



PROJECT MANUAL

PADUCAH CITY HALL MAYOR'S OFFICE ALTERATIONS



i5 design group, inc.

401 BROADWAY | PADUCAH, KY

270.444.0305

i5designgroup.com

STATEMENT OF COMPLIANCE

I HEREBY CERTIFY THAT THESE PLANS AND SPECIFICATIONS, DATED MARCH 05, 2026 FOR THE PADUCAH CITY HALL - MAYOR'S OFFICE, LOCATED IN PADUCAH, KENTUCKY WERE PREPARED UNDER MY SUPERVISION AND TO THE BEST OF MY KNOWLEDGE COMPLY WITH KENTUCKY CODE, PART 180, NFPA 13, AND THE 2015 INTERNATIONAL BUILDING CODE.

SIGNATURE: *Dauglas D. Shaulis*

DATE SIGNED: 03/05/2026

401 BROADWAY | PADUCAH, KY 42001

i5designgroup.com

SECTION 00 01 10

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INVITATION TO BID

RECEIPT OF PROPOSALS

i5 design group, inc. is accepting proposals on behalf of The City of Paducah, Public Works Department for the Mayor's Office Alteration on **April 02, 2026, at 2 p.m. CST**. All Bids received will be publicly opened and read aloud in the Commission Chambers, Second Floor, City Hall, 300 South 5th Street, Paducah, Kentucky.

A MANDATORY PRE-BID MEETING will be held at the Paducah City Hall building located at 300 South 5th Street on March 23, 2026 at 2:30 p.m. CST.

Two site visits are scheduled and as follows

Site Visit #1 – 3/12/2026 – 2:00pm

Site Visit #2 – 3/19/2026 – 10:30am

Site visits must be completed at one of the above dates and times, they are not mandatory but recommended to attend at least one. Non-scheduled site visits will not be allowed.

PROJECT DESCRIPTION

This Project will consist of demolition and removal of two doors, existing coffee bar, existing closet, and existing entry door, creating closet in new location, infill of two doors, new bulletproof aluminum entry system with wood door, minimal electrical updates, new ceiling tile in full accordance with the Specifications.

OBTAINING CONTRACT DOCUMENTS

Copies of specifications may be obtained at:

River City Printing
222 Kentucky Ave, Paducah, Kentucky 42001
270-557-7837
www.rivercityprintingllc.com/

There is a Non-Refundable Deposit required per set.

BID SECURITY

A satisfactory Bid Bond executed by the bidder or a certified bank cashier's check in an amount equal to **five percent (5%)** of the bid shall be submitted with each bid. No other forms of security will be accepted. Failure to submit a bid bond or certified bank cashier's check will result in disqualification of the bid. This Security is furnished to the Owner as a guarantee that the agreement will be executed and all bonds required shall be furnished within ten (10) days after award of the Contract to the undersigned.

BONDS

A Performance Bond and a Labor and Material Payment Bond each in the amount of 100% of the Contract will be required in accordance with the Specifications.

CERTIFICATE OF INSURANCE

A Certificate of Insurance showing that the required insurance as set forth in the specifications will be required in accordance with the Specifications.

CONTRACT TIME

The work that the Contractor is required to perform under this Contract shall be commenced at the time stipulated by the Owner in the Notice to Proceed to the Contractor and be fully completed **within the contractor provided, owner approved schedule.**

PREFERENCE TO KENTUCKY BIDDERS

In accordance with KRS 45A.365, prior to a contract being awarded, a resident bidder of the Commonwealth shall be given a preference against a non-resident bidder registered in any state that gives or requires a preference to bidders from that state. The preference shall be equal to the preference given or required by the state of the non-resident bidder.

EQUAL EMPLOYMENT OPPORTUNITY

The Contractor shall ensure that employees and applicants for employment are not discriminated against because of their race, religion, color, sex national origin, age or disability.

OWNER'S RIGHTS RESERVED

No bid shall be withdrawn for a period of **Sixty (60) days** subsequent to the opening of bids. The City reserves the right to reject any and all bids in accordance with the City of Paducah's Code of Ordinances and the Project Specifications.

INFORMATION FOR BIDDERS

BIDS

All competitive sealed bids and purchasing procedures shall be in accordance with the City of Paducah's Code of Ordinances Chapter 2 Procurement, KRS 45A.345 – 45A.460, and the specifications contained herein.

All bids shall be submitted on forms supplied by the City of Paducah. Wording of the Bid Form or Bid Proposal shall not be altered, changed and/or modified. Bids submitted showing any alterations, changes, and/or modifications to the Bid Proposal shall be rejected. Unauthorized conditions, limitations, or provision attached to the proposal shall be cause for rejection of the proposal. Alterations by erasure or interlineations must be explained or noted in the bid over the signature of the bidder.

Bid Documents including the Bid Guaranty, shall be enclosed in an envelope clearly labeled with the words "**Bid Documents, Name of Project, Name of Bidder, and Date and Time of Bid Opening,**" in order to guard against premature opening of the bid.

Each bid shall be addressed to i5 design group, inc, 401 Broadway, Paducah KY 42001, on or before the day and hour set for opening of bids. It is the sole responsibility of the bidder to see that the bid is received on time and is properly labeled. The Owner will not be responsible for premature opening of a bid not properly addressed and identified.

No electronic bid, faxed bid, telegraphic bid or telegraphic modifications of bid will be considered. No bids received after the time fixed for receiving bids will be considered. **Late bids will be returned to the sender unopened.**

INTERPRETATIONS

All Requests for Information regarding any portion of the specifications, doubt as to the true meaning of any part of the specifications, or discrepancies in or omissions from any part of the specifications should be presented **via email no later than 4pm CST on Wednesday, March 25th, 2026** and directed to the attention of Michael Campbell at michael@i5designgroup.com. RFIs will not be accepted via phone. Final Addendum will issued by Friday, March 27th, 2026

PRE-BID MEETING

A **MANDATORY** PRE-BID MEETING will be held at the **Paducah City Hall building located at 300 South 5th Street on March 23th, 2026 at 2:30 p.m. CST..** All interested prospective bidders are required to attend due to the complexity of this project. Solicitation documents, scope of work along with the project details will be discussed at this meeting. Bidders may openly discuss concerns and questions regarding the Project at this meeting.

ADDENDUM

All clarifications addressed during the Pre-Bid meeting along with requests for written interpretations received will be formally addressed by Addendum. The Addendums will be e-mailed to each Official Plan Holder of record, with the Bidder being required to acknowledge receipt.

Any Addendum that may be issued to amend and or clarify the Plans and/or Specifications must be applied when calculating the Bid and certified by the Bidder on the Bid Proposal. Failure to use the correct and most recent addenda may result in the bid being rejected. When the Addendum conflicts with the Original Specifications, the Addendum shall govern.

BIDDER'S QUALIFICATIONS

The City of Paducah (hereinafter referred to as Owner) shall have the right to take such steps necessary to determine the ability of the bidder to perform his obligations under the Contract. Any Bidder may be required to furnish evidence satisfactory to the Owner that he and his any proposed

subcontractors have sufficient means and experience in the types of work called for to assure completion of the Contract in a satisfactory manner.

The Owner reserves the right to inspect the plant facilities and place of business of any Bidder participating in this bid. The right is reserved to reject any bid where an investigation of the available evidence or information does not satisfy the Owner that the bidder is qualified to properly carry out the terms of the Contract.

KENTUCKY REQUIRED BIDDER'S CERTIFICATIONS

The Certifications required by the laws of the Commonwealth of Kentucky as contained within Section 00320 of these Specifications shall be signed, notarized and submitted with the Bid Proposal. **Failure of the Bidder to comply with these provisions will make the Bid Non-Responsive and shall result in disqualification of the submitted Bid Proposal.**

SUBCONTRACTORS

A list of subcontractors who the bidder proposes to use on the project shall be listed on the Bid Proposal. Once the bidder's proposal has been accepted, there shall be no deviations from the list, except as requested by, or upon approval of, the Owner.

CONFLICTS, GRATUITIES AND KICKBACKS

The Owner shall adhere to the provision of KRS 45A.455 relative to conflicts of interests, gratuities, kickbacks, and use of confidential information in all bid offerings. During the bid process, Bidders shall not contact any employee of the Owner in reference to this Bid, with the exception of the Owner's designee(s). Failure to abide by this provision may serve as grounds for disqualification for award of this contract to the firm.

BID PRICES - UNIT PRICES

Each Bidder shall include its pro-rata share of overhead and profit in the Bid unit price and/or lump sum price for each of the items in the Bid Proposal.

Bid Prices shall also include any and all sales tax, delivery transportation charges, handling charges, FOB destination, fees, taxes, labor, materials, equipment, tools and services necessary for complete manufacture and delivery.

Special attention of all bidders is called to this provision, for should conditions make it necessary to revise the quantities, no limit will be fixed for such increased or decreased quantities, nor extra compensation allowed, provided the net monetary value of all such additive and subtractive changes in quantities of such items of work (i.e. difference in cost) does not increase or decrease the original contract amount by more than fifty percent (50%) except for work not covered in the Drawings and/or Technical Specifications.

EXAMINATION OF SPECIFICATIONS AND PROJECT SITE

Before submitting a bid, each bidder shall carefully examine the specifications and visit the project site. Each bidder shall fully inform himself prior to bidding as to all existing conditions and limitations under which the work is to be performed, and shall include in his bid a sum to cover all costs of all items necessary to complete the project as set forth in the plans and specifications. No allowance will be made to any bidder due to lack of such examination or knowledge. The submission of a bid will be construed as conclusive evidence that the bidder has made such examination.

BID SECURITY

A properly completed Satisfactory Bid Bond or a Certified Bank Cashier's Check in an amount equal to **Five Percent (5%)** of the bid shall be submitted with each bid. No other forms of security will be accepted. A satisfactory Bid Bond shall be issued by an authorized representative of a Surety Company and shall be accompanied by a certified power of attorney dated on or before the date of bid. The Bid Bond shall include language, which assures that the bidder/principal shall give a bond or bonds as may

be specified in the bidding or contract documents, with good and sufficient surety for the faithful performance of the contract.

Failure to submit a Bid Bond or a Certified bank cashier's check will result in disqualification of the bid. The successful bidder's security will be retained until a contract has been signed and the required Labor and Materials Payment and Performance Bond submitted as specified. If any bidder refuses to enter into a contract, the owner will retain the Bid Bond as liquidated damages, but not as a penalty. The Bid Security of the remaining bidders will be returned as soon as practical. However, the Owner reserves the right to retain the security of the remaining bidders until 60 days after the bid opening.

OPENING OF BIDS

At the time and place fixed for the opening of bids, bids will publicly open and read aloud, irrespective of any irregularities therein. Bidders and other persons properly interested may be present in person or by representative. The time of bid opening shall be in accordance with the time stated in the Advertisement and Invitation to Bid. **The official time set for the opening of the Bids shall be established by the City of Paducah's synchronized computer time as shown digitally on the City Clerk's computer.**

WITHDRAWAL OF BIDS

Any Bidder may withdraw his submitted bid by written request 24 hours or more prior to the scheduled time for opening bids. No bidder may withdraw his bid for a period of **60** days after the date set for opening thereof, and all bids shall be subject to acceptance by the Owner during this period. However, under justifiable circumstances, the Owner may release a bid if the Bidder can demonstrate from worksheets or other documents that an obvious error was made while preparing the bid.

PREFERENCE TO LOCAL MATERIALS AND LABOR

Preference will be given to local resident bidders for the purchase of local materials and to the employment of local labor if price and other factors within the bids received are equal.

PREFERENCE TO KENTUCKY BIDDERS

In accordance with KRS 45A.365, prior to a contract being awarded, a resident bidder of the Commonwealth shall be given a preference against a non-resident bidder registered in any state that gives or requires a preference to bidders from that state. The preference shall be equal to the preference given or required by the state of the non-resident bidder. **The bidder shall indicate the state of residence on the Bid Proposal. The non-resident bidder shall indicate also if any preference is given by the Bidder's state.** The determination of state residency of the non-resident Bidder, according to Kentucky Administrative Regulations:

- The state of residency shall be the principal office as identified in the Bidder's Certificate of Authority to transact business in Kentucky as filed with the Commonwealth of Kentucky, Secretary of State
- If the Bidder is not required to obtain a Certificate of Authority (by the Secretary of State) to transact business in Kentucky, the state of Residency shall be the mailing address provided in the Bid Proposal.

BID EVALUATION - AWARD OF CONTRACT

After reasonable consideration of all bids received, a Notice of Award will be given to the **responsible bidder** who submits the **responsive bid of the best value in accordance with the specifications.**

The **responsible bidder** shall have the capability in all respects to perform fully the contracts requirements, and the moral integrity and reliability of which to assure good faith performance. The **responsive bidder** shall submit a bid that conforms in all material respects to the specifications without any deviations of the invitation for bids.

BONDS AND EXECUTION OF AGREEMENT

Subsequent to Notice of Award, and **within ten (10) days** after the prescribed forms are presented for signature, the successful bidder shall execute and deliver to the Owner:

1. A Contract Agreement in the form included in the specifications, in such number of copies as the Owner may require.
2. A Performance Bond and a Labor and Material Payment Bond each in the amount of **100%** of the Contract as awarded. The bonds shall be used as security for the faithful performance of the Contract and shall be in the form included in the specifications.
3. A Certificate of Insurance showing that the required insurance as set forth in the specifications is in force and shall contain appropriate wording to the effect that the policies described cover the Contractor's operations under this contract.

The failure of the successful bidder to execute such Agreement and to supply the required Bonds & Insurance within ten (10) days after the prescribed forms are presented for signature or within such extended period as the Owner may grant, based upon reasons determined sufficient by the Owner, shall constitute a default, and the Owner may either award the contract to the next lowest responsible bidder or re-advertise for bids, and may charge against the bidder the difference between the amount of the bid and the amount for which a contract for the work is subsequently executed provided that the amount thus due shall be limited to the amount of the Bid Bond. If a more favorable bid is received by re-advertising, the defaulting bidder shall have no claim against the Owner for any refund of the bid security or expense the Bidder incurred to develop the bid.

NOTICE TO PROCEED

Following the execution of the Contract by the Owner and submittal of all required documents, a written Notice to Proceed will be given to the Contractor. The Contractor shall begin and shall prosecute the Work regularly and uninterruptedly thereafter (unless otherwise directed in writing by the Owner) with such force as to secure the completion of the work in a responsible and timely manner.

PRE-CONSTRUCTION CONFERENCE

Prior to issuance of the Notice to Proceed, a Pre-Construction conference will be held with representatives of the Contractor, Sub-Contractors and Owner/Architect in attendance. Discussion will center on each party's responsibility towards the other, the Contractor's plans for prosecution of the work and subcontracting.

CONTRACT TIME

The work that the Contractor is required to perform under this Contract shall be commenced at the time stipulated by the Owner in the Notice to Proceed to the Contractor and be fully completed within 180 days. Every calendar day, except as provided herein, shall be counted as a working day.

LICENSE REQUIREMENT

All firms doing business in the City of Paducah are required to be licensed in accordance with the City of Paducah Code of Ordinances. The successful Bidder shall be required to obtain a City of Paducah Business License at the time of Notice of Award. Information regarding business license can be obtained at the City's website: www.paducahky.gov.

PERMITS, CERTIFICATES, LAWS, ORDINANCES, AND CODES

The Contractor shall, at his own expense, procure all permits, certificates and licenses required by the law for the execution of this project. The Contractor shall comply with all federal, state and local laws, ordinances or rules and regulations relating to the performance of the work. In case of difference between building codes, specifications, state laws, local standards and ordinance, industry standards, utility company regulations and the Contract Documents, the most stringent shall govern.

EQUAL EMPLOYMENT OPPORTUNITY

The Contractor must ensure that employees and applicants for employment are not discriminated against because of their race, religion, color, sex national origin, age or disability.

DRUG FREE WORKPLACE

The City of Paducah has adopted a Drug and Alcohol Free Workplace Policy in compliance with 803 KAR 25.280, in which drug and alcohol use and abuse in the workplace is prohibited. All contractors and subcontractors doing business for the City of Paducah shall adhere to this policy.

HEALTH AND SAFETY STANDARDS IN CONSTRUCTION CONTRACTS

It is a condition of this Contract, and shall be made a condition of each subcontract entered into pursuant to this Contract, that the Contractor and any subcontractor shall not require any laborer or mechanic employed in performance of the contract work in surroundings or under working conditions which are unsatisfactory, hazardous, or dangerous to his health or safety, as determined under Construction Safety and Health Standards Title 29, CFR Part 1518, 36FR 7340, promulgated by the U.S. Secretary of Labor, in accordance with Section 107 of the Contract Work Hours and Safety Standards Act, 82 Stat. 96. Additionally, the Contractor shall comply with all OSHA requirements in accordance with 23 CFR 634 and KRS 338.

REQUESTS FOR PAYMENT

The Contractor may submit a Request for Payment subsequent to satisfactory performance of the required Work in accordance with all of the provisions thereof and upon approval by the Architect and Owner. The Owner agrees to make Payment to the Contractor within **Thirty (30) days** after receipt of a properly completed invoice. The Owner reserves the right to withhold any of all payments or portions thereof if the Contractor fails to perform in accordance with the provisions of the contract.

REJECTION OF BIDS

The Owner reserves the right to reject any and all bids in accordance with the City of Paducah's Code of Ordinances and the Specifications.

OWNER'S RIGHTS RESERVED

The City reserves the right to reject any and all bids in accordance with the City of Paducah's Code of Ordinances and the Project Specifications. Additionally, any Award may be made to the lowest Bidder for all items, groups of items or on an individual item basis, whichever is deemed to be in the best interest of the City.

**CITY OF PADUCAH, KENTUCKY
PUBLIC WORKS DEPARTMENT**

BID PROPOSAL FOR PADUCAH CITY HALL – Mayor’s Office Alterations

Proposal of _____
(hereinafter called Bidder), organized and existing under the laws of _____
(state) and doing business as _____*, as
applicable to the City of Paducah, Kentucky (hereinafter referred to as Owner.)
**Insert "A Corporation", A Partnership" or "An Individual"*

In compliance with your Invitation for Bid, Bidder hereby proposes to furnish all the necessary labor, materials, equipment, tools and services necessary for the construction of the **Mayor’s Office Alterations** in accordance with the plans, specifications and other contract documents prepared by the Architect and City Public Works Department, at the prices stated below.

By submission of this Bid, each Bidder certifies that this Bid has been arrived at independently, without consultation, communication or agreement as to any matter relating to this Bid with any other Bidder or with any other competitor.

The Bidder further understands the quantities shown herein are estimates only and the Owner reserves the unlimited right to add to or delete from same at its discretion. **In case of a discrepancy in the extension of a bid price, the unit price shall govern over the total price for all items.**

Security in the sum of \$_____, in the form of a Bid Bond or cashier’s check, said amount being equal to Five Percent (5%) of the Total Bid Amount, is submitted herewith in accordance with the Specifications. This Security is furnished to the Owner as a guarantee that the agreement will be executed and all bonds required shall be furnished within ten (10) days after award of the Contract to the undersigned. Additionally, the Bidder has submitted with this Bid Proposal the required signed and notarized Certifications as required by the laws of the Commonwealth of Kentucky. **Failure of the Bidder to comply with these provisions will make the Bid Non-Responsive and shall result in disqualification of the submitted Bid Proposal.**

If Notice of Award is given to the Bidder within Sixty (60) days after the time of receipt of Bids, the Bidder agrees to execute and deliver a Contract Agreement in the prescribed form and furnish the required bonds and insurance within ten (10) days after the Contract is presented for signature.

Bidder will submit along with proposal, a full construction schedule. Bidder hereby agrees to commence work under this contract on or before a date to be specified in the Notice to Proceed and to fully complete the project within the time frame of the submitted schedule thereafter.

In submitting this Bid, it is understood that the right is reserved by the Owner to reject any and all Bids in accordance with the City of Paducah’s Code of Ordinances and the Specifications. Additionally, any Award may be made to the Bidder with the most value for all items, groups of items, or on an individual item basis, whichever is deemed to be in the best interest of the City.

BID PROPOSAL:

Attachments to the Bid Proposal Required:

1. Bid Bond in the amount of 5% of the bid.
2. Bidder's Certification Signed and Notarized.
3. All additional information as required within the Technical Specifications.
4. Construction Schedule.

SUB-CONTRACTORS:

Subcontractors (if any) who the Bidder proposes to use on the project shall be listed. Once the bidder's proposal has been accepted, there shall be no deviations from the list, except as requested by, or upon approval of, the Owner.

Item	Description	Value	Subcontractor/Supplier
DIV 1	General Conditions		
DIV 2	Sitework		
DIV 3	Concrete		
DIV 4	Masonry		
DIV 5	Metals		
DIV 6	Wood & Plastics		
DIV 7	Thermal & Moisture Protection		
DIV 8	Doors & Windows		
DIV 9	Finishes		
DIV 10	Specialties		
DIV 11	Equipment		
DIV 12	Furnishings		
DIV 13	Special Construction		
DIV 14	Conveying Systems		
DIV 15	Mechanical		
DIV 16	Electrical		
Alternate #1: UL Level 7 Rated Frame, Glass, and Door			
TOTAL BID AMOUNT:			

All Subcontractors are subject to the approval of the Owner. If certain branches of work are to be done by the Prime Contractor, so state. The following list of proposed subcontractors is required to be completed, executed and

submitted as part of the Bidder's proposal.

PREFERENCE TO KENTUCKY BIDDERS

In accordance with KRS 45A.365, prior to a contract being awarded, a resident bidder of the Commonwealth shall be given a preference against a non-resident bidder registered in any state that gives or requires a preference to bidders from that state. The preference shall be equal to the preference given or required by the state of the non-resident bidder.

Bidder is a resident of the following state: _____

If Bidder is a non-resident of the Commonwealth of Kentucky, indicate if any preference is given by the resident's state: _____

ADDENDUM

The Bidder hereby acknowledges receipt of Addenda(s) # _____ (if any) Dated _____ and is fully aware of the implications of the addendums on the Bid.

BID DOCUMENTS:

Bid Documents including the Bid Guaranty, shall be enclosed in an envelope clearly labeled with the words "**Bid Documents, Name of Project, Name of Bidder, and Date and Time of Bid Opening,**" in order to guard against premature opening of the bid. **Bids received late will be disqualified and returned to the sender unopened.**

The Bidder herein certifies that all specifications have been reviewed and that any variations to the said specifications, including exceptions to or enhancements to same, are clearly indicated as an attachment to this bid.

THE ABOVE PROPOSAL IS HEREBY RESPECTFULLY SUBMITTED BY:

BIDDER: _____

BY: _____ DATE: _____

TITLE: _____

ADDRESS: _____

PHONE: _____ FAX: _____

CELL PHONE: _____ E-MAIL: _____

FEDERAL TAXPAYER IDENTIFICATION NUMBER: _____

KENTUCKY TAXPAYER IDENTIFICATION NUMBER: _____

CITY OF PADUCAH BUSINESS LICENSE NUMBER: _____

**CITY OF PADUCAH, KENTUCKY
BIDDER'S REQUIRED CERTIFICATIONS**

The Bidder is hereby given notice that in accordance with the statutes of the Commonwealth of Kentucky, the Bidder is required to submit the following Certifications with the Bid Proposal. **Failure to comply with this requirement will make the Bid Non-Responsive and shall result in disqualification of the submitted Bid Proposal.**

1. **NON-COLLUSION**

The affiant does solemnly swear, under penalty of perjury under the Laws of the United States, that I, the undersigned Bidder, and/or any agents, officers, employees and/or subcontractors employed, or that may be employed for any activity covered by the above Project have not directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken action in restraint of free competitive bidding in connection with this Bid Proposal.

2. **WORKERS' COMPENSATION AFFIDAVIT**

The affiant does solemnly swear, under penalty of perjury pursuant to KRS 198B.060(10), that I, the undersigned Bidder, and/or any agents, officers, employees and/or Subcontractors employed, or that may be employed, for any activity covered by the above Project shall be in full compliance with Kentucky's requirements for Workers' Compensation Insurance according to KRS 342, and Unemployment Insurance according to KRS Chapter 341.

The affiant acknowledges that failure on the affiant's part to comply with the foregoing assurances can result in a fine not to exceed four thousand dollars (\$4,000.00) or an amount equal to the sum of all uninsured and unsatisfied claims that might be prosecuted under the provisions of KRS 342 or unemployment insurance claims that might be prosecuted under the provisions of KRS 341, whichever is greater.

3. **CAMPAIGN FINANCE LAWS**

The affiant does solemnly swear, under penalty of perjury, that in accordance with KRS 45A.395, that I, the undersigned Bidder, and/or any agents, officers, employees and/or Subcontractors employed, or that may be employed, for any activity covered by the above Project have not knowingly violated any provisions of the **Campaign Finance Laws** of the Commonwealth of Kentucky; and that the award of a Contract to the Bidder or the entity in which he/she represents will not violate any provisions of the **Campaign Finance Laws** of the Commonwealth. This information provided by the Bidder will be considered confidential and exempt from the Kentucky Open Records Law.

4. **KRS 45A.343**

The affiant does solemnly swear, under penalty of perjury, that I, the undersigned Bidder, and/or any agents, officers, employees and/or Subcontractors employed, or that may be employed, for any activity covered by the above Project are fully aware of the requirements and penalties outlined in KRS 45A.343 requiring the following:

- (a) the Contractor and all Subcontractors performing the work under the Contract to reveal any final determination of a violation within the previous five (5) year period pursuant to KRS Chapters 136, 139, 141, 337, 338, 341, and 342 that apply to the Contractor or Subcontractor; and that
- (b) the Contractor and all Subcontractors performing the work under the Contract to be in continuous compliance with the provisions of KRS Chapters 136, 139, 141, 337, 338, 341, and 342 that apply to the Contractor or Subcontractor for the duration of the Contractor.

Failure to reveal a final determination of a violation or to comply with the statutes for the duration of the contract shall be grounds for cancellation of the contract and disqualification of the eligibility for future contracts for a period of two (2) years.

5. **KY DEPT OF REVENUE**

The affiant does solemnly swear, under penalty of perjury, that in accordance with KRS 45A.395, that I, the undersigned Bidder, and/or any agents, officers, employees and/or Subcontractors employed, or that may be employed, for any activity covered by the above Project are **duly registered with the Kentucky Department of Revenue** to collect and remit the sales and use tax imposed by KRS Chapter 139, and will remain registered for the duration of any contract awarded.

6. **TAXES AND FEES**

The affiant does solemnly swear, under penalty of perjury, that in accordance with KRS 45A.395, that I, the undersigned Bidder, and/or any agents, officers, employees and/or Subcontractors employed, or that may be employed, for any activity covered by the above Project are **not delinquent on any State, City or County taxes or fees** owed to the Commonwealth of Kentucky, The City of Paducah, or any other governmental agency and will remain in good standing for the duration of any contract awarded.

Therefore, as a duly authorized representative for the Bidder, I have fully informed myself regarding the accuracy of all statements made in this affidavit, and acknowledge the City of Paducah, Kentucky is reasonably relying upon these statements in making a decision for contract award and any failure to accurately disclose such information may result in contract termination, repayment of funds, and other available remedies under law.

Signature: _____

Printed Name: _____

Title: _____

Company: _____

Date: _____

STATE OF _____)

COUNTY OF _____)

The foregoing instrument was sworn to and acknowledged before me this _____ day of _____, 2023, by _____, _____ (title) of _____ (Name of Company).

My commission expires: _____.

Notary Public, State at Large

S E A L

**CITY OF PADUCAH, KENTUCKY
PUBLIC WORKS DEPARTMENT**

**AGREEMENT
PADUCAH CITY HALL – Mayor’s Office Alterations**

THIS AGREEMENT, made this _____ day of _____, 2026 by and between the **CITY OF PADUCAH**, hereinafter called the **OWNER**, and _____, hereinafter called the **CONTRACTOR**, for the consideration hereinafter named, agree as follows:

ARTICLE 1. SCOPE OF WORK

The Contractor agrees to furnish all the necessary labor, materials, equipment, tools and services necessary for the construction of the **Mayor’s Office Alterations**. All Work shall be in accordance with this Agreement, the Specifications and any Addendum(s) issued.

Throughout the performance of this Contract, the Public Works Department of the City of Paducah shall, be acting as agent for the Owner, City of Paducah. All work done by the Contractor shall be completed under the general supervision of the Architect and the Owner.

ARTICLE 2. TIME FOR COMPLETION AND LIQUIDATED DAMAGES

The Contractor hereby agrees to commence work under this contract on or before a date to be specified in the Notice to Proceed and to fully complete the project **within the contractor provided, owner approved schedule**, as quoted in the Bid Proposal.

ARTICLE 3. THE CONTRACT SUM

The Owner agrees to pay the Contractor for the performance of the Contract, subject to additions and deductions provided therein: _____ (\$_____) as quoted in the Bid Proposal by the Contractor dated _____ which shall constitute full compensation for the work and services authorized herein.

ARTICLE 4. PROGRESS PAYMENTS

The Contractor may submit a Request for Payment for work completed in accordance with the Specifications. The Owner will make partial payments on or about thirty (**30**) days after submission of a properly completed invoice and approval of the completed work. At the Engineer’s discretion, a ten percent (**10%**) retainage may be held until final completion and acceptance of the work.

ARTICLE 5. ACCEPTANCE AND FINAL PAYMENT

Final payment shall be due after the work is fully completed and the Contract fully performed in accordance with the specifications.

ARTICLE 6. GOVERNING LAW

The Parties agree that this Agreement and any legal actions concerning its validity, interpretation and performance shall be governed by the laws of the Commonwealth of Kentucky. The parties further agree that the venue for any legal proceeding relating to this Agreement shall exclusively be in McCracken County, Kentucky.

ARTICLE 7. THE CONTRACT DOCUMENTS

The Plans, Specifications and any addendum that may have been issued are fully a part of this Contract as if thereto attached or herein repeated.

IN WITNESS WHEREOF:

The parties hereto have executed this Agreement, the day and year first above written.

CONTRACTOR

BY _____
TITLE _____

ADDRESS:

CITY OF PADUCAH

BY _____
TITLE _____

ADDRESS:
Post Office Box 2267
Paducah, Kentucky 42002-2267

FORM OF BID BOND

KNOW ALL MEN BY THESE PRESENTS, that we _____
(Name of Principal - Bidder)

as Principal, hereinafter called the Principal, and _____
(Name of Surety - Insurance Company)

a Corporation duly organized under the laws of the State of _____
(State)

as Surety, hereinafter called the Surety, are held and firmly bound unto the **CITY OF PADUCAH, KENTUCKY**, as Obligee, hereinafter called the Obligee, in the sum of:

\$ _____ (_____ Dollars and _____ Cents)

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a Bid for _____
(Name of Project)

Dated _____ to the **CITY OF PADUCAH, KENTUCKY**, Obligee. _____

NOW, THEREFORE:

If the Obligee shall accept the bid of the Principal and the Principal shall enter into a contract with the Obligee in accordance with the terms of such bid and give such bond or bonds as may be specified in the bidding or contract documents with good and sufficient surety for the faithful performance of such contract documents and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

PRINCIPAL: Signed and sealed this _____ day of _____ 20_____.

(Principal - Bidder)

(Title)

(SEAL)

CERTIFICATE AS TO CORPORATE PRINCIPAL

I, _____, certify that I am the _____ Secretary of the Corporation named as Principal in the within Bond; that _____ who signed the said Bond on behalf of the Principal was then _____ of said Corporation; that I knew his/her signature, and his/her signature thereto is genuine; and that said Bond was duly signed, sealed and attested to for and in behalf of said Corporation by authority of its governing body.

(Principal- Bidder Corporate Secretary)

(Corporate Seal)

SURETY: Signed and sealed this _____ day of _____ 20____.

(Surety - Insurance Company)

(Title)

(SEAL)

Attach Surety Power of Attorney

LABOR AND MATERIAL PAYMENT BOND

BOND NO. _____

KNOW ALL MEN BY THESE PRESENTS, that _____ as PRINCIPAL, and the _____ INSURANCE COMPANY, a Corporation duly organized under the laws of the State of _____, as Surety, are held and firmly bound unto the **CITY OF PADUCAH, KENTUCKY**, as Obligee, in the sum of:

\$ _____ (_____ Dollars and _____ Cents)

which sum, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, by these presents.

WHEREAS, on the _____ day of _____, 20____, the Principal entered into a contract with the **CITY OF PADUCAH, KENTUCKY**, for _____ Project, which contract is by reference made a part hereof and is hereafter referred to as the Contract:

NOW, THEREFORE, the Condition of this Obligation is such that, if the Principal shall pay all laborers, mechanics, subcontractors, materialmen and all persons who shall supply said Principal or said subcontractors with provisions and supplies for the carrying on of such work, then this obligation shall be null and void; otherwise to remain in full force and effect.

SURETY: Signed and sealed this _____ day of _____ 20____.

(Surety - Insurance Company)

(Title)

(SEAL)

By: _____
Attorney-in-Fact

Attach Surety Power of Attorney

PROGRESS AND COMPLETION OF WORK

NOTICE TO PROCEED

Following the execution of the Contract by the Owner, written Notice to Proceed with the work will be given to the Contractor. The Contractor shall begin and shall prosecute the work regularly and uninterruptedly thereafter (unless otherwise directed in writing by the Owner or Architect) with such force as to secure the completion of the work in a responsible and timely manner.

PRE-CONSTRUCTION CONFERENCE

Prior to issuance of the Notice to Proceed, a pre-construction conference will be held with representatives of the Contractor, Sub-Contractors and Architect in attendance. Discussion will center on each party's responsibility towards the other, the Contractor's plans for prosecution of the work and subcontracting.

CONTRACT TIME

The work that the Contractor is required to perform under this Contract shall be commenced at the time stipulated by the Owner in the Notice to Proceed to the Contractor and be fully completed in accordance with the Contractor's schedule previously approved by the Owner. Every calendar day, except as provided herein, shall be counted as a working day.

SCHEDULE OF COMPLETION

The Contractor shall submit with their bid proposal a schedule which shall show the order in which the Contractor proposes to carry on the work, with dates at which the Contractor will start the several parts of work, the anticipated monthly payments to become due the Contractor, and estimated dates of completion of the several parts.

CHANGES IN THE WORK

The Owner may, as the need arises, order changes in the work through additions, deletions or modifications without invalidating the Contract. Compensation affected by the change shall be adjusted at the time of ordering such change.

EXTRA WORK

New and unforeseen items of work found to be necessary and which cannot be covered by any item or combination of items for which there is a Contract price shall be classed as extra work. The Contractor shall do such extra work and furnish such materials as may be required for the proper completion or construction of the whole work contemplated upon written order from the Owner.

In the absence of such written order, no claim for extra work will be considered. Extra work will be performed in accordance with these Specifications where applicable and work not covered by the Specifications or Special Provisions shall be done in accordance with the best practice as approved by the Architect. Extra work required in an emergency to protect life and property shall be performed by the Contractor as required.

EXTENSION OF CONTRACT TIME

A delay beyond the Contractor's control occasioned by an Act of God, or act or omission on the part of the Owner as noted as Excusable Delays, may entitle the Contractor to an extension of time in which to complete the work as determined by the Architect, provided, however, that the Contractor shall within ten (10) days of such occurrence, give written notice to the Architect or cause of such delay and of his intention to request an extension of Contract time. If, on the basis of the facts and the terms of this contract, the delay is properly excusable, the Owner shall extend the time for completing the work to a period of time commensurate with the period of excusable delay.

EXCUSABLE DELAYS

The Contractor may request an extension of Contract time based on the following Excusable Delays, and the Contractor shall not be terminated nor shall the Contractor be charged with liquidated damages for any delays in the completion of the work due to:

- (1) Any acts of the federal government, including controls or restrictions or requisitioning of materials, equipment, tools or labor by reason of war, national defense or any other national emergency;
- (2) Any acts of the Owner or Architect;
- (3) Causes not reasonably foreseeable by the parties at the time of the execution of the contract that are beyond the control and without the fault or negligence of contractor, including, but not restricted to, acts of God, acts of the public enemy, acts of another contractor in the performance of some other contract with the Owner, earthquake, fire, flood, epidemic, strike or work stoppage, freight embargo, and weather of unusual severity such as hurricane, tornado, cyclone and other extreme weather conditions; and
- (4) Any delay of any subcontractor occasioned by any of the above-mentioned causes. However, Contractor must promptly notify the Owner or Architect within ten (10) days of the occurrence of a delay attributable to one or more of the aforementioned causes in writing of the cause of the delay.

SPECIFICATIONS AND RELATED DATA

INTENT OF SPECIFICATIONS

The intent of the Specifications is that the Contractor shall furnish all labor and materials, equipment and transportation necessary for the proper execution of the work unless specifically noted otherwise. The Contractor shall do all the work described in the Specifications and all incidental work considered necessary to complete the project in a substantial and acceptable manner, and to fully complete the work or improvement, ready for use, occupancy and operation by the Owner.

DISCREPANCIES IN SPECIFICATIONS

Any discrepancies found between the Specifications and site conditions or any errors or omissions in the Specifications shall be immediately reported to the Architect, who will promptly correct such error or omission in writing. Any work done by the Contractor after his discovery of such discrepancies, errors or omissions shall be done at the Contractor's risk.

ADEQUACY OF SPECIFICATIONS

Responsibility for adequacy of the design and for sufficiency of the Specifications will be borne by the Owner. The Complete requirements of the work to be performed under the Contract will be set forth in the Specifications to be supplied by the Owner through the Architect as representative of the Owner. Specifications furnished will be in accordance with the Contract Documents and will be true and accurate developments thereof.

OWNERSHIP OF SPECIFICATIONS

All original or duplicated Specifications, and other data prepared by the Architect, shall remain the property of the Architect, and they shall not be reused on other work, but shall be returned to the Architect upon completion of the work.

MEASUREMENTS

The Contractor shall be responsible for all field measurements. Neither the Owner or Architect will not take responsibility for dimensions.

ARCHITECT-OWNER-CONTRACTOR RELATIONS

ARCHITECT'S RESPONSIBILITY AND AUTHORITY

Throughout the performance of this Contract, the Architect, shall, in all respects, be acting as representative for the Owner, being the City of Paducah. All work shall be done under the general supervision of the Architect. The Architect will decide any and all questions that may arise as to the quality and acceptability of materials furnished, work performed, rate of progress of work and interpretation of Drawings and Specifications.

ARCHITECT'S DECISIONS

All claims of the Contractor shall be presented to the Architect for decision that will be made in writing within a reasonable time. All decisions of the Architect shall be presented to the Owner, and upon Owner approval, be deemed final except in cases where time and/or financial considerations are involved, which will be subject to mediation.

SUSPENSION OF WORK

The Architect shall have the authority to suspend the work, wholly or in part, for a period or periods of time, as may be deemed necessary. This suspension may result from unsuitable weather, failure on the part of the Contractor to carry out the provisions of the Contract, lack of materials meeting the requirements of the Specifications, or such other conditions considered unfavorable for prosecution of the work. The Contractor shall not suspend operation without the Architect's permission once work has begun.

INSPECTION OF WORK

All materials and each part or detail of the work shall be subject, at all times, to inspection by the Architect, and the Contractor shall be held strictly to the true intent of the Specifications in regard to quality of materials, workmanship, and the diligent execution of the Contract. Such inspection may include mill, plant or shop inspection, and any material furnished under these Specifications is subject to such inspection. The Architect shall be allowed access to all parts of the work and shall be furnished with such information and assistance by the Contractor as is required to make a complete and detailed inspection.

EXAMINATION OF COMPLETED WORK

If the Architect requests it, the Contractor, at any time before acceptance of the work, shall remove or uncover such portions of the finished work as may be directed. After examination, the Contractor shall restore said portions of the work to the standard required by the Specifications. Should the work thus exposed or examined prove acceptable, the uncovering or removing, and the replacing of the covering or making good of the parts removed will be paid for as extra work, but should the work so exposed or examined prove unacceptable, the uncovering, removing and replacing shall be at the Contractor's expense.

CONTRACTOR'S SUPERINTENDENCE

A qualified superintendent, who is acceptable to the Architect, shall be maintained on the work and provide supervision to the work until its completion. The superintendent shall have full authority to act on behalf of the Contractor, and all directions given to the superintendent will be considered given to the Contractor. In general, the Architect's instructions will be confirmed in writing and will always be so confirmed upon written request from the Contractor.

RESPONSIBILITIES OF THE CONTRACTOR

SCOPE OF CONTRACTOR'S SERVICES

Except as otherwise specifically stated in the Contract Documents and specifications, the Contractor shall provide and pay for all materials, labor, tools, testing, traffic control, temporary facilities, grade control and staking, equipment, water, light, heat, power, transportation, superintendence, temporary construction of every nature, charges, levies, fees or other expenses, and all services and facilities of every nature whatsoever necessary for the performance of the contract and to deliver all improvements embraced in this contract, complete in every respect within the specified time.

COMMUNICATIONS

All notices, demands, claims, requests, instructions, approvals and proposals, must be in writing.

a. Notice to the Contractor

Any notice to, or demand upon, the Contractor shall be sufficiently given if delivered at the office of the Contractor stated on the signature page of the contract, or any other such office the Contractor may designate in writing to the Owner, or if deposited in the United States mail in a sealed, postage-paid envelope, by register mail, or if delivered with charges prepaid to any telegraph company for transmission, in each case addressed to such office.

b. Notice to the Owner

All papers required to be delivered to the Owner shall, unless specified in writing to the Contractor, be delivered to the City Hall, Paducah, Kentucky, and any such notice to or demand upon the Owner shall be sufficiently given if so delivered or if deposited in the United States mail in a sealed, postage-paid envelope, by registered mail, or if delivered with charges prepaid to any telegraph company for transmission to the above address, or any other such address as the Owner may subsequently specify in writing to the Contractor.

c. Time of Notices

Any such notice shall be deemed to have been given as of the time of actual delivery, or in the case of mailing or telegraph, at the time of actual receipt.

SUPERVISION AND FINAL INSPECTION

The Owner, Architect, and/or his authorized representative will have personal supervision of the project during construction. Final inspection of the project shall be conducted in the presence of the Contractor and/or his authorized representative, the Owner, Architect, and/or his authorized representative.

SUBCONTRACTING

The Contractor may utilize the services of a specialty Subcontractor on those parts of the works that, under normal contractor practices, are performed by specialty Subcontractors upon approval by the Architect. The Contractor shall be fully responsible to the Owner for the acts and omissions of his Subcontractors, and of persons either directly or indirectly employed by them, as he is for the acts and omissions of persons directly employed by him.

The Contractor shall cause appropriate provisions to be inserted in all subcontracts relative to the work to bind Subcontractors to the Contractor by the terms of the Contract documents insofar as applicable to the work of Subcontractors and to give the Contractor the same power as regards to terminating any subcontract that the Owner may exercise over the Contractor under any provision of the Contract documents. Nothing contained in this contract shall create any contractual relation between any Subcontractor and the Owner.

RECORD DRAWINGS

If required by the Owner, at the completion of the Work, the Contractor shall deliver a complete intact copy of Record Drawings. It shall be the responsibility of the Contractor to maintain an accurate set of As-Built Drawings as work progresses. This set of "As-Built Plans" shall be kept on the job site at all times. The "As-Built Plans" shall accurately depict the location of the new facilities installed and any deviations made from the Drawings. Submission of the "As-Built Plans" will be required prior to issuance of final payment. In addition, verification by the Architect that record drawings are periodically maintained will be required prior to each partial payment by the Owner.

MATERIALS AND WORKMANSHIP

MATERIALS FURNISHED BY THE CONTRACTOR

All materials used in the work shall be new, meet the requirements of the respective specifications, and no material shall be used until it has been approved by the Architect. All materials not otherwise specifically indicated within the contract drawings and specifications that are necessary to complete the work shall be furnished by the Contractor at no extra cost to the Owner.

SHOP DRAWINGS

The Contractor shall provide shop drawings as may be necessary for the prosecution of the work as required by the contract documents. The Architect shall promptly review all shop drawings. The Architect's approval of any shop drawing shall not release the Contractor from any responsibility for deviations from the contract documents. The approval of any shop drawing that substantially deviates from the requirement of the contract documents shall be evidenced by a change order.

When submitted for the Architect's review, shop drawings shall bear the Contractor's certification that he has reviewed, checked and approved the shop drawings and that they are in conformance with the requirements of the contract documents.

Portions of the work requiring a shop drawing or sample submission shall not begin until the shop drawing or submission has been approved by the Architect. A copy of each approved shop drawing and each approved sample shall be kept in good order by the Contractor at the site and shall be available to the Architect.

STORAGE OF MATERIALS

Materials shall be stored as to insure the preservation of their quality and fitness for the work in accordance with manufacturer storage recommendations. When considered necessary, they shall be placed on wooden platforms or other hard, clean surfaces, and not on the ground, and they shall be placed under cover. Stored materials shall be located so as to facilitate prompt inspection. Private property shall not be used for storage purposed without the written permission of the Owner or lessee.

CHARACTER OF WORKMEN

The Contractor shall at all times be responsible for the conduct and discipline of his employees and/or any subcontractor or persons employed by subcontractors. All workmen must have sufficient knowledge, skill, and experience to perform properly the work assigned to them. Any foreman or workman employed by the Contractor or subcontractor who, in the opinion of the Architect or Owner, does not perform his work in a skillful manner, or appears to be incompetent or to act in a disorderly or intemperate manner shall, at the written request of the Architect, be discharged immediately and shall not be employed again in any portion of the work without the approval of the Architect.

PREFERENCE TO LOCAL MATERIALS AND LABOR

The Contractor shall give preference to the purchase of local materials and to the employment of local labor for all operations. It is understood that such preference will be carried out only to the extent that it will not impair the Contractor's performance, and likewise is not to be construed as prohibiting the Contractor from using his regular organization.

REJECTED WORK AND MATERIALS

All materials that do not conform to the requirements of the Contract Documents, are not equal to samples approved by the Architect, or are in any way unsatisfactory or unsuited to the purpose, for which they are intended, will be rejected. Any defective work, whether the result of poor workmanship, use of defective materials, damage through carelessness or any other cause shall be removed, within ten (10) days after written notice is given by the Architect, and the work shall be re-executed by the Contractor. The fact that the Architect may have previously overlooked such defective work shall not constitute an acceptance of any part of it.

FAILURE TO REMOVE DEFECTIVE WORK

Failure of the Contractor to remove defective work and re-execute the work within ten (10) days after written notice shall result in default by the Contractor.

CORRECTION OF FAULTY WORK AFTER PAYMENT

Correction of faulty work after final payment shall be in accordance with Section 01009 of these specifications.

MANUFACTURER'S DIRECTIONS

Manufactured articles, material and equipment shall be applied, installed, connected, erected, used, cleaned and conditioned as directed by the manufacturer unless herein specified to the contrary.

SUBSTITUTIONS

"Approved equal", "equal", and "equal with prior approval" phrases shall be defined as material and/or equipment of similar construction and equal quality only as approved by the Architect. No substitutions or equivalents will be considered during the Contract Time, except for minor substitutions due to the unavailability of specified items.

Whenever a material, article or piece of equipment is identified on the drawings or specifications by reference to brand name or catalog number, it shall be understood that this is references for the purpose of defining the performance or other salient requirements and that other products of equal capacities, quality and function shall be considered. The Contractor may recommend the substitution of a material, article, or piece of equipment of equal substance and function for those referred to in the contract documents by reference to brand name or catalog number, and if, in the opinion of the Architect, such material, article, or piece of equipment is of equal substance and function to that specified, the Architect may approve it's substitution and use by the Contractor. Any cost differential shall be deductible from the contract price and the contract documents shall be appropriately modified by change order. The Contractor warrants that if substitutes are approved, no major changes in the function or general design of the project will result. Incidental changes or extra component parts required to accommodate the substitute will be made by the Contractor without a change on the contract price or contract time.

PATENTS

The Contractor shall pay all applicable royalties and license fees. He shall defend all suits or claims for infringement of any patent rights and save the Owner harmless from loss on account thereof, except that the Owner shall be responsible for any such loss when a particular process, design, or the product of a particular manufacturer or manufacturers is specified, but if the Contractor has reason to believe that the design, process or product specified is an infringement of a patent, he shall be responsible for such loss unless he promptly gives such information to the Architect.

CLEANING UP

The Contractor shall, at all times, keep the construction area, including storage areas used by him, free from accumulations of waste material or rubbish and, prior to completion of the work, remove any rubbish from and about the premises, and remove all tools, equipment, and materials, not the property of the Owner. Upon completion, and prior to final payment, the Contractor shall leave the premises in a neat, clean, and workmanlike condition satisfactory to the Architect. All property, both public and private, which has been damaged in the prosecution of the work, shall be restored in an acceptable manner approved by the Architect and Owner prior to final payment to the Contractor.

MEASUREMENT AND PAYMENT

REQUESTS FOR PAYMENT

The Contractor may submit each month, and no more than once a month, a Request for Payment for work completed and materials delivered and stored on the site. The Contractor shall furnish the Engineer all reasonable support documentation and weigh tickets to substantiate the progress and execution of the work. Payment for materials stored on the site will be conditioned upon evidence submitted by the Contractor to establish the Owner's title to such materials.

Each Request for Payment shall be computed from the work completed on all items listed in the detailed breakdown of the Contract amount, less ten percent (10%) to be retained until final completion and acceptance of the work less liquidated damages, if any, and less previous payments. Where unit prices are specified, the Request for Payment shall be based on the quantities completed. Any oversight of work not included in the submitted Request for Payment can be included with the following monthly Request for Payment.

OWNER'S ACTION ON A REQUEST FOR PAYMENT

Within **Thirty (30) days** from the date of receipt of a Request for Payment with all required documentation attached, the Owner will:

- a. Pay the Properly Completed Invoice upon approval of the Work, or
- b. Pay such other amount as may be decided is due the Contractor, informing the Contractor in writing of his reasons for paying the amended amount, or
- c. Withhold payment, informing the Contractor of his reasons for withholding payment.

OWNER'S RIGHT TO WITHHOLD

The Owner may withhold payment in whole or in part to the extent necessary to protect from the loss on account of any of the following causes discovered subsequent to approval of a Request for Payment by the Engineer.

- a. Defective or incomplete work.
- b. Evidence indicating the probable filing of claims by other parties against the Contractor.
- c. Failure of the Contractor to make payments to subcontractors, material supplier or labor.
- d. Damage to another contractor.

PAYMENTS FOR EXTRA WORK

Written notice of claims for payments for extra work shall be given by the Contractor within ten (10) days after receipt of instructions from the Owner, as approved by the Architect, to proceed with the extra work, and also before any work is commenced, except in emergency endangering life or property. No claim shall be valid unless so made. In all cases, the Contractor's itemized estimate sheets showing all labor and materials shall be submitted to the Architect. The Owner's order for extra work shall specify any extension of the Contract time and one of the following methods of payment:

- a. Unit Prices
Unit Prices or combinations of unit prices which formed the basis of the original Contract.
- b. Lump Sum
A lump sum based on the Contractor's estimate, accepted by the Architect, and approved by the Owner.
- c. Cost Plus Multiplier
Actual cost plus a fixed fee, not to exceed fifteen percent (15%) of the cost of the work. The "cost of the work" shall be the actual cost of the following:
 1. Labor, including foremen.
 2. Materials entering permanently into the work.
 3. The ownership or rental cost of construction plant and equipment during the time of use on the extra work.
 4. Power and consumable supplies for the operation of power equipment.
 5. Insurance.
 6. Social Security and unemployment contributions.

d. Negotiated Agreement

Supplemental agreement between the Owner and Contractor.

AFFIDAVITS OF PAYMENT

The Owner or Architect may request the Contractor at any time during construction to furnish appropriate affidavits of payment, waivers and releases of liens from any subcontractor or material supplier to the extent of the payment made for labor or materials furnished to the project. These shall be obtained upon forms approved by the Owner.

ACCEPTANCE AND FINAL PAYMENT

When the Contractor has completed the work in accordance with the terms of the Contract Documents, the Architect will certify his acceptance to the Owner and his approval of the Contractor's amount, plus all approved additions less all approved deductions, including liquidated damages, and less previous payments made. If required by the Owner, the Contractor shall furnish evidence that he has fully paid all debts for labor, materials and equipment incurred in connection with the work, following which the Owner will accept the work and release the Contractor, except as to the conditions of the required bonds, any legal rights of the Owner, required guarantees, and correction of faulty work after final payment, and shall authorize payment of the Contractor's final Request for Payment. The Contractor must allow sufficient time between the time of completion of the work and approval of the final Request for Payment for the Architect to assemble and check the necessary data.

TERMINATION OF CONTRACTOR'S RESPONSIBILITY

The Contract will be considered complete when all work has been finished, the final inspection made by the Architect, and the Project accepted in writing by the Owner. The Contractor's responsibility shall then cease, except as required by the guaranty period and as set forth in the bonding requirements.

CORRECTION OF FAULTY WORK AFTER FINAL PAYMENT

The approval of the final Request for Payment by the Architect and the making of the final payment by the Owner to the Contractor shall not relieve the Contractor of responsibility for faulty materials or workmanship.

PART 1 GENERAL

1.1 PROJECT DESCRIPTION

1.1.1 Definitions

1.1.1.1 Demolition

Demolition is the process of wrecking or taking out any load-supporting structural member of a facility together with any related handling and disposal operations.

1.1.1.2 Demolition Plan

Demolition Plan is the planned steps and processes for managing demolition activities and identifying the required sequencing activities and disposal mechanisms.

1.1.2 Demolition/Deconstruction Plan

Contractor shall prepare a Demolition Plan based on the architectural drawings and submit proposed demolition and removal procedures for approval before work is started. Include in the plan procedures for careful removal and disposition of materials specified to be salvaged, coordination with other work in progress, a disconnection schedule of utility services. Provide procedures for safe conduct of the work in accordance with OSHA standards. Plan shall be approved by Architect and Owner prior to work beginning.

1.1.3 General Requirements

Do not begin demolition or deconstruction until authorization is received from the Architect and Owner. Remove rubbish and debris from the project site; do not allow accumulations inside or outside the building. The work includes demolition, salvage of identified items and materials, and removal of resulting rubbish and debris. Remove rubbish and debris from property daily, unless otherwise directed. Store materials that cannot be removed daily in areas specified by the owner. Coordinate with owner any items to be salvaged and returned to owner in good condition. In the interest of occupational safety and health, perform the work in accordance with OSHA Standards.

1.2 ITEMS TO REMAIN IN PLACE

Take necessary precautions to avoid damage to existing items to remain in place, to be reused, or to remain the property of the owner. Repair or replace damaged items as approved by the owner. Coordinate the work of this section with all other work indicated. Construct and maintain shoring, bracing, and supports as required. Ensure that structural elements are not overloaded. Increase structural supports or add new supports as may be required as a result of any cutting, removal, deconstruction, or demolition work performed under this contract. Do not overload structural elements. Provide new supports and reinforcement for

existing construction weakened by demolition, deconstruction, or removal work. Repairs, reinforcement, or structural replacement require approval by the Architect prior to performing such work.

1.2.1 Existing Construction Limits and Protection

Do not disturb existing construction beyond the extent indicated or necessary for installation of new construction. Provide temporary shoring and bracing for support of building components to prevent settlement or other movement. Provide protective measures to control accumulation and migration of dust and dirt in all work areas. Remove dust, dirt, and debris from work areas daily.

1.2.2 Weather Protection

For portions of the building to remain, protect building interior and materials and equipment from the weather at all times. Where removal of existing roofing is necessary to accomplish work, have materials and workmen ready to provide adequate and temporary covering of exposed areas.

1.2.3 Utility Service

Maintain existing utilities indicated to stay in service and protect against damage during demolition and deconstruction operations. Prior to start of work.

1.2.4 Facilities

Protect electrical and mechanical services and utilities. Where removal of existing utilities and pavement is specified or indicated, provide approved barricades, temporary covering of exposed areas, and temporary services or connections for electrical and mechanical utilities. Floors, roofs, walls, columns, pilasters, and other structural components that are designed and constructed to stand without lateral support or shoring, and are determined to be in stable condition, must remain standing without additional bracing, shoring, or lateral support until demolished or deconstructed, unless directed otherwise by the Architect. Ensure that no elements determined to be unstable are left unsupported and place and secure bracing, shoring, or lateral supports as may be required as a result of any cutting, removal, deconstruction, or demolition work performed under this contract.

1.3 QUALITY ASSURANCE

Submit timely [notification](#) of demolition and renovation projects to owner and Architect. Comply with federal, state, and local hauling and disposal regulations. Comply with the Environmental Protection Agency requirements specified.

1.3.2 Dust Control

Prevent the spread of dust to occupied portions of the building and avoid the creation of a nuisance or hazard in the surrounding area. Sweep pavements as often as necessary to control the spread of debris.

1.4 PROTECTION

1.4.1 Traffic Control Signs

a. Where pedestrian and driver safety is endangered in the area of removal work, use traffic barricades. Anchor barricades in a manner to prevent displacement by wind.

1.4.2 Protection of Personnel

Before, during and after the demolition work continuously evaluate the condition of the structure being demolished and take immediate action to protect all personnel working in and around the project site. No area, section, or component of floors, roofs, walls, columns, pilasters, or other structural element will be allowed to be left standing without sufficient bracing, shoring, or lateral support to prevent collapse or failure while workmen remove debris or perform other work in the immediate area.

1.5 RELOCATIONS

Perform the removal and reinstallation of relocated items as indicated with workmen skilled in the trades involved. Repair or replace items to be relocated which are damaged by the Contractor with new undamaged items as approved by the Architect.

1.6 EXISTING CONDITIONS

Before beginning any demolition or deconstruction work, survey the site and examine the drawings and specifications to determine the extent of the work.

PART 3 EXECUTION

2.1 EXISTING FACILITIES TO BE REMOVED

Inspect and evaluate existing structures onsite for reuse. Existing construction scheduled to be removed for reuse shall be disassembled. Dismantled and removed materials are to be separated, set aside, and prepared as specified, and stored or delivered to a collection point for reuse, remanufacture, recycling, or other disposal, as specified. Materials shall be designated for reuse onsite whenever possible.

2.1.1 Utilities and Related Equipment

2.1.1.1 General Requirements

Do not interrupt existing utilities serving occupied or used facilities, except when authorized in writing by the Contracting Officer. Do not interrupt existing utilities serving facilities occupied and used by the Government except when approved in writing and then only after temporary utility services have been approved and provided. Do not begin demolition or deconstruction work until all utility disconnections have been made. Shut off and cap utilities for future use, as indicated.

2.1.2 Paving and Slabs

Sawcut concrete and asphaltic concrete paving and slabs including aggregate bases as specified on civil drawings

2.1.3 Roofing

Remove single-ply roofing to effect the connections with new flashing or roofing. Sequence work to minimize building exposure between demolition or deconstruction and new roof materials installation.

2.1.3.1 Temporary Roofing

Install temporary roofing and flashing as necessary to maintain a watertight condition throughout the course of the work. Remove temporary work prior to installation of permanent roof system materials unless approved otherwise by the Contracting Officer. Make provisions for worker safety during demolition, deconstruction, and installation of new materials as described in paragraphs entitled "Statements" and "Regulatory and Safety Requirements."

2.1.3.2 Reroofing

When removing the existing roofing system from the roof deck, remove only as much roofing as can be recovered by the end of the work day, unless approved otherwise by the Architect. Do not attempt to open the roof covering system in threatening weather. Reseal all openings prior to suspension of work the same day.

2.1.4 Masonry

Sawcut and remove masonry so as to prevent damage to surfaces to remain. Where new masonry adjoins existing, the new work shall abut or tie into the existing construction. Provide square, straight edges and corners where existing masonry adjoins new work and other locations.

2.1.5 Miscellaneous Metal

Salvage shop-fabricated items such as access doors and frames, metal railings, metal windows and similar items as whole units. Salvage light-gauge and cold-formed metal framing, such as steel studs, steel trusses, metal gutters, roofing and siding, metal toilet partitions, toilet accessories and similar items. Scrap metal shall become the Contractor's property. Recycle scrap metal as part of demolition and deconstruction operations. Provide separate containers to collect scrap metal and transport to a scrap metal collection or recycling facility.

2.1.6 Carpentry

Remove windows, doors, frames, and cabinets, and similar items as whole units, complete with trim and accessories. Do not remove hardware attached to units, except for door closers. Salvage hardware attached to units for reuse. Brace the open end of door frames to prevent damage.

2.1.7 Patching

Where removals leave holes and damaged surfaces exposed in the finished work, patch and repair these holes and damaged surfaces to match adjacent finished surfaces, using on-site materials when available. Where new work

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is to be applied to existing surfaces, perform removals and patching in a manner to produce surfaces suitable for receiving new work. Finished surfaces of patched area shall be flush with the adjacent existing surface and shall match the existing adjacent surface as closely as possible as to texture and finish. Patching shall be as specified and indicated, and shall include:

- a. Concrete and Masonry: Completely fill holes and depressions, [caused by previous physical damage or] left as a result of removals in existing masonry walls to remain, with an approved masonry patching material, applied in accordance with the manufacturer's printed instructions.
- b. Where existing partitions have been removed leaving damaged or missing resilient tile flooring, patch to match the existing floor tile.
- c. Patch acoustic lay-in ceiling where partitions have been removed. The transition between the different ceiling heights shall be effected by continuing the higher ceiling level over to the first runner on the lower ceiling and closing the vertical opening with a painted sheet metal strip.

2.1.8 Air Conditioning Equipment

Remove air conditioning, refrigeration, and other equipment containing refrigerants without releasing chlorofluorocarbon refrigerants to the atmosphere in accordance with the Clean Air Act Amendment of 1990. Recover all refrigerants prior to removing air conditioning, refrigeration, and other equipment containing refrigerants and dispose of in accordance with the paragraph entitled "Disposal of Ozone Depleting Substance (ODS)."

2.1.9 Mechanical Equipment and Fixtures

Disconnect mechanical hardware at the nearest connection to existing services to remain, unless otherwise noted. Disconnect mechanical equipment and fixtures at fittings. Remove service valves attached to the unit.

2.2 DISPOSITION OF MATERIAL

2.2.1 Title to Materials

Except for salvaged items specified in related Sections, and for materials or equipment scheduled for salvage, all materials and equipment removed and not reused or salvaged, shall become the property of the Contractor and shall be removed from the property. Title to materials resulting from demolition, and materials and equipment to be removed, is vested in the Contractor upon approval by the Architect of the Contractor's demolition, and removal procedures, and authorization by the Architect to begin demolition. Showing for sale or selling materials and equipment on site is prohibited.

2.2.2 Reuse of Materials and Equipment

Remove and store materials and equipment to be reused or relocated to prevent damage, and reinstall as the work progresses. Coordinate the re-use of materials and equipment.

2.2.4 Disposal of Ozone Depleting Substance (ODS)

Prevent discharge of Class I and Class II ODS to the atmosphere.

2.3 CLEANUP

Remove debris and rubbish from basement and similar excavations. Remove and transport the debris in a manner that prevents spillage on streets or adjacent areas. Apply local regulations regarding hauling and disposal.

2.4 DISPOSAL OF REMOVED MATERIALS

2.4.1 Regulation of Removed Materials

Dispose of debris, rubbish, scrap, and other nonsalvageable materials resulting from removal operations with all applicable federal, state and local regulations as contractually specified.

2.5 REUSE OF SALVAGED ITEMS

Recondition salvaged materials and equipment designated for reuse before installation. Replace items damaged during removal and salvage operations or restore them as necessary to usable condition.

-- End of Section --

1. GENERAL

1.01 WORK INCLUDES:

- A. Furnishing labor and material for installation of rough carpentry in walls, ceilings and roofs including, but not limited to, the following:
 - 1. Wood furring
 - 2. Wood grounds, nailers, blocking and sleepers
 - 3. Wood framing
 - 4. Wood sheathing and backing
 - 5. Miscellaneous wood framing
 - 6. Anchors and fasteners

- B. Related Sections; locations for wood blocking include, but are not limited to, the following:
 - 1. Division 7 - Thermal & Moisture Protection: perimeter blocking at roof, gutters and downspouts, equipment curbs, etc.
 - 2. Division 8 - Windows, Doors and Frames: blocking at perimeter of rough openings

1.02 QUALITY ASSURANCE:

- A. Referenced Standards:
 - 1. American Plywood Association (APA): U.S. Product Standard PS 1 for Construction and Industrial Plywood.
 - 2. American Society for Testing and Materials (ASTM): ASTM E84 Test Method for Surface Burning Characteristics of Building Materials.
 - 3. American Wood Preservers Association (AWPA): AWPA Standard U1
 - 4. Federal Specifications (FS): TT-W-550 Wood Preservative, Chromated Copper Arsenate Mixture, TT-W-571 Wood Preservation Treating Practices

- A. Lumber Standard: Comply with American Softwood Lumber Standard PS-20 for each indicated use, including moisture content and actual sizes related to the indicated nominal sizes, except as otherwise indicated.

- C. Factory-mark each piece of lumber and plywood with type, grade, mill and grading agency identification.
 - 1. Certificate of inspection and grading by a recognized agency may be submitted with each shipment, in lieu of factory-marking, at Contractor's option.

1.03 SUBMITTALS:

- A. Wood Treatment Data: Chemical treatment manufacturer's instructions for proper use of each type of treated material.

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- B. Pressure Treatment: For each type specified, include certification by treating plant stating chemicals and process used, net amount of slats retained and conformance with applicable standards.
- C. For water-borne preservatives, include statement that moisture content of treated materials was reduced to a maximum of 15% prior to shipment to project site.

1.04 PRODUCT HANDLING:

- A. Keep carpentry materials dry during delivery, storage and handling. Store lumber and plywood in stacks with provision for air circulation within stacks. Protect bottom of stacks against contact with damp surfaces. Protect exposed materials against weather.

2 PRODUCTS

2.01 MATERIALS:

- A. Framing Lumber: Grades applicable to all species. All lumber S4S unless noted otherwise.

USE	MINIMUM GRADE
1. Light Framing (4 x 4 and smaller) General Framing	Standard
2. Plates, Blocking and Nailers	Standard
3. Studs (4 x 4 and smaller) Non-Load Bearing	Standard

- B. Board Lumber: Where lumber less than 2" in nominal thickness is shown or specified, provide with moisture content maximum of 19%. Boards to be marked "S-DRY."
- C. Miscellaneous Lumber: Provide wood for support or attachment of other work such as cant strips, bucks, nailers, blocking, furring, grounds, stripping and similar members. Provide lumber of the sizes shown or specified, worked to shapes shown.
- D. Plywood: Plywood sheathing shall be APA grade-trademarked CDX Exterior.
- E. Anchorage and Fastening Materials: Select proper type, size, material and finish for each application. Comply with the following:
 - 1. Nails and Staples: FS FF-N-105
 - 2. Tacks: FS FF-N-103
 - 3. Wood Screws: FS FF-S-111
 - 4. Bolts and Studs: FS FF-B-575
 - 5. Nuts: FSFF-N-836
 - 6. Washers: FS FF-W-92
 - 7. Lag Screws or Lag Bolts: FS FF-B-561
 - 8. Masonry Anchoring Devices: For expansion shields, nails and drive screws, comply with FS FF-F-325 .
 - 9. Toggle Bolts: FS FF-B-588
 - 10. Bar or Strap Anchors: ASTM A575 carbon steel bars

2.02 WOOD PRESERVATIVE TREATED WOOD:

- A. Pressure treat the following items with water-borne preservatives for above ground use, complying with AWPA Standard U1:
 - 1. Wood cants, nailers, headers, blocking, stripping and similar members in connection with roofing, flashing, vapor barriers and waterproofing.
 - 2. Wood sills, sleepers, blocking, furring, stripping and similar concealed members in contact with masonry or concrete.
 - 3. All wood members less than 24" above grade.
- B. Kiln-dry wood to a maximum moisture content of 0.40 after treatment with water - borne preservatives.
- C. Surfaces of lumber sawed or cut after treatment shall be brush-coated with same preservative used in original treatment.

3. EXECUTION

3.01 INSTALLATION:

- A. Discard units of material which are unsound, warped, bowed, twisted, improperly treated, not adequately seasoned or too small to fabricate the work with a minimum of joints or the optimum jointing arrangement.

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- B. Install wood framing, nailers, backing and blocking where indicated and where required for attachment and anchorage of other work.
- C. Set carpentry work accurately to required levels and lines with members plumb and true.
- D. Shim with metal or slate for bearing on concrete and masonry substrates. Where indicated, grout with 1:3 Portland cement-sand grout for full-bearing.
- E. Securely attach carpentry work to substrates by anchoring and fastening as shown and as required by recognized standards.
 - 1. Provide washers under bolt heads and nuts in contact with wood.
 - 2. Nail plywood to comply with the recommendations of the American Plywood Association.
 - 3. Countersink nail heads on exposed carpentry work and fill holes.
- F. Fasteners: Use common wire nails, except as otherwise shown or specified herein. Use finishing nails for exposed work. Do not wax or lubricate fasteners that depend on friction for holding power. Select fasteners of size that will not penetrate members where opposite side will be exposed to view or will receive finish materials. Make tight connections between members. Install fasteners without splitting of wood; predrill as required. Do not drive threaded friction type fasteners; turn into place. Tighten bolts and lag screws at installation and retighten as required for tight connections prior to closing in or at completion of work.
- G. Wood Grounds, Nailers, Blocking and Sleepers:
 - 1. Provide wherever shown and where required for screeding or attachment of other work. Form to shapes as shown and cut as required for true line and level of work to be attached or screeded.
- H. Wood Furring: Install plumb and level with closure strips at edges and openings. Shim with wood as required.
 - 1. Suspended Furring: Provide size and spacing shown, including hangers and attachment devices.
 - 2. Tolerance: Shim and level wood furring to a tolerance of 1/8" in 10'-0".
- I. Framing: Comply with applicable recommendations of N.F.P.A. for the fabrication and installation of wood framing, sheathing and subflooring.
- J. Plywood: Comply with the recommendations of the American Plywood Association (APA) for the fabrication and installation of plywood work. Provide thickness shown, or if not shown, provide as recommended by the APA "Guide to Plywood Sheathing for Floors, Walls, and Roofs" for the spacing of support and types of substrates involved in the work.

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Standard Decorative Laminates.

1.02 SUBMITTALS

- A. Product Data: Submit the following:
 - 1. Product data for each specified product. Include manufacturer's technical data sheets and published instruction instructions.
 - 2. Safety Data Sheets (SDS).
- B. Shop Drawings: Fully dimensioned shop drawings showing layouts and components, including edge conditions, joinery, terminating conditions, substrate construction, and cutouts and holes. Include elevations, section details, and large scale details. Indicate color, pattern, and finish selections.
- C. Samples: Selection and verification samples for each color, pattern, and finish required.
- D. Quality Assurance Submittals:
 - 1. Test Reports: Certified test reports showing compliance with specified performance characteristics and physical properties, if required.
 - 2. LEED Submittals: Applicable LEED documentation for potential credits specified in this Section.
- E. Maintenance Data: Manufacturer's published maintenance manual with closeout submittals.

1.03 REGULATORY REQUIREMENTS

- A. Adhesives, Sealants, and Sealant Primers:
 - 1. SCAQMD (South Coast Air Quality Management District) Rule 1168 for VOC content.
 - 2. Ozone Transport Commission (OTC) model Rule for Adhesives and Sealants.

1.04 QUALITY ASSURANCE

- A. Qualifications:
 - 1. Manufacturer Qualifications: Manufacturer producing products in an ISO 9001, ISO 14001, and OHSAS 18001 certified facility.
 - 2. Fabricator Qualifications: Minimum of three years documented experience in fabricating decorative plastic laminates similar in scope and complexity of this Project.
 - 3. Installer Qualifications: Minimum of three years documented installation experience for projects similar in scope and complexity to this Project.

1.05 DELIVERY, STORAGE, AND HANDLING

- A. Storage and Protection: Store plastic laminate materials protected from exposure to harmful weather conditions, at temperature and humidity conditions recommended by manufacturer. Store sheet materials flat on pallets or similar rack-type storage to preclude damage.

1.06 PROJECT CONDITIONS

- A. Environmental Requirements: Ensure appropriate acclimatization between plastic laminate and substrate prior to fabrication. Condition plastic laminate and substrate surfaces in the same environment for 48 hours prior to fabrication. Condition at approximately 75 deg F (24 deg C) and 45 percent to 55 percent relative humidity.
 - 1. Adhesive: For best results, apply adhesives at temperatures at or above 65 deg F (18 deg F).
- B. Field Measurements: Verify actual measurements and openings by field measurements before fabrication; show recorded measurements on shop drawings. Coordinate field measurements and fabrication schedule with construction progress to avoid construction delays.

PART 2 - PRODUCTS

WILSONART CONTACT INFORMATION: Wilsonart, 2501 Wilsonart Drive, Temple, TX 76503-6110. Tel. 254.207.7000, Toll-Free 800.433.3222, Fax 254.207.3209.
Website: www.wilsonart.com

2.01 MANUFACTURER

- A. Basis of Design: Wilsonart.

2.02 LAMINATE PROPERTIES

- A. Laminate Composition: Decorative surface papers impregnated with melamine resins and pressed over kraft paper core sheets impregnated with phenolic resin. Sheets then bonded together under pressures greater than 1,000 lbs. per sq. in. and high temperatures approaching 300 deg F (149 deg C). Finished sheets trimmed and backs sanded to facilitate bonding to substrate.
- B. Sustainable Design Conformance Standards:
 - 1. UL 2818 GREENGUARD Gold Certified.
 - 2. SCS Certified Indoor Air Quality Advantage™ Gold Certified.
 - 3. SCS Chain of Custody Certified for FSC® Mix, FSC Controlled Wood.
 - 4. SCS Recycled Content Certified.

- C. Surface Burning Characteristics:
 - 1. Test Standards: ASTM E 84, ASTM E 162, ASTM E 662, IMO FTP Code Part 2 and Part 5, and UL 723.
 - 2. Interior Finish Classification, Fire-Rated Laminate: Class A according to NFPA 101. Flame spread less than 25 and Smoke Developed less than 450.

2.03 STANDARD DECORATIVE LAMINATES

- A. Product: "Wilsonart® Laminate."
- B. General Purpose Laminate Product: "Wilsonart Type 107."
 - 1. Sheet Thickness: 0.048 inch nominal.
 - 2. Laminate Conformance Standard: NEMA LD 3, Grade HGS.
 - 3. Color, Pattern, and Finish: Indicated on Drawings.

2.10 ACCESSORY MATERIALS

- A. Contact Adhesive:
 - 1. Product: "Wilsonart 1730/1731 Low VOC Contact Adhesive."
 - 2. Description: High solids, low VOC contact adhesive for non-postforming applications.
- B. Contact Adhesive, Water-Based:
 - 1. Product: "Wilsonart H₂O."
 - 2. Description: Non-flammable low VOC water-based contact adhesive for postforming applications.

PART 3 - EXECUTION

3.01 EXAMINATION

- A. Examine surfaces for conditions that could adversely affect the performance of the decorative plastic laminate installation, including edge performance.
- B. Surfaces to be adhesively bonded shall be clean, dry and free of any dust, loose paint, wax, moisture, dirt, grease, oil, rust, or other contaminants.
- C. Commencement of work will constitute acceptance of existing conditions and surfaces to receive the work.

3.02 INSTALLATION, GENERAL

- A. Install materials according to referenced Specification Sections and the following conformance standards as applicable:
 - 1. AWI AWS.
 - 2. KCMA A161.1.
- B. To avoid stress cracking, do not use square-cut inside corners. All inside corners to have a minimum 1/8 inch radius and all edges routed smooth.

- C. Drill oversized holes for screws, bolts, and similar fasteners. Slightly countersink fasteners into face side of laminate-clad substrate.
- D. Use carbide-tipped saw and router blades for cutting, with high tool speed and low feedspeed. Keep cutting blades sharp. Use appropriate hold-downs to prevent vibration.

3.03 ADHESIVE SPRAY APPLICATIONS

- A. Comply with adhesive manufacturer's printed installation instructions.
- B. Apply contact adhesive uniformly to both surfaces and with a minimum 80 percent coverage for each surface. Apply PVA adhesive to one side with a minimum 80 percent coverage.
- C. Apply two coats of adhesive to porous surfaces. Provide 100 percent coverage for edges.
- D. Apply uniform downward pressure (30 to 40 psi minimum) across the entire bonded surface.

3.04 ADHESIVE BRUSH APPLICATIONS

- A. Comply with adhesive manufacturer's printed installation instructions.
- B. Apply contact adhesive uniformly to both surfaces with a brush or solvent-resistant medium nap roller; cover each surface 100 percent. Apply PVA adhesive to one side, for 100 percent coverage.
- C. Provide two coats of adhesive on porous surfaces. Double coat edges.
- D. Apply uniform downward pressure (30 to 40 psi minimum) across the entire bonded surface.

3.05 CLEANING AND PROTECTION

- A. Clean decorative plastic laminate according to manufacturer's printed care and maintenance instructions.
- B. Protect installed products and finish surfaces from damage during remainder of construction period.

3.06 SCHEDULE

- A. Reference Material Legend on Drawings.

END OF SECTION

PART ONE: GENERAL

1.1 Summary

- A. Section includes general administrative and procedural requirements governing execution of the Work for exterior and interior millwork including, but not limited to, the following:
 - 1. Specially fabricated cabinet units.
 - 2. Countertops.
 - 3. Cabinet hardware.
 - 4. Factory finishing.

1.2 Related Documents

- A. Construction Documents and general provisions of the Agreement Between Owner and Construction Manager and the Guaranteed Maximum Price (GMP) Amendment, including Division 00 General Conditions of the Contract for Construction and Supplementary Conditions and other Division 01 Specification Sections, applicable to this Section. All methods herein are to follow all applicable state and local code as well as installation standards.
- B. Comply with the requirements of the various specifications and standards referred to in the contract Plans and Specifications, except where they conflict with the specific requirements of these contract Plans and Specifications. Such reference specifications and standards.

1.3 Reference Standards

- A. American National Standards Institute (ANSI)
 - 1. ANSI A208.1-2009 Particle Board
 - 2. ANSI A208.2, Medium Density Fibreboard (MDF).
 - 3. ANSI/HPVA HP-1, American National Standard for Hardwood and Decorative Plywood.
- B. American Society for Testing and Materials (ASTM)
 - 1. E84-09 Surface Burning Characteristics of Building Materials
- C. American Hardboard Association (AHA)
 - 1. A135.4-04 Basic Hardboard
- D. American Lumber Standard Committee, Incorporated (ALSC)
- E. AMERICAN Society of Mechanical Engineers (ASME)
 - 1. B18 Square, Hex, Heavy Hex and Askew Head Bolts and Hex, Heavy Hex, Hex Flange, Lobed Head, and Lag Screws
- F. Builders Hardware Manufacturers Association (BHMA)
 - 1. A156.9-03 Cabinet Hardware
 - 2. A156.11-04 Cabinet Locks
 - 3. A156.16-02 Auxiliary Hardware
- E. Hardwood Plywood and Veneer Association (HPVA)

- 1. HP1-09 Hardwood and Decorative Plywood
- F. National Electrical Manufacturers Association (NEMA)
 - 1. LD 3-05 High Pressure Decorative Laminates
- G. Architectural Woodwork Institute (AWI)
 - 1. Architectural Woodwork Quality Standards
- H. National Hardwood Lumber Association (NHLA)

1.4 Submittals

- A. All submittals shall be made as specified herein. Contractor is to submit the following to Owner and/or Consultant for approval prior to construction and fabrication:
 - 1. Shop Drawings indicating fabrication and installation methods, to include plans, elevations, component details and attachments to other work. Indicate required field dimensions, materials, finishes, substructure, profiles of each decorative metal member, fittings, joinery, fasteners, anchorages and additional accessory items.
 - 2. Millwork plans and elevations to be not less than ¼" scale
 - 3. Millwork Detail items to be half full-size scale for sections and details (1:50)
 - 4. Submit three (3) samples for each exposed finish as follows:
 - a. For each species and cut of lumber and panel products with nonfactory-applied finish.
 - b. For each finish system and color of lumber and panel products with factory-applied finish.
 - 5. Manufacturer's Certification to verify materials comply with specified requirements and suitable for intended application.
 - 6. List of Acceptable sealers for fire retardant treated materials
 - 7. Product data for each type of process, factory and non-factory fabricated product. Indicate component materials, dimensions, profiles, textures, colors and include construction and application details.
 - 8. Warranty

1.5 Quality Assurance

- A. Comply with applicable provisions for Premium Grade as defined in the latest edition of the AWI Quality Standards for all materials, fabrication and workmanship for all work of this Section.
- B. Ensure that locating templates and other information required for installation of products of this section are furnished to affected trades in time to prevent interruption of construction progress.
- C. Ensure that products of this section are supplied to affected trades in time to prevent interruption of construction progress.
- D. All work of this Section shall be performed by skilled mechanics of the trade and shall be of the highest quality. Company specializing in manufacturing the products specified in this section with minimum five years of documented experience.

Comply with applicable Industry Standards for all work and materials as specified. Such Industry Standards are to include but not be limited to the applicable provisions or standards in this section.

1.6 Coordination

- A. Coordinate installation of decorative millwork items. Furnish shop drawings, templates, and directions for a complete installation. Deliver all required items, functional hardware and decorative hardware to Project site in time for installation.

1.7 Delivery, Storage and Handling

- A. Protect materials against weather and contact with damp or wet surfaces. Stack lumber, plywood and other panels flat with spacers between each bundle to provide air circulation. Provide for air circulation within and around stacks and under temporary coverings.
- B. Deliver materials only when environmental conditions meet requirements specified for installation areas. If materials must be stored in other than installation areas, store only where environmental conditions meet requirements specified for installation areas.
- C. Environmental Limitations: Do not deliver or install materials until building is enclosed and weatherproof, wet work in space is completed and nominally dry, and HVAC system is operating and maintaining temperature and relative humidity at occupancy levels during the remainder of the construction period.

PART TWO: PRODUCTS

- A. General
 - 1. Acceptable manufacturer/supplier as specified in contract drawings and/or Interior Design drawing set and specifications or an Owner approved equal. Approved equals and/or substitutions will only be approved for Work if submitted and approved in accordance with provisions of Section 01 25 00.
- B. Materials
 - 1. All materials shall be furnished to the quality as specified in the construction drawings and in accordance with the Architect's/Interior Design specifications. All wood plastics and composites qualities shall meet and/or exceed industry standards for the specified application. Concealed, exposed or semi-exposed surface finishes/species are to be per Architect or Interior Designer specifications/Finish Legends or approved recommendation by manufacturer.
- C. Lumber
 - 1. All lumber shall be kiln-dried to the average moisture content as recommended by the AWI Quality Standards, latest edition appropriate for the regional climatic conditions of the project site.
 - 2. Hardwood Lumber: NHLA; Graded in accordance with AWI/AWMAC Architectural Woodwork Quality Standards Illustrated, Grade II/Custom.
 - 3. Softwood Lumber: NIST PS 20; Graded in accordance with AWI/AWMAC Architectural Woodwork Quality Standards Illustrated, Grade II/Custom
- D. Panel materials
 - 1. Veneer Faced Plywood Finish: HPVA HP-1; graded in accordance with AWI/AWMAC Architectural Woodwork Quality Standards Illustrated, core of
Architectural Wood Casework

particleboard, medium density fiberboard, strawboard, or engineered combination of core materials listed; type of glue recommended for specific application; thickness as required; face veneer as follows:

- a. Exposed Surfaces: Grade AA, refer to finish legend for species, plain sliced, slip-matched.
- b. Semi-Exposed Surface

2.

E. Plastic Laminate

1. Only use specified approved manufacturers.
2. Exposed decorative surfaces including countertops, cabinet doors, and for items having plastic laminate finish type to be per specification.
3. High Pressure Decorative Laminate (HPDL) is to comply with NEMA LD 3 where specified or as approved by Architect and/or designer
4. Cover exposed edges with plastic laminate, except where aluminum, stainless steel, or plastic molded edge strips are shown or specified.

F. Countertops

1. Reference Section 12 36 61 Quartz Agglomerate Countertop information.

G. Misc. Materials

1. Fasteners: Nails, screws, and other anchoring devices of type, size, material, and finish required for application indicated to provide secure attachment, concealed where possible.
2. Concealed joint fasteners to be threaded steel.
3. Provide and install grommets in plastic, metal, painted metal or rubber for cut-outs in color to match or coordinate with adjacent surface.
4. All required hardware and accessories shall be furnished and installed by Interior Contractor and shall be as indicated on drawings and specifications. Where specific products are not specified in the Contract Documents the Interior Contractor shall recommend hardware to provide the function or condition indicated in the Contract Documents. Hinges, screws, clips and other mounting, attachments or fasteners to be concealed unless otherwise noted on drawings.
 - a. Hardware must comply with BHMA A156.9, types as recommended by fabricator for quality grade specified.
 - b. Adjustable shelf supports to be standard side-mounted systems using recessed shelf standard or multiple holes for pin supports and coordinated self rests, metal pegs with metal sleeves, in nominal one (1) inch spacing adjustments; BHMA A156.9, B04013
 - c. Drawer and door pull as specified
 - d. Cabinet lock to be Keyed cylinder, two keys per lock, master keyed unless noted otherwise. Finish of lock to be provided by Architect and/or Interior Designer
 - e. Drawer glides unless noted otherwise, are to be commercial grade, heavy-duty, full-extension glides with soft-close mechanism

- f. Hinges unless noted otherwise, are to be European style concealed selfclosing type in finish as specified by Architect and/or Interior Designer.
 5. Interior Contractor shall submit samples of each hardware item/type and accessory item/type to Consultant for approval.
 6. Use galvanized coating on ferrous metal for exterior work unless non-ferrous metals or stainless is used.
 7. Paneling Adhesive: Comply with paneling manufacturer's written recommendations for adhesives. VOC levels shall not exceed what is approved for project.
- H. Fabrication
1. Fabrication to follow industry standards and design intent of contract documents and/or approved shop drawings.
 2. Shop assembled cabinets for delivery to site in units must be easily handled and to permit passage through building openings and freight elevators
 3. Exposed edging will not be acceptable. All exposed edges to be finished with one single length
 4. Field cut edges including grommet, plumbing and electrical cut-outs are to be finished with one single length or prime paint in color to match/coordinate with adjacent surface.
 5. Provide sequence wood grain matching across each elevation/cabinet fronts unless noted otherwise. Carry figure of cabinet front to toe kicks.

PART THREE: EXECUTION

- A. Examination
1. Do not begin installation until substrates have been properly prepared.
 2. Verify surfaces and substrates are prepared to receive products of this section.
 3. If substrate preparation is the responsibility of another installer, notify Architect of unsatisfactory preparation before proceeding Examine substrates and conditions, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of decorative metal.
 4. Examine materials before installation. Reject materials that are wet, moisture damaged, and mold damaged.
 5. Proceed with installation only after unsatisfactory conditions have been corrected.
- B. Preparation
1. Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.
 2. Clean surfaces thoroughly prior to installation.
 3. Before installing, condition materials to average prevailing humidity in installation areas for a minimum of 24 hours.
- C. Installation

1. Install in accordance with the manufacturer's recommendations and the approved shop drawings and in proper relationship with adjacent construction.
 2. Where appropriate, supply products of this section for installation by installers of products of other sections.
 3. Do not use materials that are unsound, warped, improperly treated or finished, inadequately seasoned, or too small to fabricate with proper jointing arrangements.
 4. Install level, plumb, true, and aligned with adjacent materials. Use concealed shims where necessary for alignment. Scribe and cut interior finish carpentry to fit adjoining work. Refinish and seal cuts as recommended by manufacturer. Countersink fasteners, fill surface flush, and sand where face fastening is unavoidable.
 5. Nailing: Blind nail where possible. Use fine finishing nails where exposed. Set exposed nail heads for filling except for exterior wood which is to receive a natural finish (if any).
 6. Paneling: Select and arrange panels on each wall to minimize noticeable variations in grain character and color between adjacent panels. Leave 1/4-inch gap to be covered with trim at top, bottom, and openings. Install with uniform tight joints between panels.
 - a. Attach panels to supports with manufacturer's recommended panel adhesive and fasteners. Space fasteners as recommended by panel manufacturer.
 - b. Conceal fasteners to greatest practical extent.
 7. All shelving shall be adjustable unless indicated otherwise on drawings and specifications. Shelving standards shall be concealed unless otherwise noted.
 8. Coordinate with plumbing and electrical work for installation of fixtures and service connections in millwork items.
- D. Protection, Cleaning and Repairs
1. Unless otherwise indicated, clean interior finish carpentry per manufacturer instructions
 2. Protect finishes from damage during construction period with temporary protective coverings approved by fabricator/manufacturer. Remove protective covering at time of Substantial Completion.
 3. Restore finishes damaged during installation and construction period so no evidence remains of correction work. Return items that cannot be refinished in the field to the shop; make required alterations and refinish entire unit, or provide new units.
 4. Remove and replace finish carpentry materials that are wet, moisture damaged, and mold damaged.
 - a. Indications that materials are wet or moisture damaged include, but are not limited to, discoloration, sagging, or irregular shape.
 - b. Indications that materials are mold damaged include, but are not limited to, fuzzy or splotchy surface contamination and discoloration.

PART 1. GENERAL

1.1 SUMMARY

A. Section Includes:

1. Quartz countertops.
2. Setting materials and accessories.

B. Related Sections:

1. Division 00: Administrative
2. Section 06 41 00 Architectural Wood Casework

1.2 REFERENCES

A. American National Standards Institute (ANSI):

1. A108.5 - Installation of Ceramic Tile with Dry-Set Portland Cement Mortar or Latex Portland Cement Mortar.
2. A118.4 - Latex-Portland Cement Mortar.

B. ASTM International (ASTM):

1. C97 - Standard Test Methods for Absorption and Bulk Specific Gravity of Dimension Stone.
2. C99 - Standard Test Method for Modulus of Rupture of Dimension Stone.
3. C170 - Standard Test Method for Compressive Strength of Dimension Stone.
4. C241 - Standard Test Method for Abrasion Resistance of Stone Subjected to Foot Traffic.
5. C256 - Method of Test for Flexural Strength of Magnesium Oxide Cements (Using Simple Bar with Two-Point or Single-Point Loading).
6. C370 - Standard Test Methods for Moisture Expansion of Fired Whiteware Products.
7. C373 - Standard Test Method for Water Absorption, Bulk Density, Apparent Porosity, and Apparent Specific Gravity of Fired Whiteware Products.
8. C482 - Standard Test Method for Bond Strength of Ceramic Tile to Portland Cement.
9. C484 - Standard Test Method for Thermal Shock Resistance of Glazed Ceramic Tile.
10. C531 - Standard Test Method for Linear Shrinkage and Coefficient of Thermal Expansion of Chemical-Resistant Mortars, Grouts, Monolithic Surfacing, and Polymer Concretes.
11. C648 - Standard Test Method for Breaking Strength of Ceramic Tile.
12. C650 - Standard Test Method for Resistance of Ceramic Tile to Chemical Substances.
13. C672/C672M - Standard Test Method for Scaling Resistance of Concrete Surfaces Exposed to Deicing Chemicals.
14. C674 - Standard Test Methods for Flexural Properties of Ceramic Whiteware Materials.
15. C880 - Standard Test Method for Flexural Strength of Dimension Stone.
16. C1026 - Standard Test Method for Measuring the Resistance of Ceramic Tile to Freeze-Thaw Cycling.
17. C1028 - Standard Test Method for Determining the Static Coefficient of Friction of Ceramic Tile and Other Like Surfaces by the Horizontal Dynamometer Pull-Meter Method.
18. C1353 - Standard Test Method Using the Taber Abraser for Abrasion Resistance of Dimension Stone Subjected to Foot Traffic.
19. C1378 - Standard Test Method for Determination of Resistance to Staining.
20. E84 - Standard Test Method for Surface Burning Characteristics of Building Materials.

C. Greenguard Environmental Institute (GEI) - Certification Programs.

D. NSF International/American National Standards Institute (NSF/ANSI) 51 - Food Equipment Materials.

E. Underwriters Laboratories, Inc. (UL) 94 - Standard for Safety of Flammability of Plastic Materials for Parts in Devices and Appliances Testing.

1.3 SUBMITTALS

- A. Submittals for Review:
 - 1. Shop Drawings: Include layout, dimensions, materials, finishes, cutouts, and attachments.

- B. Samples:
 - 1. 3 x 3 inch quartz samples in specified color.
 - 2. 3 inch long joint sealer samples showing available colors.

- C. Sustainable Design Submittals:
 - 1. Recycled Content: Certify percentages of post-consumer and pre-consumer recycled content.
 - 2. Low-Emitting Materials: Certify volatile organic compound (VOC) content.

- D. Closeout Submittals:
 - 1. Maintenance Data: Include recommended cleaning materials and procedures, and list of materials detrimental to quartz.

1.4 QUALITY ASSURANCE

- A. Manufacturer Qualifications:
 - 1. Minimum 10 years documented experience in manufacture of quartz surfacing materials.
 - 2. Current USGBC Environmental Management System Certificate holder.

- B. Fabricator and Installer Qualifications: Minimum 2 years documented experience in work of this Section.

1.5 WARRANTY

- A. Provide manufacturer's 10 year warranty against defects in materials and workmanship.

PART 2. PRODUCTS

2.1 MANUFACTURERS

- A. Contract Documents are based on products by Cosentino USA, Inc. (www.cosentinousa.com)
- B. Substitutions: Not permitted.

2.2 MATERIALS

- A. Quartz Sheet:
 - 1. Product: Silestone Quartz.
 - 2. Composition: Quartz aggregate, polyester resin, and color pigments formed into flat slabs.
 - 3. Bacteriostatic Protection. With Silver Technology.
 - 4. Color: Siberian Frost
 - 5. Surface finish: Polished
 - 6. Thickness: 1-1/4 inches.

- 7. Physical characteristics:
 - a. Static coefficient of friction: 0.75 dry, 0.68 wet, tested to ASTM C1028.

- b. Water absorption: 0.03 percent, tested to ASTM C97.
 - c. Compressive strength: 29,100 psi, tested to ASTM C170.
 - d. Bond strength: 235 psi, tested to ASTM C482.
 - e. Modulus of rupture: 6310 psi, tested to ASTM C99.
 - f. Flexural strength: 5840 psi, tested to ASTM C880.
 - g. Breaking strength: 480 lbf, tested to ASTM C648.
 - h. Impact strength: Minus 352 feet, tested to ASTM C256.
 - i. Density: 2.47 grams per cubic centimeter, tested to ASTM C373.
 - j. Stain resistance: Not affected by 10 percent hydrochloric acid or 10 percent KOH, tested to ASTM C650.
 - k. Thermal shock resistance: Pass 5 cycles, tested to ASTM C484.
 - l. Abrasive index: 65-Ha = 25, tested to ASTM C241.
 - m. Thermal expansion: 1.670×10^{-5} in/in/deg F, tested to ASTM C531.
 - n. Deicing resistance: Rating of 0, tested to ASTM C672/C672M.
 - o. Freeze/thaw resistance: 0 tiles at 15 cycles, tested to ASTM C1026.
 - p. Flame spread rating: Class 1, tested to ASTM E84.
 - q. Flammability: Best rating, tested to UL 94.
8. Certifications:
- a. GEI indoor Air Quality Certified.
 - b. GEI Children and Schools Certified.
 - c. NSF/ANSI 51 Certified.
 - d. Kosher Certified.

2.3 ACCESSORIES

- A. Adhesive:
 - 1. Type recommended by quartz manufacturer.
 - 2. Maximum volatile organic compound (VOC) content: 70 . grams per liter.

2.4 FABRICATION

- A. Cut quartz panels accurately to required shapes and dimensions.
- B. Fabricate exposed edges to be eased profile.
- C. Fabricate with hairline joints.

PART 3. EXECUTION

3.1 PREPARATION

- A. Clean surfaces to receive fabrications; remove loose and foreign matter than could interfere with adhesion.

3.2 INSTALLATION

- A. Install fabrications in accordance with manufacturer's instructions and approved Shop Drawings.
- B. Adhere fabrications with continuous beads of adhesive.

**** OR ****

- C. Set in thin set mortar bed in accordance with ANSI A 108.5.
- D. Set plumb and level. Align adjacent pieces in same plane.
- E. Install with hairline joints.
- F. Fill joints between fabrications and adjacent construction with joint sealer; finish smooth and flush.

3.3 INSTALLATION TOLERANCES

- A. Maximum variation from level and plumb: 1/8 inch in 10 feet, noncumulative.
- B. Maximum variation in plane between adjacent pieces at joint: Plus or minus 1/16 inch.

3.4 CLEANING

- A. Clean fabrications in accordance with manufacturer's instructions.

3.5 PROTECTION

- A. Protect installed fabrications with nonstaining sheet coverings.

END OF SECTION

SECTION 08 34 53
BULLET RESISTANT DOOR AND FRAME ASSEMBLY

PART 1 - GENERAL

1.1 SECTION INCLUDES

- A. Bullet resistant wood door and frame assembly.

1.2 REFERENCES

- A. Underwriters Laboratory UL 752-Standard for Bullet Resisting Equipment.
- B. ASTM C 1172 - Standard Specification for Laminated Architectural Flat Glass.

1.3 ACTION SUBMITTALS

- C. Product Data: For each type of door and glass including manufacturer recommended installation instructions.
- D. Shop Drawings: Include plans, elevations, sections, details, attachment to other work.
- E. Samples: For each exposed finish.

1.4 INFORMATION SUBMITTALS

- A. Product Test Reports: Indicating compliance with requirements
- B. Warranty: Sample of finish warranty

1.5 CLOSEOUT SUBMITTALS

- A. Maintenance data.

1.6 DELIVERY, STORAGE AND HANDLING

- B. Deliver materials to the project site with the manufacturer's UL Listed Labels intact and legible. Handle the materials with care to prevent damage. Store materials inside and under cover, stack flat and off floor. Project conditions (temperature, humidity, and ventilation) shall be within the maximum limit recommendations provided by manufacturer. Do not install products stored in conditions outside manufacturer's recommended limits.

1.7 WARRANTY

- A. Workmanship Warranty: All materials shall be warranted against defects for a period of 1 year for the date of receipt at the project site. Provide certificates of manufacturer's standard limited warranty with closeout documents.

PART 2 - PRODUCTS

2.1 MANUFACTURED UNITS

- A. Basis of Design: OR Approved Equal.
1. Subject to compliance with requirements, provide products by the following:
 - a. Total Security Solutions, Inc., 935 Garden Lane, Fowlerville, MI 48836, 866 734-6277. Attn: Sales Department, sales@tssbulletproof.com. Web: www.tssbulletproof.com.
 2. Subject to compliance with requirements, manufacturers of products of equivalent design may be acceptable if approved in accordance with substitution requirements
- B. Ballistic resistant rated door and framing must be provided by one manufacturer as a complete assembly including the door, frame, hardware, and accessories.
- C. Design Performance:
1. Through the design, manufacturing techniques and material application the Bullet Resistant Wood Door and Frame Assembly shall be constructed of a wood core lined with a sheet of fiberglass.
 2. Door assembly to have no exposed fasteners.
 3. Joint connections to have concealed clips to provide rigid assembly when installed.
 4. Frames shall be non-rated.
 5. Ballistic Tube: Black Finish to match existing frames.
 6. All joints and connections shall be tight, providing hairline points and true alignment of adjacent members.
 7. Door assembly swing: As indicated on the Drawings.
- D. Door and Frame Assembly Dimensions: As indicated on the Drawings.
- E. Door and Frame Performance:
1. Standard door and frame assembly to defeat ballistic assaults from 9mm medium power through 7.62 Rifle as tested with UL Standard 752 at Underwriters Laboratories, **Level 3**. Provide Alternate for **Level 7**.
 2. Door Size: As indicated on the Drawings, Jamb Tube 1-3/4" x 4"
 3. Door Frame Construction: Frames shall a non-rated aluminum 1-3/4" x 4" tube.
 - a. Ballistic Rated Tube
- F. Door Hardware:
- a. Hinges: Heavy Duty continuous hinge, Black Finish to match existing frames.

2. Security: Anti-Jimmy plate.
3. Closer: Overhead surface as selected from manufacturer's standard range of options.
4. Lockset: Schlage ND80 lever lockset or approved equal
5. Electronic release device to button at desk.

G. Factory-applied finish:

1. Frame:
 - a. Black Finish to match existing frames.
2. Factory Finished Exterior:
 - a. Wood Veneer: As selected from manufacturer's standard range of options.
 - b. Custom Color: As indicated on the Drawings.

H. Bullet-Resistant Glazing:

1. Level **3** in accordance with UL 752 – Testing for Ballistic Resistance for the complete assembly including framing and panels.

I. Field alterations to the construction of the assembly fabricated under the acceptable standards are not allowed unless approved in writing by the manufacturer and the Architect.

J. Standard manufacturing tolerances +/- 1/16" shall be maintained.

2.2 FABRICATION

- A. Units shall be completely shop-fabricated by manufacturer ready for installation.
- B. Tolerances: All joints and connections shall be tight, providing hairline joints and true alignment of adjacent members

PART 3 - EXECUTION

3.1 PREPARATION

- A. Prior to beginning installation, verify that all supports have been installed as required by the Contract Documents and architectural drawings, and Shop Drawings have been approved.
- B. Notify Architect of any unsatisfactory preparation that is responsibility of others.
- C. Clean and prepare all surfaces per manufacturers' recommendations as required for achieving the best results for the substrate under the project conditions.
- D. Verify field dimensions of openings prior to fabrication of framing.
- E. Coordinate structural requirements to ensure proper attachment and support.

- F. Do not begin installation of material until all unsatisfactory conditions have been resolved and approved by Architect.

3.2 INSTALLATION

- A. Bullet Resistant Wood Door and Frame Assembly can be installed using, industrial adhesive, mastic, screws and bolts. Method of application shall maintain bullet resistive rating at junctures with concrete floor, door and window frames and other penetrations.
- B. Maintain installation tolerance to not exceed 1/16th for squareness, alignment, twist and plumb. Install hardware as specified per manufacturer's instructions.
- C. Do not begin installation until openings have been verified and surfaces properly prepared in accordance with Drawings.
- D. All products shall be installed per installation instructions provided by manufacturer.
- E. Door and frame assembly shall arrive on site completely pre-fabricated to field dimensions approved by Shop Drawings.
- F. Install framing and secure to structure in accordance with manufacturer's recommendations and approved shop drawings.

3.3 PROTECTION

- A. Clean and protect door and frame assembly from damage during ongoing construction operations. If damage occurs, remove and replace as required to provide assembly in their original, undamaged condition.
- B. Inspection and Cleaning: Verify installation is complete and complies with manufacturer's requirements.
- C. Provide final cleaning of product and accessories, removing excess dust, labels and protective covers.
- D. Touch-up, repair or replace damaged products prior to Substantial Completion.

END OF SECTION

1. GENERAL

1.01 WORK INCLUDES:

- A. Finish hardware, thresholds and weatherstripping, etc.
- B. Templates
- C. Keying system
- D. Hardware schedule

1.02 RELATED REQUIREMENTS SPECIFIED ELSEWHERE:

- A. 08 11 13 Metal Door and Frames
- B. 08 14 16 Flush Wood Doors

1.03 QUALITY ASSURANCE:

- A. Work shall be done under the direct supervision of a member of the American Society of Architectural Hardware Consultants (AHC). The firm supply hardware shall employ an AHC member who shall be available for consultation during all phases of work.
- B. Supplier: Minimum 5 years' experience engaged in distribution of finish hardware, employing well-trained, capable personnel.
- C. References and Standards: Where cited, and except as modified by Project Specifications, applicable Standards of following organizations apply:

NFPA-80-1995 – Standard for Fire Doors and Windows
NFPA-101-1994 – Life Safety Code
ADA – American with Disabilities Act – Title III
ANSI/BHMA A156.5 – Auxiliary Locks and Associated Products
UL – Underwriters Laboratories
WHI – Warnock Hersey International

1.04 SUBMITTALS:

- A. Hardware Schedule: Submit six (3 copies of Complete Hardware Schedule including all miscellaneous items. Give openings by door number and location, manufacturer's names, catalog numbers, keying information, materials and finish. The Architect's approval of Schedule will not relieve Contractor or supplier of responsibility for errors or omissions which it might contain.
- B. Samples: Upon the Architect's request, submit samples showing function, finish and design of proposed hardware items. All samples remain supplier's property and will be returned to him prior to project completion.
- C. Samples and Templates: Furnish to manufacturer of metal doors and frames as required for proper reinforcement and preparation of their work.

1.05 PRODUCT HANDLING:

- A. Delivery: Deliver all items in manufacturer's original package. Each item individually packaged and carefully marked for intended opening and use. Each item complete with necessary screws, bolts, keys, instructions and where necessary, installation templates.
- B. Storage: Store off floor in dry area of building out of way of other work in progress. Provide maximum protection against loss and damage.
- C. Handling: Handle all items in a manner to prevent damage. Marred, defaced, damaged and defective items will be rejected.

2. PRODUCTS

- 2.01 MANUFACTURER: All new hardware shall match existing hardware.

- A. All locks and latches, electronic locks, electronic lock release, knobs, escutcheons and roses, cylinders and other lock components shall be specified Series and Trim Designs of only one of the manufacturers listed below.
 - 1. Sargent, New Haven, CT.
 - 2. Schlage Lock Company, San Francisco, CA.
 - 3. Approved equal.

- B. Butts and Hinges
 - 1. McKinney
 - 2. C. Hager and Sons, St. Louis, MO.
 - 3. Stanley Works – New Britain, Conn.
 - 4. Approved equal.

- C. Door Closers:
 - 1. Sargent, New Haven, CT.
 - 2. LCN
 - 3. Approved equal.

- D. Panic Hardware
 - 1. Sargent
 - 2. Von Duprin, Inc. – Indianapolis, In.
 - 3. Approved equal.

- E. Door Stops, Holders, Flushbolts, Pulls, Push Plates, Kickplates, Etc.:
 - 1. H.B. Ives Division – New Haven, Conn.
 - 2. C. Hager and Sons, St. Louis, MO
 - 3. Rockwood
 - 4. Trimco
 - 5. Approved equal

- F. Thresholds, Door Bottoms, Sound Seals and Weather-stripping:
 - 1. Reese Enterprises, Inc. – Rosemount Minn.
 - 2. Pemko Manufacturing Co. – Emeryville, Ca.
 - 3. National Guard, Memphis, TN.
 - 4. Approved equal.

2.02 MATERIALS:

- A. Finish all exposed fastenings to match item fastened. Make fastenings same metal as items fastened, except use brass or stainless steel for aluminum items.
- B. Manufacture items for application to metal to template and furnish with machine screws.
- C. Furnish items for application to concrete or masonry with machine screws and expansion shields.
- D. Furnish items for application to wood with wood screws.
- E. Manufacturer's catalog numbers are used to establish series required. Refer to Hardware Schedule for individual functions required.
- F. Provide proper labels for all fire rated door hardware. See door schedule for rated openings.

2.03 FINISHES:

- A. All hardware, excluding weather-stripping and sound seals to be US32D Bronze, unless noted otherwise in hardware schedule. All new finishes to match existing finishes.

2.04 KEYING:

- A. Keys: All keys shall bear manufacturer's names, key section designation and key and its proper use. Provide 3 keys for each lock, properly tagged. Deliver to the Owner. Provide construction master key system. All new hardware shall be compatible with existing keying. Manufacturer's specified, herein, are to be used as a guide for quality.

3. EXECUTION

3.01 PREPERATION

- A. Examine all doors, frames and hardware for damage, defects and suitability for intended use. Restore all parts or items found damaged, defective or inadequate, or replace with good material, before installation.

3.02 INSTALLATION:

- A. Mounting Heights: Heights given are center line heights up from finish floor unless stated; heights given "Number to Number" indicate that all shall be at one height within limits given. Where heights of items are not listed, mount in accord with recommendations of BHMA.

1. Bottom Hinge	10 to 13 inches
2. Top Hinge	6 to 8 inches down from head
3. Intermediate hinges	Equally spaced
4. Door knob	36 to 38 inches
5. Panic device cross bar	37 inches
6. Cylinder dead lock	52 inches
7. Push plate	45 to 48 inches
8. Door Pull	42 to 45 inches

- B. Fitting: Fit all hardware accurately and properly. Remove exposed parts until after painter's finishing is completed, then reinstall. Securely fasten all fixed parts. Fit faces of mortised parts snug and flush. Make sure operating parts move freely and smoothly without binding, sticking or excessive binding.
- C. Adjusting and Finishing: After work has been otherwise completed, examine all hardware for complete and proper installation. Lubricate bearing surfaces of moving parts. Adjust latching and holding devices to proper function. Adjust door control devices to proper speed and power. Test keys for conformance to approved keying system. Clean all exposed surfaces; check for surface damage and polish.
- D. Thresholds: Install in one continuous piece full width of frame opening. Set in full bed of mastic and fasten with stainless steel countersunk anchors at 6" on centers. Where thresholds extend beyond door frames, miter and return ends.
- E. Weather-stripping: Install door bottoms in a continuous piece, full with of door. Securely fasten with approved anchors spaced 6 inches on centers. Cut door as required for proper operation. Ensure that door bottom provided effective seal against water and weather, without damage to flexible door bottom material.
- F. Door Closures: Provide either parallel or regular arm mounting which will place the closer on the room side of the door. Provide series, finish, etc. as specified elsewhere in this section.

3.03 DEFECTIVE WORK:

- A. Where hardware is found defective in materials or installation, rework, restore, replace or otherwise correct as directed.
- B. Following will be considered as defective material:
 - 1. Unauthorized substitutes.
 - 2. Items delivered with missing, broken, damaged or defaced parts.
 - 3. Items of incorrect hand or function.
- C. The following will be considered as defective installations:
 - 1. Items broken, damaged or defaced after delivery.
 - 2. Items incomplete, misaligned or incorrectly located.

3.04 HARDWARE SCHEDULE:

- A. Provide hardware, conforming to Project Specifications, in sets accordingly to the door and hardware, and lockset schedules listed on the drawings.

1. GENERAL

1.01 WORK INCLUDES:

- A. Interior Gypsum Board
- B. Exterior Gypsum Sheathing Board
- C. Trim Accessories
- D. Joint Compounds
- E. Fasteners

1.02 RELATED WORK SPECIFIED ELSEWHERE:

- A. Section 06 10 53 – Miscellaneous Rough Carpentry
- B. Section 09 91 00 - Painting

1.03 QUALITY ASSURANCE: Reference Standards, Cited Reference Standards, or applicable portions thereof, govern the work.

- A. Fire-Resistance-Rated Assemblies: For fire-resistance-rated assemblies, provide materials and construction identical to those tested in assembly indicated according to ASTM E 119 by an independent testing agency.
- B. STC-Rated Assemblies: For STC-rated assemblies, provide materials and construction identical to those tested in assembly indicated according to ASTM E 90 and classified according to ASTM E 413 by an independent testing agency.
- C. Mockups: Before beginning gypsum board installation, install mockups of at least 100 sq. ft. (9 sq. m) in surface area to demonstrate aesthetic effects and set quality standards for materials and execution.
 - 1. Install mockups for the following:
 - a. Each level of gypsum board finish indicated for use in exposed locations.
 - b. Each texture finish indicated.
 - 2. Apply or install final decoration indicated, including painting and wallcoverings, on exposed surfaces for review of mockups.
 - 3. Simulate finished lighting conditions for review of mockups.
 - 4. Approved mockups may become part of the completed Work if undisturbed at time of Substantial Completion.

1.04 PRODUCT DELIVERY, STORAGE AND HANDLING:

- A. Deliver, store and handle all products in a manner to prevent damage.
- B. Deliver all products in manufacturer's original unopened cartons and packages.
- C. Store off floor or ground in dry location, out of way of construction operations.
- D. Handle all products in a manner to prevent deterioration or inclusion of foreign matter.
- E. Immediately remove all broken, damaged, and deteriorated products from site.

1.05 JOB CONDITIONS:

- A. Installer must examine the substrates and the spaces to receive gypsum drywall, and the conditions under which gypsum drywall is to be installed and shall notify the Architect, in writing, of conditions detrimental to the proper and timely completion of the work. Do not proceed with the installation until unsatisfactory conditions have been corrected in a manner acceptable to the Installer.
- B. Comply with ASTM C 840 requirements or gypsum board manufacturer's written recommendations, whichever are more stringent. Maintain ambient temperatures at not less than 55 degrees F., for the period of 24 hours before drywall finishing, during installation and until compounds are dry.

2. PRODUCTS

2.01 MATERIALS:

- A. Acceptable Manufacturers:
 - 1. National Gypsum Company - Buffalo, NY
 - 2. United States Gypsum - Chicago, IL
 - 3. Georgia-Pacific - Atlanta, GA
- B. Interior Gypsum Board: Comply with ASTM C 36/C 36M or ASTM C1396/C 1396M, as applicable to type of gypsum board indicated and whichever is more stringent.
 - 1. All drywall partitions without Veneer Plaster shall be regular 5/8" Fire Rated, Type III, Grade X. Long edges shall be square.
- C. Joint Treatment Materials: Comply with ASTM C 475/C475M.
 - 1. Joint tape:
 - a. Interior Gypsum Wallboard: Paper.
 - 2. Joint Compound for Interior Gypsum Wallboard: non-casing-type powder for interior use.

- a. Grade: Two (2) separate grades, one specifically for bedding tapes and filling depressions and one for topping and sanding.
- 3. Joint Compound for Exterior Gypsum Sheathing Wallboard: as recommended by sheathing board manufacturer.
- D. Accessories: Comply with ASTM C 1047
 - 1. Corner beads shall be galvanized steel 1" x 1-1/4"
 - 2. Casing beads and trim shall be galvanized steel
 - 3. Expansion joint
 - 4. Vinyl gaskets
 - 5. Sealant

3. EXECUTION

3.01 PREPARATION:

- A. Examine areas and substrates, with Installer present, and including welded hollow-metal frames and framing, for compliance with requirements and other conditions affecting performance. Remedy all defects prior to installation of dry wall.
- B. Maintain a uniform room temperature between 55 degrees F. and in cold weather during application of wallboard and joint treatment. Provide adequate ventilation.
- C. Gypsum wallboard shall be cut by scoring and breaking or by sawing, working from the face side. Where board meets projecting surfaces, it shall be scribed neatly.

3.02 INSTALLATION:

- A. Wallboard: Comply with ASTM C 840.
 - 1. Boards of maximum practical length shall be used so that an absolute minimum number of end joints occur. Board shall be brought into contact with each other but shall not be forced into place.
 - 2. Wallboard joints at opening shall be located so that end joint will align with edges of opening. End joints shall be staggered, and joints on opposite sides of a partition shall not occur on the same stud.
 - 3. Gypsum wallboard shall be held in firm contact with the framing member while fasteners are being driven. Fastening shall proceed from center portion of the wallboard toward the edges and ends. Fasteners shall be set with the heads slightly below the surface of the wallboard in a dimple formed by the hammer or power screwdriver.

4. Care shall be taken to avoid breaking the face paper of the wallboard. Improperly driven nails or screws shall be removed.

B. Accessories: Apply per manufacturer's instructions and recommendations.

3.03 CLEAN-UP:

A. Remove all gypsum board rubbish from the building, leaving floors broom clean. Remove excess material from the job site. Remove all scaffolding, tools, and other equipment from the building and job site.

1. GENERAL

1.01 WORK INCLUDES:

- A. Contractor to furnish and install suspended acoustical ceiling panels.

1.02 QUALITY ASSURANCE:

- A. Standards for terminology and performance: Applicable publications by Acoustical and Insulating Materials Association (AIMA), including "Performance Data, Architectural Acoustical Materials."
- B. FM Compliance: Class I.
- C. Fire Hazard Classification: Calls A, UL tested, listed and labeled as "Class 0-25" and listed as Class 25 under Federal Specification SS-S-118a.

1.03 SUBMITTALS:

A. Manufacturer's Data:

- 1. Include manufacturer's recommendations for cleaning and refinishing acoustical units, including precautions against materials and methods which may be detrimental to finished and acoustical performances.

B. Samples:

- 1. Submit three (3) sets of 12" square samples for each acoustical unit required. In each set of samples show the full range of exposed color and texture to be expected in the completed work.
- 2. Submit three (3) 12" long samples of each exposed runner and molding. Architect's review will be for color and texture only. Compliance with other requirements is the exclusive responsibility of Contractor.

- C. Maintenance Stock: At completion of installation, deliver stock of maintenance material to Owner. Furnish full size units matching units installed, packaged with protective covering for storage and identified with appropriate labels. Provide one extra unopened box for each type of ceiling tile specified.

1.04 JOB CONDITIONS:

- A. Space Enclosure: Do not install interior acoustical ceilings until space has been enclosed and is weather tight, until wet work in the space has been completed and is nominally dry, until work above ceilings has been completed and until temperature and humidity will be continuous maintained at values near those indicated for final occupancy.

2. PRODUCTS

2.01 CEILING UNITS:

- A. Provide mineral fiberboard and panel tile units prepared for mounting system indicated. Design and sizes as specified below or as shown.
 - 1. Administrative Area and Offices where 24"x24" grid pattern is shown:
 - b. Acoustical Panels: match existing tile in circulation space.
 - 2. Manufacturers for mineral fiberboard tile and panels:
 - a. Armstrong or approved equal.

2.02 MISCELLANEOUS MATERIALS:

- A. Tile Fasteners: Cadmium plated, type recommended by tile manufacturer, but for not less than 2" penetration of the substrate.
- B. Edge Trim Molding: Metal or extruded PVC plastic, of the types and profiles indicated, white finish unless otherwise indicated.
- C. Acoustical Sealant: A heavy-bodied, non-shrinking, non-drying, no-sag grade mastic compound intended for interior sealing of concealed construction joints.

3. EXECUTION

3.01 INSPECTION AND PREPARATION WORK:

- A. Measure each ceiling area and establish layout of acoustical units to balance border widths at opposite edges of each ceiling. Avoid use of less than half width units at borders and comply with reflected ceiling plans.

3.02 INSTALLATION:

- A. Install materials in accordance with manufacturer's printed instructions and to comply with governing regulations, fire resistance rating requirements as indicated and industry standards applicable to the work.
- B. Space to receive acoustical treatment shall be dry and satisfactorily closed and protected against the weather before beginning work. All "wet" work shall have been completed within space and shall have been completely dried. Maintain temperature of 50 degrees for above while system is being installed.
- C. Lay-in Panels:
 - 1. Install acoustical panels in coordination with suspension system, with edges concealed by support of suspension members.
 - 2. Install spring down-clips on every tile within a 10 foot radius for ceilings forming plenums beneath rooftop heating/air conditioning units. Additionally, tiles around the
Suspended Acoustical Ceiling

perimeter of the room shall be anchored down.

3. Scribe and cut panels to fit accurately at penetrations.
4. Install edge trim moldings where indicated and elsewhere as needed to conceal edges of acoustical units which would otherwise be exposed to view after completion of the work. Anchor with fasteners or, if not possible, secure in place with permanent adhesive.

3.03 INSTALLATION OF ACOUSTICAL INSULATION:

- A. Comply with manufacturer's recommendations.

3.04 CLEANING AND PROTECTION:

- A. Clean exposed surfaces of acoustical ceilings and panels, including trim, edge moldings and suspension members. Comply with manufacturer's instructions for cleaning and touch-up of minor finish damage. Remove and replace work which cannot be successfully cleaned and repaired to permanently eliminate evidence of damage.
- B. Installer shall advise Mechanical Contractor of required protection for acoustical ceilings, including temperature and humidity limitations and dust control, so that work will be without damage and deterioration at time of acceptance by Owner.

1. GENERAL

1.01 WORK INCLUDES:

- A. The painting work to be performed shall include, but is not limited to, the following:
1. Walls, soffits, ceilings, doors and trim as scheduled.
 2. Sheet metal, hollow metal doors and frames.
 3. Exposed electrical conduit and equipment, plumbing and heating pipe and equipment in all occupied areas.
 4. Fire retardant paint.
 5. Minor items: Wall and ceiling grilles, etc.

1.02 SUBMITTALS:

- A. Samples: Color samples for each color and type of paint proposed for use.
- B. Materials List: Complete list of all painting and finishing materials proposed for use.
- C. Manufacturer's Certification: On Manufacturer's (not Contractor's) letterhead, attesting that all materials delivered to site meet or exceed Contract Document requirements.
- D. Unsuitability of Materials: No claim by Contractor concerning unsuitability of any material specified, or his ability to produce first class work with same, will be entertained unless such claim is made in writing to the Architect prior to starting work.

1.03 PRODUCT HANDLING:

- A. Deliver all material to site in manufacturer's original containers with labels intact and seals unbroken. Store in locked, well ventilated space as directed. Receive, open and mix all paint in this space. Keep storage clean and neat. Remove "paint" rags and dispose of daily. Take all precautions to avoid fires.
- B.

1.04 JOB CONDITIONS:

- A. Comparison of Drawings and Conditions: This Contractor shall make subject to the approval of the Architect and without cost to the Owner, such variations from the plans and specifications as may be necessary to obviate unforeseen interferences and shall adapt his work in the requirements of all other trades which together with his own work will be necessary to complete the work mentioned above.
- B. During the actual application and drying of the paint, and until normal occupancy of the building occurs, a minimum temperature of 60 degrees F. shall be maintained. This temperature shall be held as constant as possible to prevent condensation. Adequate ventilation shall be provided at all times so that the humidity cannot rise above the dew point at the coldest wall.
- C. No exterior painting shall be undertaken at temperatures under 45 degrees F., or immediately following rain, frost or dew. Safe levels for painting shall be determined by use of an

electronic moisture meter.

D. No painting of exterior work to be done in freezing weather or during or immediately after rain.

E. Protection of Adjacent Surfaces:

1. Drop cloths shall be provided to prevent paint material from falling on or marring any adjacent surface not to be painted. Any damage resulting from the neglect of this provision will be corrected at the expense of the Contractor.
2. Before painting, remove hardware, accessories, plates, lighting fixtures and similar items or provide ample protection of such items.
3. This Contractor shall be held responsible for any staining of floors or other work and must either entirely remove the stains or replace the stained material with perfect material, making good any damage to other work in connection.
4. Where it becomes necessary for the painter to remove temporary coverings from any character of work in order to execute his work, he shall replace same in proper manner. In case the coverings cannot be replaced, the painter shall protect the work in some other satisfactory manner.
5. Remove all surface hardware for painting and finishing after which clean and reinstall same.
6. At the completion of the work, this Contractor shall clean off all paint spots, oil and stains from floors, woodwork, glass, hardware, and other finished surfaces and leave the entire building in perfect condition as far as his work is concerned.

1.05 SCAFFOLDING AND PROTECTION:

- A. Provide and maintain all scaffolding, staging, ladders, planks and drop cloths required for proper execution of the work. Remove when no longer needed. If necessary, temporarily remove such items to avoid interference with work of other trades and relocate at no additional expense to Owner. Protect all surfaces from damage and/or staining due to painting operations. Properly protect all painted and finished surfaces subject to damage or defacement due to other work on building(s). Contractor will be responsible for restoring, repairing and/or replacing all work damaged by painting operations, or by his failure to provide and maintain proper protection from damage.

1.06 GUARANTEE:

- A. Upon completion of this Contract and as a precedent to final payment, this Contractor shall give a written guarantee warranting all items for a period of one (1) year after the date of final acceptance of the work by the Architect, agreeing to replace all defects at his own expense, occurring during said period, caused by faulty work and/or materials, and all damage to other

work caused by such defects, immediately upon written notice by the Owner.

1. PRODUCTS

1.01 MATERIALS:

- A. All materials to be used under this Section of the contract shall be the brand and quality specified and shall be delivered to the building in the original containers, with labels intact and seals unbroken.
- B. All tinting and mixing required shall be done at the factory or on the premises when possible, and no materials are to be reduced or changed except as specified by the manufacturer of said materials. All tinting and matching of colors shall be done to the satisfaction of the Architect, and if samples are required they shall be executed on the job. The Architect will approve all colors before application of materials. Colors selected may be deep tones and several colors per room.
- C. Acceptable Manufacturers:
 - 1. Pratt & Lambert, Inc. - P & L
 - 2. Sherwin Williams - S.W.P.
 - 3. Glidden - GL
 - 4. PPG Industries , Inc. - PPG
 - 5. M.A.B.
- D. Prime Coat Materials:
 - 1. Interior Wood Primer:
 - a. P & L - Interior Trim Primer
 - b. S.W.P. - Enamel Undercoater
 - c. GL - Glidden Coat Enamel Undercoat
 - d. PPG - Quick-Dry Enamel Undercoater
 - e. M.A.B. - Rich Lux Alkyd Primer Undercoat
 - 2. Interior Drywall Primer:
 - a. P & L - Vapex Wall Primer
 - b. S.W.P. - Fast-Ori Latex Wall Primer
 - c. GL - Ultra-Hide PVA Primer Sealer
 - d. PPG - Quick Drying Emulsion Sealer
 - e. M.A.B. - Rich Lux Prime Fast
 - 3. Interior Concrete Primer:
 - a. P & L - Vapex Wall Primer
 - b. S.W.P. - Loxon Concrete and Masonry Sealer

- c. GL - Ultra-Hide PVA Primer Sealer
- d. PPG - Wallhide Primer Sealer
- e. M.A.B. - Rich Lux Prime Fast

E. Finish Coat Materials:

- 1. Interior Eggshell Enamel (Alkyd):
 - a. P & L - Vitralite
 - b. S.W.P. - B20W12651 ProMar 200 VOC Interior Latex Eg-Shel
 - c. GL - Brushday Lite Enamel
 - d. PPG - Speedhide G-90 Low Sheen Enamel
 - e. M.A.B. - Rich Lux Low Luster Alkyd
- 2. Interior Flat (Latex):
 - a. P & L - Vapex Flat Wall Finish
 - b. S.W.P. - Super Ken Tone
 - c. GL - Spread Satin
 - d. PPG - Wallhide Flat Wall Paint
 - e. M.A.B. - Rich Lux Waishield
- 3. Interior Stain (Oil):
 - a. P & L - Oil Stain
 - b. S.W.P. - SW Oil Stain
 - c. GL - Glid-Tone Stain
 - d. PPG - Rex Oil Stain
 - e. M.A.B. - Rich Lux Interior Alkyd Stain

F. Materials for General Use:

- 1. Shellac: Type I, Bleached, No. 4 cut with pure grain alcohol, ASTM D207.
- 2. Thinner: Follow manufacturer's recommendation for respective product.
- 3. Linseed Oil: Pure first quality, ASTM D260.
- 4. Putty: Pure linseed oil putty of standard manufacture, with 25% white lead and sufficient varnish, thoroughly mixed to prevent possibility of shrinkage. Match final finish color of adjoining surfaces.
- 5. Coloring: Use tinting colors recommended by paint manufacturer for intended purpose.

3. EXECUTION

3.01 SURFACE PREPARATION:

- A. Do not start painting or finishing until surfaces are in proper condition in every respect. Do not paint or finish surfaces that cannot be properly prepared by painter until they are rectified, unless otherwise directed.
- B. Make sure all surfaces are thoroughly dry before painting.
- C. Patch holes, cracks and other minor defects in surfaces as recommended by paint manufacturer. Bring all areas to true even surfaces.
- D. Clean all surfaces to be painted to remove all dirt, grease, chalk, loose paint and surface contaminates.
- E. Where a sheen is present on any existing coating, sand the existing paint finish to create a surface profile so the new coating can obtain proper mechanical adhesion.
- F. If the surfaces to be painted are heavily contaminated with grease or oil, clean the highly contaminated areas with Great Lakes Laboratories Extra Muscle Prepaint Cleaner.
- G. On ferrous metal surfaces remove all loose existing paint and corrosion by using SSPC-SP2 Hand Tool Cleaning and SSPC-SP3 Power Tool Cleaning
- H. Follow all instructions on the Product Data Sheet and Product Label.
- I. Mock up samples should be applied before the start of the project to insure the acceptable and successful installation technique. Successful mock up samples will also help insure the compatibility of the new coatings with the previously painted surfaces. Acceptable mock up samples can then be approved by the owner/design professional before the start of the project.
Make sure all surfaces are free from dirt, dust and all other substances which might interfere with functioning and proper application of paint system.
- J. Before application of paint, all surfaces must be acceptable to and approved by the Architect.
- K. Unless otherwise specified, all steel and ferrous metal surfaces will be primed before installation as specified in applicable Sections. Wirebrush bolts, welds and places where prime coat has been damaged. Remove all loose paint, rust and scale. Then apply one coat of specified primer.
- L. Hand sandpaper wood surfaces and dust clean. Seal all knots, pitch pockets and/or sappy portions with clear shellac or sealer. Putty all nail holes, cracks, etc., after prime coat is dry.
- M. Before glazing prime all wood rabbets and glazing stops.

- N. If a surface cannot be prepared or painted as specified, notify the Architect immediately in writing. Starting of work constitutes Contractor's acceptance of surfaces involved. Contractor will be required to replace all unsatisfactory work caused by improper or defective surfaces as directed, at no additional cost to Owner.
- O. Except for factory/shop primed products, use prime and finish coats of same manufacturer for any one paint system.

3.02 WORKMANSHIP AND APPLICATION:

- A. Employ only skilled and experienced painters, working under supervision of capable foreman. All workmanship must be of highest quality, to the Architect's complete satisfaction. Apply all materials in accord with manufacturer's current printed directions. Thin materials only for proper work ability and only in compliance with such directions. Flow all materials on smoothly, without runs or sagging, and free from drops, ridges, laps and brush marks. Ensure that all coats are thoroughly dry before applying succeeding coats. Sand surfaces between coats as necessary to produce a smooth finish.
- B. Painting includes all exposed surfaces of every member. Before installation, paint all parts which will be inaccessible after assembly. Priming includes all sides, edges and end cuts.
- C. No priming or painting of wood will be permitted on or in building(s) where concrete, masonry, plaster or other "wet" operations are in process of installation, application or drying.
- D. Apply putty, caulking or spackle after surface is primed and primer is dry.
- E. Do not paint drywall surfaces until joint and fastener treatment is thoroughly dry.
- F. Do not apply finish coats on interior of building until building is completely closed in with windows and doors in place and glazed, until all interior "wet" and dust producing work is complete and dry, and until heating and ventilating system(s) are in operation.
- G. Make completed surfaces free of blistering, running, peeling, scaling, streaks and stains. Colors of all surfaces shall remain free from fading.

3.03 PAINTING - GENERAL:

- A. Hardware and Fixtures: Appropriate trades will remove hardware, hardware accessories, plates, lighting fixtures and similar items in place and replace same upon completion of each space. Mechanical and Electrical Contractors will disconnect heating and other equipment adjacent to walls to permit painting of wall surfaces. Upon completion of painting, they will replace and reconnect such items.
- B. Doors: Finish all surfaces and edges of all doors with specified materials.

- C. Exposed Plumbing, Mechanical and Electrical Items: Unless otherwise directed, paint items without factory finish, such as conduits, pipes, ducts, grilles, registers, vents, access panels and other items of similar nature to match adjacent wall or ceiling surfaces. Paint visible surfaces behind vents, registers and grilles flat black. Wash exposed metal with solvent, prime and paint as specified for appropriate surface. Do not paint concealed conduits, piping or ducts.
- D. Fire Protection: Do not paint over UL labels, fusible links or sprinkler heads.

3.04 CLEAN -UP:

Upon completion of the work, carefully inspect all painted surfaces. Clean and retouch as necessary or as directed. Leave all other surfaces clean and free from all paint, stain, spatterings, smear and smudges resulting from painting work.

- A. Remove all scaffolding, tools, equipment and temporary protection. Remove all surplus materials, containers, debris and rubbish resulting from painting operations and legally dispose of off site.

3.05 COLORS:

- A. Colors shall be as selected by the Architect.

3.06 PAINTING SCHEDULE:

- A. Interior Wood (Stained):

1. One coat interior stain (oil).
2. Two coats gloss varnish (Alkyd).
3. One coat satin finish varnish (Alkyd).

Provide this finish for the following surfaces: Oak doors and trim.

- B. Interior Drywall (Eggshell Enamel):

1. One coat interior drywall primer.
2. Two coats interior eggshell enamel (Alkyd).

Provide this finish for all interior gypsum board work.

- C. Interior Ferrous Metal (Eggshell Enamel):

1. One coat interior metal primer.
2. Two coats interior eggshell enamel (Alkyd).

Provide this finish for the following surfaces: Hollow metal doors and frames.

Paint all materials visible through grilles one coat flat black enamel.

Metal railings.

All other exposed ferrous metals not otherwise specified.