. Type L, drawn-temper copper tubing, wrought-copper fittings, and soldered or pressure-seal joints.
  - 2. Schedule 40 steel pipe; Class 150, malleable-iron fittings; cast-iron flanges and flange fittings; and threaded joints.
- D. Chilled-water piping, aboveground, NPS 2-1/2 and larger, shall be one of the following:
  - 1. Schedule 40 steel pipe, wrought-steel fittings and wrought-cast or forged-steel flanges and flange fittings, and welded and flanged joints.
- E. Heat pump source water piping, aboveground NPS 2 and smaller, shall be one of the following:
  - 1. Type L, drawn-temper copper tubing, wrought-copper fittings, and soldered or pressure-seal joints.
- F. Heat Pump Source Water Piping, aboveground, NPS 2-1/2 and larger, shall be one of the following:
  - 1. Schedule 40 steel pipe; wrought-steel fittings and wrought-cast or forged-steel flanges and flange fittings; and welded and flanged joints.
- G. Makeup-water piping installed aboveground shall be Type L, drawn-temper copper tubing, wrought-copper fittings, and soldered joints.
- H. Drain Piping: Type MDWV, drawn-temper copper tubing, wrought-copper fittings, and soldered joints.
- I. Air-Vent Piping:

1. Inlet: Same as service where installed.
2. Outlet: Type K, annealed-temper copper tubing with soldered or flared joints.

### 3.2 VALVE APPLICATIONS

- A. Install shutoff-duty valves at each branch connection to supply mains, and at supply connection to each piece of equipment.
- B. Install throttling-duty valves at each branch connection to return main.

### 3.3 PIPING INSTALLATIONS

- A. Drawing plans, schematics, and diagrams indicate general location and arrangement of piping systems. Indicate piping locations and arrangements if such were used to size pipe and calculate friction loss, expansion, pump sizing, and other design considerations. Install piping as indicated unless deviations to layout are approved on Coordination Drawings.
- B. Install piping in concealed locations, unless otherwise indicated and except in equipment rooms and service areas.
- C. Install piping indicated to be exposed and piping in equipment rooms and service areas at right angles or parallel to building walls. Diagonal runs are prohibited unless specifically indicated otherwise.
- D. Install piping above accessible ceilings to allow sufficient space for ceiling panel removal.
- E. Install piping to permit valve servicing.
- F. Install piping at indicated slopes and free of sags and bends.
- G. Install fittings for changes in direction and branch connections.
- H. Install piping to allow application of insulation.
- I. Select system components with pressure rating equal to or greater than system operating pressure.
- J. Install groups of pipes parallel to each other, spaced to permit applying insulation and servicing of valves.
- K. Install drains, consisting of a tee fitting, NPS 3/4 ball valve, and short NPS 3/4 threaded nipple with cap, at low points in piping system mains and elsewhere as required for system drainage.
- L. Reduce pipe sizes using eccentric reducer fitting installed with level side up.
- M. Install branch connections to mains with the branch connected to the bottom of the main pipe for down-feed risers and connect the branch to the top of the main pipe for up-feed risers.
- N. Install unions in piping, NPS 2 and smaller, adjacent to valves, at final connections of equipment, and elsewhere as indicated.

- O. Install flanges in piping, NPS 2-1/2 and larger, at final connections of equipment and elsewhere as indicated.
- P. Fire stopping shall be provided to both be compatible with the piping and meet the requirements of ASTM E 814 or ULC S115, "Fire Tests of Through-Penetration Firestops." Pipe insulations or fire resistive coating shall be removed where the pipe passes through a fire stop and, if required by the firestop manufacturer, for 3 inches beyond the firestop outside of the fire barrier.

### 3.4 HANGERS AND SUPPORTS

- A. Hanger, support, and anchor devices are specified in Division 23 Section "Hangers and Supports for HVAC Piping and Equipment." Comply with the following requirements for maximum spacing of supports.
- B. Seismic restraints are specified in Division 23 Section "Seismic Controls for HVAC."
- C. Install the following pipe attachments:
  - 1. Adjustable steel clevis hangers or adjustable band hangers for individual horizontal piping less than 20 feet long.
  - 2. Adjustable roller hangers and spring hangers for individual horizontal piping 20 feet or longer.
  - 3. Pipe Roller: MSS SP-58, Type 44 for multiple horizontal piping 20 feet or longer, supported on a trapeze.
  - 4. Spring hangers to support vertical runs.
  - 5. Provide copper-clad hangers and supports for hangers and supports in direct contact with copper pipe.
- D. Install hangers for steel piping with the following maximum spacing and minimum rod sizes:
  - 1. NPS 3/4: Maximum span, 7 feet; minimum rod size, 1/4 inch.
  - 2. NPS 1: Maximum span, 7 feet; minimum rod size, 1/4 inch.
  - 3. NPS 1-1/2: Maximum span, 9 feet; minimum rod size, 3/8 inch.
  - 4. NPS 2: Maximum span, 10 feet; minimum rod size, 3/8 inch.
  - 5. NPS 2-1/2: Maximum span, 11 feet; minimum rod size, 3/8 inch.
  - 6. NPS 3: Maximum span, 12 feet; minimum rod size, 3/8 inch.
  - 7. NPS 4: Maximum span, 14 feet; minimum rod size, 1/2 inch.
  - 8. NPS 6: Maximum span, 17 feet; minimum rod size, 1/2 inch.
  - 9. NPS 8: Maximum span, 19 feet; minimum rod size, 5/8 inch.
  - 10. NPS 10: Maximum span, 20 feet; minimum rod size, 3/4 inch.
- E. Install hangers for drawn-temper copper piping with the following maximum spacing and minimum rod sizes:
  - 1. NPS 3/4: Maximum span, 5 feet; minimum rod size, 1/4 inch.
  - 2. NPS 1: Maximum span, 6 feet; minimum rod size, 1/4 inch.
  - 3. NPS 1-1/2: Maximum span, 8 feet; minimum rod size, 3/8 inch.

### 3.5 PIPE JOINT CONSTRUCTION

- A. Join pipe and fittings according to the following requirements and Division 23 Sections specifying piping systems.
- B. Ream ends of pipes and tubes and remove burrs. Bevel plain ends of steel pipe.
- C. Remove scale, slag, dirt, and debris from inside and outside of pipe and fittings before assembly.
- D. Soldered Joints: Apply ASTM B 813, water-flushable flux, unless otherwise indicated, to tube end. Construct joints according to ASTM B 828 or CDA's "Copper Tube Handbook," using lead-free solder alloy complying with ASTM B 32.
- E. Threaded Joints: Thread pipe with tapered pipe threads according to ASME B1.20.1. Cut threads full and clean using sharp dies. Ream threaded pipe ends to remove burrs and restore full ID. Join pipe fittings and valves as follows:
  - 1. Apply appropriate tape or thread compound to external pipe threads unless dry seal threading is specified.
  - 2. Damaged Threads: Do not use pipe or pipe fittings with threads that are corroded or damaged. Do not use pipe sections that have cracked or open welds.
- F. Welded Joints: Construct joints according to AWS D10.12/D10.12M, using qualified processes and welding operators according to Part 1 "Quality Assurance" Article.
- G. Flanged Joints: Select appropriate gasket material, size, type, and thickness for service application. Install gasket concentrically positioned. Use suitable lubricants on bolt threads.

### 3.6 HYDRONIC SPECIALTIES INSTALLATION

- A. Install manual air vents at high points in piping, at heat-transfer coils, and elsewhere as required for system air venting.
- B. Install automatic air vents at high points of system piping in mechanical equipment rooms only. Manual vents at heat-transfer coils and elsewhere as required for air venting.

### 3.7 TERMINAL EQUIPMENT CONNECTIONS

- A. Sizes for supply and return piping connections shall be the same as or larger than equipment connections.
- B. Install control valves in accessible locations close to connected equipment.
- C. Install ports for pressure gages and thermometers at coil inlet and outlet connections according to Division 23 Section "Meters and Gages for HVAC Piping."

### 3.8 CHEMICAL TREATMENT

- A. Utilize a water-treatment specialist with a minimum of 5 years of experience in water chemical treatment to perform an analysis of makeup water to determine type and quantities of chemical treatment needed to keep system free of scale, corrosion, and fouling, and to sustain the following water characteristics:
  - 1. pH: 9.0 to 10.5.
  - 2. "P" Alkalinity: 100 to 500 ppm.
  - 3. Boron: 100 to 200 ppm.
  - 4. Chemical Oxygen Demand: Maximum 100 ppm. Modify this value if closed system contains glycol.
  - 5. Corrosion Inhibitor as recommended by the chemical treatment supplier.
- B. Fill system with fresh water and add liquid alkaline compound with emulsifying agents and detergents to remove grease and petroleum products from piping. Circulate solution for a minimum of 24 hours, drain, clean strainer screens, and refill with fresh water.
- C. Utilize whatever materials and methods necessary to ensure complete removal of debris from system.
- D. Add initial chemical treatment and maintain water quality in ranges noted above for the first year of operation.
- E. Prior to beginning work, test to determine type and freeze protection concentration levels of heat system. To provide the same level of freeze protection.
- F. Freeze/burst protected piping systems filled with required percentage of glycol shall be mixed with distilled or deionized water as recommended by the approved glycol manufacturer.

### 3.9 FIELD QUALITY CONTROL

- A. Prepare hydronic piping according to ASME B31.9 and as follows:
  - 1. Leave joints, including welds, uninsulated and exposed for examination during test.
  - 2. Provide temporary restraints for expansion joints that cannot sustain reactions due to test pressure. If temporary restraints are impractical, isolate expansion joints from testing.
  - 3. Flush hydronic piping systems with clean water; then remove and clean or replace strainer screens.
  - 4. Isolate equipment from piping. If a valve is used to isolate equipment, its closure shall be capable of sealing against test pressure without damage to valve. Install blinds in flanged joints to isolate equipment.
  - 5. Install safety valve, set at a pressure no more than one-third higher than test pressure, to protect against damage by expanding liquid or other source of overpressure during test.
- B. Perform the following tests on hydronic piping:
  - 1. Use ambient temperature water as a testing medium unless there is risk of damage due to freezing. Another liquid that is safe for workers and compatible with piping may be used.



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

C. Perform the following before operating the system:

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

END OF SECTION 232113

SECTION 238147 – HEAT PUMP

PART 1 - GENERAL

1.1 SUMMARY

- A. This Section includes the following types of water-to-water heat pumps:

1. Install Heat Pump pre-purchased by the owner.

1.2 SUBMITTALS

- A. None required.

1.3 COORDINATION

- A. Heat pump module shall integrate with the five existing modules.
- B. Rig the heat pump into place in the Leon Johnson Basement Mechanical Room from MSU's storage facility.
- C. Coordinate layout and installation of the heat pump with other construction, plumbing systems, HVAC equipment, fire-suppression system components, partition assemblies, etc.
- D. Coordinate size and location of concrete bases. Cast anchor-bolt inserts into bases.

PART 2 - PRODUCTS

2.1 NONE REQUIRED

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine areas and conditions for compliance with requirements for installation tolerances and other conditions affecting performance of water-to-water heat pumps.
- B. Examine roughing-in for piping and electric installations for water-to-water heat pumps to verify actual locations of piping connections and electrical conduit before installation.
- C. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 INSTALLATION

- A. Concrete Bases: Install floor mounting units on 4-inch- high concrete bases. Secure units to anchor bolts installed in concrete bases. Coordinate anchor bolt arrangement/pattern with General Contractor.

### 3.3 CONNECTIONS

- A. Drawings indicate general arrangement of piping, fittings, and specialties. Specific connection requirements are as follows:
  - 1. Remove and reinstall supply and return hydronic piping to heat pump including but not limited to valve, strainers, pipe fittings and controls. Replace mesh baskets for existing strainers.
- B. Install electrical devices furnished by manufacturer but not specified to be factory mounted.
- C. Install piping adjacent to machine to allow service and maintenance.
- D. Ground equipment according to Division 26.
- E. Connect wiring according to Division 26.

### 3.4 FIELD QUALITY CONTROL

- A. Manufacturer's Field Service: Coordinate with the factory-authorized service representative to inspect, test, and adjust field-assembled components and equipment installation, including connections, and to assist in field testing.

### 3.5 STARTUP SERVICE

- A. Startup Service: Coordinate with the factory-authorized service representative to perform startup service.

### 3.6 CLEANING

- A. After completing installation of exposed, factory-finished heat pump, inspect exposed finishes and repair damaged finishes.

### 3.7 DEMONSTRATION

- A. Coordinate with the factory-authorized service representative to train Owner's maintenance personnel to adjust, operate, and maintain the heat pump. Refer to Division 01.

END OF SECTION 238147

## SECTION 260000 - COMMON WORK RESULTS

### 1.1 SCOPE

- A. The provisions, terms and requirements of Division 1 and 2, the applicable Drawings and Technical Specifications herein shall apply to work under this Division.
- B. This Work consists of, but is not necessarily limited to, the furnishing of all labor, equipment, appliances and materials and the performance of all operations in connection with the installation of all electrical work completed, in strict accordance with Specifications and/or Drawings, applicable codes, including incidental materials necessary and required for their completion.
- C. "PROVIDE" = Furnished and installed complete. "OR EQUAL" = Or equal as approved to quote by Engineer, 10 days prior to Bid.

### 1.2 GENERAL

- A. Intent of Drawings: Drawings are partly diagrammatic and do not show exact location of conduit unless specifically dimensioned.
- B. Workmanship:
  - 1. Work shall be accomplished by workmen skilled in particular trade, in conformance with best practices and accepted standards.
  - 2. Work shall contribute to efficiency of operation, accessibility, maintenance and appearance. No part of installation shall interfere with operation of any other system or part of building.
  - 3. Non-satisfactory work shall be corrected at no additional expense to Owner.
- C. Responsibility:
  - 1. The Electrical Contractor is responsible for installation of satisfactory and complete work in accordance with the intent of Drawings and Specifications. Provide, at no extra cost, incidental items required for completion of work even though not specifically mentioned or indicated in Specifications or on Drawings.
  - 2. If, at any time, and in any case, change in location of conduit, outlets, fixtures, switches, panels, electrical equipment or associated components, etc., becomes necessary due to obstacles or installation of other trades, such required changes shall be made by Contractor at no extra cost.
  - 3. Conflicts discovered during construction shall immediately be called to the attention of the Engineer for decision. Do not proceed with installation in area of question until conflict has been fully resolved.
  - 4. Coordinate all electrical work with other trades to prevent unnecessary delays in the construction schedule.

5. Provide temporary electrical power and lighting for all trades that require service during the course of this Project. Provide temporary service and distribution as required. Comply with the NFPA 70 and OSHA requirements. (Energy costs by General Contractor.)

D. Guarantee-Warranty: This Contractor shall and hereby does warrant and guarantee:

1. That all work executed under this Section will be free from defects of materials and workmanship for a period of one year from the date of final acceptance of this work.
2. The Contractor agrees to, at the Contractor's own expense, repair and replace all such defective materials and work and all other work damaged thereby which becomes defective during the term of warranty. Agreement does not include damages done by Owner.

E. Permits, Tests, Codes and Standards:

1. Electrical Contractor to pay for all permits and fees in connection with this work.
2. WORK SHALL BE IN ACCORDANCE WITH THE MOST RECENT EDITIONS OF ADOPTED LOCAL, STATE AND NATIONAL CODES AND ORDINANCES, THE STATE FIRE MARSHAL, AND UTILITY COMPANY REGULATIONS.
3. Electrical work shall conform to National Electrical Codes, latest editions, as a minimum requirement.
4. All material to conform with applicable standards.

F. Discrepancies: Prior to submitting Bid, Contractor shall refer any apparent discrepancies or omissions to engineer for clarification.

G. Shop Drawing Submittals:

1. In addition to distribution requirements for submittals specified in Division 1 Section "Submittals," submit Electronic Drawings in pdf format for final and official approval through the General Contractor as listed below. If the Authority Having Jurisdiction requires Shop Drawings to have a Registered Engineers Stamp Affixed, this shall be the sole responsibility of the Contractor to acquire such stamp at Contractor's cost.

Additional copies may be required by individual Sections of these Specifications. Copies of price list sheets are not acceptable. Manufacturer's name and address must appear on each sheet. All copies shall be legible.

Shop Drawings shall include a completed specification sheet of all equipment along with fabrication, installation drawings, setting diagrams, schedules, patterns, templates and similar Drawings. Installation drawings for fire alarm shall be done with a computer cadd program and include no other system. A basic floor plan in dwf or pdf electronic format can be obtained through the General Contractor. Autocad .dwg format will not be available.

H. Supporting Equipment:

1. Unless otherwise indicated, fasten electrical items and their supporting hardware securely to the building structure, including conduits, raceways, cables, cable trays, busways, cabinets, panelboards, transformers, boxes, disconnect switches, and control components.

Fasten by means of wood screws or screw-type nails on wood, toggle bolts on hollow masonry units, concrete inserts or expansion bolts on concrete or solid masonry, and machine screws, welded threaded studs, or spring-tension clamps on steel. Threaded studs driven by a power charge and provided with lock washers and nuts may be used instead of expansion bolts and machine or wood screws. Do not weld conduit, pipe straps, or items other than threaded studs to steel structures. In partitions of light steel construction, use sheet metal screws. All device boxes in sheetrock walls will be tight before, during and after installation of sheetrock.

2. Provide supports for electrical items in accordance with NFPA 70 and all other applicable codes.
3. Contractor responsible for providing watertight conduit penetrations at all watertight walls, floors roofs and membranes. Contractor also responsible to maintain fire rating of walls, floors, roofs and membranes penetrated.
4. When applicable, center within insulation any electrical conduit routed in attic space. Provide sealing as per NFPA 70 300-7 for all conduits exposed to different temperatures.

I. Electrical Identification:

1. Apply circuit/control/item designation labels of engraved plastic laminate for disconnect switches, breakers, pushbuttons, pilot lights, FA duct detection, motor starters, panelboards and main control panel and similar systems.
2. Identify all 120 VAC and 208 VAC power receptacle cover plates with panel and circuit number utilizing a clear label with black designations. Designation example: L1-38.
3. Identify underground exterior electrical circuits by installation of continuous underground plastic marker, 6 - 8 inches below grade.

END OF SECTION 260000

SECTION 260300 - REMODEL WORK

1.1 GENERAL

- A. The Contractor shall carefully examine the Drawings and Specifications, visit the project site, and make note of all existing conditions, dimensions and limitations prior to Bid and make allowances thereto.
- B. No Change Orders will be issued for Contractor's failure to visit site, remodel work necessary for a complete installation of systems shown, and due to Contractor's lack of understanding of amount or difficulty of work involved.
- C. The Contractor shall also notify all corporations, companies, individuals or local authorities owning, or having jurisdiction over existing utilities and services which interfere in any manner with the execution of the work under this Contract, and shall remove, relocate or protect such utilities or equipment as required by the parties having jurisdiction over same.
- D. If existing active or non-active services (which may not be shown on plans) are encountered that require relocation or disconnecting, the Electrical Contractor shall make written request for decision on proper handling of the services. The Electrical Contractor shall not proceed with the work until so authorized by the Architect.
- E. When areas of the existing buildings are adjacent to the area of construction in which work is going on and are occupied, then this Contractor shall arrange the work so as to reduce to a minimum the periods of interruption or outages in the various services.
- F. Not less than one week before any system is to be put out of service, the Contractor shall notify and coordinate with other trades and the Owner of such necessity including the extent of the work to be done during the outage, possible length of time required for that phase of the work, and the desired time at which the outage is to begin.
- G. Balance additional loads to existing circuitry between phases. Furnish a revised, typed panel directory on existing panelboards where loads have been added or changed on this project.
- H. Carefully lay out all work in advance to minimize cutting, channeling or drilling. Where necessary, all cutting and patching shall be done in a manner approved by the Architect. Do not endanger the stability of the structure. Restore any damaged surfaces to original conditions. Contractor at fault to assume all costs.
- I. Remove or relocate existing conduits, wires, equipment, devices or fixtures indicated on Drawings and as required by remodel operations. Where the reuse of existing conduits, wires, devices, or fixture is permitted, verify that wiring is continuous. Existing outlets or junction boxes shall not be rendered inaccessible by structural changes made to the building.

- J. Existing equipment which is indicated as being removed and not indicated for re-use shall be disposed of unless stated otherwise. Light fixture ballasts may contain PCB's and shall be disposed of according to environmental regulations.

END OF SECTION 260300



SECTION 260519 – CONDUCTORS AND CABLES

1.1 GENERAL

- A. Submit Shop Drawings in accordance with the "Common Work Results" Section.
- B. Feeders: Copper THHN-THWN. Solid for No. 10 AWG and smaller; stranded for No. 8 AWG and larger.
- C. Branch Circuits: Copper THHN-THWN. Solid for No. 10 AWG and smaller; stranded for No. 8 AWG and larger.
- D. Aluminum conductors are not acceptable.
- E. Conductor Insulation: Comply with NEMA WC 70 for types THHN-THWN. Utilize other types of insulation only where specifically noted or required by code for the installed condition.
- F. Tighten electrical connectors and terminals, including screws and bolts, in accordance with manufacturer's published torque tightening values or as specified in UL Codes.
- G. Color code secondary service, feeder, and branch circuit conductors with factory applied color as follows:

| <u>208y/120 Volts</u> | <u>Phase</u> | <u>480y/277 Volts</u> |
|-----------------------|--------------|-----------------------|
| Black                 | A            | Brown                 |
| Red                   | B            | Purple                |
| Blue                  | C            | Yellow                |
| White                 | Neutral      | Gray                  |
| Green                 | Ground       | Green                 |

END OF SECTION 260519

SECTION 260526 - GROUNDING AND BONDING

1.1 GENERAL

- A. Submit Shop Drawings in accordance with the "Common Work Results" Section.
- B. Install separate insulated equipment grounding conductors for feeder and branch circuits in compliance with NFPA 70 Article 250.

END OF SECTION 260526

SECTION 260533 - RACEWAYS AND BOXES

1.1 GENERAL

- A. Submit Shop Drawings in accordance with the "Common Work Results" section.
- B. Conduit Raceway:
  - 1. Indoors, use the following, unless otherwise stated:
    - a. Exposed: EMT, IMC or RMC.
    - b. Connection to vibrating equipment: Flexible metal conduit.
  - 2. **ENT IS NOT ALLOWED.**
  - 3. Conduit is permitted to be exposed in equipment rooms. All conduits shall have insulated ground wire installed. Do not install conduit embedded in slabs. EMT fittings shall be steel set screw type. All raceways shall be installed and supported in accordance with NFPA 70 and applicable codes.
- C. Outlet Boxes:
  - 1. Conform to UL 514A, "Metallic Boxes, Electrical," and UL 514B, "Fittings for Conduit and Outlet Boxes." Outlet boxes shall be metallic and installed flush in all areas, except mechanical rooms, above lay-in ceilings, or as otherwise indicated. Minimum size to be 4 inches square by 2-1/8 inches deep. Boxes shall be of type, shape, size and depth to suit each location and application. All fittings shall be steel.
- D. Pull and Junction Boxes:
  - 1. Comply with UL 50, "Electrical Cabinets and Boxes," for boxes over 100 cubic inches volume. Boxes shall have screwed or bolt-on covers, shall be suitable for the intended application and shall be labeled.
- E. All materials shall be UL listed, appropriate for intended application. Entire raceway system shall be in accordance with NFPA 70, ANSI, NEMA, UL, and all other applicable codes.

END OF SECTION 260533

SECTION 262816 - CIRCUIT AND MOTOR DISCONNECTS

GENERAL

- A. Submit Shop Drawings in accordance with the "Common Work Results for Electrical" Section.
- B. Manufacturer: GE, Square D, or Eaton.
- C. Disconnects shall be heavy duty type with Class R rejection feature when required to be fusible. Voltage rating shall be at or greater than the application voltage. Provide NEMA 3R enclosure for exterior locations. Service switches shall be UL listed for use as service equipment.

END OF SECTION 262816