Boone Maintenance Garage Radiant Heat Replacement

615 Snedden Drive
Boone, IA 50036

PROJECT MANUAL

Building Specifications for
Maintenance Garage Radiant Heat Replacement
Date: February 2016
Project Number: BG-2B11(008)--80-08

Iowa Department of Transportation
Office of Support Services
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SECTION 00 0101
PROJECT TITLE PAGE

BOONE MAINTENANCE GARAGE - RADIANT HEAT REPLACEMENT

615 SNEDDEN DR.
BOONE, IA 50036

PROJECT MANUAL
SPECIFICATIONS FOR BOONE MAINTENANCE GARAGE RADIANT HEAT REPLACEMENT
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END OF PROJECT TITLE PAGE

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SECTION 01 1000
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PART 1 GENERAL

1.01 SECTION INCLUDES

A. Contract description.

B. Owner supplied products.

C. Contractor's use of site and premises.

D. Owner occupancy.

E. Specification Conventions.

1.02 PROJECT

A. Project Name: Boone Maintenance Garage - Radiant Heat Replacement.

B. Owner's Name: Iowa Department of Transportation.

C. Architect's Name: Iowa Department of Transportation, Office of Facilities Support Services.

D. The Project consists of the replacement of the existing radiant heat system.

1.03 CONTRACT DESCRIPTION

A. Contract Type: Stipulated Price as described inStandard form of Agreement Between the Contractor and Owner, AIA Form A101, latest Edition.

1.04 DESCRIPTION OF ALTERATIONS WORK

A. Scope of demolition and removal work is shown on drawings and specified in Section 02 4100.

1.05 OWNER OCCUPANCY

A. Owner intends to continue to occupy adjacent portions of the existing building during the entire construction period.

B. Construction, including punch list items, must be completed no later than the following date:90 calendar days after start of contract.
   1. Extension requests must be in writing and must be accompanied by appropriate documentation supporting the reason for the extension request.
   2. No extensions or additional payments will be allowed for cold weather construction.

C. Cooperate with Owner to minimize conflict and to facilitate Owner's operations.

D. Schedule the Work to accommodate Owner occupancy.

1.06 CONTRACTOR USE OF SITE AND PREMISES

A. Arrange use of site and premises to allow:
   1. Owner occupancy.

B. Provide access to and from site as required by law and by Owner:
   1. Emergency Building Exits During Construction: Keep all exits required by code open during construction period; provide temporary exit signs if exit routes are temporarily altered.
   2. Do not obstruct roadways, sidewalks, or other public ways without permit.

C. Existing building spaces may not be used for storage.

D. Time Restrictions:
   1. Contractor may perform construction operations any day of the week and at any time of the day, but must have a representative present during any Sub-Contractor work.

E. Utility Outages and Shutdown:
   1. Limit shutdown of utility services to 1 hours at a time, arranged at least 24 hours in advance with Owner.
   2. Prevent accidental disruption of utility services to other facilities.

1.07 SPECIFICATION CONVENTIONS

A. These specifications are written in imperative mood and streamlined form. This imperative language is directed to the Contractor, unless specifically noted otherwise. The words “shall be” are included by inference where a colon (:) is used within sentences or phrases.

B. The following terms are used throughout the specifications and defined as follows:
   1. Contractor: General Contractor or contractor responsible for Work of specified section
   2. Owner: Representative of building occupants.
   3. Architect/Engineer: Representative of Facilities Support.

1.08 SPECIFICATION SECTIONS APPLICABLE TO ALL CONTRACTS

A. Unless otherwise noted, all provisions of the sections listed below apply to all contracts. Specific items of work listed under individual contract descriptions constitute exceptions.

B. Section 01 2000 - Price and Payment Procedures.

C. Section 01 3000 - Administrative Requirements.

D. Section 01 3216 - Construction Progress Schedule.

E. Section 01 4000 - Quality Requirements.

F. Section 01 5000 - Temporary Facilities and Controls.

G. Section 01 6000 - Product Requirements.

H. Section 01 7000 - Execution and Closeout Requirements.

I. Section 01 7419 - Construciton Waste Management and Disposal.

J. Section 01 7800 - Closeout Submittals.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION

SECTION 01 2000

PRICE AND PAYMENT PROCEDURES

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Procedures for preparation and submittal of applications for progress payments.

1.02 SCHEDULE OF VALUES

A. Form to be used: AIA G702 - Application and Certificate of Payment, AIA G703 - Continuation Sheet.

B. Forms filled out by hand will not be accepted.

C. Submit Schedule of Values in duplicate within 10 days after date of Owner-Contractor Agreement.

D. Format: Utilize the Table of Contents of this Project Manual. Identify each line item with number and title of the specification Section. Identify site mobilization.

E. Include separately from each line item, a direct proportional amount of Contractor's overhead and profit.

F. Revise schedule to list approved Change Orders, with each Application For Payment.

1.03 APPLICATIONS FOR PROGRESS PAYMENTS

A. Payment Period: Submit at intervals stipulated in the Agreement.

B. Form to be used: AIA G702 - Application and Certificate of Payment, AIA G703 - Continuation Sheet.

C. Forms filled out by hand will not be accepted.

D. For each item, provide a column for listing each of the following:
   1. Item Number.
   2. Description of work.
   3. Scheduled Values.
   4. Previous Applications.
   5. Work in Place and Stored Materials under this Application.
   6. Authorized Change Orders.
   7. Total Completed and Stored to Date of Application.
   8. Percentage of Completion.
   9. Balance to Finish.
   10. Retainage.

E. Execute certification by signature of authorized officer.

F. Use data from approved Schedule of Values. Provide dollar value in each column for each line item for portion of work performed and for stored products.

G. Submit three copies of each Application for Payment.

H. Include the following with the application:
   1. Construction progress schedule, revised and current as specified in Section 01 3000.

I. When Architect requires substantiating information, submit data justifying dollar amounts in question. Provide one copy of data with cover letter for each copy of submittal. Show application number and date, and line item by number and description.

1.04 MODIFICATION PROCEDURES

A. For minor changes not involving an adjustment to the Contract Sum or Contract Time, Architect will issue instructions directly to Contractor.

B. For other required changes, Architect will issue an AIA Document G701 change order document signed by Owner instructing Contractor to proceed with the change, for subsequent inclusion in a Change Order.

1. The document will describe the required changes and will designate method of determining any change in Contract Sum or Contract Time.
2. Promptly execute the change.
3. Change Orders must be approved by Architect, Contractor and IDOT prior to work beginning. If Contractor performs work before Change Order is approved by all parties, the Contractor will not receive renumeration or will return project to original condition at behest of Architect and at no cost to Owner.

C. For changes for which advance pricing is desired, Architect will issue an AIA Document G709 work change proposal request that includes a detailed description of a proposed change with supplementary or revised drawings and specifications, a change in Contract Time for executing the change with a stipulation of any overtime work required and the period of time during which the requested price will be considered valid. Contractor shall prepare and submit a fixed price quotation within 5 days.

D. Contractor may propose a change by submitting a request for change to Architect, describing the proposed change and its full effect on the Work, with a statement describing the reason for the change, and the effect on the Contract Sum and Contract Time with full documentation and a statement describing the effect on Work by separate or other contractors. Document any requested substitutions in accordance with Section 01 6000.

E. Computation of Change in Contract Amount: As specified in the Agreement and Conditions of the Contract.
   1. For change requested by Contractor, the amount will be based on the Contractor's request for a Change Order as approved by Architect.
   2. For change ordered by Architect without a quotation from Contractor, the amount will be determined by Architect based on the Contractor's substantiation of costs as specified for Time and Material work.

F. Substantiation of Costs: Provide full information required for evaluation.
   1. Provide following data:
      a. Quantities of products, labor, and equipment.
      b. Overhead and profit.
         1) Will not exceed 15 percent total between General Contractor and Sub Contractor.
   2. For Time and Material work, submit itemized account and supporting data after completion of change, within time limits indicated in the Conditions of the Contract.

G. Execution of Change Orders: Architect will issue Change Orders for signatures of parties as provided in the Conditions of the Contract.

H. After execution of Change Order, promptly revise Schedule of Values and Application for Payment forms to record each authorized Change Order as a separate line item and adjust the Contract Price.

I. Promptly revise progress schedules to reflect any change in Contract Time, revise sub-schedules to adjust times for other items of work affected by the change, and resubmit.

1.05 APPLICATION FOR FINAL PAYMENT

A. Prepare Application for Final Payment as specified for progress payments, identifying total adjusted Contract Sum, previous payments, and sum remaining due.

B. Application for Final Payment will not be considered until the following have been accomplished:
   1. All closeout procedures specified in Section 01 7000.
   2. All Punch List items have been completed.

END OF SECTION

SECTION 01 3000
ADMINISTRATIVE REQUIREMENTS

PART 1 GENERAL

1.01 RELATED REQUIREMENTS

A. Section 01 1000 - Summary: Stages of the Work, Work covered by each contract, occupancy,..

B. Section 01 7000 - Execution and Closeout Requirements: Additional coordination requirements.

C. Section 01 7800 - Closeout Submittals: Project record documents.

1.02 PROJECT COORDINATION

A. Project Coordinator: Project Manager.

B. Cooperate with the Project Coordinator in allocation of mobilization areas of site; for field offices and sheds, for vehicular access, traffic, and parking facilities.

C. During construction, coordinate use of site and facilities through the Project Coordinator.

D. Comply with Project Coordinator's procedures for intra-project communications; submittals, reports and records, schedules, coordination drawings, and recommendations; and resolution of ambiguities and conflicts.

E. Comply with instructions of the Project Coordinator for use of temporary utilities and construction facilities.

F. Coordinate field engineering and layout work under instructions of the Project Coordinator.

G. Make the following types of submittals to Architect through the Project Coordinator:
   1. Requests for interpretation.
   2. Requests for substitution.
   3. Shop drawings, product data, and samples.
   4. Test and inspection reports.
   5. Design data.
   6. Manufacturer's instructions and field reports.
   7. Applications for payment and change order requests.
   8. Progress schedules.
   9. Coordination drawings.
   10. Closeout submittals.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 PRECONSTRUCTION MEETING

A. Architect will schedule a meeting after Notice of Award.

B. Attendance Required:
   1. Owner.
   2. Architect.
   3. Contractor.

C. Agenda:
   1. Execution of Owner-Contractor Agreement.
   2. Submission of executed bonds and insurance certificates.
   3. Distribution of Contract Documents.
   4. Submission of list of Subcontractors, list of Products, schedule of values, and progress schedule.
   5. Designation of personnel representing the parties to Contract, Owner and Architect.
   6. Procedures and processing of field decisions, submittals, substitutions, applications for payments, proposal request, Change Orders, and Contract closeout procedures.
   7. Scheduling.

D. Record minutes and distribute copies within two days after meeting to participants, with two copies to Architect, Owner, participants, and those affected by decisions made.

3.02 PROGRESS MEETINGS

A. Schedule and administer meetings throughout progress of the Work at maximum monthly intervals.

B. Attendance Required: Job superintendent, major Subcontractors and suppliers, Owner, Architect, as appropriate to agenda topics for each meeting.

C. Agenda:
   1. Review minutes of previous meetings.
   2. Review of Work progress.
   3. Field observations, problems, and decisions.
   4. Identification of problems that impede, or will impede, planned progress.
   5. Review of submittals schedule and status of submittals.
   6. Maintenance of progress schedule.
   7. Corrective measures to regain projected schedules.
   8. Planned progress during succeeding work period.
   9. Maintenance of quality and work standards.
   10. Effect of proposed changes on progress schedule and coordination.
   11. Other business relating to Work.

D. Record minutes and distribute copies within two days after meeting to participants, with two copies to Architect, Owner, participants, and those affected by decisions made.

3.03 CONSTRUCTION PROGRESS SCHEDULE

A. Within 10 days after date of the Agreement, submit preliminary schedule defining planned operations for the first 60 days of Work, with a general outline for remainder of Work.

B. If preliminary schedule requires revision after review, submit revised schedule within 10 days.

C. Submit updated schedule with each Application for Payment.

3.04 SPECIAL PROCEDURES

A. A.: As specified in product sections; match existing with new products for patching and extending work.

B. Employ skilled and experienced installer to perform alternation work.

C. Cut, move, or remove items as necessary for access to alterations and renovation Work. Replace and restore at completion.

D. Remove unsuitable material not marked for salvage, include rotted wood, corroded metals, and deteriorated masonry and concrete. Replace materials as specified for finished Work.

E. Remove debris and abandoned items from area and from concealed spaces.

F. Prepare surface and remove surface finishes to permit installation of new work and finishes.

G. Close openings in exterior surfaces to protect existing work from weather and extremes of temperature and humidity.

H. hen finished surfaces are cut so that smoothe transition with new Work is not possible, terminate existing surface along straight line at natural line of division and submit recommendation to Architect/Engineer for review.

I. Where change of plane of 1/4 inch or more occures, submit recommendation for providing smooth transition, to Architect/Engineer for review.

J. inish surfaces as specified in individual product sections.

3.05 COORDINATION DRAWINGS

A. Provide information required by Project Coordinator for preparation of coordination drawings.

B. Review drawings prior to submission to Architect.

3.06 SUBMITTALS FOR REVIEW

A. When the following are specified in individual sections, submit them for review:
   1. Product data.
   2. Shop drawings.
   3. Samples for selection.
   4. Samples for verification.

B. Submit to Architect for review for the limited purpose of checking for conformance with information given and the design concept expressed in the contract documents.

C. Samples will be reviewed only for aesthetic, color, or finish selection.

D. After review, provide copies and distribute in accordance with SUBMITTAL PROCEDURES article below and for record documents purposes described in Section 01 7800 - Closeout Submittals.

3.07 SUBMITTALS FOR INFORMATION

A. When the following are specified in individual sections, submit them for information:
   1. Design data.
   2. Certificates.
   3. Test reports.
   4. Inspection reports.
   5. Manufacturer's instructions.
   6. Manufacturer's field reports.
   7. Other types indicated.

B. Submit for Architect's knowledge as contract administrator or for Owner. No action will be taken.

3.08 SUBMITTALS FOR PROJECT CLOSEOUT

A. Submit Correction Punch List for Substantial Completion.

B. Submit Final Correction Punch List for Substantial Completion.

C. When the following are specified in individual sections, submit them at project closeout:
   1. Project record documents.
   2. Operation and maintenance data.
   3. Warranties.
   4. Bonds.
   5. Other types as indicated.

D. Submit for Owner's benefit during and after project completion.

3.09 NUMBER OF COPIES OF SUBMITTALS

A. Documents: Submit one electronic copy in PDF format; an electronically-marked up file will be returned. Create PDFs at native size and right-side up; illegible files will be rejected.

B. Documents for Information: Submit one copy.

C. Samples: Submit the number specified in individual specification sections; one of which will be retained by Architect.
   1. After review, produce duplicates.
   2. Retained samples will not be returned to Contractor unless specifically so stated.

3.10 SUBMITTAL PROCEDURES

A. Shop Drawing Procedures:
   1. Prepare accurate, drawn-to-scale, original shop drawing documentation by interpreting the Contract Documents and coordinating related Work.
   2. Generic, non-project specific information submitted as shop drawings do not meet the requirements for shop drawings.

B. Transmittal Form: AIA G810.

C. Transmit each submittal with a copy of approved submittal form.

D. Sequentially number the transmittal form. Revise submittals with original number and a sequential alphabetic suffix.

E. Identify Project, Contractor, Subcontractor or supplier; pertinent drawing and detail number, and specification section number, as appropriate on each copy.

F. Apply Contractor's stamp, signed or initialed certifying that review, approval, verification of Products required, field dimensions, adjacent construction Work, and coordination of information is in accordance with the requirements of the Work and Contract Documents.

G. Deliver submittals to Architect in electronic format only. Only physical samples to be submitted to the Architect at business address.

H. Schedule submittals to expedite the Project, and coordinate submission of related items.

I. For each submittal for review, allow 15 days excluding delivery time to and from the Contractor.

J. Identify variations from Contract Documents and Product or system limitations that may be detrimental to successful performance of the completed Work.

K. Provide space for Contractor and Architect review stamps.

L. When revised for resubmission, identify all changes made since previous submission.

M. Distribute reviewed submittals as appropriate. Instruct parties to promptly report any inability to comply with requirements.

N. Submittals not requested will not be recognized or processed.

END OF SECTION

SECTION 01 4000
QUALITY REQUIREMENTS

PART 1 GENERAL

1.01 RELATED REQUIREMENTS

A. Section 01 3000 - Administrative Requirements: Submittal procedures.

B. Section 01 6000 - Product Requirements: Requirements for material and product quality.

1.02 SUBMITTALS

A. See Section 01 3000 - Administrative Requirements, for submittal procedures.

B. Certificates: When specified in individual specification sections, submit certification by the manufacturer and Contractor or installation/application subcontractor to Architect, in quantities specified for Product Data.
   1. Indicate material or product conforms to or exceeds specified requirements. Submit supporting reference data, affidavits, and certifications as appropriate.

C. Manufacturer's Instructions: When specified in individual specification sections, submit printed instructions for delivery, storage, assembly, installation, start-up, adjusting, and finishing, for the Owner's information. Indicate special procedures, perimeter conditions requiring special attention, and special environmental criteria required for application or installation.

D. Manufacturer's Field Reports: Submit reports for Architect's benefit as contract administrator or for Owner.
   1. Submit for information for the limited purpose of assessing conformance with information given and the design concept expressed in the contract documents.

1.03 REFERENCES AND STANDARDS

A. For products and workmanship specified by reference to a document or documents not included in the Project Manual, also referred to as reference standards, comply with requirements of the standard, except when more rigid requirements are specified or are required by applicable codes.

B. Conform to reference standard of date of issue current on date of Contract Documents, except where a specific date is established by applicable code.

C. Obtain copies of standards where required by product specification sections.

D. Maintain copy at project site during submittals, planning, and progress of the specific work, until Substantial Completion.

E. Should specified reference standards conflict with Contract Documents, request clarification from Architect before proceeding.

F. Neither the contractual relationships, duties, or responsibilities of the parties in Contract nor those of Architect shall be altered from the Contract Documents by mention or inference otherwise in any reference document.

1.04 TESTING AND INSPECTION AGENCIES

A. Contractor Employed Agency:
   1. Testing Equipment: Calibrated at reasonable intervals either by NIST or using an NIST established Measurement Assurance Program, under a laboratory measurement quality assurance program.

PART 3 EXECUTION

2.01 CONTROL OF INSTALLATION

A. Monitor quality control over suppliers, manufacturers, products, services, site conditions, and workmanship, to produce Work of specified quality.

B. Comply with manufacturers' instructions, including each step in sequence.

C. Should manufacturers' instructions conflict with Contract Documents, request clarification from Architect before proceeding.

D. Comply with specified standards as minimum quality for the Work except where more stringent tolerances, codes, or specified requirements indicate higher standards or more precise workmanship.

E. Have Work performed by persons qualified to produce required and specified quality.

F. Verify that field measurements are as indicated on shop drawings or as instructed by the manufacturer.

G. Secure products in place with positive anchorage devices designed and sized to withstand stresses, vibration, physical distortion, and disfigurement.

2.02 TOLERANCES

A. Monitor fabrication and installation tolerance control of products to produce acceptable Work. Do not permit tolerances to accumulate.

B. Comply with manufacturers' tolerances. Should manufacturers' tolerances conflict with Contract Documents, request clarification from Architect before proceeding.

C. Adjust products to appropriate dimensions; position before securing products in place.

2.03 TESTING AND INSPECTION

A. See individual specification sections for testing and inspection required.

B. Re-testing required because of non-conformance to specified requirements shall be performed by the same agency on instructions by Architect.

C. Re-testing required because of non-conformance to specified requirements shall be paid for by Contractor.

2.04 MANUFACTURERS' FIELD SERVICES

A. When specified in individual specification sections, require material or product suppliers or manufacturers to provide qualified staff personnel to observe site conditions, conditions of surfaces and installation, quality of workmanship, start-up of equipment, test, adjust and balance of equipment as applicable, and to initiate instructions when necessary.

B. Report observations and site decisions or instructions given to applicators or installers that are supplemental or contrary to manufacturers' written instructions.

2.05 DEFECT ASSESSMENT

A. Replace Work or portions of the Work not conforming to specified requirements.

B. If, in the opinion of Architect, it is not practical to remove and replace the Work, Architect will direct an appropriate remedy or adjust payment.

END OF SECTION

SECTION 01 6000
PRODUCT REQUIREMENTS

PART 1 GENERAL

1.01 SECTION INCLUDES

A. General product requirements.

B. Re-use of existing products.

C. Transportation, handling, storage and protection.

D. Product option requirements.

E. Substitution limitations and procedures.

F. Equipment electrical characteristics and components.

G. Maintenance materials, including extra materials, spare parts, tools, and software.

1.02 RELATED REQUIREMENTS

A. Section 01 1000 - Summary - : Lists of products to be removed from existing building.

B. Section 01 4000 - Quality Requirements: Product quality monitoring.

C. Section 01 7419 - Construction Waste Management and Disposal: Waste disposal requirements potentially affecting packaging and substitutions.

1.03 REFERENCE STANDARDS

A. NFPA 70 - National Electrical Code; National Fire Protection Association; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.

1.04 SUBMITTALS

A. Product Data Submittals: Submit manufacturer's standard published data. Mark each copy to identify applicable products, models, options, and other data. Supplement manufacturers' standard data to provide information specific to this Project.

B. Shop Drawing Submittals: Prepared specifically for this Project; indicate utility and electrical characteristics, utility connection requirements, and location of utility outlets for service for functional equipment and appliances.

C. Sample Submittals: Illustrate functional and aesthetic characteristics of the product, with integral parts and attachment devices. Coordinate sample submittals for interfacing work.
   1. For selection from standard finishes, submit samples of the full range of the manufacturer's standard colors, textures, and patterns.

PART 2 PRODUCTS

2.01 EXISTING PRODUCTS

A. Do not use materials and equipment removed from existing premises unless specifically required or permitted by the Contract Documents.

B. Existing materials and equipment indicated to be removed, but not to be re-used, relocated, reinstalled, delivered to the Owner, or otherwise indicated as to remain the property of the Owner, become the property of the Contractor; remove from site.

2.02 NEW PRODUCTS

A. Provide new products unless specifically required or permitted by the Contract Documents.

B. DO NOT USE products having any of the following characteristics:
   1. Made using or containing CFC's or HCFC's.
   2. Containing lead, cadmium, asbestos.

C. Where all other criteria are met, Contractor shall give preference to products that:
   1. Are extracted, harvested, and/or manufactured closer to the location of the project.
   2. Have longer documented life span under normal use.

3. Result in less construction waste.
4. Are made of vegetable materials that are rapidly renewable.

2.03 PRODUCT OPTIONS

A. Products Specified by Reference Standards or by Description Only: Use any product meeting those standards or description.

B. Products Specified by Naming One or More Manufacturers: Use a product of one of the manufacturers named and meeting specifications, no options or substitutions allowed.

C. Products Specified by Naming One or More Manufacturers with a Provision for Substitutions: Submit a request for substitution for any manufacturer not named.

2.04 MAINTENANCE MATERIALS

A. Furnish extra materials, spare parts, tools, and software of types and in quantities specified in individual specification sections.

B. Deliver to Project site; obtain receipt prior to final payment.

PART 3 EXECUTION

3.01 SUBSTITUTION PROCEDURES

A. Instructions to Bidders specify time restrictions for submitting requests for substitutions during the bidding period. Comply with requirements specified in this section.

B. Document each request with complete data substantiating compliance of proposed substitution with Contract Documents.

C. A request for substitution constitutes a representation that the submitter:
1. Has investigated proposed product and determined that it meets or exceeds the quality level of the specified product.
2. Will provide the same warranty for the substitution as for the specified product.
3. Will coordinate installation and make changes to other Work that may be required for the Work to be complete with no additional cost to Owner.
4. Waives claims for additional costs or time extension that may subsequently become apparent.
5. Will reimburse Owner and Architect for review or redesign services associated with re-approval by authorities.

D. Substitution Submittal Procedure:
1. Submit three copies of request for substitution for consideration. Limit each request to one proposed substitution.
2. Submit shop drawings, product data, and certified test results attesting to the proposed product equivalence. Burden of proof is on proposer.
3. The Architect will notify Contractor in writing of decision to accept or reject request.

3.02 TRANSPORTATION AND HANDLING

A. Package products for shipment in manner to prevent damage; for equipment, package to avoid loss of factory calibration.

B. If special precautions are required, attach instructions prominently and legibly on outside of packaging.

C. Coordinate schedule of product delivery to designated prepared areas in order to minimize site storage time and potential damage to stored materials.

D. Transport and handle products in accordance with manufacturer's instructions.

E. Transport materials in covered trucks to prevent contamination of product and littering of surrounding areas.

F. Promptly inspect shipments to ensure that products comply with requirements, quantities are correct, and products are undamaged.

G. Provide equipment and personnel to handle products by methods to prevent soiling, disfigurement, or damage.

H. Arrange for the return of packing materials, such as wood pallets, where economically feasible.

3.03 EQUIPMENT ELECTRICAL CHARACTERISTICS AND COMPONENTS

A. Wiring Terminators: Furnish terminal lugs to match branch circuit conductor quantities, sizes, and materials indicated. Include lugs for terminal box.

B. Cord and Plug: Furnish minimum 6 foot cord and plug including grounding connector for connection to electric wiring system. Cord of longer length is specified in individual specfication sections.

3.04 STORAGE AND PROTECTION

A. Designate receiving/storage areas for incoming products so that they are delivered according to installation schedule and placed convenient to work area in order to minimize waste due to excessive materials handling and misapplication.

B. Store and protect products in accordance with manufacturers' instructions.

C. Store with seals and labels intact and legible.

D. Store sensitive products in weather tight, climate controlled, enclosures in an environment favorable to product.

E. For exterior storage of fabricated products, place on sloped supports above ground.

F. Protect products from damage or deterioration due to construction operations, weather, precipitation, humidity, temperature, sunlight and ultraviolet light, dirt, dust, and other contaminants.

G. Comply with manufacturer's warranty conditions, if any.

H. Cover products subject to deterioration with impervious sheet covering. Provide ventilation to prevent condensation and degradation of products.

I. Prevent contact with material that may cause corrosion, discoloration, or staining.

J. Provide equipment and personnel to store products by methods to prevent soiling, disfigurement, or damage.

K. Arrange storage of products to permit access for inspection. Periodically inspect to verify products are undamaged and are maintained in acceptable condition.

END OF SECTION

SECTION 01 7000

EXECUTION AND CLOSEOUT REQUIREMENTS

PART 1 GENERAL

1.01 RELATED REQUIREMENTS

A. Section 01 1000 - Summary: Limitations on working in existing building; continued occupancy; work sequence; identification of salvaged and relocated materials.

B. Section 01 3000 - Administrative Requirements: Submittals procedures.

C. Section 01 4000 - Quality Requirements: Testing and inspection procedures.

D. Section 01 7419 - Construction Waste Management and Disposal: Additional procedures for trash/waste removal, recycling, salvage, and reuse.

E. Section 01 7800 - Closeout Submittals: Project record documents, operation and maintenance data, warranties and bonds.

F. Section 02 4100 - Demolition: Demolition of whole structures and parts thereof; site utility demolition.

1.02 REFERENCE STANDARDS

A. NFPA 241 - Standard for Safeguarding Construction, Alteration, and Demolition Operations; 2013.

1.03 SUBMITTALS

A. See Section 01 3000 - Administrative Requirements, for submittal procedures.

B. Cutting and Patching: Submit written request in advance of cutting or alteration that affects:
   1. Structural integrity of any element of Project.
   2. Integrity of weather exposed or moisture resistant element.
   3. Efficiency, maintenance, or safety of any operational element.
   4. Visual qualities of sight exposed elements.
   5. Work of Owner or separate Contractor.

1.04 PROJECT CONDITIONS

A. Ventilate enclosed areas to assist cure of materials, to dissipate humidity, and to prevent accumulation of dust, fumes, vapors, or gases.

1.05 COORDINATION

A. See Section 01 1000 for occupancy-related requirements.

B. Coordinate scheduling, submittals, and work of the various sections of the Project Manual to ensure efficient and orderly sequence of installation of interdependent construction elements, with provisions for accommodating items installed later.

C. Notify affected utility companies and comply with their requirements.

D. Verify that utility requirements and characteristics of new operating equipment are compatible with building utilities. Coordinate work of various sections having interdependent responsibilities for installing, connecting to, and placing in service, such equipment.

E. Coordinate space requirements, supports, and installation of mechanical and electrical work that are indicated diagrammatically on Drawings. Follow routing shown for pipes, ducts, and conduit, as closely as practicable; place runs parallel with lines of building. Utilize spaces efficiently to maximize accessibility for other installations, for maintenance, and for repairs.

F. In finished areas except as otherwise indicated, conceal pipes, ducts, and wiring within the construction. Coordinate locations of fixtures and outlets with finish elements.

G. Coordinate completion and clean-up of work of separate sections.

H. After Owner occupancy of premises, coordinate access to site for correction of defective work and work not in accordance with Contract Documents, to minimize disruption of Owner's activities.

PART 2 PRODUCTS

2.01 PATCHING MATERIALS

A. New Materials: As specified in product sections; match existing products and work for patching and extending work.

B. Type and Quality of Existing Products: Determine by inspecting and testing products where necessary, referring to existing work as a standard.

C. Product Substitution: For any proposed change in materials, submit request for substitution described in Section 01 6000.

PART 3 EXECUTION

3.01 EXAMINATION

A. Verify that existing site conditions and substrate surfaces are acceptable for subsequent work. Start of work means acceptance of existing conditions.

B. Verify that existing substrate is capable of structural support or attachment of new work being applied or attached.

C. Examine and verify specific conditions described in individual specification sections.

D. Take field measurements before confirming product orders or beginning fabrication, to minimize waste due to over-ordering or misfabrication.

E. Verify that utility services are available, of the correct characteristics, and in the correct locations.

F. Prior to Cutting: Examine existing conditions prior to commencing work, including elements subject to damage or movement during cutting and patching. After uncovering existing work, assess conditions affecting performance of work. Beginning of cutting or patching means acceptance of existing conditions.

3.02 PREPARATION

A. Clean substrate surfaces prior to applying next material or substance.

B. Seal cracks or openings of substrate prior to applying next material or substance.

C. Apply manufacturer required or recommended substrate primer, sealer, or conditioner prior to applying any new material or substance in contact or bond.

3.03 LAYING OUT THE WORK

A. Establish elevations, lines and levels. Locate and lay out by instrumentation and similar appropriate means:
   1. Grid or axis for structures.
   2. Building foundation, column locations, ground floor elevations.

B. Periodically verify layouts by same means.

3.04 GENERAL INSTALLATION REQUIREMENTS

A. Install products as specified in individual sections, in accordance with manufacturer's instructions and recommendations, and so as to avoid waste due to necessity for replacement.

B. Make vertical elements plumb and horizontal elements level, unless otherwise indicated.

C. Install equipment and fittings plumb and level, neatly aligned with adjacent vertical and horizontal lines, unless otherwise indicated.

D. Make consistent texture on surfaces, with seamless transitions, unless otherwise indicated.

E. Make neat transitions between different surfaces, maintaining texture and appearance.

3.05 CUTTING AND PATCHING

A. Whenever possible, execute the work by methods that avoid cutting or patching.

B. Perform whatever cutting and patching is necessary to:
   1. Complete the work.

2. Fit products together to integrate with other work.
3. Provide openings for penetration of mechanical, electrical, and other services.
4. Match work that has been cut to adjacent work.
5. Repair areas adjacent to cuts to required condition.
6. Repair new work damaged by subsequent work.
7. Remove and replace defective and non-conforming work.

C. Execute work by methods that avoid damage to other work and that will provide appropriate surfaces to receive patching and finishing. In existing work, minimize damage and restore to original condition.

D. Employ original installer to perform cutting for weather exposed and moisture resistant elements, and sight exposed surfaces.

E. Cut rigid materials using masonry saw or core drill. Pneumatic tools not allowed without prior approval.

F. Restore work with new products in accordance with requirements of Contract Documents.

G. Fit work air tight to pipes, sleeves, ducts, conduit, and other penetrations through surfaces.

H. At penetrations of fire rated walls, partitions, ceiling, or floor construction, completely seal voids with fire rated material in accordance with Section 07 8400, to full thickness of the penetrated element.

I. Patching:
   1. Finish patched surfaces to match finish that existed prior to patching. On continuous surfaces, refinish to nearest intersection or natural break. For an assembly, refinish entire unit.
   2. Match color, texture, and appearance.
   3. Repair patched surfaces that are damaged, lifted, discolored, or showing other imperfections due to patching work. If defects are due to condition of substrate, repair substrate prior to repairing finish.

3.06 PROGRESS CLEANING

A. Maintain areas free of waste materials, debris, and rubbish. Maintain site in a clean and orderly condition.

B. Remove debris and rubbish from pipe chases, plenums, attics, crawl spaces, and other closed or remote spaces, prior to enclosing the space.

C. Broom and vacuum clean interior areas prior to start of surface finishing, and continue cleaning to eliminate dust.

D. Collect and remove waste materials, debris, and trash/rubbish from site periodically and dispose off-site; do not burn or bury.

3.07 PROTECTION OF INSTALLED WORK

A. Protect installed work from damage by construction operations.

B. Provide special protection where specified in individual specification sections.

C. Provide temporary and removable protection for installed products. Control activity in immediate work area to prevent damage.

D. Provide protective coverings at walls, projections, jambs, sills, and soffits of openings.

E. Protect finished floors, stairs, and other surfaces from traffic, dirt, wear, damage, or movement of heavy objects, by protecting with durable sheet materials.

F. Prohibit traffic or storage upon waterproofed or roofed surfaces. If traffic or activity is necessary, obtain recommendations for protection from waterproofing or roofing material manufacturer.

G. Remove protective coverings when no longer needed; reuse or recycle plastic coverings if possible.

3.08 SYSTEM STARTUP

A. Coordinate schedule for start-up of various equipment and systems.

B. Verify that each piece of equipment or system has been checked for proper lubrication, drive rotation, belt tension, control sequence, and for conditions that may cause damage.

C. Verify tests, meter readings, and specified electrical characteristics agree with those required by the equipment or system manufacturer.

D. Verify that wiring and support components for equipment are complete and tested.

E. Execute start-up under supervision of applicable Contractor personnel and manufacturer's representative in accordance with manufacturers' instructions.

F. When specified in individual specification Sections, require manufacturer to provide authorized representative to be present at site to inspect, check, and approve equipment or system installation prior to start-up, and to supervise placing equipment or system in operation.

G. Submit a written report that equipment or system has been properly installed and is functioning correctly.

3.09 DEMONSTRATION AND INSTRUCTION

A. Demonstrate operation and maintenance of products to Owner's personnel two weeks prior to date of Substantial Completion.

B. Demonstrate start-up, operation, control, adjustment, trouble-shooting, servicing, maintenance, and shutdown of each item of equipment at agreed time, at equipment location.

C. For equipment or systems requiring seasonal operation, perform demonstration for other season within six months.

D. Provide a qualified person who is knowledgeable about the Project to perform demonstration and instruction of owner personnel.

E. Utilize operation and maintenance manuals as basis for instruction. Review contents of manual with Owner's personnel in detail to explain all aspects of operation and maintenance.

F. Prepare and insert additional data in operations and maintenance manuals when need for additional data becomes apparent during instruction.

3.10 ADJUSTING

A. Adjust operating products and equipment to ensure smooth and unhindered operation.

3.11 FINAL CLEANING

A. Execute final cleaning prior to final project assessment.

B. Use cleaning materials that are nonhazardous.

C. Remove all labels that are not permanent. Do not paint or otherwise cover fire test labels or nameplates on mechanical and electrical equipment.

D. Clean equipment and fixtures to a sanitary condition with cleaning materials appropriate to the surface and material being cleaned.

E. Remove waste, surplus materials, trash/rubbish, and construction facilities from the site; dispose of in legal manner; do not burn or bury.

3.12 CLOSEOUT PROCEDURES

A. Make submittals that are required by governing or other authorities.
   1. Provide copies to Architect and Owner.

B. Notify Architect when work is considered ready for Substantial Completion.

C. Submit written certification that Contract Documents have been reviewed, work has been inspected, and that work is complete in accordance with Contract Documents and ready for Architect's review.

D. Correct items of work listed in executed Certificates of Substantial Completion and comply with requirements for access to Owner-occupied areas.

E. Notify Architect when work is considered finally complete.

F. Complete items of work determined by Architect's final inspection.

3.13 MAINTENANCE

A. Provide service and maintenance of components indicated in specification sections.

B. Maintenance Period: As indicated in specification sections or, if not indicated, not less than one year from the Date of Substantial Completion or the length of the specified warranty, whichever is longer.

C. Examine system components at a frequency consistent with reliable operation. Clean, adjust, and lubricate as required.

D. Include systematic examination, adjustment, and lubrication of components. Repair or replace parts whenever required. Use parts produced by the manufacturer of the original component.

E. Maintenance service shall not be assigned or transferred to any agent or subcontractor without prior written consent of the Owner.

END OF SECTION

SECTION 01 7419

CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL

PART 1 GENERAL

1.01 WASTE MANAGEMENT REQUIREMENTS

A. Owner requires that this project generate the least amount of trash and waste possible.

B. Employ processes that ensure the generation of as little waste as possible due to error, poor planning, breakage, mishandling, contamination, or other factors.

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

D. Contractor shall submit periodic Waste Disposal Reports; all landfill disposal, incineration, recycling, salvage, and reuse must be reported regardless of to whom the cost or savings accrues; use the same units of measure on all reports.

E. Methods of trash/waste disposal that are not acceptable are:
   1. Burning on the project site.
   2. Burying on the project site.
   3. Dumping or burying on other property, public or private.
   4. Other illegal dumping or burying.

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

1.02 RELATED REQUIREMENTS

A. Section 01 1000 - Summary: List of items to be salvaged from the existing building for relocation in project or for Owner.

B. Section 01 3000 - Administrative Requirements: Additional requirements for project meetings, reports, submittal procedures, and project documentation.

C. Section 01 5000 - Temporary Facilities and Controls: Additional requirements related to trash/waste collection and removal facilities and services.

D. Section 01 6000 - Product Requirements: Waste prevention requirements related to delivery, storage, and handling.

E. Section 01 7000 - Execution and Closeout Requirements: Trash/waste prevention procedures related to demolition, cutting and patching, installation, protection, and cleaning.

1.03 DEFINITIONS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

1.04 SUBMITTALS

A. See Section 01 3000 - Administrative Requirements, for submittal procedures.

B. Waste Disposal Reports: Submit at specified intervals, with details of quantities of trash and waste, means of disposal or reuse, and costs; show both totals to date and since last report.

1. Submit updated Report with each Application for Progress Payment; failure to submit Report will delay payment.
2. Submit Report on a form acceptable to Owner.
3. Landfill Disposal: Include the following information:
   a. Identification of material.
   b. Amount, in tons or cubic yards, of trash/waste material from the project disposed of in landfills.
   c. State the identity of landfills, total amount of tipping fees paid to landfill, and total disposal cost.
   d. Include manifests, weight tickets, receipts, and invoices as evidence of quantity and cost.
4. Incinerator Disposal: Include the following information:
   a. Identification of material.
   b. Amount, in tons or cubic yards, of trash/waste material from the project delivered to incinerators.
   c. State the identity of incinerators, total amount of fees paid to incinerator, and total disposal cost.
   d. Include manifests, weight tickets, receipts, and invoices as evidence of quantity and cost.
5. Recycled and Salvaged Materials: Include the following information for each:
   a. Identification of material, including those retrieved by installer for use on other projects.
   b. Amount, in tons or cubic yards, date removed from the project site, and receiving party.
   c. Transportation cost, amount paid or received for the material, and the net total cost or savings of salvage or recycling each material.
   d. Include manifests, weight tickets, receipts, and invoices as evidence of quantity and cost.
   e. Certification by receiving party that materials will not be disposed of in landfills or by incineration.
6. Material Reused on Project: Include the following information for each:
   a. Identification of material and how it was used in the project.

b. Amount, in tons or cubic yards.
c. Include weight tickets as evidence of quantity.

7. Other Disposal Methods: Include information similar to that described above, as appropriate to disposal method.

PART 3 EXECUTION

2.01 WASTE MANAGEMENT PROCEDURES

A. See Section 01 3000 for additional requirements for project meetings, reports, submittal procedures, and project documentation.

B. See Section 01 5000 for additional requirements related to trash/waste collection and removal facilities and services.

C. See Section 01 6000 for waste prevention requirements related to delivery, storage, and handling.

D. See Section 01 7000 for trash/waste prevention procedures related to demolition, cutting and patching, installation, protection, and cleaning.

2.02 WASTE MANAGEMENT PLAN IMPLEMENTATION

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

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

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

D. Meetings: Discuss trash/waste management goals and issues at project meetings.
1. Pre-bid meeting.
2. Pre-construction meeting.
3. Regular job-site meetings.

E. Facilities: Provide specific facilities for separation and storage of materials for recycling, salvage, reuse, return, and trash disposal, for use by all contractors and installers.
1. Provide containers as required.
2. Provide adequate space for pick-up and delivery and convenience to subcontractors.
3. Keep recycling and trash/waste bin areas neat and clean and clearly marked in order to avoid contamination of materials.

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

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

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

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

END OF SECTION

SECTION 01 7800
CLOSEOUT SUBMITTALS

PART 1 GENERAL

1.01 1.01 SECTION INCLUDES

A. Project Record Documents.

B. Operation and Maintenance Data.

C. Warranties and bonds.

1.02 RELATED REQUIREMENTS

A. Section 01 3000 - Administrative Requirements: Submittals procedures, shop drawings, product data, and samples.

B. Section 01 7000 - Execution and Closeout Requirements: Contract closeout procedures.

C. Individual Product Sections: Specific requirements for operation and maintenance data.

D. Individual Product Sections: Warranties required for specific products or Work.

1.03 SUBMITTALS

A. Project Record Documents: Submit documents to Architect with claim for final Application for Payment.

B. Operation and Maintenance Data:
   1. Submit two copies of preliminary draft or proposed formats and outlines of contents before start of Work. Architect will review draft and return one copy with comments.
   2. Submit copies of final documents in final form within 10 days after final inspection.

C. Warranties and Bonds:
   1. For equipment or component parts of equipment put into service during construction with Owner's permission, submit documents within 10 days after acceptance.
   2. Make other submittals within 10 days after Date of Substantial Completion, prior to final Application for Payment.
   3. For items of Work for which acceptance is delayed beyond Date of Substantial Completion, submit within 10 days after acceptance, listing the date of acceptance as the beginning of the warranty period.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 PROJECT RECORD DOCUMENTS

A. Maintain on site one set of the following record documents; record actual revisions to the Work:
   1. Drawings.
   2. Specifications.
   3. Addenda.
   4. Change Orders and other modifications to the Contract.
   5. Reviewed shop drawings, product data, and samples.
   6. Manufacturer's instruction for assembly, installation, and adjusting.

B. Ensure entries are complete and accurate, enabling future reference by Owner.

C. Store record documents separate from documents used for construction.

D. Record information concurrent with construction progress.

E. Record Drawings and Shop Drawings: Legibly mark each item to record actual construction including:
   1. Field changes of dimension and detail.
   2. Details not on original Contract drawings.

3.02 OPERATION AND MAINTENANCE DATA

A. Source Data: For each product or system, list names, addresses and telephone numbers of Subcontractors and suppliers, including local source of supplies and replacement parts.

B. Product Data: Mark each sheet to clearly identify specific products and component parts, and data applicable to installation. Delete inapplicable information.

C. Drawings: Supplement product data to illustrate relations of component parts of equipment and systems, to show control and flow diagrams. Do not use Project Record Documents as maintenance drawings.

D. Typed Text: As required to supplement product data. Provide logical sequence of instructions for each procedure, incorporating manufacturer's instructions.

3.03 OPERATION AND MAINTENANCE DATA FOR EQUIPMENT AND SYSTEMS

A. For Each Item of Equipment and Each System:
   1. Description of unit or system, and component parts.
   2. Identify function, normal operating characteristics, and limiting conditions.
   3. Include performance curves, with engineering data and tests.
   4. Complete nomenclature and model number of replaceable parts.

B. Where additional instructions are required, beyond the manufacturer's standard printed instructions, have instructions prepared by personnel experienced in the operation and maintenance of the specific products.

C. Operating Procedures: Include start-up, break-in, and routine normal operating instructions and sequences. Include regulation, control, stopping, shut-down, and emergency instructions. Include summer, winter, and any special operating instructions.

D. Maintenance Requirements: Include routine procedures and guide for preventative maintenance and trouble shooting; disassembly, repair, and reassembly instructions; and alignment, adjusting, balancing, and checking instructions.

E. Provide servicing and lubrication schedule, and list of lubricants required.

F. Include manufacturer's printed operation and maintenance instructions.

G. Include sequence of operation by controls manufacturer.

H. Provide original manufacturer's parts list, illustrations, assembly drawings, and diagrams required for maintenance.

I. Additional Requirements: As specified in individual product specification sections.

3.04 ASSEMBLY OF OPERATION AND MAINTENANCE MANUALS

A. Assemble operation and maintenance data into durable manuals for Owner's personnel use, with data arranged in the same sequence as, and identified by, the specification sections.

B. Where systems involve more than one specification section, provide separate tabbed divider for each system.

C. Binders: Commercial quality, 8-1/2 by 11 inch three D side ring binders with durable plastic covers; 2 inch maximum ring size. When multiple binders are used, correlate data into related consistent groupings.

D. Cover: Identify each binder with typed or printed title OPERATION AND MAINTENANCE INSTRUCTIONS; identify title of Project; identify subject matter of contents.

E. Project Directory: Title and address of Project; names, addresses, and telephone numbers of Architect, Consultants, Contractor and subcontractors, with names of responsible parties.

F. Tables of Contents: List every item separated by a divider, using the same identification as on the divider tab; where multiple volumes are required, include all volumes Tables of Contents in each volume, with the current volume clearly identified.

G. Dividers: Provide tabbed dividers for each separate product and system; identify the contents on the divider tab; immediately following the divider tab include a description of product and major component parts of equipment.

H. Text: Manufacturer's printed data, or typewritten data on 20 pound paper.

I. Drawings: Provide with reinforced punched binder tab. Bind in with text; fold larger drawings to size of text pages.

J. Arrangement of Contents: Organize each volume in parts as follows:
   1. Project Directory.
   2. Table of Contents, of all volumes, and of this volume.
   3. Operation and Maintenance Data: Arranged by system, then by product category.
      a. Source data.
      b. Product data, shop drawings, and other submittals.
      c. Operation and maintenance data.
      d. Field quality control data.

3.05 WARRANTIES AND BONDS

A. Obtain warranties and bonds, executed in duplicate by responsible Subcontractors, suppliers, and manufacturers, within 10 days after completion of the applicable item of work. Except for items put into use with Owner's permission, leave date of beginning of time of warranty until the Date of Substantial completion is determined.

B. Verify that documents are in proper form, contain full information, and are notarized.

C. Co-execute submittals when required.

D. Retain warranties and bonds until time specified for submittal.

E. Include originals of each in operation and maintenance manuals, indexed separately on Table of Contents.

F. Manual: Bind in commercial quality 8-1/2 by 11 inch three D side ring binders with durable plastic covers, 2 inch maximum size.

G. Cover: Identify each binder with typed or printed title WARRANTIES AND BONDS, with title of Project; name, address and telephone number of Contractor and equipment supplier; and name of responsible company principal.

H. Table of Contents: Neatly typed, in the sequence of the Table of Contents of the Project Manual, with each item identified with the number and title of the specification section in which specified, and the name of product or work item.

I. Separate each warranty or bond with index tab sheets keyed to the Table of Contents listing. Provide full information, using separate typed sheets as necessary. List Subcontractor, supplier, and manufacturer, with name, address, and telephone number of responsible principal.

END OF SECTION

SECTION 02 4100
DEMOLITION

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Selective demolition of built site elements.

B. Abandonment and removal of existing utilities and utility structures.

1.02 RELATED REQUIREMENTS

A. Section 01 1000 - Summary: Limitations on Contractor's use of site and premises.

B. Section 01 7000 - Execution and Closeout Requirements: Project conditions; protection of bench marks, survey control points, and existing construction to remain; reinstallation of removed products; temporary bracing and shoring.

C. Section 01 7419 - Construction Waste Management and Disposal: Limitations on disposal of removed materials; requirements for recycling.

1.03 REFERENCE STANDARDS

A. 29 CFR 1926 - U.S. Occupational Safety and Health Standards; current edition.

B. NFPA 241 - Standard for Safeguarding Construction, Alteration, and Demolition Operations; 2009.

1.04 RELATED SECTIONS

A. Section 01 7419 - Construction Waste Management and Disposal

PART 2 PRODUCTS -- NOT USED

PART 3 EXECUTION

3.01 SCOPE

A. Remove existing radiant heat system as noted on the drawings.

B. Remove other items indicated, for salvage, relocation, and recycling.

3.02 GENERAL PROCEDURES AND PROJECT CONDITIONS

A. Comply with other requirements specified in Section 01 7000.

B. Comply with applicable codes and regulations for demolition operations and safety of adjacent structures and the public.
   1. Comply with applicable requirements of NFPA 241.
   2. Use of explosives is not permitted.
   3. Conduct operations to minimize effects on and interference with adjacent structures and occupants.
   4. Conduct operations to minimize obstruction of public and private entrances and exits; do not obstruct required exits at any time; protect persons using entrances and exits from removal operations.

C. Do not begin removal until receipt of notification to proceed from Owner.

D. If hazardous materials are discovered during removal operations, stop work and notify Architect and Owner; hazardous materials include regulated asbestos containing materials, lead, PCB's, and mercury.

E. Perform demolition in a manner that maximizes salvage and recycling of materials.
   1. Comply with requirements of Section 01 7419 - Waste Management.

3.03 EXISTING UTILITIES

A. Protect existing utilities to remain from damage.

B. Do not close, shut off, or disrupt existing utility branches or take-offs that are in use without at least 3 days prior written notification to Owner.

3.04 DEBRIS AND WASTE REMOVAL

A. Remove debris, junk, and trash from site.

B. Remove from site all materials not to be reused on site; comply with requirements of Section 01 7419 - Waste Management.

C. Leave site in clean condition, ready for subsequent work.

D. Clean up spillage and wind-blown debris from public and private lands.

END OF SECTION

SECTION 09 9000
PAINTING AND COATING

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Surface preparation.

B. Field application of paints and other coatings.

1.02 SUBMITTALS

A. Product Data: Provide complete list of all products to be used, with the following information for each:
   1. Manufacturer's name, product name and/or catalog number, and general product category (e.g. "alkyd enamel").
   2. MPI product number (e.g. MPI #47).
   3. Cross-reference to specified paint system(s) product is to be used in; include description of each system.
   4. Manufacturer's installation instructions.

B. Samples: Submit three paper "draw down" samples, 8-1/2 by 11 inches in size, illustrating range of colors available for each finishing product specified.

C. Manufacturer's Instructions: Indicate special surface preparation procedures.

1.03 DELIVERY, STORAGE, AND HANDLING

A. Deliver products to site in sealed and labeled containers; inspect to verify acceptability.

B. Container Label: Include manufacturer's name, type of paint, brand name, lot number, brand code, coverage, surface preparation, drying time, cleanup requirements, color designation, and instructions for mixing and reducing.

C. Paint Materials: Store at minimum ambient temperature of 45 degrees F and a maximum of 90 degrees F, in ventilated area, and as required by manufacturer's instructions.

1.04 FIELD CONDITIONS

A. Do not apply materials when surface and ambient temperatures are outside the temperature ranges required by the paint product manufacturer.

B. Follow manufacturer's recommended procedures for producing best results, including testing of substrates, moisture in substrates, and humidity and temperature limitations.

PART 2 PRODUCTS

2.01 MANUFACTURERS

A. Provide all paint and coating products used in any individual system from the same manufacturer; no exceptions.

B. Paints:
   1. Sherwin-Williams Company: www.sherwin-williams.com.

C. Substitutions: See Section 01 6000 - Product Requirements.

2.02 PAINTS AND COATINGS - GENERAL

A. Paints and Coatings: Ready mixed, unless intended to be a field-catalyzed coating.
   1. Provide paints and coatings of a soft paste consistency, capable of being readily and uniformly dispersed to a homogeneous coating, with good flow and brushing properties, and capable of drying or curing free of streaks or sags.
   2. Supply each coating material in quantity required to complete entire project's work from a single production run.
   3. Do not reduce, thin, or dilute coatings or add materials to coatings unless such procedure is specifically described in manufacturer's product instructions.

B. Colors: As indicated on drawings

2.03 PAINT SYSTEMS - INTERIOR

A. Paint MI-OP-3A - Ferrous Metals, Unprimed, Alkyd, 3 Coat:
   1. One coat of alkyd primer.
   2. Gloss: Two coats of alkyd enamel; color as noted on the drawings.

B. Paint MI-OP-2A - Ferrous Metals, Primed, Alkyd, 2 Coat:
   1. Touch-up with alkyd primer.
   2. Gloss: Two coats of alkyd enamel; color as noted on the drawings.

PART 3 EXECUTION

3.01 PREPARATION

A. Clean surfaces thoroughly and correct defects prior to coating application.

B. Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.

C. Remove or mask surface appurtenances, including electrical plates, hardware, light fixture trim, escutcheons, and fittings, prior to preparing surfaces or finishing.

D. Seal surfaces that might cause bleed through or staining of topcoat.

E. Remove mildew from impervious surfaces by scrubbing with solution of tetra-sodium phosphate and bleach. Rinse with clean water and allow surface to dry.

3.02 APPLICATION

A. Apply products in accordance with manufacturer's instructions.

B. Do not apply finishes to surfaces that are not dry. Allow applied coats to dry before next coat is applied.

C. Apply each coat to uniform appearance.

END OF SECTION

SECTION 23 5533
FUEL-FIRED UNIT HEATERS

PART 1 GENERAL

1.01 SECTION INCLUDES

A. High-intensity infrared heaters.

B. Room thermostats.

1.02 RELATED REQUIREMENTS

A. Section 26 2717 - Equipment Wiring: Electrical characteristics and wiring connections.

1.03 REFERENCE STANDARDS

A. NFPA 54 - National Fuel Gas Code; National Fire Protection Association; 2012.

B. NFPA 90A - Standard for the Installation of Air-Conditioning and Ventilating Systems; National Fire Protection Association; 2012.

C. NFPA 211 - Standard for Chimneys, Fireplaces, Vents, and Solid Fuel-Burning Appliances; National Fire Protection Association; 2013.

1.04 SUBMITTALS

A. See Section 01 3000 - Administrative Requirements, for submittal procedures.

B. Product Data: Provide manufacturer's literature and data indicating rated capacities, weights, accessories, electrical nameplate data, and wiring diagrams.

C. Shop Drawings: Indicate assembly, required clearances, and locations and sizes of field connections.

D. Manufacturer's Instructions: Indicate rigging, assembly, and installation instructions.

E. Operation and Maintenance Data: Include manufacturer's descriptive literature, operating instructions, maintenance and repair data, and parts listing.

F. Warranty: Submit manufacturers warranty and ensure forms have been filled out in Owner s name and registered with manufacturer.

G. Maintenance Materials: Furnish the following for Owner's use in maintenance of project.
   1. See Section 01 6000 - Project Requirements, for additional provisions.

1.05 QUALITY ASSURANCE

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

1.06 REGULATORY REQUIREMENTS

A. Products Requiring Electrical Connection: Listed and classified by Underwriters Laboratories Inc., as suitable for the purpose specified and indicated.

1.07 WARRANTY

A. See Section 01 7800 - Closeout Submittals, for additional warranty requirements.

B. Provide five year manufacturers warranty for heat exchangers.

PART 2 PRODUCTS

2.01 HIGH INTENSITY INFRARED HEATERS

A. Manufacturers:
   1. Roberts Gordon, LLC: www.rg-inc.com - Model: Co-Ray-Vac.

B. Infrared Heaters: High-intensity type; self-contained, packaged, factory assembled, pre-wired unit consisting of cabinet, heat exchanger, burner, reflector, controls.

C. Cabinet: Galvanized steel with baked enamel finish.

D. Ceramic Emitter: Assembly of high temperature ceramic tiles with stainless steel housing and reflector.

E. Gas Burner:
   1. Forced draft type with adjustable combustion air supply,
   2. Gas valve provides 100 percent safety gas shut-off; 24 volt combining pressure regulation, safety pilot, manual set (On-Off), pilot filtration, automatic electric valve.
   3. Burners shall be designed for firing in tandem without adverse effects from combustion gasses from upstream burners.
   4. The design of the burners supplied shall provide for maintaining a consistant proportion of fuel gas to filtered combustion air. These conditions are met for burners in ehich the pressure of both the fuel gas and the combustion air are both introduced at zero (atmospheric) pressure and the flow of each is established by a vacuum on the downstream side of the flow netering orifices.
   5. Electronic pilot ignition, with electric spark igniter
   6. Non-corrosive burner air blower with permanently lubricated motor.

F. Gas Burner Safety Controls: Thermo-couple sensor prevents opening of solenoid gas valve until pilot flame is proven and stops gas flow on ignition failure.
   1. To assure a high degree of fail safe operation, the design shall preclude main flow of gas if any or all of the following abnornal conditions occur in the non-firing mode:
      a. Main valve fails in open position
      b. Vacuum pump motor fails to operate
      c. Power fails
      d. Flame not established or faulty
   2. To further assure a high degree of safety, the system will be under negative pressure at all items during operation to preclude the possibility of the escape of combustion gasses inside the building.

G. System Controls:
   1. All combustion chambers and heat exchanger pipes connected to a vacuum pump shall be **pre-purged** with air for a period of at least 20 seconds (10 air changes minimum) prior to initiation of firing sequence.
   2. All combustion chambers and heat exchanger pipes connected to a vacuum pump shall be **post-purged** with air for a period of at least 20 seconds (10 air changes minimum) **after shut-down** of the last burner firing into the vacuum pump.
   3. All vacuum pump motors shall be provided with centrifugal switches to prevent energization of gas valves until pump motor operation is proven.
   4. All burners shall be provided with a pilot sensing switch to prevent flow of gas to main burner until pilot flame is both proven initially and maintained throughout the firing cycle.
   5. Room Thermostat: Low voltage, to control burner operation.
   6. Control Panel:
      a. 120 volt control panel will control burners and vacuum pumps
      b. Electronic controls matched to characteristics of system
      c. Connected to 24v room thermostats

H. Equipment:
   1. Burner:
      a. Each burner assembly shall consist of heavy-duty cast iron burner heads, pre-wired gas controls with electronic ignition and combustion air filters.
   2. Vacuum Pump:
      a. The housing shall be heavy-duty cast iron. The impeller shall be cast aluminum alloy dynamically balanced and mounted for direct drive on the motor shaft.
      b. The vacuum pump shall be acoustically isolated from the system with flexible connector with temperature rating of 350 degrees F, minimum. The motor in the vacuum pump shall be secured with rubber mounts for acoustical isolation.
      c. Vacuum pump motor shall be 230/115V, 60Hz, 3450 RPM, reversible rotation, with at least 1/2 HP, capacitor start, ball bearings, and thermally protected.

3. Heat Exchanger:
    a. Radiant pipe (between burners and 20 feet downstream of last burner) shall be of 4" O.D. steel pipe (ie: tubing).
    b. The ballance of pipe shalll be 4: O.D. steel tubing with an internal coating of acid-resistant porcelain.
    c. All heat exchanger (pipe) connections shall be made with stainless steel coupling assemblies. These will be of two types as follows:
        1) Unlined couplings for use with uncoated tubing or joints to connect uncoated tubing to coated tubing.
        2) Lined couplings for use with coated tubing.
    d. The maximum input firing rate shall not exceed 2,400 BTU per hour per square foot of exterior radiating surface of heat exchanger for the heating system in total. The total heat exchanger surface is that associated with one vacuum pump.
4. Burner Control Modules:
    a. All burners shall be pre-wired with a three-conductor electrical cord and plug with the 3rd wire for ground circuit.
5. Panel Box for System Controls:
    a. Pre-wired system control circuits shall be supplied in a panel box with each vacuum pump. The panel box for the standard burners shall provide relays and terminals to accommodate up to four temperature zones with a thermostat and associated control circuits for the burners for each temperature zone. The panel box for the dual fuel burner system shall provide relays and terminals to accomodate up to two temperature zones with a thermostat and associated control circuits for the burners for each temperature zone.
6. Outside Air:
    a. When shown on the Drawings, the system shall be capable of supplying air from the outside to each burner.
    b. Outside (combustion air) may be supplied to each burner with PVC and fittings.
    c. Provide fiberglass insulated jacket with vinyl cover over intake air piping where shown on the drawings.

I. Accessories:
1. Steel supports and hanger chain
2. Intake air wall caps with bird screens
3. Sealants:
    a. Acrylic joint sealant around outside air intake pipes.
    b. Seal around exhaust pipes as per manufacturer's instructions.

J. Performance:
1. Motor: Refer to Schedule.
2. Heating Capacity:
    a. See plans for BTU input.
    b. Gas heating capacities are sea level ratings.

2.02 ROOM THERMOSTATS

A. Manufacturers:
1. Roberts-Gordon: 24 v low voltage thermostat, (Marked 1-5), part # 90423000.

PART 3 EXECUTION

3.01 EXAMINATION

A. Verify that space is ready for installation of units and openings are as indicated on shop drawings.

B. Verify that proper power supply is available.

C. Verify that proper fuel supply is available for connection.

3.02 INSTALLATION

A. Install in accordance with NFPA 90A.

B. Install gas fired units in accordance with NFPA 54 and applicable codes.

C. Provide rigid gas piping extensions and flexable connections as required for a complete system. Install as per NFPA and applicable codes.

D. Provide vent connections in accordance with NFPA 211.

E. Provide connection to electrical power systems; refer to Section 26 2717.

F. See additional testing requirements on the Drawings.

3.03 SCHEDULES

A. See drawings for schedule.

B. Fuel Fired Unit Heaters and Vacuum Pumps
   1. Manufacturer: Roberts-Gordon
   2. Model: Co-Ray-Vac

END OF SECTION

SECTION 26 2717
EQUIPMENT WIRING

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Electrical connections to equipment.

1.02 REFERENCE STANDARDS

A. NEMA WD 1 - General Color Requirements for Wiring Devices; National Electrical Manufacturers Association; 1999 (R 2010).

B. NEMA WD 6 - Wiring Devices - Dimensional Requirements; National Electrical Manufacturers Association; 2002 (R2008).

C. NFPA 70 - National Electrical Code; National Fire Protection Association; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.

1.03 ADMINISTRATIVE REQUIREMENTS

A. Coordination:
   1. Obtain and review shop drawings, product data, manufacturer's wiring diagrams, and manufacturer's instructions for equipment furnished under other sections.
   2. Determine connection locations and requirements.

B. Sequencing:
   1. Install rough-in of electrical connections before installation of equipment is required.
   2. Make electrical connections before required start-up of equipment.

PART 2 PRODUCTS

2.01 MATERIALS

A. Cords and Caps: NEMA WD 6; match receptacle configuration at outlet provided for equipment.
   1. Colors: Conform to NEMA WD 1.
   2. Cord Construction: NFPA 70, Type SO, multiconductor flexible cord with identified equipment grounding conductor, suitable for use in damp locations.
   3. Size: Suitable for connected load of equipment, length of cord, and rating of branch circuit overcurrent protection.

B. Provide rigid conduit, boxes, wire, wiring devices as necessary to provide a complete system to match existing.

PART 3 EXECUTION

3.01 EXAMINATION

A. Verify that equipment is ready for electrical connection, wiring, and energization.

3.02 ELECTRICAL CONNECTIONS

A. Make electrical connections in accordance with equipment manufacturer's instructions.

B. Make conduit connections to equipment using flexible conduit. Use liquidtight flexible conduit with watertight connectors in damp or wet locations.

C. Connect heat producing equipment using wire and cable with insulation suitable for temperatures encountered.

D. Provide receptacle outlet to accommodate connection with attachment plug.

E. Provide cord and cap where field-supplied attachment plug is required.

F. Install suitable strain-relief clamps and fittings for cord connections at outlet boxes and equipment connection boxes.

G. Install disconnect switches, controllers, control stations, and control devices to complete equipment wiring requirements.

H. Install terminal block jumpers to complete equipment wiring requirements.

I. Install interconnecting conduit and wiring between devices and equipment to complete equipment wiring requirements.

END OF SECTION

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Boone Maintenance Garage Radiant Heat Replacement

Project #: BG–2B11(008)–80–08

615 Snedden Dr.
Boone, IA 50036

IOWA DOT
SMARTER I SIMPLER I CUSTOMER DRIVEN

OFFICE OF SUPPORT SERVICES

800 LINCOLN WAY, AMES, IOWA 50010

INDEX OF DRAWINGS:

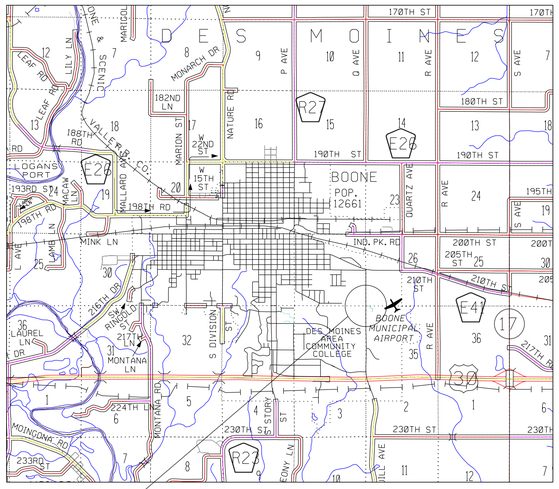
SHEET NO.		SHEET NAME
01	M–1	RADIANT HEAT REPLACEMENT PLAN

I hereby certify that the portion of this technical submission described below was prepared by me or under my direct supervision and responsible charge. I am a duly registered architect under the laws of the state of Iowa.

Jerry Burnes
Printed or typed name

Signature: 30 June 2016
Date: 20 Nov 2015
Registration expires
Date issued

Pages or sheets covered by this seal: M–1



PROJECT LOCATION

SCALE: 1" = 1 MILE

NORTH

SHEET SIZE: 24" X 36"

KEY:

B-1: (TYP OF 3)
CRV-B8
80,000 BTUHR
(NATURAL GAS TYPE)

B-2: (TYP OF 4)
CRV-B10
100,000 BTUHR
(NATURAL GAS TYPE)

B-3: (TYP OF 3)
CRV-B8
80,000 BTUHR
(NATURAL GAS TYPE)

VP-1: (TYP OF 1)
EP-201 3/4 HP
VACUUM PUMP
115/208/230V - 1*

VP-2: (TYP OF 1)
REUSE EXISTING
VACUUM PUMP
(2005)

GAS PIPING

DAMPER: (TYP OF 6)

O.A. OUTSIDE AIR:

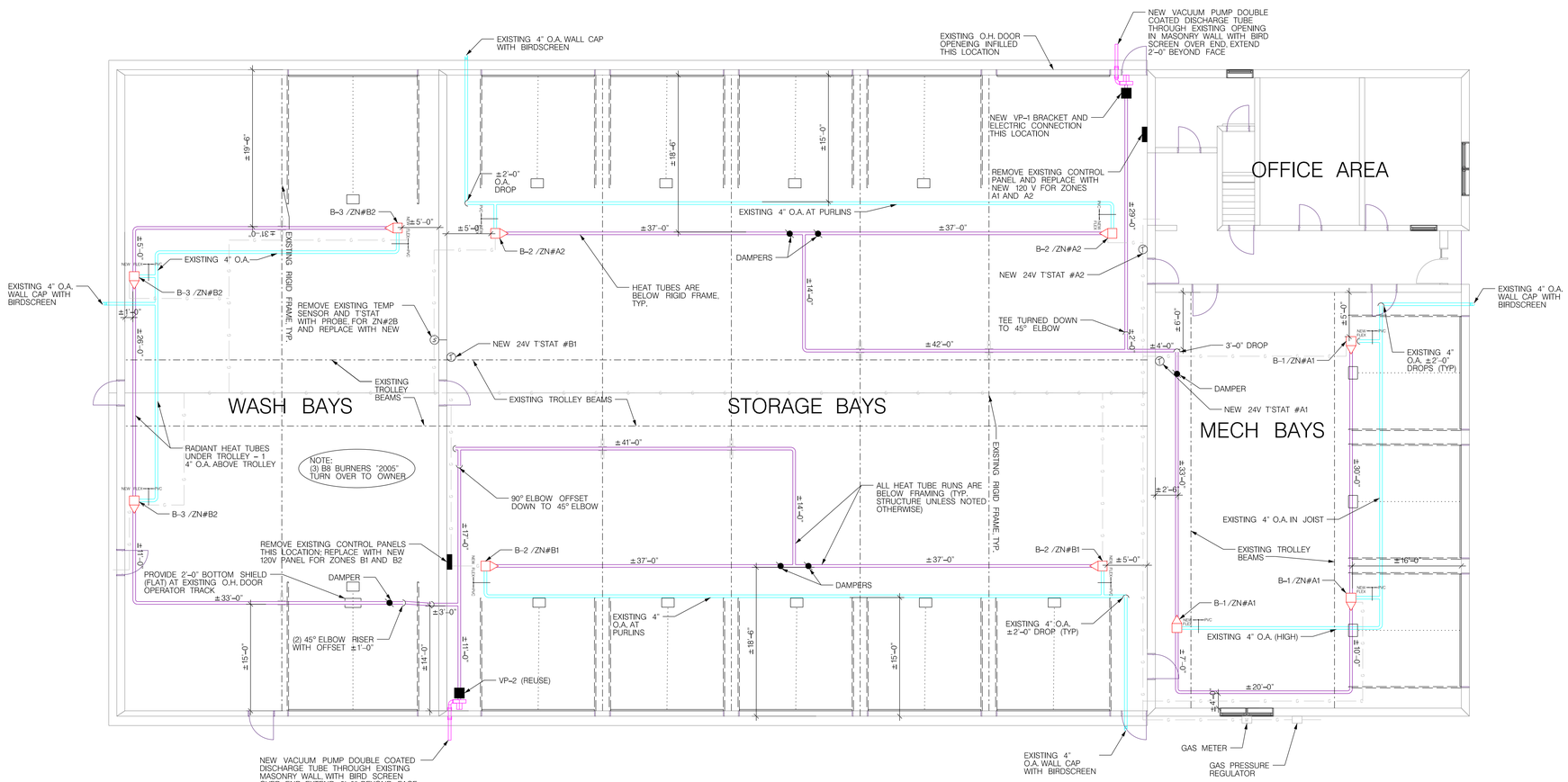
CONTROL PANEL: (TYP OF 2)
120V - 1*

T THERMOSTAT: (TYP OF 3)
24V

S SENSOR WITH PROBE: (TYP OF 1)

NOTES:

1. ALL DIMENSIONS ARE APPROXIMATE AND ARE TO BE VERIFIED IN THE FIELD PRIOR TO BIDDING
2. CONTRACTOR TO REMOVE ALL EXISTING INFRARED SYSTEMS AND ASSOCIATED TUBES /REFLECTORS /HANGERS /CONTROL PANELS /WIRING /THERMOSTATS /VACUUM PUMPS /ETC.
3. CONTRACTOR TO INSTALL A COMPLETE NEW RADIANT HEAT SYSTEM THROUGHOUT
4. CONTRACTOR TO USE EXISTING OPENINGS IN RIGID FRAME TO RUN NEW EQUIPMENT THROUGH
5. ALL OUTSIDE ARE PIPING ARE 4" OR 6" IN DIAMETER AS NOTED, EQUIPPED WITH BIRD SCREENS, SEAL ALL WALL PENETRATIONS
6. ALL PIPING ENTERING OR EXITING BUILDING TO BE EQUIPPED WITH BIRD SCREENS
7. RADIANT HEATING REFLECTORS NOT SHOWN ON DRAWINGS FOR CLARITY, CONTRACTOR TO FURNISH AND INSTALL REFLECTORS ON NEW INSTALLATION
8. ALL BURNER /VACUUM PUMP /THERMOSTAT /TUBE LOCATIONS ARE SAME AS EXISTING UNLESS OTHERWISE NOTED (CONTRACTOR TO COORDINATE)
9. PROVIDE 6" PIPE SLEEVE AT RIGID FRAME PENETRATIONS AROUND TUBES IN HEATED STORAGE AREAS, EXTEND 6" ON EACH SIDE OF FRAME, TYP.
10. INSTALL REFLECTOR TYPES AT OVERHEAD DOOR OPERATORS AND TRACK LOCATIONS IF NECESSARY TO PROTECT EXISTING EQUIPMENT
11. PROVIDE NEW THERMOSTATS AT ALL LOCATIONS
12. CONTRACTOR TO VERIFY ALL WIRING FOR RADIANT HEAT SYSTEM IS NOT ON SAME PANEL CIRCUITS AS OVERHEAD DOORS
13. CONTRACTOR TO EXTEND GAS PIPING AND POWER WIRING TO NEW BURNERS, CONTROL PANELS, THERMOSTATS, AND VACUUM PUMPS FOR COMPLETE SYSTEM INSTALLATION.
14. CONTRACTOR TO PAINT ALL EXISTING AND NEW NATURAL GAS RIGID PIPING WITH: SHERWIN WILLIAMS COLOR: SW4084; SYSTEM TYPE: ALKYD: SURFACE PREP: SSPC SP2/SP3; PAINT: 1 COAT PRIMER (KEM BOND HS), 2 COATS FINISH (INDUSTRIAL ENAMEL)
15. CONTRACTOR SHALL TEST AND ADJUST SYSTEM VACUUM, EACH ZONE, AT END BURNER, EACH ZONE SHALL BE BETWEEN 2 1/2" TO 3" WATER COLUMN. PROVIDE TEST RESULTS AND ADJUSTMENTS MADE FOR REVIEW AND APPROVAL AS SOON AS COMPLETED AND PRIOR TO COMPLETION OF PROJECT.



RADIANT HEAT PLAN

SCALE: 1/8" = 1'-0"

DISTRICT: 01

COUNTY: BOONE

PROJECT NUMBER: BG-2B11(008)--80-08

BOONE, IOWA

HIGHWAY MAINTENANCE GARAGE

RADIANT HEAT REPLACEMENT PLAN

IOWADOT
SMARTER | SIMPLER | CUSTOMER DRIVEN
OFFICE OF SUPPORT SERVICES
800 LINCOLN WAY
AMES, IOWA 50010 (515)239-1259

DATE: FEB 2016

DRAWN BY: DESIGN TEAM

APPROVED: J BURNES

REVISIONS:

SHEET 1 OF 1

M-1

SHEET SIZE: 24" X 36"