

# Ellen Hopkins Tunnel Piping Insulation



**MOORHEAD**  
AREA PUBLIC SCHOOLS

July 2017

PROJECT NO. #2017-068

BID DATE: JULY 27<sup>TH</sup>, 2:00



MARTIN MECHANICAL DESIGN, INC.  
MECHANICAL ENGINEERS  
702 28<sup>TH</sup> AVE. N, SUITE 200  
FARGO, NORTH DAKOTA 58102



I hereby certify that this plan, specification or report was prepared by me or under my direct supervision, and that I am a duly Registered Professional Mechanical Engineer under the laws of the State of Minnesota.



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Brian M. Martin, P.E.

Date: May 2017

Registration No. 41118



ELLEN HOPKINS TUNNEL PIPING INSULATION  
MOORHEAD, MN

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INVITATION TO BID  
ELLEN HOPKINS TUNNEL PIPING INSULATION  
MOORHEAD AREA PUBLIC SCHOOLS  
MOORHEAD, MN

Moorhead Area Public Schools will accept sealed bids by invitation only addressed to Vice President for Finance/Treasurer until 2 pm, July 27<sup>th</sup>, 2017, at which time the bids will be read privately. Bids shall be delivered to Moorhead Area Public Schools, 2410 14<sup>th</sup> St S, Moorhead, MN 56560.

Sealed proposals will be received for the following categories of work:

1. Mechanical Construction Work with Associated General Construction Work. Invited bidders are:

Mechanical Contractors:  
Miller Insulation  
Mechanical Insulation

Bids shall be on the basis of cash payment for work performed. All work included in the contract must be fully completed on or before October 15, 2017.

Bids must be submitted on copies of the bid form in the specification and accompanied by a separate envelope containing a bidder's bond in the amount of 5% of the bid, payable to Moorhead Area Public Schools, as a guarantee that the bidder will enter into a contract for performance of the work.

Plans and specifications may be examined at Martin Mechanical Design, Inc., Mechanical Engineers, 702 28<sup>th</sup> Ave N, Suite 200, Fargo, North Dakota.

Bidders must carry Minnesota Workman's Compensation insurance as required by law. Moorhead Area Public Schools reserves the right to hold all bids for a period of thirty (30) days after the day for the opening of the bids, and the right to reject any or all bids and to waive any informalities.

## INFORMATION FOR BIDDERS

### 1. RECEIPT OF AND OPENING OF BIDS:

Moorhead Area Public Schools, Moorhead, MN (herein called the "Owner") invites bids on the form attached hereto, all blanks of which must be appropriately filled in. Bids will be received by Moorhead Area Public Schools, 2410 14<sup>th</sup> St S, Moorhead, MN, until July 27<sup>th</sup>, 2017, at 2 pm CST and then opened and read privately. The envelopes containing the bids must be sealed, and labeled Ellen Hopkins Tunnel Piping Insulation.

The owner may consider improper any bid not prepared and submitted in accordance with the provisions hereof and may waive any informalities or reject any and all bids. Any bid may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any bid received after the time and date specified shall not be considered. No bidder may withdraw a bid within thirty (30) days after the actual date of the opening thereof.

### 2. PREPARATION OF BID:

Each bid must be submitted on the prescribed form in duplicate. All blank spaces for bid prices must be completed, in ink or typewritten.

### 3. METHOD OF BIDDING:

A Separate Combined lump sum bid for General, Mechanical, Plumbing and Electrical Work must be submitted for all labor and materials described in this Specification and the Drawings.

### 4. QUALIFICATIONS:

The Owner may make such investigations as he deems necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the Owner information and data stating a minimum of five years experience and three similar jobs as references if requested. The Owner reserves the right to reject any bid if the evidence submitted by, or investigation of, such bidder fails to satisfy the owner that such bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein.

### 5. BID SECURITY:

Each bid must be accompanied by a bid bond, in the amount of five percent (5%) of the bid. Such will be returned to all except the three lowest bidders within three days after the opening of the bids, and the remaining will be returned



promptly after the Owner and the accepted bidder have executed the contract, or, if no award has been made within thirty (30) days after the date of the opening of the bids, upon demand of the bidder at any time thereafter, so long as he has not been notified of the acceptance of his bid. Bid bonds must have attached notarized Acknowledgement of Principal and Surety.

6. PERFORMANCE BOND:

Each prime bidder shall be required to provide an alternate bid for a performance bond in the full amount of his bid. The Owner will make the determination as to whether the performance bond alternate will be accepted in each case.

7. LIQUIDATED DAMAGES FOR FAILURE TO ENTER INTO CONTRACT:

The successful bidder, upon his failure or refusal to execute and deliver the contract and bonds required within 15 days after he has received notice of the acceptance of his bid, shall forfeit to the Owner, as liquidated damages for such failure or refusal, the security deposit with his bid.

8. TIME OF COMPLETION:

Bidder must agree to commence work on or before a date to be specified in a written "Notice to Proceed" of the Owner and to fully complete the work as specified in Paragraph 2 of the Special Conditions. The anticipated start date is August 15<sup>th</sup>, 2017.

9. CONDITIONS OF WORK:

Each bidder must inform himself of the conditions relating to the construction of the project and the employment of labor thereon. Failure to do so will not relieve a successful bidder of his obligation to furnish all material and labor necessary to carry out the provisions of his contract. Insofar as possible, the Contractor, in carrying out his work, must employ such methods or means as will not cause any interruption of or interference with the work of any other contractor.

10. ADDENDA AND INTERPRETATIONS:

No interpretation of the meaning of the plans, specifications or other pre-bid documents will be made to any bidder orally. Every request for such interpretation should be in writing addressed to Martin Mechanical Design, Inc., 702 28<sup>th</sup> Avenue North, Fargo, North Dakota 58102, and to be given consideration must be received at least five days prior to the date fixed for the opening of bids. Any and all such interpretations and supplemental instructions will be in the form of written addenda to the specifications, which if issued, will be mailed to all prospective bidders (at the respective addresses furnished for such

purposes), not later than three days prior to the date fixed for the opening of bids. Failure of any bidder to receive any such addenda or interpretation shall not relieve such bidder from any obligation under his bid as submitted. All addenda so issued shall become part of the contract documents.

11. POWER OF ATTORNEY:

Attorneys-in-Fact who sign bid bonds or contract bonds must file with each bond a certified and effectively dated copy of their power of attorney.

12. LAWS AND REGULATIONS:

The bidder's attention is directed to the fact that all applicable State laws, municipal ordinances and the rules and regulations of all authorities having jurisdiction over construction of the project shall apply to the contract throughout, and they will deem to be included in the contract the same as though herein written out in full.

13. METHOD OF AWARD – BASIS FOR DETERMINING RESPONSIBLE BIDDER:

Except where the Owner exercises the right reserved herein to act otherwise, the Contract will be awarded by the Owner to the best responsible bidder. The Owner reserves the right to accept or reject proposals on any or all of the work. Acceptance or rejection of the proposals will be made so that the cost of the project will remain within funds budgeted in total.

14. OBLIGATION OF BIDDER:

At the time of the opening of bids each bidder will be presumed to have inspected the site and to have read and to be thoroughly familiar with the plans and contract documents (including all addenda). The failure or omission of any bidder to examine any form, instrument, or document shall in no way relieve the bidder from any obligation in respect to his bid.

15. SIGNING OF BIDS:

Bids, which are not signed by individuals making them, should have attached thereto a power-of-attorney evidencing authority to sign the bid in the name of the person for whom it is signed.

Bids, which are signed for a co-partnership, should be signed by one of the co-partners or by an attorney-in-fact. If signed by an attorney-in-fact, there should be attached to the bid a power-of-attorney evidencing authority to sign the bid.

Bids, which are signed for a corporation, should have the correct corporation name thereof shown, and the signature of the President, other authorized officers of the corporation should be manually written below the words "By \_\_\_\_\_". If such a bid is manually signed by an official other than the President of the corporation, a certified copy of a resolution of the Board of Directors, evidencing the authority of such official to sign the bid, should be attached to it.

16. BIDDERS INTERESTED IN MORE THAN ONE PROPOSAL:

No person, firm or corporation shall be allowed to make, file or to be interested in more than one proposal for the same work, unless alternate proposals are called for. A person, firm or corporation, who has submitted a sub-proposal to a bidder, or has quoted prices on materials to a bidder, is not hereby disqualified from submitting a sub-proposal or quoting prices to other bidders.

17. INCREASE OR DECREASE QUANTITIES:

The Owner reserves the right to increase or decrease quantities of any or all of the proposal items, or omit any of them if deemed necessary or in the best interest of the Owner. Such changes, however, will not increase or decrease the total amount of the contract by more than twenty-five percent (25%) of the total amount of the contract without written consent of the Contractor.

Date \_\_\_\_\_

**PROPOSAL FORM**

ELLEN HOPKINS ELEMENTARY SCHOOL  
TUNNEL PIPING - INSULATION  
MOORHEAD, MN

Gentlemen:

We, \_\_\_\_\_  
the undersigned, as bidder, hereby propose, and if this proposal is accepted, agree to enter into an agreement on the form attached to, and forming a part of these specifications, with Moorhead Area Public Schools to complete the construction as specified in, and in strict accordance with the plans and specifications entitled Ellen Hopkins Elementary School Tunnel Piping Insulation, dated July 2017, as prepared by Martin Mechanical Design, Inc., Mechanical Engineers, Fargo, North Dakota, acting as, and in these contract documents entitled, the Engineer, for the following sums:

Base Bid:

For completing the Insulation Work for the Tunnel Piping Insulation based on for quantities as shown on plans, the sum of

\_\_\_\_\_ Dollars  
(\$ \_\_\_\_\_) pre-formed fiberglass. OR

\_\_\_\_\_ Dollars  
(\$ \_\_\_\_\_) for elastomeric pipe insulation.

Additive Quantities Bid:

Provide labor and material to complete installation on pipe and fittings over and above 5% over the quantities shown: cost shall be for 10' increments of straight pipe and fittings.

| <u>Pipe Size</u> | <u>Thickness</u> | <u>Cost<br/>Preformed<br/>Fiberglass</u> | <u>Cost<br/>Elastomeric</u> |
|------------------|------------------|--|-----------------------------|
| 1/2"             | 1/2"             | \$ _____                                 | \$ _____                    |
| 1 1/4" – 1 1/2"  | 1"               | \$ _____                                 | \$ _____                    |
| 2"               | 1"               | \$ _____                                 | \$ _____                    |
| 3"               | 1 1/2"           | \$ _____                                 | \$ _____                    |
| 4"               | 1 1/2"           | \$ _____                                 | \$ _____                    |
| 5"               | 1 1/2"           | \$ _____                                 | \$ _____                    |

Alternate Bid – Bidders Bond

A Bidders Bond in the amount of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_) is attached hereto with the understanding that if this proposal is accepted, and the undersigned refuse, fail, or neglect to execute the Contract Documents and furnish the said bond within ten (10) days of the date of acceptance of this proposal, it is understood and agreed between the Moorhead Area Public Schools, Moorhead, MN and \_\_\_\_\_ that

\_\_\_\_\_ Dollars (\$ \_\_\_\_\_)

same being the amount of bid security above mentioned, shall be liquidated damages occasioned by such failure, refusal or neglect, and that thereupon said Moorhead Area Public Schools(MAPS), Moorhead, MN, realize on said bid security and use the proceeds in payment of said damages, and upon the further understanding that said bid security will be promptly returned upon the rejection of this proposal.

This proposal is submitted after careful study of the plans and specifications and from a personal knowledge of the conditions at the site, which knowledge was obtained from the undersigned's own source of information, and not from any official or member of the staff of MAPS, Moorhead, MN.

The undersigned does declare that this proposal is made without improper connection with any other person or persons, making a proposal on this same contract, and is in all respects fair and without collusion or fraud, and the undersigned does further declare that no person or persons acting in any official capacity for MAPS, Moorhead, MN, directly, or indirectly, interested therein, or in the supplies, or work to which it relates, or in any portion of the profits thereof.

If this proposal is accepted, the Bidder agrees to complete the work as specified within \_\_\_\_\_ calendar days from the date of issuance of the "Notice to Proceed".

Addenda No. \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ are hereby acknowledged.

\_\_\_\_\_  
Legal Name of Person, Firm or Corporation  
(State whether the bidder is a sole proprietor, a partnership, or a corporation, the State in which it is incorporated)

By \_\_\_\_\_

Title\_\_\_\_\_

Address\_\_\_\_\_

1. **Do not include sales tax. Moorhead Area Public Schools will provide successful contractor with sales tax exemption number.**



## GENERAL CONDITIONS OF THE CONTRACT

The General Conditions of the Contract for Construction (EJCDC No1910-8 [2007 Edition]) 17 Articles and 42 pages, are hereby made part of the Contract Documents for this project where applicable and whether bound herein or not. The Contractor shall be responsible for the information contained within the document. Copies of the document are on file at most Builders Exchanges, the Engineer's office, and the office of the Owner. Copies will be made available to anyone making a request to the Engineer.





## SPECIAL CONDITIONS OF THE CONTRACT

### 1. PREPARATION OF BID:

It is the intention of the Owner to receive single proposals for the Insulation of the Tunnel Piping.

All bids must be made upon forms of proposal attached hereto and the prices of the work proposed shall be given in plain or typed figures. The proposal must be signed in ink by the bidder. Any proposal, which is incomplete, obscure, or irregular, may be rejected.

### 2. COMPLETION DATE:

It is the Owner's intention and desire to have the Tunnel Piping Insulation completed by October 15, 2017. Undue delays will not be tolerated. Each contractor shall state in his bid his expected completion date. Such date will be taken into consideration for award and will be made an essential part of the contract.

### 3. CONDITIONS AT SITE:

The work to be done will be on the Owner's property. The Contractor shall satisfy himself by a personal examination of the site as to all local conditions affecting the performance of the contract. The Contractor is deemed to accept such conditions as they are eventually found to exist, and to waive all claims for extra compensation arising from the encountering of unforeseen difficulties except as the same are expressly provided for in either the specifications or the contract. Professions of ignorance regarding the requirements of the work will in no way serve to modify the provisions of the Contract Documents.

### 4. INSURANCE:

Property Insurance (Builder's Risk) – Provided by Contractor: \$1,000 deductible will be paid by Contractor.

### 5. EXAMINATION OF DOCUMENTS:

The Contractor shall carefully review the plans and read the specifications before submitting a bid on the work to be done. If any Contractor contemplating submitting a bid for the proposed contract is in doubt as to the true meaning of any part of the plans, specifications or other proposed contract documents, he may submit to the Engineer a written request for an interpretation thereof. The person submitting the request will be responsible for its prompt delivery. Any

interpretation of the proposed documents will be made only in writing duly issued. A copy will be mailed or delivered to each bidder receiving a copy of the plans and specifications and to such other prospective bidders as have requested that they are furnished with the same.

6. CONTRACT LIMITS:

The Contractor shall, to the best of his ability, confine all storage, equipment moving, construction staging and all other activities to the area as indicated by the limit lines shown on the Site Plan. If the Contractor requires more space than is indicated, approval must be obtained from the Owner in writing prior to utilization. The Contractor shall protect, with approved materials, all existing curbs, drives, walks, buildings, roofs, trees, etc., during the course of construction. Any damages resulting from construction process shall be repaired or replaced to match existing construction and shall be paid for by the Contractor responsible for the damage. Protect all existing finish including but not limited to carpet, walls, floors, and doors.

7. MATERIALS OF APPROVED EQUAL QUALITY:

Requests for substitutions of materials and/or equipment other than those named in the specifications may be made upon application to the Architect-Engineer. Applications shall be submitted in duplicate and shall include a stamped, self-addressed envelope and brochures with complete information, tests, etc., as to the quality, performance and suitability. Applications shall be in the Engineer's office not later than seven (7) days prior to the bidding date, after which a list of approved material be sent to all prime contractors. The Engineer's decision shall be final.

8. COMPLIANCE WITH SPECIFICATIONS:

Each proposal shall cover all materials and equipment as designated under the various sections of these specifications with alternates only as requested. Alternates not specifically asked for will be considered only at the option of the Owner and the Engineer. Bidders shall adhere to the proposal form provided in the specifications without change.

9. PERFORMANCE BOND: (ALTERNATE BID)

Before signing the contract and before release of his bid security, the Contractor shall furnish a Performance Bond in the full amount of his contract payable to Moorhead Area Public Schools, Moorhead, MN, on a form acceptable to Moorhead Area Public Schools, Moorhead, MN. The Performance Bond shall remain in effect for one year after final acceptance of the work by the Owner.

10. TERMS OF PAYMENT:

The terms under which the Owner will pay the Contractor will be upon monthly estimates in accordance with the following. Prior to submittal of the first monthly estimate, the Contractor shall submit a contract breakdown indicating installed costs of various items of equipment and materials for approval by the Engineer. The approved breakdown will be used as a guide for approval of the Contractor's monthly estimates.

11. FINAL INSPECTION:

When the work is substantially completed, the Contractor shall notify the Owner in writing that the project will be ready for a prefinal inspection on a definite date, which shall be stated in the notice. Such notice shall be given at least ten (10) days prior to the date stated for prefinal inspection. Based on the prefinal inspection, the Owner shall present the Contractor with a punch list of the work to be completed or corrected. The Contractor shall set a date for final inspection allowing himself enough time to make all corrections required as indicated on the punch list, and shall so notify the Owner of this date in writing.

12. SAFETY PRECAUTIONS:

The Contractor shall take the necessary precautions to protect the personnel and others having access to the site from injury by falling objects, open excavations or other hazardous circumstances by providing barricades, warning signs, signal lights or planking, and such other safety aides as may be necessary in the opinion of the Engineer or the State Safety Officials. Failure to provide such safety devices or aides will result in provisions of them by others at the Contractor's expense. The Contractor shall conform to the provisions of the Williams-Steiger Occupational Safety and Health Act of 1970 as enforced by the local, State, and Federal Government. All construction personnel shall wear hard hats while on site.

13. The Owner and Engineer reserve the right to permanently remove any Person working at the site for lack of cooperation, poor workmanship, lack of coordination, or intolerance to the rights of the Owner, Engineer, or other contractors or subcontractors working at the site. The Owner's and Engineer's decision is final and the Contractor agrees no recourse is available to him.

14. DRAWINGS AND SPECIFICATIONS:

The drawings and specifications shall be included as a part of the Contract Document.

15. BUILDING PERMITS:

Building permits shall be obtained by the Contractor. In all instances where the word "Contractor" is used it shall apply to each prime Contractor in proportion to his bid except as it refers to Mechanical or Electrical or General work specifically.

16. CONTRACTORS FAILURE TO MEET COMPLETION DATE:

The contractor shall be liable for all costs of the Engineers Project Management, site visits, expenses, and etc. required for the Project from the specification stated completion date until the project is finally completed by the contractor. The Engineer will charge his standard hourly rates plus expenses for these additional services to the contractor.

17. CONTRACTORS COOPERATION ON PROJECT

The Contractor agrees that the Owner and/or the Engineer may permanently remove any of the contractor's employees or subcontractors from the project for lack of cooperation on Project, poor workmanship, or for any reason whatsoever. The Contractor agrees that he has NO legal recourse if such action is taken.

18. DAMAGE TO OWNERS PROPERTY

The contractor or contractors shall take extra care to avoid damage to trees, shrubs, or structures which are not intended to be removed during construction. Damage or replacement of property will be calculated by Martin Mechanical Design, Inc. Any damage caused shall be promptly communicated to the Engineer. The contractor causing the damage will be totally responsible for repairs or replacement. Should any damage be not reported, each contractor will be charged his proportionate share of the cost based on his proportion of the total project cost.

ADVERTISEMENT FOR BIDS

Moorhead Area Public Schools  
Ellen Hopkins Elementary School  
Tunnel Piping Re-Insulation  
2020 11<sup>th</sup> St. South  
Moorhead, MN 56560

Notice is hereby given that sealed bids will be received for Ellen Hopkins Elem. School Tunnel Piping Re-Insulation. Work will be addressed and delivered to: Moorhead Area Public Schools 2410 14<sup>th</sup> St. South Moorhead, MN 56560 on or before **2pm on Thursday July 27, 2017.**

All bids must be prepared on the form provided by the Engineer and submitted in accordance with the Instructions to Bidders. Bids are to be labeled Ellen Hopkins Tunnel Piping Re-Insulation attn. Brandon Lunak at the aforesaid address and are to be in a sealed opaque envelope conspicuously marked on the outside identifying the project name.

There will not be a mandatory pre-bid meeting. Any contractor wishing to walk through the project shall contact engineer. All requests shall be received no later than 10 days prior to bid opening.

Plans, Specifications and Proposal Forms as prepared by Martin Mechanical Design, 702 28<sup>th</sup> Ave. North Fargo, ND 58102, 701-293-7957. Plans and Specifications are available upon request to Martin Mechanical Design Inc. Addendums will only be emailed to each bidder on the bidders list and the Fargo Builders Exchange.

No bids may be withdrawn within thirty (30) days from the scheduled closing time for receiving bids.

The right is reserved to reject any or all bids or parts of bids and to waive informalities therein, and to award the contract to other than the lowest bidder if in their discretion the interests of the Owner will be best served thereby.

SECTION 011000 - SUMMARY

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section Includes:
  - 1. Project information.
  - 2. Work covered by Contract Documents.
  - 3. Work by Owner.
  - 4. Work under separate contracts.
  - 5. Future work.
  - 6. Purchase contracts.
  - 7. Owner-furnished products.
  - 8. Access to site.
  - 9. Coordination with occupants.
  - 10. Work restrictions.
  - 11. Specification and drawing conventions.
  - 12. Miscellaneous provisions.
- B. Related Requirements:
  - 1. Section 015000 "Temporary Facilities and Controls" for limitations and procedures governing temporary use of Owner's facilities.

1.3 PROJECT INFORMATION

- A. Project Identification: Ellen Hopkins Tunnel Piping Insulation.
  - 1. Project Location: Moorhead Area Public Schools, Moorhead, MN 56560.
- B. Owner: Moorhead Area Public Schools.
  - 1. Owner's Representative: Chad Hansen.
- C. Engineer: Martin Mechanical Design.

1.4 WORK COVERED BY CONTRACT DOCUMENTS

- A. The Work of Project is defined by the Contract Documents and consists of the following:
  - 1. Placement of insulation over existing piping in tunnel.
- B. Type of Contract:
  - 1. Project will be constructed under a single prime contract.

1.5 WORK BY OWNER

- A. General: Cooperate fully with Owner so work may be carried out smoothly, without interfering with or delaying work under this Contract or work by Owner. Coordinate the Work of this Contract with Owner and occupancy of building.

1.6 WORK UNDER SEPARATE CONTRACTS

- A. General: Cooperate fully with separate contractors so work on those contracts may be carried out smoothly, without interfering with or delaying work under this Contract or other contracts. Coordinate the Work of this Contract with work performed under separate contracts.

1.7 ACCESS TO SITE

- A. General: Contractor shall have use of Project site for construction operations as indicated on Drawings by the Contract limits and as indicated by requirements of this Section.
- B. Use of Site: Limit use of Project site to work in areas indicated. Do not disturb portions of Project site beyond areas in which the Work is indicated. Owner will continue operations during construction work.
- C. Condition of Existing Building: Maintain portions of existing building affected by construction operations in a weather tight condition throughout construction period. Repair damage caused by construction operations.

1.8 COORDINATION WITH OCCUPANTS

- A. Full Owner Occupancy: Owner will occupy site during entire construction period. Perform the Work so as not to interfere with Owner's day-to-day operations. Maintain existing exits unless otherwise indicated.
  - 1. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities.
  - 2. Notify Owner not less than 72 hours in advance of activities that will affect Owner's operations.

1.9 WORK RESTRICTIONS

- A. Work Restrictions, General: Comply with restrictions on construction operations.
  - 1. Comply with limitations on use of public streets and with other requirements of authorities having jurisdiction.
- B. On-Site Work Hours: Owner will work with successful bidder to determine working hours. Generally building will be available from 6 AM to 5 PM.
  - 1. Weekend Hours: As arranged with Owner.
  - 2. Early Morning Hours: As arranged with Owner.
  - 3. Hours for Utility Shutdowns: As arranged with Owner.
- C. Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and then only after providing temporary utility services according to requirements indicated:
  - 1. Notify Owner not less than two days in advance of proposed utility interruptions.



2. Obtain Owner's written permission before proceeding with utility interruptions.
- D. Noise, Vibration, and Odors: Coordinate operations that may result in high levels of noise and vibration, odors, or other disruption to Owner occupancy with Owner. Not required, building is unoccupied.
  1. Notify Owner not less than two days in advance of proposed disruptive operations.
- E. Nonsmoking Building: Smoking is not permitted within the building or within 25 feet of entrances, operable windows, or outdoor-air intakes.
- F. Controlled Substances: Use of tobacco products and other controlled substances on Project site is not permitted.
- G. Employee Identification: Provide identification tags for Contractor personnel working on Project site. Require personnel to use identification tags at all times. Uniform accepted alternate.
- H. Employee Screening: Comply with Owner's requirements for drug and background screening of Contractor personnel working on Project site. Provide copy of background form and contractor's conduct form.
  1. Maintain list of approved screened personnel with Owner's representative.

#### 1.10 SPECIFICATION AND DRAWING CONVENTIONS

- A. Specification Content: The Specifications use certain conventions for the style of language and the intended meaning of certain terms, words, and phrases when used in particular situations. These conventions are as follows:
  1. Imperative mood and streamlined language are generally used in the Specifications. The words "shall," "shall be," or "shall comply with," depending on the context, are implied where a colon (:) is used within a sentence or phrase.
  2. Specification requirements are to be performed by Contractor unless specifically stated otherwise.
- B. Division 01 General Requirements: Requirements of Sections in Division 01 apply to the Work of all Sections in the Specifications.
- C. Drawing Coordination: Requirements for materials and products identified on Drawings are described in detail in the Specifications. One or more of the following are used on Drawings to identify materials and products:
  1. Terminology: Materials and products are identified by the typical generic terms used in the individual Specifications Sections.
  2. Abbreviations: Materials and products are identified by abbreviations.
  3. Keynoting: Materials and products are identified by reference keynotes referencing Specification Section numbers found in this Project Manual.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 011000

SECTION 012300 - ALTERNATES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for alternates.

1.3 DEFINITIONS

- A. Alternate: An amount proposed by bidders and stated on the Bid Form for certain work defined in the bidding requirements that may be added to or deducted from the base bid amount if Owner decides to accept a corresponding change either in the amount of construction to be completed or in the products, materials, equipment, systems, or installation methods described in the Contract Documents.
  - 1. Alternates described in this Section are part of the Work only if enumerated in the Agreement.
  - 2. The cost or credit for each alternate is the net addition to or deduction from the Contract Sum to incorporate alternate into the Work. No other adjustments are made to the Contract Sum.

1.4 PROCEDURES

- A. Coordination: Revise or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project.
  - 1. Include as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation whether or not indicated as part of alternate.
- B. Notification: Immediately following award of the Contract, notify each party involved, in writing, of the status of each alternate. Indicate if alternates have been accepted, rejected, or deferred for later consideration. Include a complete description of negotiated revisions to alternates.
- C. Execute accepted alternates under the same conditions as other work of the Contract.
- D. Schedule: A schedule of alternates is included at the end of this Section. Specification Sections referenced in schedule contain requirements for materials necessary to achieve the work described under each alternate.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 SCHEDULE OF ALTERNATES

A. ADD ALTERNATE (ALT-1)

1. Provide all the labor and material required to add additional quantities over and above the amount stated on the contract documents. The contract documents assumed to be within 5% of the actual length of pipe.

END OF SECTION 012300

SECTION 012600 - CONTRACT MODIFICATION PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for handling and processing Contract modifications.
- B. Related Requirements:
  - 1. Section 012500 "Substitution Procedures" for administrative procedures for handling requests for substitutions made after the Contract award.

1.3 MINOR CHANGES IN THE WORK

- A. Engineer will issue supplemental instructions authorizing minor changes in the Work, not involving adjustment to the Contract Sum or the Contract Time, on AIA Document G710, "Architect's Supplemental Instructions."

1.4 PROPOSAL REQUESTS

- A. Owner-Initiated Proposal Requests: Engineer will issue a detailed description of proposed changes in the Work that may require adjustment to the Contract Sum or the Contract Time. If necessary, the description will include supplemental or revised Drawings and Specifications.
  - 1. Work Change Proposal Requests issued by Engineer are not instructions either to stop work in progress or to execute the proposed change.
  - 2. Within time specified in Proposal Request or 20 days, when not otherwise specified, after receipt of Proposal Request, submit a quotation estimating cost adjustments to the Contract Sum and the Contract Time necessary to execute the change.
    - a. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
    - b. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
    - c. Include costs of labor and supervision directly attributable to the change.
    - d. Quotation Form: Use forms acceptable to Engineer.
- B. Contractor-Initiated Proposals: If latent or changed conditions require modifications to the Contract, Contractor may initiate a claim by submitting a request for a change to Engineer.
  - 1. Include a statement outlining reasons for the change and the effect of the change on the Work. Provide a complete description of the proposed change. Indicate the effect of the proposed change on the Contract Sum and the Contract Time.

2. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
3. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
4. Include costs of labor and supervision directly attributable to the change.
5. Include an updated Contractor's construction schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and finish times, and activity relationship. Use available total float before requesting an extension of the Contract Time.
6. Comply with requirements in Section 012500 "Substitution Procedures" if the proposed change requires substitution of one product or system for product or system specified.
7. Proposal Request Form: Use form acceptable to Engineer.

#### 1.5 CHANGE ORDER PROCEDURES

- A. On Owner's approval of a Work Changes Proposal Request, Engineer will issue a Change Order for signatures of Owner and Contractor on AIA Document G701.

#### 1.6 CONSTRUCTION CHANGE DIRECTIVE

- A. Construction Change Directive: Engineer may issue a Construction Change Directive on AIA Document G714. Construction Change Directive instructs Contractor to proceed with a change in the Work, for subsequent inclusion in a Change Order.
  1. Construction Change Directive contains a complete description of change in the Work. It also designates method to be followed to determine change in the Contract Sum or the Contract Time.
- B. Documentation: Maintain detailed records on a time and material basis of work required by the Construction Change Directive.
  1. After completion of change, submit an itemized account and supporting data necessary to substantiate cost and time adjustments to the Contract.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 012600

SECTION 012900 - PAYMENT PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

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

1.3 DEFINITIONS

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

1.4 SCHEDULE OF VALUES

- A. Coordination: Coordinate preparation of the schedule of values with preparation of Contractor's construction schedule.
  - 1. Coordinate line items in the schedule of values with other required administrative forms and schedules, including the following:
    - a. Application for Payment forms with continuation sheets.
    - b. Submittal schedule.
    - c. Items required to be indicated as separate activities in Contractor's construction schedule.
  - 2. Submit the schedule of values to Engineer at earliest possible date, but no later than seven days before the date scheduled for submittal of initial Applications for Payment.
  - 3. Subschedules for Phased Work: Where the Work is separated into phases requiring separately phased payments; provide subschedules showing values coordinated with each phase of payment.
  - 4. Subschedules for Separate Elements of Work: Where the Contractor's construction schedule defines separate elements of the Work; provide subschedules showing values coordinated with each element.
  - 5. Subschedules for Separate Design Contracts: Where the Owner has retained design professionals under separate contracts who will each provide certification of payment requests, provide subschedules showing values coordinated with the scope of each design services contract as described in Section 011000 "Summary."
- B. Format and Content: Use Project Manual table of contents as a guide to establish line items for the schedule of values. Provide at least one line item for each Specification Section.

1. Identification: Include the following Project identification on the schedule of values:
  - a. Project name and location.
  - b. Name of Engineer.
  - c. Engineer's project number.
  - d. Contractor's name and address.
  - e. Date of submittal.
2. Arrange schedule of values consistent with format of AIA Document G703.
3. Arrange the schedule of values in tabular form with separate columns to indicate the following for each item listed:
  - a. Related Specification Section or Division.
  - b. Description of the Work.
  - c. Name of subcontractor.
  - d. Name of manufacturer or fabricator.
  - e. Name of supplier.
  - f. Change Orders (numbers) that affect value.
  - g. Dollar value of the following, as a percentage of the Contract Sum to nearest one-hundredth percent, adjusted to total 100 percent.
    - 1) Labor.
    - 2) Materials.
    - 3) Equipment.
4. Provide a breakdown of the Contract Sum in enough detail to facilitate continued evaluation of Applications for Payment and progress reports. Coordinate with Project Manual table of contents. Provide multiple line items for principal subcontract amounts in excess of five percent of the Contract Sum.
5. Round amounts to nearest whole dollar; total shall equal the Contract Sum.
6. Provide a separate line item in the schedule of values for each part of the Work where Applications for Payment may include materials or equipment purchased or fabricated and stored, but not yet installed.
  - a. Differentiate between items stored on-site and items stored off-site. If required, include evidence of insurance.
7. Provide separate line items in the schedule of values for initial cost of materials, for each subsequent stage of completion, and for total installed value of that part of the Work.
8. Allowances: Provide a separate line item in the schedule of values for each allowance. Show line-item value of unit-cost allowances, as a product of the unit cost, multiplied by measured quantity. Use information indicated in the Contract Documents to determine quantities.
9. Purchase Contracts: Provide a separate line item in the schedule of values for each purchase contract. Show line-item value of purchase contract. Indicate owner payments or deposits, if any, and balance to be paid by Contractor.
10. Each item in the schedule of values and Applications for Payment shall be complete. Include total cost and proportionate share of general overhead and profit for each item.
  - a. Temporary facilities and other major cost items that are not direct cost of actual work-in-place may be shown either as separate line items in the schedule of values or distributed as general overhead expense, at Contractor's option.

11. Schedule Updating: Update and resubmit the schedule of values before the next Applications for Payment when Change Orders or Construction Change Directives result in a change in the Contract Sum.

#### 1.5 APPLICATIONS FOR PAYMENT

- A. Each Application for Payment following the initial Application for Payment shall be consistent with previous applications and payments as certified by Engineer and paid for by Owner.
  1. Initial Application for Payment, Application for Payment at time of Substantial Completion, and final Application for Payment involve additional requirements.
- B. Payment Application Times: The date for each progress payment is indicated in the Agreement between Owner and Contractor. The period of construction work covered by each Application for Payment is the period indicated in the Agreement.
- C. Payment Application Times: Submit Application for Payment to Engineer by the 25<sup>th</sup> of the month. The period covered by each Application for Payment is one month, ending on the last day of the month.
- D. Application for Payment Forms: Use AIA Document G702 and AIA Document G703 as form for Applications for Payment.
- E. Application for Payment Forms: Use forms provided by Owner for Applications for Payment. Sample copies are included in Project Manual.
- F. Application for Payment Forms: Use forms acceptable to Owner for Applications for Payment. Submit forms for approval with initial submittal of schedule of values.
- G. Application Preparation: Complete every entry on form. Notarize and execute by a person authorized to sign legal documents on behalf of Contractor.
  1. Entries shall match data on the schedule of values and Contractor's construction schedule. Use updated schedules if revisions were made.
  2. Include amounts for work completed following previous Application for Payment, whether or not payment has been received. Include only amounts for work completed at time of Application for Payment.
  3. Include amounts of Change Orders and Construction Change Directives issued before last day of construction period covered by application.
  4. Indicate separate amounts for work being carried out under Owner-requested project acceleration.
- H. Stored Materials: Include in Application for Payment amounts applied for materials or equipment purchased or fabricated and stored, but not yet installed. Differentiate between items stored on-site and items stored off-site.
  1. Provide certificate of insurance, evidence of transfer of title to Owner, and consent of surety to payment, for stored materials.
  2. Provide supporting documentation that verifies amount requested, such as paid invoices. Match amount requested with amounts indicated on documentation; do not include overhead and profit on stored materials.
  3. Provide summary documentation for stored materials indicating the following:



- a. Value of materials previously stored and remaining stored as of date of previous Applications for Payment.
  - b. Value of previously stored materials put in place after date of previous Application for Payment and on or before date of current Application for Payment.
  - c. Value of materials stored since date of previous Application for Payment and remaining stored as of date of current Application for Payment.
- I. Transmittal: Submit three signed and notarized original copies of each Application for Payment to by a method ensuring receipt. One copy shall include waivers of lien and similar attachments if required.
1. Transmit each copy with a transmittal form listing attachments and recording appropriate information about application.
- J. Waivers of Mechanic's Lien: With each Application for Payment, submit waivers of mechanic's lien from entities lawfully entitled to file a mechanic's lien arising out of the Contract and related to the Work covered by the payment.
1. Submit partial waivers on each item for amount requested in previous application, after deduction for retainage, on each item.
  2. When an application shows completion of an item, submit conditional final or full waivers.
  3. Owner reserves the right to designate which entities involved in the Work must submit waivers.
  4. Waiver Forms: Submit executed waivers of lien on forms acceptable to Owner.
- K. Initial Application for Payment: Administrative actions and submittals that must precede or coincide with submittal of first Application for Payment include the following:
1. List of subcontractors.
  2. Schedule of values.
  3. Contractor's construction schedule (preliminary if not final).
  4. Combined Contractor's construction schedule (preliminary if not final) incorporating Work of multiple contracts, with indication of acceptance of schedule by each Contractor.
  5. Products list (preliminary if not final).
  6. Schedule of unit prices.
  7. Submittal schedule (preliminary if not final).
  8. List of Contractor's staff assignments.
  9. List of Contractor's principal consultants.
  10. Copies of building permits.
  11. Copies of authorizations and licenses from authorities having jurisdiction for performance of the Work.
  12. Initial progress report.
  13. Report of preconstruction conference.
  14. Certificates of insurance and insurance policies.
  15. Performance and payment bonds.
  16. Data needed to acquire Owner's insurance.
- L. Application for Payment at Substantial Completion: After Engineer issues the Certificate of Substantial Completion, submit an Application for Payment showing 100 percent completion for portion of the Work claimed as substantially complete.
1. Include documentation supporting claim that the Work is substantially complete and a statement showing an accounting of changes to the Contract Sum.
  2. This application shall reflect Certificate(s) of Substantial Completion issued previously for Owner occupancy of designated portions of the Work.

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

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 012900

SECTION 017300 - EXECUTION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section includes general administrative and procedural requirements governing execution of the Work including, but not limited to, the following:
  - 1. Installation of the Work.
  - 2. Cutting and patching.
  - 3. Progress cleaning.
  - 4. Starting and adjusting.
  - 5. Protection of installed construction.
  - 6. Correction of the Work.

1.3 DEFINITIONS

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

1.4 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 Engineer of locations and details of cutting and await directions from Engineer before proceeding. Shore, brace, and support structural elements during cutting and patching. Do not cut and patch structural elements in a manner that could change their load-carrying capacity or increase deflection
  - 2. Operational Elements: Do not cut and patch operating elements and related components in a manner that results in reducing their capacity to perform as intended or that results in increased maintenance or decreased operational life or safety.
    - a. Mechanical systems piping and ducts.
    - b. Control systems.
    - c. Electrical wiring systems.

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.
  - a. Water, moisture, or vapor barriers.
  - b. Membranes and flashings.
  - c. Exterior curtain-wall construction.
  - d. Equipment supports.
  - e. Piping, ductwork, vessels, and equipment.
  - f. Noise- and vibration-control elements and systems.
- B. Manufacturer's Installation Instructions: Obtain and maintain on-site manufacturer's written recommendations and instructions for installation of products and equipment.

## PART 2 - PRODUCTS

### 2.1 MATERIALS

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

## 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. Written Report: Where a written report listing conditions detrimental to performance of the Work is required by other Sections, include the following:
  1. Description of the Work.
  2. List of detrimental conditions, including substrates.
  3. List of unacceptable installation tolerances.

4. Recommended corrections.

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

### 3.2 PREPARATION

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

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

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

### 3.3 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.
4. Maintain minimum headroom clearance of 96 inches in occupied spaces and 90 inches in unoccupied spaces.

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

### 3.4 CUTTING AND PATCHING

- A. Cutting and Patching, General: Employ skilled, licensed/bonded workers to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time, and complete without delay.
1. Cut in-place construction to provide for installation of other components or performance of other construction, and subsequently patch as required to restore surfaces to their original condition.
- B. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during installation or cutting and patching operations, by methods and with materials so as not to void existing warranties.
- C. Temporary Support: Provide temporary support of work to be cut.
- D. Protection: Protect in-place construction during cutting and patching to prevent damage. Provide protection from adverse weather conditions for portions of Project that might be exposed during cutting and patching operations.
- E. Adjacent Occupied Areas: Where interference with use of adjoining areas or interruption of free passage to adjoining areas is unavoidable, coordinate cutting and patching according to requirements in Section 011000 "Summary."
- F. Existing Utility Services and Mechanical/Electrical Systems: Where existing services/systems are required to be removed, relocated, or abandoned, bypass such services/systems before cutting to prevent interruption to occupied areas.
- G. Cutting: Cut in-place construction by sawing, drilling, breaking, chipping, grinding, and similar operations, including excavation, using methods least likely to damage elements retained or adjoining construction. If possible, review proposed procedures with original Installer; comply with original Installer's written recommendations.
1. In general, use hand or small power tools designed for sawing and grinding, not hammering and chopping. Cut holes and slots neatly to minimum size required, and with minimum disturbance of adjacent surfaces. Temporarily cover openings when not in use.
  2. Finished Surfaces: Cut or drill from the exposed or finished side into concealed surfaces.

3. Excavating and Backfilling: Comply with requirements in applicable Sections where required by cutting and patching operations.
  4. Mechanical and Electrical Services: Cut off pipe or conduit in walls or partitions to be removed. Cap, valve, or plug and seal remaining portion of pipe or conduit to prevent entrance of moisture or other foreign matter after cutting.
  5. Proceed with patching after construction operations requiring cutting are complete.
- H. Patching: Patch construction by filling, repairing, refinishing, closing up, and similar operations following performance of other work. Patch with durable seams that are as invisible as practicable. 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.
    - a. Clean piping, conduit, and similar features before applying paint or other finishing materials.
    - b. Restore damaged pipe covering to its original condition.
  3. Floors and Walls: Where walls or partitions that are removed extend one finished area into another, patch and repair floor and wall surfaces in the new space. Provide an even surface of uniform finish, color, texture, and appearance. Remove in-place floor and wall coverings and replace with new materials, if necessary, to achieve uniform color and appearance.
    - a. Where patching occurs in a painted surface, prepare substrate and apply primer and intermediate paint coats appropriate for substrate over the patch, and apply final paint coat over entire unbroken surface containing the patch. Provide additional coats until patch blends with adjacent surfaces.
  4. Ceilings: Patch, repair, or rehang in-place ceilings as necessary to provide an even-plane surface of uniform appearance.
  5. Exterior Building Enclosure: Patch components in a manner that restores enclosure to a weather tight condition and ensures thermal and moisture integrity of building enclosure.
- I. Cleaning: Clean areas and spaces where cutting and patching are performed. Remove paint, mortar, oils, putty, and similar materials from adjacent finished surfaces.

### 3.5 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. Mark containers appropriately and dispose of legally, according to regulations.
    - a. Use containers intended for holding waste materials of type to be stored.

4. Coordinate progress cleaning for joint-use areas where Contractor and other contractors are working concurrently.
- B. Site: Maintain Project site free of waste materials and debris.
- C. Work Areas: Clean areas where work is in progress to the level of cleanliness necessary for proper execution of the Work.
  1. Remove liquid spills promptly.
  2. Where dust would impair proper execution of the Work, broom-clean or vacuum the entire work area, as appropriate.
- D. Installed Work: Keep installed work clean. Clean installed surfaces according to written instructions of manufacturer or fabricator of product installed, using only cleaning materials specifically recommended. If specific cleaning materials are not recommended, use cleaning materials that are not hazardous to health or property and that will not damage exposed surfaces.
- E. Concealed Spaces: Remove debris from concealed spaces before enclosing the space.
- F. Exposed Surfaces 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.
- H. During handling and installation, clean and protect construction in progress and adjoining materials already in place. Apply protective covering where required to ensure protection from damage or deterioration at Substantial Completion.
- I. Clean and provide maintenance on completed construction as frequently as necessary through the remainder of the construction period. Adjust and lubricate operable components to ensure operability without damaging effects.
- J. Limiting Exposures: Supervise construction operations to 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.

### 3.6 STARTING AND ADJUSTING

- A. Coordinate startup and adjusting of equipment and operating components with requirements in Section 019113 "General Commissioning Requirements."
- B. Start equipment and operating components to confirm proper operation. Remove malfunctioning units, replace with new units, and retest.
- C. Adjust equipment for proper operation. Adjust operating components for proper operation without binding.
- D. Test each piece of equipment to verify proper operation. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.
- E. Manufacturer's Field Service: Comply with qualification requirements in Section 014000 "Quality Requirements."



3.7 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 017700 - CLOSEOUT PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

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

1.3 ACTION SUBMITTALS

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

1.4 CLOSEOUT SUBMITTALS

- A. Certificates of Release: From authorities having jurisdiction.
- B. Certificate of Insurance: For continuing coverage.
- C. Field Report: For pest control inspection.

1.5 MAINTENANCE MATERIAL SUBMITTALS

- A. Schedule of Maintenance Material Items: For maintenance material submittal items specified in other Sections.

1.6 SUBSTANTIAL COMPLETION PROCEDURES

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

- B. Submittals Prior to Substantial Completion: Complete the following a minimum of 10 days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.
1. Certificates of Release: Obtain and submit releases from authorities having jurisdiction permitting Owner unrestricted use of the Work and access to services and utilities. Include occupancy permits, operating certificates, and similar releases.
  2. Submit closeout submittals specified in other Division 01 Sections, including project record documents, operation and maintenance manuals, final completion construction photographic documentation, damage or settlement surveys, property surveys, and similar final record information.
  3. Submit closeout submittals specified in individual Sections, including specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.
  4. Submit maintenance material submittals specified in individual Sections, including tools, spare parts, extra materials, and similar items, and deliver to location designated by Engineer. Label with manufacturer's name and model number where applicable.
    - a. Schedule of Maintenance Material Items: Prepare and submit schedule of maintenance material submittal items, including name and quantity of each item and name and number of related Specification Section. Obtain Engineer's signature for receipt of submittals.
  5. Submit test/adjust/balance records.
  6. Submit changeover information related to Owner's occupancy, use, operation, and maintenance.

#### 1.7 FINAL COMPLETION PROCEDURES

- A. Submittals Prior to Final Completion: Before requesting final inspection for determining final completion, complete the following:
1. Submit a final Application for Payment according to Section 012900 "Payment Procedures."
  2. Certified List of Incomplete Items: Submit certified copy of Architect's Substantial Completion inspection list of items to be completed or corrected (punch list), endorsed and dated by Engineers. Certified copy of the list shall state that each item has been completed or otherwise resolved for acceptance.
  3. Certificate of Insurance: Submit evidence of final, continuing insurance coverage complying with insurance requirements.
  4. Submit pest-control final inspection report.
- B. Inspection: Submit a written request for final inspection to determine acceptance a minimum of 10 days prior to date the work will be completed and ready for final inspection and tests. On receipt of request, Engineer will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare a final Certificate for Payment after inspection or will notify Contractor of construction that must be completed or corrected before certificate will be issued.
1. Reinspection: Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.

1.8 LIST OF INCOMPLETE ITEMS (PUNCH LIST)

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

1.9 SUBMITTAL OF PROJECT WARRANTIES

- A. Time of Submittal: Submit written warranties on request of Architect for designated portions of the Work where commencement of warranties other than date of Substantial Completion is indicated, or when delay in submittal of warranties might limit Owner's rights under warranty.
- B. Partial Occupancy: Submit properly executed warranties within 15 days of completion of designated portions of the Work that are completed and occupied or used by Owner during construction period by separate agreement with Contractor.
- C. Organize warranty documents into an orderly sequence based on the table of contents of Project Manual.
1. Bind warranties and bonds in heavy-duty, three-ring, vinyl-covered, loose-leaf binders, thickness as necessary to accommodate contents, and sized to receive 8-1/2-by-11-inch paper.
  2. Provide heavy paper dividers with plastic-covered tabs for each separate warranty. Mark tab to identify the product or installation. Provide a typed description of the product or installation, including the name of the product and the name, address, and telephone number of Installer.
  3. Identify each binder on the front and spine with the typed or printed title "WARRANTIES," Project name, and name of Contractor.
- D. Provide additional copies of each warranty to include in operation and maintenance manuals.

## PART 2 - PRODUCTS

### 2.1 MATERIALS

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

## PART 3 - EXECUTION

### 3.1 FINAL CLEANING

- A. General: Perform final cleaning. Conduct cleaning and waste-removal operations to comply with local laws and ordinances and Federal and local environmental and antipollution regulations.
- B. Cleaning: Employ experienced workers or professional cleaners for final cleaning. Clean each surface or unit to condition expected in an average commercial building cleaning and maintenance program. Comply with manufacturer's written instructions.
  - 1. Complete the following cleaning operations before requesting inspection for certification of Substantial Completion for entire Project or for a designated portion of Project:
    - a. Remove tools, construction equipment, machinery, and surplus material from Project site.
    - b. Clean exposed exterior and interior hard-surfaced finishes to a dirt-free condition, free of stains, films, and similar foreign substances. Avoid disturbing natural weathering of exterior surfaces. Restore reflective surfaces to their original condition.
    - c. Remove debris and surface dust from limited access spaces, including roofs, plenums, shafts, trenches, equipment vaults, manholes, attics, and similar spaces.
    - d. Sweep concrete floors broom clean in unoccupied spaces.
    - e. Remove labels that are not permanent.
    - f. Wipe surfaces of mechanical and electrical equipment and similar equipment. Remove excess lubrication, paint and mortar droppings, and other foreign substances.
    - g. Replace disposable air filters and clean permanent air filters.
    - h. Clean ducts, blowers, and coils if units were operated without filters during construction or that display contamination with particulate matter on inspection.
    - i. Leave Project clean and ready for occupancy.
- C. Construction Waste Disposal: Comply with waste disposal requirements.

### 3.2 REPAIR OF THE WORK

- A. Complete repair and restoration operations before requesting inspection for determination of Substantial Completion.

- B. Repair or remove and replace defective construction. Repairing includes replacing defective parts, refinishing damaged surfaces, touching up with matching materials, and properly adjusting operating equipment. Where damaged or worn items cannot be repaired or restored, provide replacements. Remove and replace operating components that cannot be repaired. Restore damaged construction and permanent facilities used during construction to specified condition.
1. Remove and replace chipped, scratched, and broken glass, reflective surfaces, and other damaged transparent materials.
  2. Touch up and otherwise repair and restore marred or exposed finishes and surfaces. Replace finishes and surfaces that that already show evidence of repair or restoration.
    - a. Do not paint over "UL" and other required labels and identification, including mechanical and electrical nameplates. Remove paint applied to required labels and identification.
  3. Replace parts subject to operating conditions during construction that may impede operation or reduce longevity.
  4. Replace burned-out bulbs, bulbs noticeably dimmed by hours of use, and defective and noisy starters in fluorescent and mercury vapor fixtures to comply with requirements for new fixtures.

END OF SECTION 017700

SECTION 017823 - OPERATION AND MAINTENANCE DATA

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

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

1.3 DEFINITIONS

- A. System: An organized collection of parts, equipment, or subsystems united by regular interaction.
- B. Subsystem: A portion of a system with characteristics similar to a system.

1.4 CLOSEOUT SUBMITTALS

- A. 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. Engineer 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. Three paper copies. Include a complete operation and maintenance directory. Enclose title pages and directories in clear plastic sleeves.
- C. Final Manual Submittal: Submit each manual in final form prior to requesting inspection for Substantial Completion and at least 15 days before commencing demonstration and training.
  - 1. Correct or revise each manual to comply with Engineer's comments. Submit copies of each corrected manual within 15 days of receipt of comments and prior to commencing demonstration and training.

## PART 2 - PRODUCTS

### 2.1 OPERATION AND MAINTENANCE DOCUMENTATION DIRECTORY

- 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. Include a section in the directory for each of the following:
  - 1. List of documents.
  - 2. List of systems.
  - 3. List of equipment.
  - 4. Table of contents.
- B. List of Systems and Subsystems: List systems alphabetically. Include references to operation and maintenance manuals that contain information about each system.
- C. List of Equipment: List equipment for each system, organized alphabetically by system. For pieces of equipment not part of system, list alphabetically in separate list.
- D. Tables of Contents: Include a table of contents for each emergency, operation, and maintenance manual.
- E. Identification: In the documentation directory and in each operation and maintenance manual, identify each system, subsystem, and piece of equipment with same designation used in the Contract Documents. If no designation exists, assign a designation according to ASHRAE Guideline 4, "Preparation of Operating and Maintenance Documentation for Building Systems."

### 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 has delegated design responsibility.
  - 3. Operating standards.
  - 4. Operating procedures.
  - 5. Operating logs.
  - 6. Wiring diagrams.
  - 7. Control diagrams.
  - 8. Piped system diagrams.
  - 9. Precautions against improper use.
  - 10. License requirements including inspection and renewal dates.
- 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 and drawing or schedule designation or identifier where applicable.
- 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.
  - 1. Include procedures to follow and required notifications for warranty claims.

### PART 3 - EXECUTION

#### 3.1 MANUAL PREPARATION

- A. Operation and Maintenance Documentation Directory: Prepare a separate manual that provides an organized reference to emergency, operation, and maintenance manuals.
- 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.
  - 1. Engage a factory-authorized service representative to assemble and prepare information for each system, subsystem, and piece of equipment not part of a system.
  - 2. Prepare a separate manual for each system and subsystem, in the form of an instructional manual for use by Owner's operating personnel.
- 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.
  - 1. Prepare supplementary text if manufacturers' standard printed data are not available and where the information is necessary for proper operation and maintenance of equipment or systems.
- 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.
  - 2. Comply with requirements of newly prepared record Drawings in Section 017839 "Project Record Documents."
- E. Comply with Section 017700 "Closeout Procedures" for schedule for submitting operation and maintenance documentation.

END OF SECTION 017823

SECTION 220719 - PLUMBING PIPING INSULATION

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes insulating the following plumbing piping services:
  - 1. Domestic hot and cold-water piping.
  - 2. Domestic recirculating hot-water piping.

1.2 ACTION SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Shop Drawings: Include plans, elevations, sections, details, and attachments to other work.
  - 1. Detail application of protective shields, saddles, and inserts at hangers for each type of insulation and hanger.
  - 2. Detail attachment and covering of heat tracing inside insulation.
  - 3. Detail insulation application at pipe expansion joints for each type of insulation.
  - 4. Detail insulation application at elbows, fittings, flanges, valves, and specialties for each type of insulation.
  - 5. Detail removable insulation at piping specialties, equipment connections, and access panels.
  - 6. Detail application of field-applied jackets.
  - 7. Detail application at linkages of control devices.

1.3 INFORMATIONAL SUBMITTALS

- A. Field quality-control reports.

1.4 QUALITY ASSURANCE

- A. Surface-Burning Characteristics: For insulation and related materials, as determined by testing identical products according to ASTM E 84 by a testing agency acceptable to authorities having jurisdiction. Factory label insulation and jacket materials and adhesive, mastic, tapes, and cement material containers, with appropriate markings of applicable testing agency.
  - 1. Insulation Installed Indoors: Flame-spread index of 25 or less, and smoke-developed index of 50 or less.
  - 2. Insulation Installed Outdoors: Flame-spread index of 75 or less, and smoke-developed index of 150 or less.
- B. Comply with the following applicable standards and other requirements specified for miscellaneous components:
  - 1. Supply and Drain Protective Shielding Guards: ICC A117.1.

PART 2 - PRODUCTS

2.1 INSULATION MATERIALS

- A. Comply with requirements in "Piping Insulation Schedule, General," "Indoor Piping Insulation Schedule," "Outdoor, Aboveground Piping Insulation Schedule," and "Outdoor, Underground Piping Insulation Schedule" articles for where insulating materials shall be applied.
- B. Products shall not contain asbestos, lead, mercury, or mercury compounds.
- C. Products that come in contact with stainless steel shall have a leachable chloride content of less than 50 ppm when tested according to ASTM C 871.
- D. Insulation materials for use on austenitic stainless steel shall be qualified as acceptable according to ASTM C 795.
- E. Foam insulation materials shall not use CFC or HCFC blowing agents in the manufacturing process.
  - 1. Special-Shaped Insulation: ASTM C 552, Type III.
  - 2. Preformed Pipe Insulation without Jacket: Comply with ASTM C 552, Type II, Class 1.
  - 3. Preformed Pipe Insulation with Factory-Applied ASJ-SSL: Comply with ASTM C 552, Type II, Class 2.
  - 4. Factory fabricate shapes according to ASTM C 450 and ASTM C 585.
- F. Flexible Elastomeric Insulation: Closed-cell, sponge- or expanded-rubber materials. Comply with ASTM C 534, Type I for tubular materials.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Aeroflex USA, Inc.
    - b. Armacell LLC. AP ArmaFlex with Microban and lapseal.
    - c. K-Flex USA.
- G. Mineral-Fiber, Preformed Pipe Insulation:
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Johns Manville; a Berkshire Hathaway company. Miro-Lok HP with antimicrobial coating.
    - b. Knauf Insulation.
    - c. Owens Corning.
  - 2. Type I, 850 Deg F Materials: Mineral or glass fibers bonded with a thermosetting resin. Comply with ASTM C 547, Type I, Grade A, with factory-applied ASJ. Factory-applied jacket requirements are specified in "Factory-Applied Jackets" Article.

2.2 INSULATING CEMENTS

- A. Mineral-Fiber, Hydraulic-Setting Insulating and Finishing Cement: Comply with ASTM C 449.

### 2.3 ADHESIVES

- A. Materials shall be compatible with insulation materials, jackets, and substrates and for bonding insulation to itself and to surfaces to be insulated, unless otherwise indicated.
- B. Flexible Elastomeric and Polyolefin Adhesive: Comply with MIL-A-24179A, Type II, Class I.
- C. Mineral-Fiber Adhesive: Comply with MIL-A-3316C, Class 2, Grade A.
- D. ASJ Adhesive, and FSK Jacket Adhesive: Comply with MIL-A-3316C, Class 2, Grade A for bonding insulation jacket lap seams and joints.
- E. PVC Jacket Adhesive: Compatible with PVC jacket.

### 2.4 MASTICS

- A. Materials shall be compatible with insulation materials, jackets, and substrates; comply with MIL-PRF-19565C, Type II.
- B. Vapor-Barrier Mastic: Water based; suitable for indoor use on below-ambient services.
  - 1. Water-Vapor Permeance: ASTM E 96/E 96M, Procedure B, 0.013 perm at 43-mil dry film thickness.
  - 2. Service Temperature Range: Minus 20 to plus 180 deg F.
  - 3. Solids Content: ASTM D 1644, 58 percent by volume and 70 percent by weight.
  - 4. Color: White.
  - 5. Foster Vapor Safe AF or Equal with Fungas Resistant
- C. Breather Mastic: Water based; suitable for indoor and outdoor use on above-ambient services.
  - 1. Water-Vapor Permeance: ASTM F 1249, 1.8 perms at 0.0625-inch dry film thickness.
  - 2. Service Temperature Range: Minus 20 to plus 180 deg F.
  - 3. Solids Content: 60 percent by volume and 66 percent by weight.
  - 4. Color: White.
  - 5. Foster Vapor Safe AF or Equal with Fungas Resistant

### 2.5 SEALANTS

- A. ASJ Flashing Sealants, and Vinyl, PVDC, and PVC Jacket Flashing Sealants:
  - 1. Materials shall be compatible with insulation materials, jackets, and substrates.
  - 2. Fire- and water-resistant, flexible, elastomeric sealant.
  - 3. Service Temperature Range: Minus 40 to plus 250 deg F.
  - 4. Color: White.

### 2.6 FACTORY-APPLIED JACKETS

- A. Insulation system schedules indicate factory-applied jackets on various applications. When factory-applied jackets are indicated, comply with the following:
  - 1. ASJ: White, kraft-paper, fiberglass-reinforced scrim with aluminum-foil backing; complying with ASTM C 1136, Type I.
  - 2. ASJ-SSL: ASJ with self-sealing, pressure-sensitive, acrylic-based adhesive covered by a removable protective strip; complying with ASTM C 1136, Type I.

3. FSK Jacket: Aluminum-foil, fiberglass-reinforced scrim with kraft-paper backing; complying with ASTM C 1136, Type II.

## 2.7 TAPES

- A. ASJ Tape: White vapor-retarder tape matching factory-applied jacket with acrylic adhesive, complying with ASTM C 1136.
  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.
- B. FSK Tape: Foil-face, vapor-retarder tape matching factory-applied jacket with acrylic adhesive; complying with ASTM C 1136.
  1. Width: 3 inches.
  2. Thickness: 6.5 mils.
  3. Adhesion: 90 ounces force/inch in width.
  4. Elongation: 2 percent.
  5. Tensile Strength: 40 lbf/inch in width.
  6. FSK Tape Disks and Squares: Precut disks or squares of FSK tape.
- C. PVC Tape: White vapor-retarder tape matching field-applied PVC jacket with acrylic adhesive; suitable for indoor and outdoor applications.
  1. Width: 2 inches.
  2. Thickness: 6 mils.
  3. Adhesion: 64 ounces force/inch in width.
  4. Elongation: 500 percent.
  5. Tensile Strength: 18 lbf/inch in width.

## 2.8 SECUREMENTS

- A. Staples: Outward-clinching insulation staples, nominal 3/4-inch-wide, stainless steel or Monel.

## PART 3 - EXECUTION

### 3.1 PREPARATION

- A. Surface Preparation: Clean and dry surfaces to receive insulation. Remove materials that will adversely affect insulation application.
- B. Coordinate insulation installation with the trade installing heat tracing. Comply with requirements for heat tracing that apply to insulation.
- C. Mix insulating cements with clean potable water; if insulating cements are to be in contact with stainless-steel surfaces, use demineralized water.

3.2 GENERAL INSTALLATION REQUIREMENTS

- A. Install insulation materials, accessories, and finishes with smooth, straight, and even surfaces; free of voids throughout the length of piping including fittings, valves, and specialties.
- B. Install insulation materials, forms, vapor barriers or retarders, jackets, and thicknesses required for each item of pipe system as specified in insulation system schedules.
- C. Install accessories compatible with insulation materials and suitable for the service. Install accessories that do not corrode, soften, or otherwise attack insulation or jacket in either wet or dry state.
- D. Install insulation with longitudinal seams at top and bottom of horizontal runs.
- E. Install multiple layers of insulation with longitudinal and end seams staggered.
- F. Do not weld brackets, clips, or other attachment devices to piping, fittings, and specialties.
- G. Keep insulation materials dry during application and finishing.
- H. Install insulation with tight longitudinal seams and end joints. Bond seams and joints with adhesive recommended by insulation material manufacturer.
- I. Install insulation with least number of joints practical.
- J. Where vapor barrier is indicated, seal joints, seams, and penetrations in insulation at hangers, supports, anchors, and other projections with vapor-barrier mastic.
  - 1. Install insulation continuously through hangers and around anchor attachments.
  - 2. For insulation application where vapor barriers are indicated, extend insulation on anchor legs from point of attachment to supported item to point of attachment to structure. Taper and seal ends at attachment to structure with vapor-barrier mastic.
  - 3. Install insert materials and install insulation to tightly join the insert. Seal insulation to insulation inserts with adhesive or sealing compound recommended by insulation material manufacturer.
  - 4. 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.
- K. Apply adhesives, mastics, and sealants at manufacturer's recommended coverage rate and wet and dry film thicknesses.
- L. Install insulation with factory-applied jackets as follows:
  - 1. Draw jacket tight and smooth.
  - 2. Cover circumferential joints with 3-inch-wide strips, of same material as insulation jacket. Secure strips with adhesive and outward clinching staples along both edges of strip, spaced 4 inches o.c.
  - 3. Overlap jacket longitudinal seams at least 1-1/2 inches. Install insulation with longitudinal seams at bottom of pipe. Clean and dry surface to receive self-sealing lap. Staple laps with outward clinching staples along edge at 2 inches o.c.
    - a. For below-ambient services, apply vapor-barrier mastic over staples.
  - 4. Cover joints and seams with tape, according to insulation material manufacturer's written instructions, to maintain vapor seal.

5. Where vapor barriers are indicated, apply vapor-barrier mastic on seams and joints and at ends adjacent to pipe flanges and fittings.
- M. Cut insulation in a manner to avoid compressing insulation more than 75 percent of its nominal thickness.
- N. Finish installation with systems at operating conditions. Repair joint separations and cracking due to thermal movement.
- O. Repair damaged insulation facings by applying same facing material over damaged areas. Extend patches at least 4 inches beyond damaged areas. Adhere, staple, and seal patches similar to butt joints.
- P. For above-ambient services, do not install insulation to the following:
  1. Vibration-control devices.
  2. Testing agency labels and stamps.
  3. Nameplates and data plates.
  4. Cleanouts.

### 3.3 PENETRATIONS

- A. Insulation Installation at Underground Exterior Wall Penetrations: Terminate insulation flush with sleeve seal. Seal terminations with flashing sealant.
- B. Insulation Installation at Aboveground Exterior Wall Penetrations: Install insulation continuously through wall penetrations.
  1. Seal penetrations with flashing sealant.
  2. For applications requiring only indoor insulation, terminate insulation inside wall surface and seal with joint sealant. For applications requiring indoor and outdoor insulation, install insulation for outdoor applications tightly joined to indoor insulation ends. Seal joint with joint sealant.
  3. Extend jacket of outdoor insulation outside wall flashing and overlap wall flashing at least 2 inches.
  4. Seal jacket to wall flashing with flashing sealant.
- C. Insulation Installation at Interior Wall and Partition Penetrations (That Are Not Fire Rated): Install insulation continuously through walls and partitions.
- D. Insulation Installation at Fire-Rated Wall and Partition Penetrations: Install insulation continuously through penetrations of fire-rated walls and partitions.
  1. Comply with requirements in Section 078413 "Penetration Firestopping" for firestopping and fire-resistive joint sealers.
- E. Insulation Installation at Floor Penetrations:
  1. Pipe: Install insulation continuously through floor penetrations.
  2. Seal penetrations through fire-rated assemblies. Comply with requirements in Section 078413 "Penetration Firestopping."



### 3.4 GENERAL PIPE INSULATION INSTALLATION

- A. Requirements in this article generally apply to all insulation materials except where more specific requirements are specified in various pipe insulation material installation articles.
- B. Insulate instrument connections for thermometers, pressure gages, pressure temperature taps, test connections, flow meters, sensors, switches, and transmitters on insulated pipes. Shape insulation at these connections by tapering it to and around the connection with insulating cement and finish with finishing cement, mastic, and flashing sealant.
- C. Install removable insulation covers at locations indicated. Installation shall conform to the following:
  - 1. Make removable flange and union insulation from sectional pipe insulation of same thickness as that on adjoining pipe. Install same insulation jacket as adjoining pipe insulation.
  - 2. When flange and union covers are made from sectional pipe insulation, extend insulation from flanges or union long at least two times the insulation thickness over adjacent pipe insulation on each side of flange or union. Secure flange cover in place with stainless-steel or aluminum bands. Select band material compatible with insulation and jacket.
  - 3. Construct removable valve insulation covers in same manner as for flanges, except divide the two-part section on the vertical center line of valve body.
  - 4. When covers are made from block insulation, make two halves, each consisting of mitered blocks wired to stainless-steel fabric. Secure this wire frame, with its attached insulation, to flanges with tie wire. Extend insulation at least 2 inches over adjacent pipe insulation on each side of valve. Fill space between flange or union cover and pipe insulation with insulating cement. Finish cover assembly with insulating cement applied in two coats. After first coat is dry, apply and trowel second coat to a smooth finish.
  - 5. Unless a PVC jacket is indicated in field-applied jacket schedules, finish exposed surfaces with a metal jacket.

### 3.5 INSTALLATION OF FLEXIBLE ELASTOMERIC INSULATION

- A. Seal longitudinal seams and end joints with manufacturer's recommended adhesive to eliminate openings in insulation that allow passage of air to surface being insulated.
- B. Insulation Installation on Pipe Flanges:
  - 1. Install pipe insulation to outer diameter of pipe flange.
  - 2. Make width of insulation section same as overall width of flange and bolts, plus twice the thickness of pipe insulation.
  - 3. Fill voids between inner circumference of flange insulation and outer circumference of adjacent straight pipe segments with cut sections of sheet insulation of same thickness as pipe insulation.
  - 4. Secure insulation to flanges and seal seams with manufacturer's recommended adhesive to eliminate openings in insulation that allow passage of air to surface being insulated.
- C. Insulation Installation on Pipe Fittings and Elbows:
  - 1. Install mitered sections of pipe insulation.
  - 2. Secure insulation materials and seal seams with manufacturer's recommended adhesive to eliminate openings in insulation that allow passage of air to surface being insulated.

### 3.6 INSTALLATION OF MINERAL-FIBER PREFORMED PIPE INSULATION

#### A. Insulation Installation on Straight Pipes and Tubes:

1. Secure each layer of preformed pipe insulation to pipe with wire or bands and tighten bands without deforming insulation materials.
2. Where vapor barriers are indicated, seal longitudinal seams, end joints, and protrusions with vapor-barrier mastic and joint sealant.
3. For insulation with factory-applied jackets on above-ambient surfaces, secure laps with outward clinched staples at 6 inches o.c.
4. For insulation with factory-applied jackets on below-ambient surfaces, do not staple longitudinal tabs. Instead, secure tabs with additional adhesive as recommended by insulation material manufacturer and seal with vapor-barrier mastic and flashing sealant.

#### B. Insulation Installation on Pipe Flanges:

1. Install preformed pipe insulation to outer diameter of pipe flange.
2. Make width of insulation section same as overall width of flange and bolts, plus twice the thickness of pipe insulation.
3. Fill voids between inner circumference of flange insulation and outer circumference of adjacent straight pipe segments with mineral-fiber blanket insulation.
4. Install jacket material with manufacturer's recommended adhesive, overlap seams at least 1 inch, and seal joints with flashing sealant.

#### C. Insulation Installation on Pipe Fittings and Elbows:

1. Install preformed sections of same material as straight segments of pipe insulation when available.
2. When preformed insulation elbows and fittings are not available, install mitered sections of pipe insulation, to a thickness equal to adjoining pipe insulation. Secure insulation materials with wire or bands.

### 3.7 FINISHES

- A. Flexible Elastomeric Thermal Insulation: After adhesive has fully cured, apply two coats of insulation manufacturer's recommended protective coating.
- B. Color: Provide pipe labels and flow arrows every 20 feet. Final color as selected by Architect.

### 3.8 FIELD QUALITY CONTROL

- A. Perform tests and inspections.
- B. All insulation applications will be considered defective Work if sample inspection reveals noncompliance with requirements.

### 3.9 PIPING INSULATION SCHEDULE, GENERAL

- A. Acceptable preformed pipe and tubular insulation materials and thicknesses are identified for each piping system and pipe size range. If more than one material is listed for a piping system, selection from materials listed is Contractor's option.

B. Items Not Insulated: Unless otherwise indicated, do not install insulation on the following:

1. Drainage piping located in crawl spaces.
2. Underground piping.
3. Chrome-plated pipes and fittings unless there is a potential for personnel injury.

3.10 INDOOR PIPING INSULATION SCHEDULE

A. Domestic Hot, Cold and Recirculated Hot Water: Insulation shall be one of the following:

1. Flexible Elastomeric: 3/4 inch thick.
2. Mineral-Fiber, Preformed Pipe Insulation, Type I: 1/2 inch thick.

END OF SECTION 220719

SECTION 230719 - HVAC PIPING INSULATION

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes insulating the following HVAC piping systems:

1. Chilled-water and brine piping, indoors.
2. Heating hot-water piping, indoors.
3. Dual-service heating and cooling piping, indoors.

1.2 ACTION SUBMITTALS

A. Product Data: For each type of product indicated.

B. Shop Drawings: Include plans, elevations, sections, details, and attachments to other work.

1. Detail application of protective shields, saddles, and inserts at hangers for each type of insulation and hanger.
2. Detail attachment and covering of heat tracing inside insulation.
3. Detail insulation application at elbows, fittings, flanges, valves, and specialties for each type of insulation.

1.3 INFORMATIONAL SUBMITTALS

A. Field quality-control reports.

1.4 QUALITY ASSURANCE

A. Surface-Burning Characteristics: For insulation and related materials, as determined by testing identical products according to ASTM E 84, by a testing and inspecting agency acceptable to authorities having jurisdiction. Factory label insulation and jacket materials and adhesive, mastic, tapes, and cement material containers, with appropriate markings of applicable testing agency.

1. Insulation Installed Indoors: Flame-spread index of 25 or less, and smoke-developed index of 50 or less.
2. Insulation Installed Outdoors: Flame-spread index of 75 or less, and smoke-developed index of 150 or less.

PART 2 - PRODUCTS

2.1 INSULATION MATERIALS

A. Products shall not contain asbestos, lead, mercury, or mercury compounds.

- B. Products that come in contact with stainless steel shall have a leachable chloride content of less than 50 ppm when tested according to ASTM C 871.
- C. Insulation materials for use on austenitic stainless steel shall be qualified as acceptable according to ASTM C 795.
- D. Flexible Elastomeric Insulation: Closed-cell, sponge- or expanded-rubber materials. Comply with ASTM C 534, Type I for tubular materials.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Aeroflex USA, Inc.
    - b. Armacell LLC. AP Armaflex with LapSeal and MicroBan.
    - c. K-Flex USA.
- E. Mineral-Fiber, Preformed Pipe Insulation:
  - 1. Manufacturers:
    - a. CertainTeed Corporation.
    - b. Johns Manville; a Berkshire Hathaway company. SSL II with ASJ. Micro-Lok HP with antimicrobial.
    - c. Knauf Insulation.
    - d. Owens Corning.
  - 2. Type I, 850 deg F Materials: Mineral or glass fibers bonded with a thermosetting resin. Comply with ASTM C 547, Type I, Grade A, with factory-applied ASJ-SSL. Factory-applied jacket requirements are specified in "Factory-Applied Jackets" Article.

## 2.2 INSULATING CEMENTS

- A. Mineral-Fiber, Hydraulic-Setting Insulating and Finishing Cement: Comply with ASTM C 449.

## 2.3 ADHESIVES

- A. Materials shall be compatible with insulation materials, jackets, and substrates and for bonding insulation to itself and to surfaces to be insulated unless otherwise indicated.
- B. Flexible Elastomeric and Polyolefin Adhesive: Comply with MIL-A-24179A, Type II, Class I.
- C. Mineral-Fiber Adhesive: Comply with MIL-A-3316C, Class 2, Grade A.
- D. ASJ Adhesive, and FSK and PVDC Jacket Adhesive: Comply with MIL-A-3316C, Class 2, Grade A for bonding insulation jacket lap seams and joints.
- E. PVC Jacket Adhesive: Compatible with PVC jacket.

## 2.4 MASTICS

- A. Materials shall be compatible with insulation materials, jackets, and substrates; comply with MIL-PRF-19565C, Type II.

- B. Vapor-Barrier Mastic: Water based; suitable for indoor use on below-ambient services.
  - 1. Water-Vapor Permeance: ASTM E 96/E 96M, Procedure B, 0.013 perm at 43-mil dry film thickness.
  - 2. Service Temperature Range: Minus 20 to plus 180 deg F.
  - 3. Solids Content: ASTM D 1644, 58 percent by volume and 70 percent by weight.
  - 4. Color: White.
  - 5. Fungus Resistant

## 2.5 SEALANTS

- A. Joint Sealants:
  - 1. Materials shall be compatible with insulation materials, jackets, and substrates.
  - 2. Permanently flexible, elastomeric sealant.
  - 3. Service Temperature Range: Minus 100 to plus 300 deg F.
  - 4. Color: White or gray.
- B. ASJ Flashing Sealants, and Vinyl, PVDC, and PVC Jacket Flashing Sealants:
  - 1. Materials shall be compatible with insulation materials, jackets, and substrates.
  - 2. Fire- and water-resistant, flexible, elastomeric sealant.
  - 3. Service Temperature Range: Minus 40 to plus 250 deg F.
  - 4. Color: White.

## 2.6 FACTORY-APPLIED JACKETS

- A. Insulation system schedules indicate factory-applied jackets on various applications. When factory-applied jackets are indicated, comply with the following:
  - 1. ASJ: White, kraft-paper, fiberglass-reinforced scrim with aluminum-foil backing; complying with ASTM C 1136, Type I.
  - 2. ASJ-SSL: ASJ with self-sealing, pressure-sensitive, acrylic-based adhesive covered by a removable protective strip; complying with ASTM C 1136, Type I.
  - 3. PVDC-SSL Jacket: PVDC jacket with a self-sealing, pressure-sensitive, acrylic-based adhesive covered by a removable protective strip.

## 2.7 TAPES

- A. ASJ Tape: White vapor-retarder tape matching factory-applied jacket with acrylic adhesive, complying with ASTM C 1136.
  - 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.
- B. PVC Tape: White vapor-retarder tape matching field-applied PVC jacket with acrylic adhesive; suitable for indoor and outdoor applications.
  - 1. Width: 2 inches.
  - 2. Thickness: 6 mils.
  - 3. Adhesion: 64 ounces force/inch in width.
  - 4. Elongation: 500 percent.

5. Tensile Strength: 18 lbf/inch in width.
- C. PVDC Tape for Indoor Applications: White vapor-retarder PVDC tape with acrylic adhesive.
  1. Width: 3 inches.
  2. Film Thickness: 4 mils.
  3. Adhesive Thickness: 1.5 mils.
  4. Elongation at Break: 145 percent.
  5. Tensile Strength: 55 lbf/inch in width.

## 2.8 SECUREMENTS

- A. Staples: Outward-clinching insulation staples, nominal 3/4-inch-wide, stainless steel or Monel.

## PART 3 - EXECUTION

### 3.1 PREPARATION

- A. Surface Preparation: Clean and dry surfaces to receive insulation. Remove materials that will adversely affect insulation application.
- B. Coordinate insulation installation with the trade installing heat tracing. Comply with requirements for heat tracing that apply to insulation.
- C. Mix insulating cements with clean potable water; if insulating cements are to be in contact with stainless-steel surfaces, use demineralized water.

### 3.2 GENERAL INSTALLATION REQUIREMENTS

- A. Install insulation materials, accessories, and finishes with smooth, straight, and even surfaces; free of voids throughout the length of piping including fittings, valves, and specialties.
- B. Install insulation materials, forms, vapor barriers or retarders, jackets, and thicknesses required for each item of pipe system as specified in insulation system schedules.
- C. Install accessories compatible with insulation materials and suitable for the service. Install accessories that do not corrode, soften, or otherwise attack insulation or jacket in either wet or dry state.
- D. Install insulation with longitudinal seams at top and bottom of horizontal runs.
- E. Install multiple layers of insulation with longitudinal and end seams staggered.
- F. Do not weld brackets, clips, or other attachment devices to piping, fittings, and specialties.
- G. Keep insulation materials dry during application and finishing.
- H. Install insulation with tight longitudinal seams and end joints. Bond seams and joints with adhesive recommended by insulation material manufacturer.
- I. Install insulation with least number of joints practical.

- J. Where vapor barrier is indicated, seal joints, seams, and penetrations in insulation at hangers, supports, anchors, and other projections with vapor-barrier mastic.
1. Install insulation continuously through hangers and around anchor attachments.
  2. For insulation application where vapor barriers are indicated, extend insulation on anchor legs from point of attachment to supported item to point of attachment to structure. Taper and seal ends at attachment to structure with vapor-barrier mastic.
  3. Install insert materials and install insulation to tightly join the insert. Seal insulation to insulation inserts with adhesive or sealing compound recommended by insulation material manufacturer.
  4. 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.
- K. Apply adhesives, mastics, and sealants at manufacturer's recommended coverage rate and wet and dry film thicknesses.
- L. Install insulation with factory-applied jackets as follows:
1. Draw jacket tight and smooth.
  2. Cover circumferential joints with 3-inch-wide strips, of same material as insulation jacket. Secure strips with adhesive and outward clinching staples along both edges of strip, spaced 4 inches o.c.
  3. Overlap jacket longitudinal seams at least 1-1/2 inches. Install insulation with longitudinal seams at bottom of pipe. Clean and dry surface to receive self-sealing lap. Staple laps with outward clinching staples along edge at 4 inches o.c.
    - a. For below-ambient services, apply vapor-barrier mastic over staples.
  4. Cover joints and seams with tape, according to insulation material manufacturer's written instructions, to maintain vapor seal.
  5. Where vapor barriers are indicated, apply vapor-barrier mastic on seams and joints and at ends adjacent to pipe flanges and fittings.
- M. Cut insulation in a manner to avoid compressing insulation more than 75 percent of its nominal thickness.
- N. Finish installation with systems at operating conditions. Repair joint separations and cracking due to thermal movement.
- O. Repair damaged insulation facings by applying same facing material over damaged areas. Extend patches at least 4 inches beyond damaged areas. Adhere, staple, and seal patches similar to butt joints.
- P. For above-ambient services, do not install insulation to the following:
1. Vibration-control devices.
  2. Testing agency labels and stamps.
  3. Nameplates and data plates.
  4. Valves including control valves
  5. Unions



### 3.3 PENETRATIONS

- A. Insulation Installation at Roof Penetrations: Install insulation continuously through roof penetrations.
  - 1. Seal penetrations with flashing sealant.
  - 2. For applications requiring only indoor insulation, terminate insulation above roof surface and seal with joint sealant. For applications requiring indoor and outdoor insulation, install insulation for outdoor applications tightly joined to indoor insulation ends. Seal joint with joint sealant.
  - 3. Extend jacket of outdoor insulation outside roof flashing at least 2 inches below top of roof flashing.
  - 4. Seal jacket to roof flashing with flashing sealant.
- B. Insulation Installation at Underground Exterior Wall Penetrations: Terminate insulation flush with sleeve seal. Seal terminations with flashing sealant.
- C. Insulation Installation at Aboveground Exterior Wall Penetrations: Install insulation continuously through wall penetrations.
  - 1. Seal penetrations with flashing sealant.
  - 2. For applications requiring only indoor insulation, terminate insulation inside wall surface and seal with joint sealant. For applications requiring indoor and outdoor insulation, install insulation for outdoor applications tightly joined to indoor insulation ends. Seal joint with joint sealant.
  - 3. Extend jacket of outdoor insulation outside wall flashing and overlap wall flashing at least 2 inches.
  - 4. Seal jacket to wall flashing with flashing sealant.
- D. Insulation Installation at Interior Wall and Partition Penetrations (That Are Not Fire Rated): Install insulation continuously through walls and partitions.
- E. Insulation Installation at Fire-Rated Wall and Partition Penetrations: Install insulation continuously through penetrations of fire-rated walls and partitions.
  - 1. Comply with requirements in Section 078413 "Penetration Firestopping" for firestopping and fire-resistive joint sealers.
- F. Insulation Installation at Floor Penetrations:
  - 1. Pipe: Install insulation continuously through floor penetrations.
  - 2. Seal penetrations through fire-rated assemblies. Comply with requirements in Section 078413 "Penetration Firestopping."

### 3.4 GENERAL PIPE INSULATION INSTALLATION

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

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

insulation, to flanges with tie wire. Extend insulation at least 2 inches over adjacent pipe insulation on each side of valve. Fill space between flange or union cover and pipe insulation with insulating cement. Finish cover assembly with insulating cement applied in two coats. After first coat is dry, apply and trowel second coat to a smooth finish.

5. Unless a PVC jacket is indicated in field-applied jacket schedules, finish exposed surfaces with a metal jacket.

### 3.5 INSTALLATION OF FLEXIBLE ELASTOMERIC INSULATION

- A. Seal longitudinal seams and end joints with manufacturer's recommended adhesive to eliminate openings in insulation that allow passage of air to surface being insulated.
- B. Insulation Installation on Pipe Flanges:
  1. Install pipe insulation to outer diameter of pipe flange.
  2. Make width of insulation section same as overall width of flange and bolts, plus twice the thickness of pipe insulation.
  3. Fill voids between inner circumference of flange insulation and outer circumference of adjacent straight pipe segments with cut sections of sheet insulation of same thickness as pipe insulation.
  4. Secure insulation to flanges and seal seams with manufacturer's recommended adhesive to eliminate openings in insulation that allow passage of air to surface being insulated.
- C. Insulation Installation on Pipe Fittings and Elbows:
  1. Install mitered sections of pipe insulation.
  2. Secure insulation materials and seal seams with manufacturer's recommended adhesive to eliminate openings in insulation that allow passage of air to surface being insulated.
- D. Insulation Installation on Valves and Pipe Specialties:
  1. Install preformed valve covers manufactured of same material as pipe insulation when available.
  2. When preformed valve covers are not available, install cut sections of pipe and sheet insulation to valve body. Arrange insulation to permit access to packing and to allow valve operation without disturbing insulation.
  3. Install insulation to flanges as specified for flange insulation application.
  4. Secure insulation to valves and specialties and seal seams with manufacturer's recommended adhesive to eliminate openings in insulation that allow passage of air to surface being insulated.

### 3.6 INSTALLATION OF MINERAL-FIBER PREFORMED PIPE INSULATION

- A. Insulation Installation on Straight Pipes and Tubes:
  1. Secure each layer of preformed pipe insulation to pipe with wire or bands and tighten bands without deforming insulation materials.
  2. Where vapor barriers are indicated, seal longitudinal seams, end joints, and protrusions with vapor-barrier mastic and joint sealant.
  3. For insulation with factory-applied jackets on above-ambient surfaces, secure laps with outward-clinched staples at 6 inches o.c.

4. For insulation with factory-applied jackets on below-ambient surfaces, do not staple longitudinal tabs. Instead, secure tabs with additional adhesive as recommended by insulation material manufacturer and seal with vapor-barrier mastic and flashing sealant.

B. Insulation Installation on Pipe Flanges:

1. Install preformed pipe insulation to outer diameter of pipe flange.
2. Make width of insulation section same as overall width of flange and bolts, plus twice the thickness of pipe insulation.
3. Fill voids between inner circumference of flange insulation and outer circumference of adjacent straight pipe segments with mineral-fiber blanket insulation.
4. Install jacket material with manufacturer's recommended adhesive, overlap seams at least 1 inch, and seal joints with flashing sealant.

C. Insulation Installation on Pipe Fittings and Elbows:

1. Install preformed sections of same material as straight segments of pipe insulation when available.
2. When preformed insulation elbows and fittings are not available, install mitered sections of pipe insulation, to a thickness equal to adjoining pipe insulation. Secure insulation materials with wire or bands.

D. Insulation Installation on Valves and Pipe Specialties:

1. Install preformed sections of same material as straight segments of pipe insulation when available.
2. When preformed sections are not available, install mitered sections of pipe insulation to valve body.
3. Arrange insulation to permit access to packing and to allow valve operation without disturbing insulation.
4. Install insulation to flanges as specified for flange insulation application.

### 3.7 FINISHES

- A. Pipe Insulation with ASJ or Other Paintable Jacket Material: Paint with water based, fire resistive, vapor barrier with mold and fungus resistant properties.

### 3.8 FIELD QUALITY CONTROL

- A. Perform tests and inspections.
- B. All insulation applications will be considered defective Work if sample inspection reveals noncompliance with requirements.

### 3.9 PIPING INSULATION SCHEDULE, GENERAL

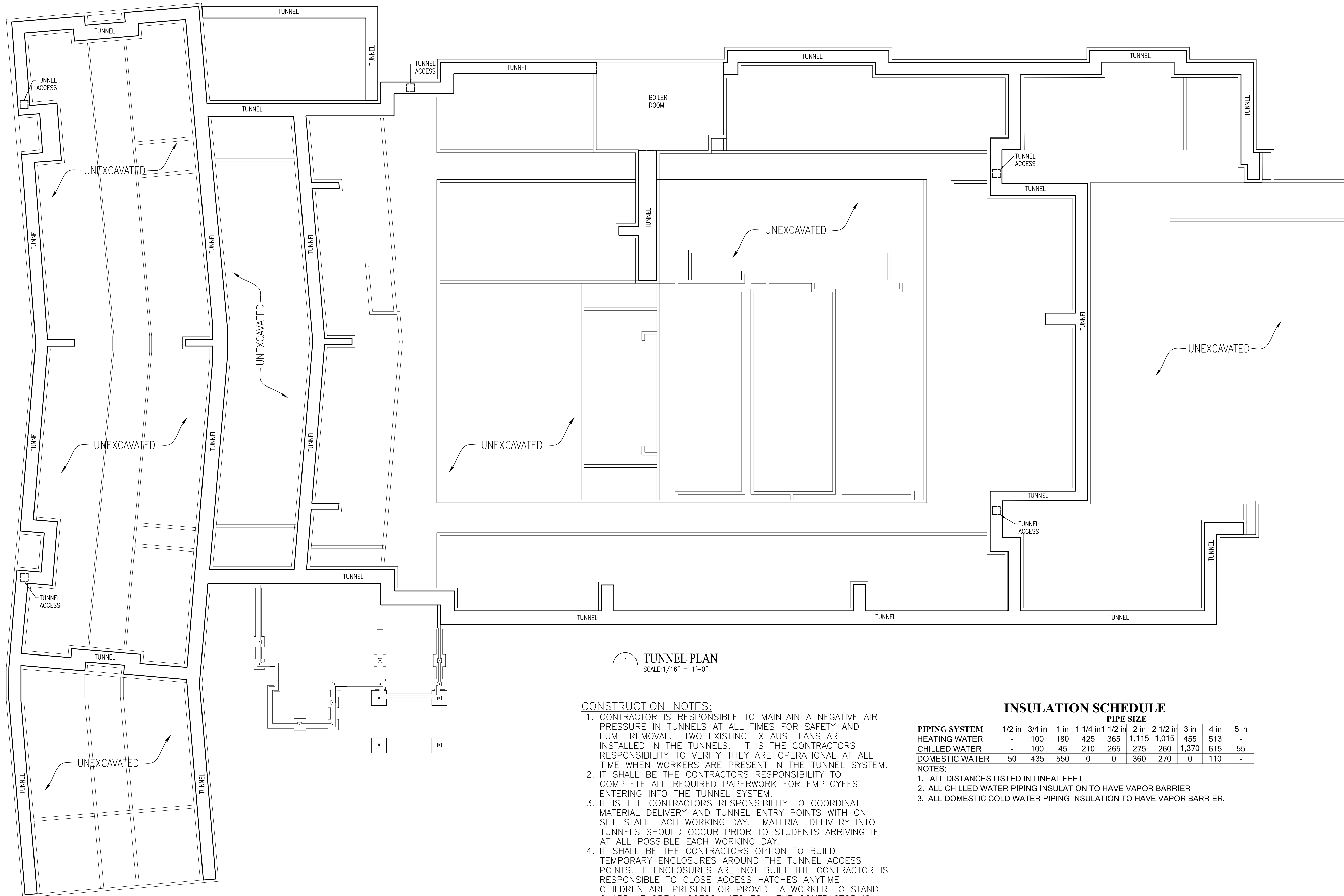
- A. Acceptable preformed pipe and tubular insulation materials and thicknesses are identified for each piping system and pipe size range. If more than one material is listed for a piping system, selection from materials listed is Contractor's option.
- B. Items Not Insulated: Unless otherwise indicated, do not install insulation on the following:

1. Drainage piping located in crawl spaces.
2. Underground piping.
3. Chrome-plated pipes and fittings unless there is a potential for personnel injury.

3.10 INDOOR PIPING INSULATION SCHEDULE

- A. Chilled Water and Brine, above 40 Deg F: Insulation shall be one of the following:
  1. Flexible Elastomeric: 1 inch thick.
  2. Mineral-Fiber, Preformed Pipe, Type I:
    - a.  $\frac{1}{2}$ " – 1" =  $\frac{1}{2}$ " Thick
    - b.  $1\frac{1}{4}$ " – 2" = 1" Thick
    - c. 3" – 5" =  $1\frac{1}{2}$ " Thick
- B. Heating-Hot-Water Supply and Return, 200 Deg F and Below: Insulation shall be one of the following:
  1. Mineral-Fiber, Preformed Pipe, Type I:
    - a.  $\frac{1}{2}$ " – 1" =  $\frac{1}{2}$ " Thick
    - b.  $1\frac{1}{4}$ " – 2" = 1" Thick
    - c. 3" – 5" =  $1\frac{1}{2}$ " Thick
- C. Dual-Service Heating and Cooling, 40 to 200 Deg F: Insulation shall be one of the following:
  1. Mineral-Fiber, Preformed Pipe, Type I:
    - a.  $\frac{1}{2}$ " – 1" =  $\frac{1}{2}$ " Thick
    - b.  $1\frac{1}{4}$ " – 2" = 1" Thick
    - c. 3" – 5" =  $1\frac{1}{2}$ " Thick

END OF SECTION 230719



1 TUNNEL PLAN  
SCALE: 1/16" = 1'-0"

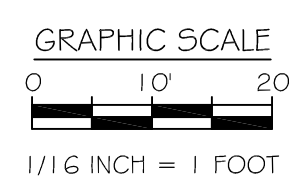
**CONSTRUCTION NOTES:**

1. CONTRACTOR IS RESPONSIBLE TO MAINTAIN A NEGATIVE AIR PRESSURE IN TUNNELS AT ALL TIMES FOR SAFETY AND FUME REMOVAL. TWO EXISTING EXHAUST FANS ARE INSTALLED IN THE TUNNELS. IT IS THE CONTRACTORS RESPONSIBILITY TO VERIFY THEY ARE OPERATIONAL AT ALL TIME WHEN WORKERS ARE PRESENT IN THE TUNNEL SYSTEM.
2. IT SHALL BE THE CONTRACTORS RESPONSIBILITY TO COMPLETE ALL REQUIRED PAPERWORK FOR EMPLOYEES ENTERING INTO THE TUNNEL SYSTEM.
3. IT IS THE CONTRACTORS RESPONSIBILITY TO COORDINATE MATERIAL DELIVERY AND TUNNEL ENTRY POINTS WITH ON SITE STAFF EACH WORKING DAY. MATERIAL DELIVERY INTO TUNNELS SHOULD OCCUR PRIOR TO STUDENTS ARRIVING IF AT ALL POSSIBLE EACH WORKING DAY.
4. IT SHALL BE THE CONTRACTORS OPTION TO BUILD TEMPORARY ENCLOSURES AROUND THE TUNNEL ACCESS POINTS. IF ENCLOSURES ARE NOT BUILT THE CONTRACTOR IS RESPONSIBLE TO CLOSE ACCESS HATCHES ANYTIME CHILDREN ARE PRESENT OR PROVIDE A WORKER TO STAND GUARD AT OPEN ACCESS HATCHES. THE CONTRACTOR IS RESPONSIBLE TO REPAIR ANY DAMAGED FINISHES FROM THE TEMPORARY ENCLOSURES.
5. QUANTITIES LISTED ON TABLE ARE ASSUMED TO BE WITHIN 5 FEET OF THE ACTUAL FOOTAGE. IF ADDITIONAL FOOTAGE IS ENCOUNTERED A CONTRACT MODIFICATION WILL BE AWARDED.
6. STORAGE OF MATERIALS WILL BE ALLOWED ON SITE AS PER OWNERS DIRECTIONS. MATERIALS MAY NOT BE STORED IN OCCUPIED AREAS OF THE FACILITY.

**INSULATION SCHEDULE**

| PIPING SYSTEM  | PIPE SIZE |        |      |          |          |       |          |       |      |      |
|----------------|-----------|--------|------|----------|----------|-------|----------|-------|------|------|
|                | 1/2 in    | 3/4 in | 1 in | 1 1/4 in | 1 1/2 in | 2 in  | 2 1/2 in | 3 in  | 4 in | 5 in |
| HEATING WATER  | -         | 100    | 180  | 425      | 365      | 1,115 | 1,015    | 455   | 513  | -    |
| CHILLED WATER  | -         | 100    | 45   | 210      | 265      | 275   | 260      | 1,370 | 615  | 55   |
| DOMESTIC WATER | 50        | 435    | 550  | 0        | 0        | 360   | 270      | 0     | 110  | -    |

- NOTES:**
1. ALL DISTANCES LISTED IN LINEAL FEET
  2. ALL CHILLED WATER PIPING INSULATION TO HAVE VAPOR BARRIER
  3. ALL DOMESTIC COLD WATER PIPING INSULATION TO HAVE VAPOR BARRIER.



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ELLEN HOPKINS ELEMENTARY  
TUNNEL PIPING INSULATION REPAIR  
MOORHEAD, MINNESOTA



DRAWN BY:  
CRH  
CHECKED BY:  
BMW  
DATE:  
07/12/17  
CAD DWG FILE:  
M1 TUNNEL INSULATION PLAN.DWG  
PROJECT NO:  
2016-104  
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REVISIONS:

DESCRIPTION:  
TUNNEL INSULATION PLAN

SHEET NO:

M1

1 OF 1