



# JOLIET JUNIOR COLLEGE

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1901

**(Business & Auxiliary Services)**

**1215 Houbolt Road  
Joliet, Illinois 60431-8938**

## **INSTRUCTIONS TO BIDDERS**

Sealed proposals are invited for **J-BUILDING AHU UPGRADES** pursuant to specifications.

### **PROPOSALS:**

Proposals will be received and publicly read aloud by the Joliet Junior College District #525, Joliet, Will County, Illinois, at the place, date and time hereinafter designated. You are invited to be present if you so desire.

**PLACE:** Joliet Junior College District #525  
Office of Facility Services  
L-BUILDING Room #L1005  
1215 Houbolt Road  
Joliet, IL 60431-8938

**DATE:** **APRIL 25, 2019**

### **FAXES ARE NOT ACCEPTABLE**

**TIME:** **9:00 AM**

Proposals received after this time will not be accepted.

Proposals must be made in accordance with the instructions contained herein. They shall be submitted on the forms provided on the College's website in a sealed envelope addressed to the Director of Business & Auxiliary Services, L-Building Room L1005, plainly marked, with the Bidder's Name and Address and the notation:

**BID:** **J-BUILDING AHU UPGRADES**

### **PRE-BID MEETING:**

A mandatory pre-bid meeting will be held on **APRIL 16, 2019 at 9:00 AM**. The meeting will be at the Main Campus, L Building, Room L1005, 1215 Houbolt Road, Joliet, IL. Bidders who do not attend the mandatory pre-bid meeting will have their bid returned unopened.

### **DELIVERY:**

All prices must be quoted F.O.B., Joliet Junior College, 1215 Houbolt Road, Joliet, IL 60431 unless otherwise noted.

**TAX EXEMPTION:**

Joliet Junior College District #525 is exempt from Federal, State, and Municipal taxes.

**SIGNATURE ON BIDS:**

Joliet Junior College District #525 requires the signature on bid documents to be that of an authorized representative of said company.

Each bidder, by making his bid, represents that he has read and understands the bidding documents and that these instructions to bidders are a part of the specifications.

**BIDDING PROCEDURES:**

1. No bid shall be modified, withdrawn, or cancelled for sixty (60) days after the bid opening date without the consent of the College Board of Trustees.
2. Changes or corrections may be made in the bid documents after they have been issued and before bids are received. In such case, a written addendum describing the change or correction will be issued by the College to all bidders of record. Such addendum shall take precedence over that portion of the documents concerned, and shall become part of the bid documents. Except in unusual cases, addendum will be issued to reach the bidders at least five (5) days prior to date established for receipt of bids.
3. Each bidder shall carefully examine all bid documents and all addenda thereto, and shall thoroughly familiarize themselves with the detailed requirements thereof prior to submitting a proposal. Should a bidder find discrepancies or ambiguities in, or omissions from documents, or should they be in doubt as to their meaning, they shall, at once, and in any event, not later than ten (10) days prior to bid due date, notify the College who will, if necessary, send written addendum to all bidders. The college will not be responsible for any oral instructions. All inquiries shall be directed to the Director of Business & Auxiliary Services. After bids are received, no allowance will be made for oversight by bidder.

**SUBSTITUTIONS:**

1. Each bidder represents that his bid is based upon the materials and equipment described in the bidding documents.
2. Any dealer bidding an equal product must specify brand name, model number, and supply specifications of product. The Board shall be the sole judge of whether an article shall be deemed to be equal.
3. A bidder's failure to meet the minimum specifications as listed may result in disqualification of his bid.

**REJECTION OF BIDS:**

The bidder acknowledges the right of the College Board to reject any or all proposals and to waive informality or irregularity in any proposal received and to award each item to different bidders or all items to a single bidder. In addition, the bidder recognizes the right of the College Board to reject a proposal if the proposal is in any way incomplete or irregular. The College Board may also award, at its discretion, only certain items quoted on. The College Board also reserves the right to reject the proposal of a Bidder who has previously failed to perform properly or complete on time contracts of a similar nature or a bid of a Bidder when investigation shows that Bidder is not in a position to perform the contract.

## **ACKNOWLEDGEMENT OF ADDENDA:**

Signature of company official on original document shall be construed as acknowledgement of receipt of any and all addenda pertaining to this specific proposal. Identification by number of addenda and date issued should be noted on all proposals submitted.

## **FAILURE TO ACKNOWLEDGE RECEIPT OF ADDENDA ON PROPOSAL SUBMITTED MAY RESULT IN DISQUALIFICATION OF PROPOSAL.**

**Bidders who obtain a copy of the bid from our web site are responsible for checking back on the site for any addenda issued.**

## **CLERICAL ERRORS:**

If applicable, all errors in price extensions will be corrected by Joliet Junior College and totals for award determination corrected accordingly, unless the bidder specifies that no change be made in the total submitted. In this case, all incorrect price extensions will be noted at "lot", and award determination made on the basis of total price submitted.

## **SAMPLES:**

Bidder may be required to furnish samples upon request and without charge to the College.

## **BID SECURITY:**

A certified check or bank draft or bid bond, made payable to Joliet Junior College District #525, Will County, Illinois, **MUST** be submitted with the bid in the amount of **ten (10) percent of your total bid**. The bid security will be forfeited by the successful bidder in the event of the bidders failure to enter into a contract. Checks or drafts of unsuccessful bidders will be returned as soon as practicable after opening and checking the bids.

## **PAYMENTS:**

Certified Payroll

1. With each pay application, contractors shall submit certified payroll in a format acceptable to Junior College District #525.

Partial Lien Waivers

1. The contractors' partial lien waiver, for the full amount of the payment, shall accompany the first payment application. Each subsequent payment application shall be accompanied by the contractor's partial waiver, and by partial waivers from all subcontractors and suppliers who were included in the immediately preceding payment application, to the extent of that payment.
2. Lien waivers from the Contractor and all subcontractors and suppliers shall accompany the first payment application when the amount of payment exceeds 50 percent of the total contract sum.

Final Lien Waivers: The contractor's request for final payment shall include:

1. The contractor's final lien waiver in the full amount of the contract.
2. Final lien waivers in the full amount of their contracts from all subcontractors and suppliers for which final lien waivers have not previously been submitted.

## **INSURANCE:**

The successful bidder will be required to furnish a certificate of insurance in the following amounts:

The insurance coverage required here-in-under shall be the minimum amounts maintained by the Contractor and Subcontractors until all Work is completed and accepted by the Owner.

The Contractor will purchase and maintain “all risks” Builder’s Risk property insurance, where applicable, subject only to such exclusions as have been specifically approved by the Owner in writing.

A. Workers Compensation

1. State: Statutory
2. Applicable Federal: Statutory
3. Employer’s Liability:
  - a. \$1,000,000 per Accident
  - b. \$1,000,000 Occupational Disease

B. Commercial Comprehensive Liability

1. Each Occurrence: \$1,000,000
2. Products/Completed Operations Aggregate: \$2,000,000
3. Personal/Advertising Injury: \$1,000,000
4. General Aggregate: \$2,000,000
5. Policy shall include: \$2,000,000
  - a. Premises: Operations
  - b. Independent Contractors Liability
  - c. Products and Completed Operations: Maintained for minimum of one year after date of final Certificate for Payment, in full amount of the limits specified above.
  - d. Contractual Liability
  - e. Coverage for explosion (x), collapse (c), and underground (u).
6. The Commercial Comprehensive Liability policy shall include a contractual liability endorsement insuring the indemnity required by the contract. The indemnities shall be named as additional insured on the Contractor’s Commercial Comprehensive Liability policy using Form CG 20 10 or its equivalent and shall name Joliet Junior College, its Board of Trustees, officers, employees and agents as additional named insured’s at a minimum. The Contractor hereby agrees to effectuate the naming of such additional insured’s as unrestricted additional insured’s on the Contractor’s policy. The additional insured endorsement shall provide the following:
  - a. That the coverage afforded the additional insurance will be primary/non-contributory insurance for the additional insurance with respect to claims arising out of operations performed by or on behalf of the Contractor.
  - b. That the policy shall contain a thirty (30) day notice of cancellation prior to the effective date thereof.
  - c. That the additional insureds have other insurance which is applicable to the loss, such other insurance will be on an excess or contingent basis.
  - d. That the amount of the company’s liability under the insurance policy will not be reduced by the existence of such other insurance.
  - e. That the additional insureds will not be given less than thirty (30) days prior written notice of any cancellation thereof.

- f. That the Contractor agrees to indemnify the College for any applicable deductibles.
- g. That the insurance policy from an A.M. Best rated “secured” Illinois State licensed insurer.
- h. The Contractor shall provide the College with a copy of its insurance policy or in the alternative and subject to the College’s agreement, an excerpt of a page from the actual policy evidencing the additional insureds as provided for herein.
- i. Contactor acknowledges that failure to obtain such insurance on behalf of the College constitutes a material breach of the contract and subjects Contractor to liability for damages, indemnification and all other legal remedies available to College. The Contractor is to provide the College at all times with a certificate of insurance, evidencing the above requirements have been met. The failure of the College to object to the contents of the certificate or the absence of it shall not be deemed a waiver of any and all rights held by the College.
- j. That enclosed is a copy of the endorsement providing additional insured’s status and that the Contractor will furnish a Certificate of insurance evidencing the foregoing provisions.
- k. Please include clause below in the policy:  
It is agreed that Joliet Junior College, its Board of Trustees, officers, employees, agents and (Architect/Engineer Name) are additional insureds on the policy.

C. Business Auto Liability (including owned, non-owned and hired vehicles).

- 1. Bodily injury
  - a. \$1,000,000 per person
  - b. \$2,000,000 per accident
- 2. Property damage: \$1,000,000      OR
- 3. Combined Single limit: \$1,000,000

D. Umbrella

- 1. Umbrella Excess Liability: \$4,000,000
- 2. If the Contractor’s Workers Compensation, Commercial General Liability and Business Auto policies do not have these minimum limits, an Umbrella policy written by an insurance company acceptable to the Owner may be used to meet the minimum limits required.
- 3. Follow-form or Primary/Non-Contributory (PNC) status and Waiver of Subrogation (WOS) for Joliet Junior College

All such policies of insurance shall be written by companies approved by the College and Certificates of Insurance shall be furnished to the College. The College shall be listed as an additional named insured under such policies. Each policy shall require at least 30 days’ notice to the College in the event of cancellation. The contractor agrees to indemnify, defend, and hold harmless the College from and against all suits or claims, which may be based upon any injury to or death of any person or persons or damage to property, which may occur or which may be alleged to have occurred in the course of the performance of this Agreement by the Contractor, whether such sum claim shall be made by an employee of the Contractor, by a third person or their representatives, or whether or not it

shall be claimed that the said injury, death, or damage or cause through a negligence act or omission of the Contractor; and the all charges of attorneys and all costs and other expenses arising there from or incurred in connection therewith; and if any judgment shall be rendered against the College in any such action or actions, the Contractor, at its own expense, shall satisfy and discharge the same.

#### **PERFORMANCE BONDS:**

The successful bidder on this proposal must furnish a performance bond and a labor and material payment bond made out to Junior College District #525, prepared on an approved form, as security for the faithful performance of their contract, within ten (10) days of their notification that their bid has been accepted. The surety thereon must be such surety company or companies as are authorized and licensed to transact business in the State of Illinois and have an A-XIV best rating. Attorneys in fact who sign bid bonds must file with each bond a certified copy of their power of attorney to sign said bonds. The performance bond is an amount equal to one hundred and ten percent (110%) of the contract sum. Such bonds shall be in force from the date of signing of the contract until one year after issuing of final certificate of payment. The cost of the bonds shall be included in the bidder's proposal.

#### **LAWS AND ORDINANCES:**

In execution of the work, the Contractor shall comply with applicable state and local laws, ordinances and regulation, the rules and regulations of the Board of Fire Underwriters, and OSHA standards.

#### **SEX OFFENDER REGISTRATION REQUIREMENT NOTIFICATION:**

Illinois Compiled Statutes (730 ILCS 150/2) requires that any person who is required by law to register as a sex offender and who is either a student or an employee at an institution of higher education, must also register with the police department of the institution they are employed by or attending. For purposes of this act, a student or employee is defined as anyone working at or attending the institution for a period of five (5) days or an aggregate period of more than thirty (30) days during a calendar year. This includes persons operating as or employed by an outside contractor at the institution. Anyone meeting the above requirements is required to register at the Campus Police Department located in G1013, within five (5) days of enrolling or becoming employed. Persons failing to register are subject to criminal prosecution.

#### **DAMAGE AND NEGLIGENCE:**

The Contractor agrees to indemnify and save harmless the College and employees from and against all loss, including costs and attorney's fees, by reasons or liability imposed by law upon the College for damages because of bodily injury, including death at any time resulting therefrom, sustained by any person or persons or on account of damage to property including loss of use thereof as provided in the General Conditions and Supplementary Conditions.

College shall not be responsible for damages, delays, or failure to perform on its part resulting from acts or occurrences of force majeure. "Force majeure" means any (a) act of God, landslide, lightning, earthquake, hurricane, tornado, blizzard, floods and other adverse and inclement weather conditions; (b) fire, explosion, flood, acts of a public enemy, war, blockade, insurrection, riot or civil disturbance; (c) labor dispute, strike, work slow down, picketing, primary boycotts, secondary boycotts or boycotts of any kind and nature, or work stoppages; (d) any law, order, regulation ordinance, or requirement of any government or legal body or any representative of any such government or legal body; (e) inability to secure necessary materials, equipment, parts or other components of the project as a result of transportation difficulties, fuel or energy shortages, or acts or

omission of any common carriers; or (f) any other similar cause or similar event beyond the reasonable control of College.

### **INVESTIGATION OF BIDDERS:**

The College will make any necessary investigation to determine the ability of the bidder to fulfill the proposal requirements. Joliet Junior College reserves the right to reject any proposal if it is determined that the bidder is not properly qualified to carry out the obligation of the contract.

### **DISCLOSURE:**

Vendor shall note any and all relationships that might be a conflict of interest and include such information with the bid.

### **APPRENTICESHIP AND TRAINING PROGRAMS:**

The bidder and all bidder's subcontractors must participate in applicable apprenticeship and training programs approved by and registered with the United States Department of Labor Bureau of Apprenticeship and Training. The apprenticeship and training programs(s) must be in the same trade in which the firm shall be performing work on behalf of the College under the Contract. This provision shall not apply to federally funded construction projects if, in the opinion of College, such application would jeopardize the receipt or use of federal funds in support of such project.

**A STATEMENT TO THE ABOVE EFFECT HAS BEEN ADDED TO THE BID FORM. BIDDERS MUST BE A MEMBER OF AN APPROVED APPRENTICESHIP PROGRAM PRIOR TO BID OPENING ON THE PROJECT. FAILURE TO LIST REQUIRED INFORMATION MAY RESULT IN DISQUALIFICATION OF BID".**

### **SUBCONTRACTORS:**

Bidders must state on the proposal form all subcontractors he intends to use for this project. Failure to do so may be cause for rejection of bid.

### **PREVAILING WAGE RATE:**

The successful bidder must pay not less than the prevailing hourly wage rate determined by the Illinois Department of Labor for the county where the contract is executed and the craft or type of worker needed to execute the contract. See the prevailing wage scale attached.

If, during the course of work under this contract, the Department of Labor revises the prevailing rate hourly wages to be paid under this contract for any trade or occupation, Owner, will notify Contractor and each Subcontractor of the changes in the prevailing rate of hourly wages. Contractor shall have the sole responsibility and duty to ensure that the revised prevailing rate of hourly wages is paid by contractor and all Subcontractors to each worker to whom a revised rate is applicable. Revisions to the prevailing wage as set forth above shall not result in an increase in the Contract Sum.

In compliance with the Office of the Attorney General the following is also required of all bidders:

#### **Payment of Prevailing Wage:**

- The Act requires that all laborers, workers and mechanics employed by or on behalf of a public body in the construction of public works be paid the general prevailing rate of hourly wages (including allotments for training and approved apprenticeship programs, health and welfare, insurance, vacation and pension benefits) for work of a similar character in the locality in which the work is performed. See 820 ILCS 103/3. The Act contains all relevant definitions, including those for the terms "public body", "public works" and "general

prevailing rate of hourly wages”, which will assist you in the understanding its requirements and your responsibilities. See 820 ILCS 130/2.

- The Illinois Department of Labor publishes the current prevailing wage rate. See <http://www.state.il.us/agency/idol/rates/rates.htm>. The rate is revised regularly and such revision takes effect immediately.

#### Specifications and Contractual Language:

- Public bodies must insert a provision or stipulation requiring the payment of the prevailing wage rate into every public works resolution or ordinance, call for bids, project specification and contract. See 820 ILCS 130/4(a).
- Contractors and subcontractors must insert a provision or stipulation regarding the payment of the prevailing wage rate into every public works project and bid specification, subcontract, and contractor’s bond. See 820 ILCS 130/4(b), (c).
- Contractors or construction managers who have been awarded public works contracts must post the relevant prevailing wage rate(s) at a location on the project site that is easily accessible by workers. See 820 ILCS 130/4(f).

#### Record-Keeping Responsibilities:

- All contractors and subcontractors must create and keep for at least three years, records of all laborers, mechanics, and other workers employed by them on a public works project. See 820 ILCS 130/5(a) (1).
- These records must include each worker’s name, address, telephone number (if available), social security number, classification(s), hourly wages paid in each pay period, number of hours worked each day, and the starting and ending times of each work day. Each contractor and subcontractor is required to make these records available for inspection by the public body’s agents or Illinois Department of Labor officials at a reasonable time and place upon seven business days notice. See 820 ILCS 130/5(a) (1), (b).

#### Certified Payroll Records:

- A contractor or subcontractor participating in a public works project must also submit a Certified Payroll the public body every month. This Certified Payroll must consist of a complete copy of the records required to be kept under Section 5(a)(1) of the Act, discussed above (with the exception of daily work starting and ending times). See 820 ILCS 130/5(a)(2).
- The monthly Certified Payroll shall also include a statement signed by the contractor or subcontractor submitting that: (1) the records re true and accurate; (2) the hourly rate paid to each worker is not less than the general prevailing wage rate required; and (3) the contractor or subcontractor is aware that filing a Certified Payroll that he or she knows to be false in a class B misdemeanor. See 820 ILCS 130/5(a)(2).
- The Act requires that a public body shall keep all Certified Payrolls submitted pursuant to the Act for at least three years. See 820 ILCS 130/5(a)(2). The retention of these monthly Certified Payroll submissions for three years by public bodies is crucial to the State of Illinois’ efforts to enforce the Act and will be of particular interest to the Attorney General’s office in the coming months.

#### Failure to comply with the Act’s Requirements:

- No public works project may be instituted unless the provisions of the Act have been met. The Illinois Department of Labor is empowered to sue for injunctive relief against the awarding of any public works contract, or continuation of work under any such contract, if it



is not in compliance with the Act's prerequisites. Contracts that are not in compliance with the Act's prerequisites are void as against public policy. See 820 ILCS 103/11.

Please note that this is not a complete list of all relevant requirements and prerequisites under the Act. All contractors and subcontractors rendering services under this contract must comply with all requirements of the Act, including but not limited to, all wage, notice and record keeping duties. For a full understanding of all of the Act's requirements and prerequisites, as well as the text of the Act and all related regulations, please see the Illinois Department of Labor's website at [www.state.il.us/agency/idol/laws/Law130.htm](http://www.state.il.us/agency/idol/laws/Law130.htm).

**BLACKOUT PERIOD:**

After the College has advertised for bids, no pre-bid vendor shall contact any College officer(s) or employee(s) involved in the solicitation process, except for interpretation of bid specifications, clarification of bid submission requirements or any information pertaining to pre-bid conferences. Such bidders or sub-bidders making such request shall be made in writing at least seven (7) days prior to the date for receipt of bids. No vendor shall visit or contact any College officers or employees until after the bids are awarded, except in those instances when site inspection is a prerequisite for the submission of a bid. During the black-out period, any such visitation, solicitation or sales call by any representative of a prospective vendor in violation of this provision may cause the disqualification of such bidder's response.

**BID QUANTITIES:**

The College Board will reserve the right to increase or decrease, within reasonable limits, such quantities as need requires and at the unit price stated.

**BID AWARDS:**

The successful contractor, and/or any contractor shall not proceed on this bid until it receives a purchase order from the college. Failure to comply is the risk of that contractor.

**TERMINATION OF FUNDING:**

JJC's contractual obligations will be subject to termination and cancellation without penalty, accelerated payment, or other recoupment mechanism as provided herein in any fiscal year for which the Illinois General Assembly or other legally applicable funding source fails to make an appropriation to make payments under the terms of this Contract. In the event of termination for lack of appropriation, the Vendor shall be paid for services performed under this Contract up to the effective date of termination. JJC shall give notice of such termination for funding as soon as practicable after JJC becomes aware of the failure of funding.

**CHANGES TO CONTRACT AFTER BID AWARD:**

There shall be no deviations from any work without a written change order. All change orders must be approved by the Director of Business & Auxiliary Services or Vice President of Administrative Services as well as executed by the successful contractor.

If a change order or aggregate of change orders are 10% or more of the contract price, and such change orders are not approved, in writing, by either the Director of Business & Auxiliary Services or Vice President of Administrative Services, the successful contractor shall not be entitled to any type of compensation for services or materials provided.

**GENERAL:**

Joliet Junior College is committed to a policy of non-discrimination on the basis of sex, handicap,

race, color, and national or ethnic origin in the admission, employment, educational programs, and activities it operates. Inquiries should be addressed to the Director of Human Resources.

The contractor (or vendor) shall agree to save and hold harmless the Joliet Junior College District #525, the members of its College Board, its agents, servants and employees, from any and all actions or causes of action, or claim for damages, including the expense of defending suit, arising or growing out of the performance of, or failure to perform its contract.

The parties to any contract (inclusive of subcontractors) resulting from this bid hereto shall abide by the requirements of Executive Order 11246, 42 U.S.C. Section 2000d and the regulations thereto, as may be amended from time to time, the Illinois Human Rights Act, and the Rules and Regulations of the Illinois Department of Human Rights. Any vendor awarded a contract as a result of this bid must comply with the Illinois Department of Human Rights Equal Opportunity Act/Rules Sections 750.5 and 5/2-105.

Pursuant to Section 50-80 of the Illinois Procurement Code, each bidder who submits a bid or offer for a State of Illinois contract under this Code shall have a sexual harassment policy in accordance with paragraph (4) of subsection (A) of Section 2-105 of the Illinois Human Rights Act. A copy of the policy shall be provided to the college entering into the contract upon request.

The Customer reserves the right to request additional information after your proposal has been submitted.



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Janice Reedus  
Director of Business & Auxiliary Services

JOLIET JUNIOR COLLEGE  
ILLINOIS COMMUNITY COLLEGE DISTRICT #525  
(Business & Auxiliary Services)  
1215 Houbolt Road  
Joliet, Illinois 60431-8938  
Telephone: (815) 280-6640  
Fax: (815) 280-6631

**INFORMATION PERTAINING TO OUR BIDS CAN BE FOUND AT THE FOLLOWING WEBSITE:**

<http://www.jjc.edu/community/vendors>

**QUESTIONS PERTAINING TO OUR BIDS CAN BE EMAILED TO:**

[purchasing@jjc.edu](mailto:purchasing@jjc.edu)

**PROJECT MANUAL  
FOR**

**BUILDING J AHU UPGRADES  
1215 HOUBOLT ROAD  
JOLIET, ILLINOIS 60431**

**OWNER**

**JOLIET JUNIOR COLLEGE  
1215 HOUBOLT ROAD  
JOLIET, ILLINOIS 60431**

**ARCHITECT / ENGINEER**

**KLUBER, INC.  
10 S. SHUMWAY AVENUE  
BATAVIA, ILLINOIS 60510**



**SECTION 00 01 01  
PROJECT TITLE PAGE**

**PROJECT MANUAL**

**FOR**

**BUILDING J AHU UPGRADES  
1215 HOUBOLT RD  
JOLIET, IL 60431**

**OWNER**

**JOLIET JUNIOR COLLEGE  
1215 HOUBOLT RD  
JOLIET, IL 60431**

**ARCHITECT/ENGINEER**

**KLUBER ARCHITECTS + ENGINEERS  
10 S. SHUMWAY AVE.  
BATAVIA, ILLINOIS 60510**

**END OF DOCUMENT**

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HP401 GROUND FLOOR ENLARGED HEATING AND PLUMBING PLANS  
H510 BUILDING J PIPING SCHEMATIC  
HP610 HEATING AND PLUMBING SCHEDULES AND DETAILS  
V300 BUILDING J GROUND FLOOR VENTILATION PLAN  
V401 GROUND FLOOR ENLARGED VENTILATION PLANS  
V510 VENTILATION SCHEDULES AND DETAILS  
TC310 TEMPERATURE CONTROLS

**ELECTRICAL**

E401 BUILDING J GROUND FLOOR ENLARGED ELECTRICAL PLANS  
E610 ELECTRICAL DIAGRAMS & DETAILS

**END OF DOCUMENT**



## **SECTION 02 41 00 DEMOLITION**

### **. GENERAL**

#### **1.01 WORK INCLUDES**

- A. Building demolition excluding removal of hazardous materials and toxic substances.
- B. Selective demolition and salvage of built site elements.
- C. Selective demolition of building elements for alteration purposes.
- D. Abandonment and removal of existing utilities and utility structures.

#### **1.02 REFERENCES**

- A. 29 CFR 1926 - U.S. Occupational Safety and Health Standards; current edition.
- B. NFPA 241 - Standard for Safeguarding Construction, Alteration, and Demolition Operations; 2013.

#### **1.03 DEFINITIONS**

- A. Where the term "demolish" is used it shall be construed to mean remove and legally dispose of off site.
- B. Where the term "refurbish" is used it shall be construed to mean refinish, repair and otherwise restore to like-new condition.
- C. Where the term "relocate" is used it shall be construed to mean disconnect from existing utilities, move to new location and reinstall and reconnect to utilities.
- D. Where the term "salvage" is used it shall be construed to mean carefully remove so as to prevent damage.
  - 1. If the item is to be saved for reinstallation or relocation as part of the Work, "salvage" shall also be construed to mean clean, adjust, lubricate and otherwise restore to best possible condition without repair or refinishing. Otherwise, "salvage" shall mean clean item surfaces and turn over to the Owner for storage and possible future use.
- E. Where the phrase "salvage in place" is used it shall be construed to mean protect in place so as to prevent damage while adjacent elements are demolished, restore to best possible condition without repair or refinishing, and modify as necessary to properly incorporate and integrate with new Work.

#### **1.04 SUBMITTALS**

- A. Project Record Documents: Accurately record actual locations of capped and active utilities and subsurface construction.

#### **1.05 QUALITY ASSURANCE**

- A. Demolition Firm Qualifications: Company specializing in the type of work required.
  - 1. Minimum of 3 years of documented experience.

## **. PRODUCTS -- NOT USED**

## **. EXECUTION**

### **3.01 SCOPE**

- A. Remove items indicated, for salvage, relocation, and recycling.
- B. Fill excavations, open pits, and holes in ground areas generated as result of removals, using specified fill; compact fill as required so that required rough grade elevations do not subside within one year after completion.

### **3.02 GENERAL PROCEDURES AND PROJECT CONDITIONS**

- A. Comply with applicable codes and regulations for demolition operations and safety of the public.
  - 1. Obtain required permits.
  - 2. Comply with applicable requirements of NFPA 241.
  - 3. Use of explosives is not permitted.
  - 4. Take precautions to prevent catastrophic or uncontrolled collapse of structures to be removed; do not allow worker or public access within range of potential collapse of unstable structures.
  - 5. Provide, erect, and maintain temporary barriers and security devices.
  - 6. Use physical barriers to prevent access to areas that could be hazardous to workers or the public.
  - 7. Conduct operations to minimize effects on and interference with adjacent structures and occupants.
  - 8. Do not close or obstruct roadways or sidewalks without permit.
  - 9. 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.
- B. Do not begin removal until receipt of notification to proceed from Owner.
- C. Do not begin removal until built elements to be salvaged or relocated have been removed.
- D. Minimize production of dust due to demolition operations; do not use water if that will result in ice, flooding, sedimentation of public waterways or storm sewers, or other pollution.
- E. If hazardous materials are discovered during removal operations, stop work and notify Architect/Engineer and Owner; hazardous materials include regulated asbestos containing materials, lead, PCB's, and mercury.
- F. Perform demolition in a manner that maximizes salvage and recycling of materials.
  - 1. Dismantle existing construction and separate materials.
  - 2. Set aside reusable, recyclable, and salvageable materials; store and deliver to collection point or point of reuse.

### **3.03 EXISTING UTILITIES**

- A. Do not disrupt public utilities without permit from authority having jurisdiction.
- B. Do not close, shut off, or disrupt existing life safety systems that are in use without at least 7 days prior written notification to Owner.

- C. 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.
- D. Remove exposed piping, valves, meters, equipment, supports, and foundations of disconnected and abandoned utilities.

### **3.04 SELECTIVE DEMOLITION FOR ALTERATIONS**

- A. Drawings showing existing construction and utilities are based on casual field observation and existing record documents only.
  - 1. Verify that construction and utility arrangements are as indicated.
  - 2. Report discrepancies to Architect/Engineer before disturbing existing installation.
  - 3. Beginning of demolition work constitutes acceptance of existing conditions that would be apparent upon examination prior to starting demolition.
- B. Separate areas in which demolition is being conducted from other areas that are still occupied.
  - 1. Provide, erect, and maintain temporary dustproof partitions of construction in mechanical room work areas.
- C. Maintain weatherproof exterior building enclosure except for interruptions required for replacement or modifications; take care to prevent water and humidity damage.
- D. Remove existing work as indicated and as required to accomplish new work.
  - 1. Remove rotted wood, corroded metals, and deteriorated masonry and concrete; replace with new construction specified.
  - 2. Remove items indicated on drawings.
- E. Services (Including but not limited to HVAC): Remove existing systems and equipment as indicated.
  - 1. Maintain existing active systems that are to remain in operation; maintain access to equipment and operational components.
  - 2. Where existing active systems serve occupied facilities but are to be replaced with new services, maintain existing systems in service until new systems are complete and ready for service.
  - 3. Verify that abandoned services serve only abandoned facilities before removal.
  - 4. Remove abandoned pipe, ducts, conduits, and equipment, including those above accessible ceilings; remove back to source of supply where possible, otherwise cap stub and tag with identification.
- F. Protect existing work to remain.
  - 1. Perform cutting to accomplish removals neatly and as specified for cutting new work.
  - 2. Repair adjacent construction and finishes damaged during removal work.
  - 3. Patch as specified for patching new work.

### **3.05 DEBRIS AND WASTE REMOVAL**

- A. Remove debris, junk, and trash from site.
- B. Leave site in clean condition, ready for subsequent work.
- C. Clean up spillage and wind-blown debris from public and private lands.

**END 02 41 00**

## **SECTION 07 84 00 FIRESTOPPING**

### **. GENERAL**

#### **1.01 WORK INCLUDES**

- A. Firestopping systems.
- B. Firestopping of all joints and penetrations in fire resistance rated and smoke resistant assemblies, whether indicated on drawings or not, and other openings indicated.
- C. Smoke-stopping of all penetrations of and joints in smoke partitions, whether indicated on drawings or not, and other openings indicated.

#### **1.02 REFERENCES**

- A. ASTM E119 - Standard Test Methods for Fire Tests of Building Construction and Materials; 2018c.
- B. ASTM E814 - Standard Test Method for Fire Tests of Penetration Firestop Systems; 2013a (Reapproved 2017).
- C. ITS (DIR) - Directory of Listed Products; current edition.
- D. FM 4991 - Approval Standard for Firestop Contractors; 2013.
- E. FM (AG) - FM Approval Guide; current edition.
- F. UL 1479 - Standard for Fire Tests of Penetration Firestops; Current Edition, Including All Revisions.
- G. UL (FRD) - Fire Resistance Directory; Current Edition.

#### **1.03 DEFINITIONS**

- A. Assembly: Particular arrangement of materials specific to given type of construction described or detailed in referenced documents.
- B. Barriers: Time rated fire walls, smoke barrier walls, time rated ceiling/floor assemblies and structural floors.
- C. Firestopping: Methods and materials applied in penetrations and unprotected openings to limit spread of heat, fire gasses and smoke.
- D. Penetration: Opening or foreign material passing through or into barrier or structural floor such that full thickness of rated materials is not obtained.
- E. Joint: Interruption to a fire-rated assembly occurring at interface between 1) adjacent sections of wall, 2) intersecting walls, 3) top of wall and ceiling, structural floor or roof deck, 4) wall and edge of structural floor, 5) adjacent sections of structural floor.
- F. System: Specific products and applications, classified and numbered by Underwriters Laboratories, Inc. to close specific barrier penetrations and joints.

- G. Sleeve: Metal fabrication or pipe section extending through thickness of barrier and used to permanently guard penetration. Sleeves are described as part of penetrating system in other sections and may or may not be required.

#### **1.04 SYSTEM DESCRIPTION**

##### **A. Design Requirements:**

1. Smoke barrier construction: Maintain barrier and structural floor resistance to cold smoke at all penetrations, connections with other surfaces and types of construction and at all separations required to permit building movement and sound or vibration absorption, and at other construction gaps.

#### **1.05 SUBMITTALS**

- A. Schedule of Firestopping: List each type of penetration, fire rating of the penetrated assembly, and firestopping test or design number.
  1. Provide manufacturer's qualified engineering judgements for non-standard applications.
- B. Product Data: Provide data on product characteristics, performance ratings, and limitations.
- C. Manufacturer's Installation Instructions: Indicate preparation and installation instructions.
- D. Manufacturer's Certificate: Certify that products meet or exceed specified requirements.

#### **1.06 QUALITY ASSURANCE**

- A. Fire Testing: Provide firestopping assemblies of designs that provide the scheduled fire ratings when tested in accordance with methods indicated.
  1. Listing in UL (FRD), FM (AG), or ITS (DIR) will be considered as constituting an acceptable test report.
  2. Submission of actual test reports is required for assemblies for which none of the above substantiation exists.
- B. Manufacturer Qualifications: Company specializing in manufacturing the products specified in this section with minimum three years documented experience.
- C. Installer Qualifications: Company specializing in performing the work of this section and:
  1. Approved by Factory Mutual Research Corporation under FM 4991, or meeting any two of the following requirements:
  2. Verification of minimum three years documented experience installing work of this type.
  3. Verification of at least five satisfactorily completed projects of comparable size and type.
  4. Licensed by local authorities having jurisdiction (AHJ).

#### **1.07 DELIVERY, STORAGE AND HANDLING**

- A. Deliver products in original, unopened packaging with legible manufacturer's identification.
- B. Coordinate delivery with scheduled installation date to minimize storage time at site.
- C. Store materials in a clean, dry, ventilated location. Protect materials from freezing if required by manufacturer.

## **1.08 FIELD CONDITIONS**

- A. Comply with firestopping manufacturer's recommendations for temperature and conditions during and after installation; maintain minimum temperature before, during, and for three days after installation of materials.
- B. Provide ventilation in areas where solvent-cured materials are being installed.

## **. PRODUCTS**

### **2.01 MATERIALS**

- A. Primers, Sleeves, Forms, Insulation, Packing, Stuffing, and Accessories: Provide type of materials as required for tested firestopping assembly.

### **2.02 FIRESTOPPING SYSTEMS**

- A. Firestopping: Any material meeting requirements.
  - 1. Fire Ratings: Use system that is listed by FM (AG), ITS (DIR), or UL (FRD) and tested in accordance with ASTM E814, ASTM E119, or UL 1479 with F Rating equal to fire rating of penetrated assembly and minimum T Rating Equal to F Rating and in compliance with other specified requirements.
- B. Acceptable Manufacturers: As listed in UL (FRD) for specific UL Design Number.
- C. Fill, Void or Cavity Materials: Conform to UL (FRD) - XHHW.
- D. Firestop Devices: Conform to UL (FRD) - XHJI.
- E. Forming Materials: Conform to UL (FRD) - XHKU.
- F. Mechanical Joint Assemblies: Conform to UL (FRD) - XHLP.
- G. Packing Material: As required by specific UL Design Number for joint system or through-penetration firestop system.

## **. EXECUTION**

### **3.01 EXAMINATION**

- A. Verify openings are ready to receive the work of this section.
  - 1. Verify barrier joints and penetrations are properly sized and in suitable condition for application of materials.

### **3.02 PREPARATION**

- A. Clean substrate surfaces of dirt, dust, grease, oil, loose material, or other materials that could adversely affect bond of firestopping material.
- B. Remove incompatible materials that could adversely affect bond.
- C. Install backing materials to prevent leakage of liquid material.

### **3.03 INSTALLATION**

- A. Install materials in manner described in UL (FRD) or fire test report and in accordance with manufacturer's instructions, completely closing openings.
- B. Do not cover installed firestopping until inspected by authorities having jurisdiction.

### **3.04 CLEANING**

- A. Clean adjacent surfaces of firestopping materials.

### **3.05 PROTECTION**

- A. Protect adjacent surfaces from damage by material installation.
- B. Patch or replace firestopping damaged by work of other sections.

**END 07 84 00**



## **SECTION 22 10 05 PLUMBING PIPING**

### **. GENERAL**

#### **1.01 WORK INCLUDES**

- A. Pipe, pipe fittings, specialties, and connections for piping systems.
  - 1. Sanitary sewer.
  - 2. Pipe hangers and supports.
  - 3. Valves.
  - 4. Check.

#### **1.02 REFERENCES**

- A. ASME B16.3 - Malleable Iron Threaded Fittings: Classes 150 and 300; 2016.
- B. ASME B16.4 - Gray Iron Threaded Fittings: Classes 125 and 250; 2016.
- C. ASME B31.9 - Building Services Piping; 2014.
- D. ASTM A126 - Standard Specification for Gray Iron Castings for Valves, Flanges, and Pipe Fittings; 2004 (Reapproved 2014).
- E. ASTM A53/A53M - Standard Specification for Pipe, Steel, Black and Hot-Dipped, Zinc-Coated, Welded and Seamless; 2018.
- F. CISPI 301 - Standard Specification for Hubless Cast Iron Soil Pipe and Fittings for Sanitary and Storm Drain, Waste and Vent Piping Applications; 2009 (Revised 2012).
- G. CISPI 310 - Specification for Coupling for Use in Connection with Hubless Cast Iron Soil Pipe and Fittings for Sanitary and Storm Drain, Waste, and Vent Piping Applications; 2011 (Revised 2012).
- H. ICC-ES AC106 - Acceptance Criteria for Predrilled Fasteners (Screw Anchors) in Masonry Elements; 2015.
- I. ICC-ES AC193 - Acceptance Criteria for Mechanical Anchors in Concrete Elements; 2015.
- J. MSS SP-58 - Pipe Hangers and Supports - Materials, Design, Manufacture, Selection, Application, and Installation; 2009.
- K. MSS SP-70 - Cast Iron Gate Valves, Flanged and Threaded Ends; 2011.
- L. MSS SP-71 - Cast Iron Swing Check Valves, Flanged and Threaded Ends; 2011, with Errata (2013).

#### **1.03 SUBMITTALS**

- A. Product Data: Provide data on pipe materials, pipe fittings, valves, and accessories. Provide manufacturers catalog information. Indicate valve data and ratings.

#### **1.04 QUALITY ASSURANCE**

- A. Perform work in accordance with applicable codes.
- B. Valves: Manufacturer's name and pressure rating marked on valve body.

## 1.05 DELIVERY, STORAGE, AND HANDLING

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

## PRODUCTS

### 2.01 SANITARY SEWER PIPING, ABOVE GRADE

- A. Vent pipe only: Cast Iron Pipe: CISPI 301, hubless, service weight.
  - 1. Fittings: Cast iron.
  - 2. Joints: CISPI 310, neoprene gaskets and stainless steel clamp-and-shield assemblies.
- B. Steel Pipe: ASTM A53/A53M Schedule 40, galvanized, using one of the following joint types:
  - 1. Threaded Joints: ASME B16.4 cast iron fittings.
  - 2. Threaded Joints: ASME B16.3 malleable iron fittings.

### 2.02 PIPE HANGERS AND SUPPORTS

- A. Provide hangers and supports that comply with MSS SP-58.
  - 1. If type of hanger or support for a particular situation is not indicated, select appropriate type using MSS SP-58 recommendations.
  - 2. Overhead Supports: Individual steel rod hangers attached to structure or to trapeze hangers.
    - a. Cold and Hot Pipe Sizes 6 Inches and Over: Double hangers.
  - 3. Trapeze Hangers: Welded steel channel frames attached to structure.
  - 4. Vertical Pipe Support: Steel riser clamp.
  - 5. Floor Supports: Concrete pier or steel pedestal with floor flange; fixture attachment.
- B. Plumbing Piping - Drain, Waste, and Vent:
  - 1. Hangers for Pipe Sizes 1/2 Inch to 1-1/2 Inches: Malleable iron, adjustable swivel, split ring.
  - 2. Hangers for Pipe Sizes 2 Inches and Over: Carbon steel, adjustable, clevis.
  - 3. Floor Support: Cast iron adjustable pipe saddle, lock nut, nipple, floor flange, and concrete pier or steel support.
- C. Hanger Fasteners: Attach hangers to structure using appropriate fasteners, as follows:
  - 1. Concrete Wedge Expansion Anchors: Complying with ICC-ES AC193.
  - 2. Concrete Screw Type Anchors: Complying with ICC-ES AC193.
  - 3. Masonry Screw Type Anchors: Complying with ICC-ES AC106.

### 2.03 IRON GATE VALVES

- A. NRS:
  - 1. Comply with MSS SP-70, Type I.
  - 2. Class 125: CWP Rating: 200 psig.
  - 3. Body: ASTM A126, gray iron with bolted bonnet.
  - 4. Ends: Flanged.
  - 5. Trim: Bronze.
  - 6. Disc: Solid wedge.

7. Packing and Gasket: Asbestos free.
8. Manufacturers:
  - a. Stockham; G612.
  - b. Nibco; F619.
  - c. Crane; 461.

## **2.04 IRON SWING CHECK VALVES**

- A. Class 125:
  1. Comply with MSS SP-71, Type I.
  2. CWP Rating: 200 psig.
  3. Design: Clear or full waterway.
  4. Body: ASTM A126, gray iron with bolted bonnet.
  5. Ends: Flanged as indicated.
  6. Trim: Bronze.
  7. Seat Ring and Disc Holder: Bronze.
  8. Gasket: Asbestos free.
  9. Manufacturers:
    - a. Stockham; G-931 L&W.
    - b. Nibco; F-918-B.
    - c. Crane; 383.

## **PART 3 EXECUTION**

### **3.01 PREPARATION**

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

### **3.02 INSTALLATION**

- A. Install in accordance with manufacturer's instructions.
- B. Provide non-conducting dielectric connections wherever jointing dissimilar metals.
- C. Route piping in orderly manner and maintain gradient. Route parallel and perpendicular to walls.
- D. Install piping to maintain headroom, conserve space, and not interfere with use of space.
- E. Provide clearance in hangers and from structure and other equipment for installation of insulation and access to valves and fittings.
- F. Pipe Hangers and Supports:
  1. Install in accordance with ASME B31.9.
  2. Place hangers within 12 inches of each horizontal elbow.
  3. Use hangers with 1-1/2 inch minimum vertical adjustment. Design hangers for pipe movement without disengagement of supported pipe.
  4. Support cast iron drainage piping at every joint.

- G. When installing more than one piping system material, ensure system components are compatible and joined to ensure the integrity of the system. Provide necessary joining fittings. Ensure flanges, union, and couplings for servicing are consistently provided.

### **3.03 APPLICATION**

- A. Provide spring loaded check valves on discharge of water pumps.

### **3.04 SCHEDULES**

- A. Pipe Hanger Spacing:

1. Metal Piping:

- a. Pipe Size: 1/2 inches to 1-1/4 inches:
  - 1) Maximum Hanger Spacing: 6.5 ft.
  - 2) Hanger Rod Diameter: 3/8 inches.
- b. Pipe Size: 1-1/2 inches to 2 inches:
  - 1) Maximum Hanger Spacing: 10 ft.
  - 2) Hanger Rod Diameter: 3/8 inch.
- c. Pipe Size: 2-1/2 inches to 3 inches:
  - 1) Maximum Hanger Spacing: 10 ft.
  - 2) Hanger Rod Diameter: 1/2 inch.
- d. Pipe Size: 4 inches to 6 inches:
  - 1) Maximum Hanger Spacing: 10 ft.
  - 2) Hanger Rod Diameter: 5/8 inch.
- e. Pipe Size: 8 inches to 12 inches:
  - 1) Maximum hanger spacing: 14 ft.
  - 2) Hanger Rod Diameter: 7/8 inch.

2. Plastic Piping:

- a. All Sizes:
  - 1) Maximum Hanger Spacing: 6 ft.
  - 2) Hanger Rod Diameter: 3/8 inch.

**END 22 10 05**

## SECTION 22 30 00 PLUMBING EQUIPMENT

### . GENERAL

#### 1.01 WORK INCLUDES

- A. Sewage ejector system.
  - 1. Sanitary Sewage Pumps: Self-priming centrifugal.

#### 1.02 RELATED WORK

- A. Specified elsewhere:
  - 1. Section 26 27 17 - Equipment Wiring: Electrical characteristics and wiring connections.

#### 1.03 REFERENCES

#### 1.04 SUBMITTALS

- A. Product Data:
  - 1. Indicate pump type, capacity, power requirements.
  - 2. Provide certified pump curves showing pump performance characteristics with pump and system operating point plotted. Include NPSH curve when applicable.
  - 3. Provide electrical characteristics and connection requirements.
- B. Operation and Maintenance Data: Include operation, maintenance, and inspection data, replacement part numbers and availability, and service depot location and telephone number.
- C. Warranty Documentation: Submit manufacturer warranty and ensure that forms have been completed in Owner's name and registered with manufacturer.

#### 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 DELIVERY, STORAGE, AND HANDLING

- A. Provide temporary inlet and outlet caps. Maintain caps in place until installation.

### . PRODUCTS

#### 2.01 SANITARY SEWAGE PUMP SYSTEM

- A. Self-Priming Centrifugal:
  - 1. Manufacturers:
    - a. Metropolitan; Metro-prime Duplex System, Pumps 45MPC750.
    - b. Substitutions as approved by Owner.
  - 2. Pumps: Two heavy-duty, self-priming pumps with removable quick clean-out access cover, ductile iron enclosed non-clog impeller, stainless steel case wear-ring and back pull-out torating units. Pumps shall be rated 250 GPM at 25 FT TDH, with a 4-inch discharge designed to pass 3-inch diameter solids. Each pump shall have a close-coupled, 7-1/2 HP, 1750 RPM, 460/3/60 premium efficiency motor with TEFC enclosure and 1.15 service factor.
  - 3. System Controls;

- a. Control Panel shall be a NEMA-1 U.L. Labeled duplex control panel with a main door-interlocked disconnect, circuit breakers, starters, O.L. blocks, H-O-A switches, transformer and microprocessor based logic controller. If the mechanical float-alternator assembly becomes inoperable, the self-diagnostic controller shall be designed to continue uninterrupted automatic operation of one or both pumps and all normal alarm functions
- b. The controller shall include the following indicators:
  - 1) (1) power-on light.
  - 2) (2) pump-run lights.
  - 3) (2) pump-fail lights.
  - 4) (2) contactor feedback status lights.
  - 5) (3) level switch status lights.
  - 6) (3) flashing fault codes.
  - 7) (1) flashing high liquid level alarm light.
  - 8) (2) sets; pump-fail dry remote alarm contacts.
  - 9) (1) set; high liquid level dry remote alarm contact.
- c. Level controls shall consist of a pedestal-mounted mechanical float-alternator assembly mounted to the steel basin cover. A high water alarm float shall be included.
- 4. Accessories;
  - a. Basin cover; 53-inch O.D., gasketed epoxy-coated steel basin cover designed to mate with existing 48-inch diameter basin.
  - b. Two 4-inch schedule 80 PVC suction pipes.

## **. EXECUTION**

### **3.01 INSTALLATION**

- A. Install plumbing equipment in accordance with manufacturer's instructions, as required by code, and complying with conditions of certification, if any.
- B. Coordinate with plumbing piping and related electrical work to achieve operating system.
- C. Pumps:
  - 1. Provide line sized line sized isolation valve and soft seated check valve on discharge.
  - 2. Ensure pumps operate at specified system fluid temperatures without vapor binding and cavitation, are non-overloading in parallel or individual operation, and operate within 25 percent of midpoint of published maximum efficiency curve.

**END 22 30 00**

## SECTION 23 05 19 METERS AND GAGES FOR HVAC PIPING

### . GENERAL

#### 1.01 WORK INCLUDES

- A. Pressure gages and pressure gage taps.
- B. Thermometers and thermometer wells.

#### 1.02 RELATED WORK

- A. Specified elsewhere:
  1. Section 23 09 23 - Direct-Digital Control System for HVAC.
  2. Section 23 21 13 - Hydronic Piping.

#### 1.03 REFERENCES

- A. ASME B40.100 - Pressure Gauges and Gauge Attachments; 2013.
- B. ASTM E1 - Standard Specification for ASTM Liquid-in-Glass Thermometers; 2014.
- C. ASTM E77 - Standard Test Method for Inspection and Verification of Thermometers; 2014, with Editorial Revision (2017).

### . PRODUCTS

#### 2.01 PRESSURE GAGES

- A. Pressure Gages: ASME B40.100, UL 393 drawn steel case, phosphor bronze bourdon tube, rotary brass movement, brass socket, with front recalibration adjustment, black scale on white background.
  1. Case: Steel with brass bourdon tube.
  2. Size: 4-1/2 inch diameter.
  3. Mid-Scale Accuracy: One percent.
  4. Scale: Psi.

#### 2.02 PRESSURE GAGE TAPPINGS

- A. Gage Cock: Tee or lever handle, brass for maximum 150 psi.
- B. Pulsation Damper: Pressure snubber, brass with 1/4 inch connections.

#### 2.03 STEM TYPE THERMOMETERS

- A. Thermometers - Adjustable Angle: Red- or blue-appearing non-toxic liquid in glass; ASTM E1; lens front tube, cast aluminum case with enamel finish, cast aluminum adjustable joint with positive locking device; adjustable 360 degrees in horizontal plane, 180 degrees in vertical plane.
  1. Size: 9 inch scale.
  2. Window: Clear Lexan.
  3. Stem: 3/4 inch NPT brass.
  4. Accuracy: 2 percent, per ASTM E77.
  5. Calibration: Degrees F.

## 2.04 THERMOMETER SUPPORTS

- A. Socket: Brass separable sockets for thermometer stems with or without extensions as required, and with cap and chain.

## 2.05 TEST PLUGS

- A. Test Plug: 1/4 inch or 1/2 inch brass fitting and cap for receiving 1/8 inch outside diameter pressure or temperature probe with neoprene core for temperatures up to 200 degrees F.
- B. Test Kit: Carrying case, internally padded and fitted containing one 2-1/2 inch diameter pressure gages, one gage adapters with 1/8 inch probes, two 1 inch dial thermometers.

## 3. EXECUTION

### 3.01 INSTALLATION

- A. Install in accordance with manufacturer's instructions.
- B. Provide one pressure gage per pump, installing taps before strainers and on suction and discharge of pump. Pipe to gage.
- C. Provide pressure gages and thermometers at coil locations as detailed.
- D. Install pressure gages with pulsation dampers. Provide gage cock to isolate each gauge. Extend nipples and siphons to allow clearance from insulation.
- E. Install thermometers in piping systems in sockets in short couplings. Enlarge pipes smaller than 2-1/2 inch for installation of thermometer sockets. Ensure sockets allow clearance from insulation.
- F. Coil and conceal excess capillary on remote element instruments.
- G. Provide instruments with scale ranges selected according to service with largest appropriate scale.
- H. Install gages and thermometers in locations where they are easily read from normal operating level. Install vertical to 45 degrees off vertical.
- I. Adjust gages and thermometers to final angle, clean windows and lenses, and calibrate to zero.
- J. Locate test plugs adjacent thermometers and thermometer sockets.

**END 23 05 19**



**SECTION 23 05 53**  
**IDENTIFICATION FOR HVAC PIPING AND EQUIPMENT**

**. GENERAL**

**1.01 WORK INCLUDES**

- A. Nameplates.
- B. Tags.
- C. Pipe markers.

**1.02 RELATED WORK**

- A. Specified elsewhere:

**1.03 REFERENCES**

- A. ASME A13.1 - Scheme for the Identification of Piping Systems; 2015.
- B. ASTM D709 - Standard Specification for Laminated Thermosetting Materials; 2017.

**. PRODUCTS**

**2.01 IDENTIFICATION APPLICATIONS**

- A. Air Handling Units: Nameplates.
- B. Air Terminal Units: Nameplates.
- C. Automatic Controls: Tags. Key to control schematic.
- D. Control Panels: Nameplates.
- E. Instrumentation: Tags.
- F. Major Control Components: Nameplates.
- G. Piping: Pipe markers.
- H. Pumps: Nameplates.
- I. Thermostats: Nameplates.
- J. Valves: Tags.

**2.02 NAMEPLATES**

- A. Manufacturers:
  - 1. Brimar Industries, Inc.
  - 2. Kolbi Pipe Marker Co.
  - 3. Seton Identification Products, a Tricor Direct Company.
- B. Letter Color: Black.
- C. Letter Height: 1/4 inch.
- D. Background Color: Yellow.

E. Plastic: Conform to ASTM D709.

### **2.03 TAGS**

A. Manufacturers:

1. Brimar Industries, Inc.
2. Kolbi Pipe Marker Co.
3. Seton Identification Products, a Tricor Company.

B. Plastic Tags: Laminated three-layer plastic with engraved black letters on light contrasting background color. Tag size minimum 1-1/2 inch diameter.

C. Valve Tag Chart: Typewritten letter size list in anodized aluminum frame.

### **2.04 PIPE MARKERS**

A. Manufacturers:

1. Brady Corporation.
2. Kolbi Pipe Marker Co.
3. Seton Identification Products, a Tricor Company.

B. Color: Conform to ASME A13.1.

C. Plastic Pipe Markers: Factory fabricated, flexible, semi-rigid plastic, preformed to fit around pipe or pipe covering; minimum information indicating flow direction arrow and identification of fluid being conveyed.

D. Plastic Tape Pipe Markers: Flexible, vinyl film tape with pressure sensitive adhesive backing and printed markings.

## **. EXECUTION**

### **3.01 PREPARATION**

A. Degrease and clean surfaces to receive adhesive for identification materials.

### **3.02 INSTALLATION**

A. Install nameplates with corrosive-resistant mechanical fasteners, or adhesive. Apply with sufficient adhesive to ensure permanent adhesion and seal with clear lacquer.

B. Install tags with corrosion resistant chain.

C. Install plastic pipe markers in accordance with manufacturer's instructions.

D. Install plastic tape pipe markers complete around pipe in accordance with manufacturer's instructions.

E. Use tags on piping 3/4 inch diameter and smaller.

1. Identify service, flow direction, and pressure.
2. Install in clear view and align with axis of piping.
3. Locate identification not to exceed 20 feet on straight runs including risers and drops, adjacent to each valve and Tee, at each side of penetration of structure or enclosure, and at each obstruction.

**END 23 05 53**

## SECTION 23 05 93 TESTING, ADJUSTING, AND BALANCING FOR HVAC

### GENERAL

#### 1.01 WORK INCLUDES

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

#### 1.02 REFERENCES

- A. AABC (NSTSB) - AABC National Standards for Total System Balance, 7th Edition; 2016.
- B. ASHRAE Std 111 - Measurement, Testing, Adjusting, and Balancing of Building HVAC Systems; 2008.
- C. NEBB (TAB) - Procedural Standards for Testing Adjusting and Balancing of Environmental Systems; 2015, with Errata (2017).
- D. SMACNA (TAB) - HVAC Systems Testing, Adjusting and Balancing; 2002.

#### 1.03 SUBMITTALS

- A. Installer Qualifications: Submit name of adjusting and balancing agency and TAB supervisor for approval within 30 days after award of Contract.
- B. Final Report: Indicate deficiencies in systems that would prevent proper testing, adjusting, and balancing of systems and equipment to achieve specified performance.
  - 1. Revise TAB plan to reflect actual procedures and submit as part of final report.
  - 2. Include actual instrument list, with manufacturer name, serial number, and date of calibration.
  - 3. Form of Test Reports: Where the TAB standard being followed recommends a report format use that; otherwise, follow ASHRAE Std 111.
  - 4. Units of Measure: Report data in both I-P (inch-pound) and SI (metric) units.
  - 5. Include the following on the title page of each report:
    - a. Name of Testing, Adjusting, and Balancing Agency.
    - b. Address of Testing, Adjusting, and Balancing Agency.
    - c. Telephone number of Testing, Adjusting, and Balancing Agency.
    - d. Project name.
    - e. Project location.
    - f. Project Architect/Engineer.
    - g. Project Contractor.
    - h. Report date.
- C. Project Record Documents: Record actual locations of flow measuring stations and balancing valves and rough setting.

**. PRODUCTS - NOT USED**

**. EXECUTION**

**3.01 GENERAL REQUIREMENTS**

- A. Perform total system balance in accordance with one of the following:
  - 1. AABC (NSTSB), AABC National Standards for Total System Balance.
  - 2. ASHRAE Std 111, Practices for Measurement, Testing, Adjusting and Balancing of Building Heating, Ventilation, Air-Conditioning, and Refrigeration Systems.
  - 3. NEBB Procedural Standards for Testing Adjusting Balancing of Environmental Systems.
  - 4. SMACNA (TAB).
- B. Begin work after completion of systems to be tested, adjusted, or balanced and complete work prior to Substantial Completion of the project.
- C. Where HVAC systems and/or components interface with life safety systems, including fire and smoke detection, alarm, and control, coordinate scheduling and testing and inspection procedures with the authorities having jurisdiction.
- D. TAB Agency Qualifications:
  - 1. Company specializing in the testing, adjusting, and balancing of systems specified in this section.
  - 2. Having minimum of three years documented experience.
  - 3. Certified by one of the following:
    - a. AABC, Associated Air Balance Council: [www.aabc.com/#sle](http://www.aabc.com/#sle); upon completion submit AABC National Performance Guaranty.
    - b. NEBB, National Environmental Balancing Bureau: [www.nebb.org/#sle](http://www.nebb.org/#sle).
    - c. TABB, The Testing, Adjusting, and Balancing Bureau of National Energy Management Institute: [www.tabbcertified.org/#sle](http://www.tabbcertified.org/#sle).
- E. TAB Supervisor Qualifications: Certified by same organization as TAB agency.

**3.02 EXAMINATION**

- A. Verify that systems are complete and operable before commencing work. Ensure the following conditions:
  - 1. Systems are started and operating in a safe and normal condition.
  - 2. Temperature control systems are installed complete and operable.
  - 3. Proper thermal overload protection is in place for electrical equipment.
  - 4. Final filters are clean and in place. If required, install temporary media in addition to final filters.
  - 5. Duct systems are clean of debris.
  - 6. Fans are rotating correctly.
  - 7. Fire and volume dampers are in place and open.
  - 8. Air coil fins are cleaned and combed.
  - 9. Access doors are closed and duct end caps are in place.
  - 10. Duct system leakage is minimized.
  - 11. Hydronic systems are flushed, filled, and vented.
  - 12. Pumps are rotating correctly.

13. Service and balance valves are open.

B. Submit field reports. Report defects and deficiencies that will or could prevent proper system balance.

C. Beginning of work means acceptance of existing conditions.

### **3.03 ADJUSTMENT TOLERANCES**

A. Air Handling Systems: Adjust to within plus or minus 5 percent of design for supply systems and plus or minus 10 percent of design for return and exhaust systems.

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

### **3.04 RECORDING AND ADJUSTING**

A. Ensure recorded data represents actual measured or observed conditions.

B. Permanently mark settings of valves, dampers, and other adjustment devices allowing settings to be restored. Set and lock memory stops.

C. After adjustment, take measurements to verify balance has not been disrupted or that such disruption has been rectified.

D. Leave systems in proper working order, replacing belt guards, closing access doors, closing doors to electrical switch boxes, and restoring thermostats to specified settings.

### **3.05 AIR SYSTEM PROCEDURE**

A. Adjust air handling and distribution systems to provide required or design supply, return, and exhaust air quantities at site altitude.

B. Make air quantity measurements in ducts by Pitot tube traverse of entire cross sectional area of duct.

C. Vary total system air quantities by adjustment of fan speeds. Provide drive changes required. Vary branch air quantities by damper regulation.

D. Measure static air pressure conditions on air supply units, including filter and coil pressure drops, and total pressure across the fan. Make allowances for 50 percent loading of filters.

E. Adjust outside air automatic dampers, outside air, return air, and exhaust dampers for design conditions.

F. Measure temperature conditions across outside air, return air, and exhaust dampers to check leakage.

G. Where modulating dampers are provided, take measurements and balance at extreme conditions. Balance variable volume systems at maximum air flow rate, full cooling, and at minimum air flow rate, full heating.

H. Measure building static pressure and adjust supply, return, and exhaust air systems to provide required relationship between each to maintain approximately 0.05 inches positive static pressure in areas as noted.

- I. For variable air volume system powered units set volume controller to air flow setting indicated. Confirm connections properly made and confirm proper operation for automatic variable air volume temperature control.

### **3.06 WATER SYSTEM PROCEDURE**

- A. Adjust water systems to provide required or design quantities.
- B. Use calibrated Venturi tubes, orifices, or other metered fittings and pressure gages to determine flow rates for system balance. Where flow metering devices are not installed, base flow balance on temperature difference across various heat transfer elements in the system.
- C. Adjust systems to provide specified pressure drops and flows through heat transfer elements prior to thermal testing. Perform balancing by measurement of temperature differential in conjunction with air balancing.
- D. Effect system balance with automatic control valves fully open to heat transfer elements.
- E. Effect adjustment of water distribution systems by means of balancing cocks, valves, and fittings. Do not use service or shut-off valves for balancing unless indexed for balance point.
- F. Where available pump capacity is less than total flow requirements or individual system parts, full flow in one part may be simulated by temporary restriction of flow to other parts.

### **3.07 SCOPE**

- A. Test, adjust, and balance the following:
  1. Plumbing Pumps.
  2. HVAC Pumps.
  3. Air Cooled Refrigerant Condensers.
  4. Computer Room Air Conditioning Units.
  5. Air Coils.
  6. Air Handling Units.
  7. Fans.
  8. Air Filters.
  9. Air Terminal Units.
  10. Air Inlets and Outlets.

**END 23 05 93**

## **SECTION 23 07 13 DUCT INSULATION**

### **. GENERAL**

#### **1.01 WORK INCLUDES**

- A. Duct insulation.

#### **1.02 REFERENCES**

- A. ASTM C518 - Standard Test Method for Steady-State Thermal Transmission Properties by Means of the Heat Flow Meter Apparatus; 2017.
- B. ASTM C553 - Standard Specification for Mineral Fiber Blanket Thermal Insulation for Commercial and Industrial Applications; 2013.
- C. ASTM C916 - Standard Specification for Adhesives for Duct Thermal Insulation; 2014.
- D. ASTM E84 - Standard Test Method for Surface Burning Characteristics of Building Materials; 2018b.
- E. ASTM E96/E96M - Standard Test Methods for Water Vapor Transmission of Materials; 2016.
- F. SMACNA (DCS) - HVAC Duct Construction Standards Metal and Flexible; 2005 (Revised 2009).
- G. UL 723 - Standard for Test for Surface Burning Characteristics of Building Materials; Current Edition, Including All Revisions.

#### **1.03 SUBMITTALS**

- A. Product Data: Provide product description, thermal characteristics, list of materials and thickness for each service, and locations.

#### **1.04 QUALITY ASSURANCE**

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

#### **1.05 DELIVERY, STORAGE, AND HANDLING**

- A. Accept materials on site in original factory packaging, labelled with manufacturer's identification, including product density and thickness.
- B. Protect insulation from weather and construction traffic, dirt, water, chemical, and mechanical damage, by storing in original wrapping.

#### **1.06 FIELD CONDITIONS**

- A. Maintain ambient temperatures and conditions required by manufacturers of adhesives, mastics, and insulation cements.
- B. Maintain temperature during and after installation for minimum period of 24 hours.



## **. PRODUCTS**

### **2.01 REGULATORY REQUIREMENTS**

- A. Surface Burning Characteristics: Flame spread index/Smoke developed index of 25/50, maximum, when tested in accordance with ASTM E84 or UL 723.

### **2.02 GLASS FIBER, FLEXIBLE**

- A. Manufacturer:
  - 1. Knauf Insulation.:
  - 2. Johns Manville.:
  - 3. Owens Corning Corporation.:
  - 4. CertainTeed Corporation.:
- B. Insulation: ASTM C553; flexible, noncombustible blanket.
  - 1. 'K' value: 0.26 at 75 degrees F, when tested in accordance with ASTM C518.
  - 2. Maximum Service Temperature: 1200 degrees F.
  - 3. Maximum Water Vapor Absorption: 5.0 percent by weight.
- C. Vapor Barrier Jacket:
  - 1. Kraft paper with glass fiber yarn and bonded to aluminized film.
  - 2. Moisture Vapor Permeability: 0.02 perm inch, when tested in accordance with ASTM E96/E96M.
  - 3. Secure with pressure sensitive tape.
- D. Vapor Barrier Tape:
  - 1. Kraft paper reinforced with glass fiber yarn and bonded to aluminized film, with pressure sensitive rubber based adhesive.
- E. Tie Wire: Annealed steel, 16 gage, 0.0508 inch diameter.

## **. EXECUTION**

### **3.01 EXAMINATION**

- A. Verify that ducts have been tested before applying insulation materials.
- B. Verify that surfaces are clean, foreign material removed, and dry.

### **3.02 INSTALLATION**

- A. Install in accordance with manufacturer's instructions.
- B. Install in accordance with NAIMA National Insulation Standards.
- C. Insulated ducts conveying air below ambient temperature:
  - 1. Provide insulation with vapor barrier jackets.
  - 2. Finish with tape and vapor barrier jacket.
  - 3. Continue insulation through walls, sleeves, hangers, and other duct penetrations.
  - 4. Insulate entire system including fittings, joints, flanges, fire dampers, flexible connections, and expansion joints.

- D. Insulated ducts conveying air above ambient temperature:
  - 1. Insulate fittings and joints. Where service access is required, bevel and seal ends of insulation.
- E. External Duct Insulation Application:
  - 1. Secure insulation with vapor barrier with wires and seal jacket joints with vapor barrier adhesive or tape to match jacket.
  - 2. Secure insulation without vapor barrier with staples, tape, or wires.
  - 3. Install without sag on underside of duct. Use adhesive or mechanical fasteners where necessary to prevent sagging. Lift duct off trapeze hangers and insert spacers.
  - 4. Seal vapor barrier penetrations by mechanical fasteners with vapor barrier adhesive.
  - 5. Stop and point insulation around access doors and damper operators to allow operation without disturbing wrapping.

### **3.03 SCHEDULES**

- A. Outside Air Intake Ducts:
  - 1. Flexible Glass Fiber Duct Insulation: 2 inches thick.
- B. Supply Ducts:
  - 1. Flexible Glass Fiber Duct Insulation: 1-1/2 inches thick.

**END 23 07 13**

## **SECTION 23 07 19 HVAC PIPING INSULATION**

### **. GENERAL**

#### **1.01 WORK INCLUDES**

- A. Piping insulation.
- B. Jackets and accessories.

#### **1.02 RELATED WORK**

- A. Specified elsewhere:
  - 1. Section 23 21 13 - Hydronic Piping: Placement of hangers and hanger inserts.

#### **1.03 REFERENCES**

- A. ASTM C177 - Standard Test Method for Steady-State Heat Flux Measurements and Thermal Transmission Properties by Means of the Guarded-Hot-Plate Apparatus; 2013.
- B. ASTM C534/C534M - Standard Specification for Preformed Flexible Elastomeric Cellular Thermal Insulation in Sheet and Tubular Form; 2016.
- C. ASTM C547 - Standard Specification for Mineral Fiber Pipe Insulation; 2017.
- D. ASTM C795 - Standard Specification for Thermal Insulation for Use in Contact with Austenitic Stainless Steel; 2008 (Reapproved 2013).
- E. ASTM E84 - Standard Test Method for Surface Burning Characteristics of Building Materials; 2018b.
- F. ASTM E96/E96M - Standard Test Methods for Water Vapor Transmission of Materials; 2016.
- G. UL 723 - Standard for Test for Surface Burning Characteristics of Building Materials; Current Edition, Including All Revisions.

#### **1.04 SUBMITTALS**

- A. Product Data: Provide product description, thermal characteristics, list of materials and thickness for each service, and locations.

#### **1.05 QUALITY ASSURANCE**

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

#### **1.06 DELIVERY, STORAGE, AND HANDLING**

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

#### **1.07 FIELD CONDITIONS**

- A. Maintain ambient conditions required by manufacturers of each product.

B. Maintain temperature before, during, and after installation for minimum of 24 hours.

## **. PRODUCTS**

### **2.01 REGULATORY REQUIREMENTS**

A. Surface Burning Characteristics: Flame spread index/Smoke developed index of 25/50, maximum, when tested in accordance with ASTM E84 or UL 723.

### **2.02 GLASS FIBER**

A. Manufacturers:

1. CertainTeed Corporation.:
2. Johns Manville Corporation.:
3. Knauf Insulation.:
4. Owens Corning Corporation.

B. Insulation: ASTM C547 and ASTM C795; rigid molded, noncombustible.

1. 'K' Value: ASTM C177, 0.24 at 75 degrees F.
2. Maximum Service Temperature: 850 degrees F.
3. Maximum Moisture Absorption: 0.2 percent by volume.

C. Vapor Barrier Jacket: White kraft paper with glass fiber yarn, bonded to aluminized film; moisture vapor transmission when tested in accordance with ASTM E96/E96M of 0.02 perm-inches.

D. Vapor Barrier Lap Adhesive: Compatible with insulation.

### **2.03 FLEXIBLE ELASTOMERIC CELLULAR INSULATION**

A. Manufacturer:

1. Aeroflex USA, Inc.
2. Armacell LLC.
3. K-Flex USA LLC.

B. Insulation: Preformed flexible elastomeric cellular rubber insulation complying with ASTM C534/C534M Grade 1; use molded tubular material wherever possible.

1. Minimum Service Temperature: Minus 40 degrees F.
2. Maximum Service Temperature: 180 degrees F.
3. Connection: Waterproof vapor barrier adhesive.

C. Elastomeric Foam Adhesive: Air dried, contact adhesive, compatible with insulation.

### **2.04 JACKETS**

A. PVC Plastic.

1. Jacket: One piece molded type fitting covers and sheet material, off-white color.
  - a. Minimum Service Temperature: 0 degrees F.
  - b. Maximum Service Temperature: 150 degrees F.
  - c. Moisture Vapor Permeability: 0.002 perm inch, maximum, when tested in accordance with ASTM E96/E96M.
  - d. Thickness: 10 mil.
  - e. Connections: Brush on welding adhesive.

2. Covering Adhesive Mastic: Compatible with insulation.

## **. EXECUTION**

### **3.01 EXAMINATION**

- A. Verify that piping has been tested before applying insulation materials.
- B. Verify that surfaces are clean and dry, with foreign material removed.

### **3.02 INSTALLATION**

- A. Install in accordance with manufacturer's instructions.
- B. Install in accordance with NAIMA National Insulation Standards.
- C. Exposed Piping: Locate insulation and cover seams in least visible locations.
- D. Insulated pipes conveying fluids below ambient temperature; insulate entire system including fittings, valves, unions, flanges, strainers, flexible connections, pump bodies, and expansion joints.
- E. Glass fiber insulated pipes conveying fluids below ambient temperature:
  1. Provide vapor barrier jackets, factory-applied or field-applied; secure with self-sealing longitudinal laps and butt strips with pressure sensitive adhesive. Secure with outward clinch expanding staples and vapor barrier mastic.
  2. Insulate fittings, joints, and valves with molded insulation of like material and thickness as adjacent pipe. Finish with glass cloth and vapor barrier adhesive or PVC fitting covers.
- F. For hot piping conveying fluids 140 degrees F or less, do not insulate flanges and unions at equipment, but bevel and seal ends of insulation.
- G. For hot piping conveying fluids over 140 degrees F, insulate flanges and unions at equipment.
- H. Glass fiber insulated pipes conveying fluids above ambient temperature.
  1. Provide standard jackets, with or without vapor barrier, factory-applied or field-applied. Secure with self-sealing longitudinal laps and butt strips with pressure sensitive adhesive. Secure with outward clinch expanding staples.
  2. Insulate fittings, joints, and valves with insulation of like material and thickness as adjoining pipe. Finish with glass cloth and adhesive or PVC fitting covers.
- I. Inserts and Shields:
  1. Application: Piping 1-1/2 inches diameter or larger.
  2. Shields: Galvanized steel between pipe hangers or pipe hanger rolls and inserts.
  3. Insert location: Between support shield and piping and under the finish jacket.
  4. Insert Configuration: Minimum 6 inches long, of same thickness and contour as adjoining insulation; may be factory fabricated.
  5. Insert Material: Hydrous calcium silicate insulation or other heavy density insulating material suitable for the planned temperature range.

### **3.03 SCHEDULE**

- A. Heating Systems:
  1. Heating Water Supply and Return:

- a. Glass Fiber Insulation:
  - 1) Pipe Size Range: Up to and including 1-1/2 inch.
    - a) Thickness: 1-1/2 inch
  - 2) Pipe Size Range: 2 inch and above.
    - a) Thickness: 2 inch.
- B. Cooling Systems:
  - 1. Chilled Water Supply and Return:
    - a. Glass Fiber Insulation:
      - 1) Pipe Size Range: All sizes.
        - a) Thickness: 1 inch
  - 2. Condensate Drains from Cooling Coils:
    - a. Flexible Elastomeric Cellular Insulation:
      - 1) Pipe Size Range: All sizes.
        - a) Thickness: 1/2 inch

**END 23 07 19**

**SECTION 23 09 13**  
**INSTRUMENTS AND CONTROL ELEMENTS**

**. GENERAL**

**1.01 WORK INCLUDES**

- A. Control panels.
- B. Control Valves: Furnish to Heating Contractor.
  - 1. Globe pattern.
  - 2. Electronic operators.
- C. Input/Output Sensors:
  - 1. Temperature sensors.
  - 2. Humidity sensors.
  - 3. Static pressure (air pressure) sensors.
  - 4. Equipment operation (current) sensors.
  - 5. Damper position indicators.
  - 6. Carbon dioxide sensors.
- D. Thermostats:
  - 1. Electric room thermostats.
  - 2. Room thermostat accessories.
  - 3. Outdoor reset thermostats.
  - 4. Immersion thermostats.
  - 5. Airstream thermostats.
  - 6. Electric low limit duct thermostats.
- E. Transmitters:
  - 1. Building static pressure transmitters.
  - 2. Pressure transmitters.
  - 3. Air pressure transmitters.
  - 4. Temperature transmitters.
  - 5. Humidity transmitters.
- F. Low Coil Input Relays.
- G. Air Flow Measuring Stations.
- H. Variable Frequency Drives.

**1.02 RELATED WORK**

- A. Specified elsewhere:
  - 1. Section 23 05 19 - Meters and Gages for HVAC Piping: Thermometer sockets, gage taps.
  - 2. Section 23 09 23 - Direct-Digital Control System for HVAC.
  - 3. Section 23 21 13 - Hydronic Piping: Installation of control valves, flow switches, temperature sensor sockets, gage taps.
  - 4. Section 23 21 14 - Hydronic Specialties.
  - 5. Section 26 27 17 - Equipment Wiring: Electrical characteristics and wiring connections.

### 1.03 REFERENCES

- A. AMCA 500-D - Laboratory Methods of Testing Dampers for Rating; 2012.
- B. NEMA 250 - Enclosures for Electrical Equipment (1000 Volts Maximum); 2014.
- C. NEMA DC 3 - Residential Controls - Electrical Wall-Mounted Room Thermostats; 2013.
- D. NFPA 90A - Standard for the Installation of Air-Conditioning and Ventilating Systems; 2018.

### 1.04 SUBMITTALS

- A. Product Data: Provide description and engineering data for each control system component. Include sizing as requested. Provide data for each system component and software module.
- B. Shop Drawings: Indicate complete operating data, system drawings, wiring diagrams, and written detailed operational description of sequences. Submit schedule of valves indicating size, flow, and pressure drop for each valve. For automatic dampers indicate arrangement, velocities, and static pressure drops for each system.
- C. Operation and Maintenance Data: Include inspection period, cleaning methods, recommended cleaning materials, and calibration tolerances.
- D. Project Record Documents: Record actual locations of control components, including panels, thermostats, and sensors. Accurately record actual location of control components, including panels, thermostats, and sensors.
  - 1. Revise shop drawings to reflect actual installation and operating sequences.
- E. Warranty: Submit manufacturer's warranty and ensure forms have been filled out in Owner's name and registered with manufacturer.

### 1.05 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacturing the Products specified in this section with minimum three years documented experience.
- B. Installer Qualifications: Company specializing in performing the work of this section with minimum 3 years experience approved by manufacturer.

## 2. PRODUCTS

### 2.01 EQUIPMENT - GENERAL

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

### 2.02 CONTROL PANELS

- A. Unitized cabinet type for each system under automatic control with relays and controls mounted in cabinet and temperature indicators, pressure gages, pilot lights, push buttons and switches flush on cabinet panel face.
- B. NEMA 250, general purpose utility enclosures with enameled finished face panel.
- C. Provide common keying for all panels.



## 2.03 CONTROL VALVES

### A. Manufacturers.

1. Danfoss; Model AB-QM.
2. Flow Control Industries; Model DeltaP Valve.
3. Johnson Controls; Model VP140 Series.

### B. Pressure Independent Control Valve.

1. ASME B16.34 or ASME B16.15, valve bodies shall be two-way normally open or closed. Valve bodies 2 inches and smaller shall be bronze or brass. Valve bodies 2-1/2 inches and larger shall be brass, bronze or iron.
2. Valve shall be two way globe style, pressure independent, with integrated differential pressure control regulator. Regulation control of pressure shall be by an integrated EPDM diaphragm design, stainless spring, pressure control disc and require no internal maintenance or replaceable cartridges. Pressure control seat shall be brass construction with vulcanized EPDM.
3. Provide user adjustable maximum flow within valve control range; adjustment method shall indicate percentage of valve flow range and utilize spring locked method of adjustment.
4. Regulation of internal control valve differential pressure shall provide 100% control valve authority and maintain a linear flow characteristic.
5. Flow shall be accurately controlled from 0-100% full rated flow with an operating pressure differential range of 4 to 60 psig.
6. Valve shall provide back seated globe design to allow service of packing under pressure without leakage for valves up to 1-1/4 inches.
7. Valve shall include PT test ports.
8. Actuator shall operate the valve through its' full range and have a minimum close off pressure of 90 psig; have the ability to supply on/off, floating, proportional, safety spring and or feedback options; visible position indication; thermostatic, thermal or electronic version as indicated. Actuator shall be from the same manufacturer as the valve manufacturer.

## 2.04 DAMPERS

- A. Performance: Test in accordance with AMCA 500-D.
- B. Frames: Extruded aluminum, welded or riveted with corner reinforcement, minimum 12 gage, 0.1046 inch.
- C. Blades: Extruded aluminum, maximum blade size 6 inches wide, 48 inches long, minimum 22 gage, 0.0299 inch, attached to minimum 1/2 inch shafts with set screws.
- D. Blade Seals: Synthetic elastomeric, inflatable, mechanically attached, field replaceable.
- E. Jamb Seals: Spring stainless steel.
- F. Shaft Bearings: Oil impregnated sintered bronze.
- G. Leakage: Less than one percent based on approach velocity of 2000 ft per min and 4 inches wg.
- H. Maximum Pressure Differential: 6 inches wg.

## 2.05 DAMPER OPERATORS

- A. General: Provide smooth proportional control with sufficient power for air velocities 20 percent greater than maximum design velocity and to provide tight seal against maximum system pressures. Provide spring return for two position control and for fail safe operation.
  - 1. Provide sufficient number of operators to achieve unrestricted movement throughout damper range.
  - 2. Provide one operator for maximum 36 sq ft damper section.
- B. Electric Operators:
  - 1. Manufacturers:
    - a. Belimo.
    - b. Johnson Controls.
    - c. Honeywell.
  - 2. Spring return, adjustable stroke motor having oil immersed gear train, with auxiliary end switch.

## 2.06 INPUT/OUTPUT SENSORS

- A. Temperature Sensors:
  - 1. Use thermistor or RTD type temperature sensing elements with characteristics resistant to moisture, vibration, and other conditions consistent with the application without affecting accuracy and life expectancy.
  - 2. Construct RTD of nickel or platinum with base resistance of 1000 ohms at 70 degrees F.
  - 3. 100 ohm platinum RTD is acceptable if used with project DDC controllers.
  - 4. Temperature Sensing Device: Compatible with project DDC controllers.
  - 5. Performance Characteristics:
    - a. RTD:
      - 1) Duct Averaging Accuracy: Plus/minus 0.50 degrees F minimum.
      - 2) Chilled Water Accuracy: Plus/minus 0.50 degrees F minimum.
      - 3) All Other Accuracy: Plus/minus 0.75 degrees F minimum.
      - 4) Range: Minus 40 degrees F through 220 degrees F minimum.
    - b. Thermistor:
      - 1) Accuracy (All): Plus/minus 0.36 degrees F minimum.
      - 2) Range: Minus 25 degrees F through 122 degrees F minimum.
      - 3) Heat Dissipation Constant: 2.7 mW per degree C.
    - c. Temperature Transmitter:
      - 1) Accuracy: 0.10 degree F minimum or plus/minus 0.20 percent of span.
      - 2) Output: 4 to 20 mA.
    - d. Sensing Range:
      - 1) Provide limited range sensors if required to sense the range expected for a respective point.
      - 2) Use RTD type sensors for extended ranges beyond minus 30 degrees F to 230 degrees F.
      - 3) Use temperature transmitters in conjunction with RTD's when RTD's are incompatible with DDC controller direct temperature input.
    - e. Wire Resistance:

- 1) Use appropriate wire size to limit temperature offset due to wire resistance to 1.0 degree F or use temperature transmitter when offset is greater than 1.0 degree F due to wire resistance.
  - 2) Compensate for wire resistance in software input definition when feature is available in the DDC controller.
  - f. Outside Air Sensors: Watertight inlet fitting shielded from direct rays of the sun.
  - g. Immersion Temperature Sensors: A sensor encased in a corrosion-resistant probe with an indoor junction box service entry body.
  - h. Temperature Averaging Elements:
    - 1) Use on duct sensors for ductwork 10 sq ft or larger.
    - 2) Use averaging elements where prone to stratification with sensor length 8 ft, or 16 ft.
    - 3) Provide for all mixed air and heating coil discharge sensors regardless of duct size.
  - i. Insertion Elements:
    - 1) Use in ducts not affected by temperature stratification or smaller than 11 sq inches.
    - 2) Provide dry type, insertion elements for liquids, installed in immersion wells, with minimum insertion length of 2.5 inches.
- B. Humidity Sensors:
1. Duct Mounted Sensor: Voltage type encased in a die-cast metal, weather-proof housing.
    - a. Input Power, Voltage Type: Class 2; 12-30 VDC/24 VAC, 15mA max.
    - b. Input Power, mA Type: Class 2; Loop powered 12-30 VDC only, 30 mA max.
    - c. Output Voltage Type: 3-wire observed polarity.
    - d. Output mA Type: 2-wire, not polarity sensitive (clipped and capped).
    - e. Humidity:
      - 1) HS Element: Digitally profiled thin-film capacitive.
      - 2) Accuracy 1 percent at 10 to 80 percent relative humidity at 77 degrees F, multi-point calibration, NIST traceable.
        - a) Plus/minus 1 percent at 20 to 40 percent RH in mA output mode; (multi-point calibration, NIST traceable).
      - 3) Scaling: 0 to 100 percent RH.
    - f. Temperature Effect:
      - 1) Duct Mounted: Plus/minus 0.18 percent per degree F.
      - 2) Outdoor Mounted: 4 to 20mA version:  $(0.0013 \times \%RH \times (T_{\text{degreeC}} - 25))$ .
    - g. Hysteresis: 1.5 percent typical.
    - h. Linearity: Included in accuracy specification.
    - i. Reset Rate: 24 hours.
    - j. Stability: Plus/minus 1 percent at 68 degrees F (20 degrees C) annually, for two years.
    - k. Operating Environment:
      - 1) Operating Humidity Range: 0 to 100 percent RH noncondensing.
      - 2) Operating Temperature Range: Minus 40 degrees F to 122 degrees F.
- C. Static Pressure (Air Pressure) Sensors:
1. Unidirectional with ranges not exceeding 150 percent of maximum expected input.
  2. Temperature compensate with typical thermal error or 0.06 percent of full scale in temperature range of 40 to 100 degrees F.
  3. Accuracy: One percent of full scale with repeatability 0.3 percent.

4. Output: 0 to 5 vdc with power at 12 to 28 vdc.
- D. Equipment Operation (Current) Sensors:
1. Status Inputs for Fans: Differential pressure switch with adjustable range of 0 to 5 inches wg.
  2. Status Inputs for Pumps: Differential pressure switch piped across pump with adjustable pressure differential range of 8 to 60 psi.
  3. Status Inputs for Electric Motors: Current sensing relay with current transformers, adjustable and set to 175 percent of rated motor current.
- E. Damper Position Indicators: Potentiometer mounted in enclosure with adjustable crank arm assembly connected to damper to transmit 0 to 100 percent damper travel.
- F. Carbon Dioxide Sensors, Duct and Wall:
1. General: Provide non-dispersive infrared (NDIR), diffusion sampling CO2 sensors with integral transducers and linear output.
  2. Air Temperature: Range of 32 to 122 degrees F.
  3. Relative Humidity: Range of 0 to 95 percent (non-condensing).
  4. Power Input: Class 2; 12 to 30VDC or 24VAC 50/60 Hz; 100mA max.
  5. Calibration Characteristics:
    - a. Automatically compensating algorithm for sensor drift due to sensor degradation.
    - b. Maximum Drift: 2 percent.
    - c. User calibratable with a minimum calibration interval of 5 years.
  6. Construction:
    - a. Sensor Chamber: Non-corrosive material for neutral effect on carbon dioxide sample.
    - b. Provide duct mounted sensors with duct probe designed to protect sensing element from dust accumulation and mechanical damage.
    - c. Housing: High impact plastic.

## 2.07 THERMOSTATS

- A. Electric Room Thermostats: Matching Campus standard
1. Provide sensor type matching existing campus standard.
  2. Type: NEMA DC 3, 24 volts, with setback/setup temperature control.
  3. Service: Cooling and heating.
  4. Room thermostats shall be equipped with setpoint adjustment.
  5. Thermostats shall match owner standard.
- B. Room Thermostat Accessories:
1. Insulating Bases: For thermostats located on exterior walls.
- C. Outdoor Reset Thermostats:
1. Remote bulb or bimetal rod and tube type, proportioning action with adjustable throttling range, adjustable setpoint.
- D. Immersion Thermostats:
1. Remote bulb or bimetallic rod and tube type, proportional action with adjustable setpoint and adjustable throttling range.
- E. Airstream Thermostats:

1. Remote bulb or bimetallic rod and tube type, proportional action with adjustable setpoint in middle of range and adjustable throttling range.

F. Electric Low Limit Duct Thermostats:

1. Snap acting, single pole, single throw, manual reset switch that trips if temperature sensed across any 12 inches of bulb length is equal to or below setpoint,
2. Bulb length: Minimum 20 feet.
3. Provide one thermostat for every 20 sq ft of coil surface.

## 2.08 TRANSMITTERS

A. Building Static Pressure Transmitters:

1. One pipe, direct acting, double bell, scale range 0.01 to 6.0 inch wg positive or negative, and sensitivity of 0.0005 inch wg. Transmit electronic signal to receiver with matching scale range.

B. Pressure Transmitters:

1. One pipe direct acting indicating type for gas, liquid, or steam service, range suitable for system, proportional electronic output.

C. Air Pressure Transmitters:

1. General: Provide dry media differential pressure transducers to monitor duct and room pressure.
  - a. Media Compatibility: Dry air.
  - b. Input Power: Class 2; 12 to 30 VDC; 2-wire: 20 mA max.
  - c. Output: Field selectable, 2-wire, loop-powered 4 to 20 mA (DC only, clipped and capped).
  - d. Pressure Ranges: 4 and 7, field selectable.
  - e. Response Time:
    - 1) Standard: T95 in 20 seconds.
    - 2) Fast: T95 in 2 seconds.
    - 3) Switch selectable.
  - f. Mode: Switch selectable, unidirectional.

D. Temperature Transmitters:

1. One pipe, directly proportional output signal to measured variable, linearity within plus or minus 1/2 percent of range for 200 degrees F span and plus or minus 1 percent for 50 degrees F span, with 50 degrees F. temperature range, compensated bulb, averaging capillary, or rod and tube operation on 20 psig input pressure and 3 to 15 psig output.

E. Humidity Transmitters:

1. One pipe, directly proportioned output signal to measured variable, linearity within plus or minus 1 percent for 70 percent relative humidity span, capable of withstanding 95 percent relative humidity without loss of calibration.

## 2.09 LOW COIL INPUT RELAYS

A. Relays shall include;

1. Encoded relay Hi/Low separation 20 amp DPDT +Override.
2. UL Listed, UL916, UL864, C-UL and UL Accepted for use in Plenum, NEMA 1.
3. Power input: 120 Vac, 50-60 Hz or 208-277 Vac, 50-60 Hz as applicable.
4. Control Input: 5-25 Vac/dc. 50-60 Hz.

5. Relay status: LED on = activated.

## **2.10 AIR FLOW MEASURING STATION**

- A. Manufacturers:
  1. Ebtron, Inc.
  2. Air Monitor Corp.
  3. Johnson Controls
- B. Thermal dispersion airflow measurement device. Measuring device shall consist of one or more multi-point measuring probes and a single microprocessor-based transmitter. Transmitter shall have an LCD display capable of displaying airflow and temperature. Airflow shall be field configurable to be displayed as a velocity or volumetric rate.
- C. Transmitter shall be operate on 24 VAC.
- D. Transmitter shall be capable of communicating with building automation system using one of the following interface options:
  1. Two field selectable (0-5/0-10 VDC or 4-20mA), scalable, isolated and over-current protected analog output signals (AO1=airflow, AO2=temperature or alarm) and one RS-485 BACnet/Modbus connection, or
  2. Two field selectable (0-5/0-10 VDC or 4-20mA), scalable, isolated and over-current protected analog output signals (AO1=airflow, AO2=temperature or alarm) and one Ethernet BACnet/Modbus connection, or one isolated RS-485 (field selectable BACnet MS/TP or Modbus RTU) network connection, or
  3. One RS-485 BACnet/Modbus network connection and one Ethernet BACnet/Modbus or
  4. LonWorks Free Topology network connection.
- E. Duct mounted sensors shall be fabricated of anodized aluminum alloy tube with 303/304 stainless steel mounting brackets.
- F. Fan inlet sensor probes shall consist of one sensor node mounted on a 304 stainless steel block with two adjustable zinc plated steel rods connected to 304 stainless steel pivoting mounting feet. Airflow/temperature measuring devices shall be UL listed.

## **2.11 VARIABLE FREQUENCY DRIVES**

- A. Danfoss VLT.
- B. Rated input voltage: See schedules.
- C. Variable torque horsepower: See schedules.
- D. Enclosure: Power electronics and control electronics housed in NEMA 1 enclosure.
- E. Electro-mechanical construction:
  1. Input voltage +/- 10 percent.
  2. Output current overload rating of 125 percent of motor FLA for 1 minute.
  3. Voltage source design using PWM inverter technology.
  4. Microprocessor based control circuit generating sine coded PWM output current waveform.
- F. Non-volatile memory (NV RAM); all programming is maintained when disconnected from power.

- G. Corrects displacement power factor to 98 percent throughout the motor speed range and eliminates power line notching, through the use of diode bridge input section or power factor correction capacitors and isolation transformer.
- H. Input phase insensitive, sequencing of the 3 phase input lines is not required.
- I. Fused DC bus with capacitive filtering.
- J. Insulated Gate Bipolar Transistors (IGBT) output, allowing motor noise, at 60 Hz, less than 2 dB (@ 1 meter) above that resulting from across the line operation.
- K. Three current transformers detect the output current to provide: Electronic thermal overload protection, Three phase current limit, Ground fault protection, Short circuit protection and Speed search capability.
- L. Digital operator keypad and display.
- M. Power electronics provide efficiency of 97 percent (minimum).
- N. Materials of construction UL 94-VO rated.
- O. Non-fused disconnect provided for motor service.

## **. EXECUTION**

### **3.01 EXAMINATION**

- A. Verify existing conditions before starting work.
- B. Verify that systems are ready to receive work.
- C. Beginning of installation means installer accepts existing conditions.
- D. Coordinate installation of system components with installation of mechanical systems equipment such as air handling units and air terminal units.

### **3.02 INSTALLATION**

- A. Install in accordance with manufacturer's instructions.
- B. Check and verify location of thermostats with plans and room details before installation. Locate 60 inches above floor. Align with lighting switches and humidistats. Refer to Section 26 27 26.
- C. Mount outdoor reset thermostats and outdoor sensors indoors, with sensing elements outdoors with sun shield.
- D. Provide separable sockets for liquids and flanges for air bulb elements.
- E. Provide valves with position indicators and with pilot positioners where sequenced with other controls.
- F. Provide mixing dampers of opposed blade construction arranged to mix streams. Provide pilot positioners on mixed air damper motors.
- G. Provide isolation (two position) dampers of parallel blade construction.

- H. Install damper motors on outside of duct in warm areas. Do not install motors in locations at outdoor temperatures.
- I. Mount control panels adjacent to associated equipment on vibration free walls or free standing angle iron supports. One cabinet may accommodate more than one system in same equipment room. Provide engraved plastic nameplates for instruments and controls inside cabinet and engraved plastic nameplates on cabinet face.
- J. Install "hand/off/auto" selector switches to override automatic interlock controls when switch is in "hand" position.
- K. Provide blue conduit and electrical wiring in accordance with Section 26 27 17. Electrical material and installation shall be in accordance with appropriate requirements.

**END 23 09 13**



## SECTION 23 09 23 DIRECT-DIGITAL CONTROL SYSTEM FOR HVAC

### GENERAL

#### 1.01 WORK INCLUDES

- A. System description.
- B. Controllers.
- C. Power supplies and line filtering.
- D. System software.
- E. Controller software.
- F. HVAC control programs.
- G. Rough-in, wiring to, and final connections to products specified in this Section.

#### 1.02 RELATED WORK

- A. Specified elsewhere:
  - 1. Section 23 09 13 - Instruments and Control Elements.
  - 2. Section 26 27 17 - Equipment Wiring: Electrical characteristics and wiring connections.

#### 1.03 REFERENCES

- A. MIL-STD-810 - Environmental Engineering Considerations and Laboratory Tests; 2014g.
- B. NFPA 70 - National Electrical Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.

#### 1.04 ADMINISTRATIVE REQUIREMENTS

- A. Expand building Johnson Controls, Inc. building control system to interface with new equipment and perform the sequence of operation specified. Modify automation system graphics to delete removed equipment and add new equipment.
- B. Provide a color graphical representation of all systems. The graphical display shall include all points indicated in the pints list and any others required to achieve the sequences of operation. The graphical user interface shall consist of the following as a minimum;
  - 1. Menu bar navigation via windows-like bars.
  - 2. Navigation will also be available via an image of the building profile from which the user clicks on floors to bring up individual floor plans.
  - 3. The individual floor plan zones shall change color based upon the difference between the actual zone temperature and zone set point so that the operator can tell at a glance if zones are in, above or below acceptable ranges. A minimum of five (5) colors are required: Color 1 = within acceptable range of set point, Color 2 = warning - zone is above acceptable range of set point and approaching high temperature alarm; Color 3 = zone is in high temperature alarm; Color 4 = warning - zone is below acceptable range of set point and approaching low temperature alarm; Color 5 = zone is in low temperature alarm.

4. Clicking on a floor plan zone shall bring up a dynamic color graphic of the mechanical equipment that serves that zone.
5. Each major piece of mechanical equipment (terminal unit, AHU, boiler, chillers, cooling towers, etc.) shall have a pictorial dynamic color graphic. The central plant equipment may be combined as appropriate on one or more graphic page.
6. Text-based (non-pictorial) summary screens will also be provided so that the operator may view critical information on multiple units at once. Summary screens will be provided for terminal units and air handling units. Summary screens for VAV/FPVAV boxes will contain as a minimum room temperature, room temperature set point, occ/unocc status and CFM for each box. Summary screens for AHUs will contain as a minimum space temperature (CV units) or discharge temperature (VAV units) and the corresponding set point, static pressure (VAV units), OA damper position, mixed air temperature, fan status and occ/unocc status.
7. Clicking on a unit on any summary screen shall bring up the complete graphic for that unit.
8. Outside air temperature shall be displayed on each graphic screen.

### **1.05 OPEN, INTEROPERABLE, INTEGRATED ARCHITECTURES**

- A. The intent of this specification is to provide a peer-to-peer networked, stand-alone, distributed control system with the capability to integrate both the ANSI/ASHRAE Standard 135-1995 BACnet and LonWorks technology communication protocols in one open, interoperable system.
- B. The supplied computer software shall employ object-oriented technology (OOT) for representation of all data and control devices within the system. In addition, adherence to industry standards including ANSI/ASHRAE Standard 135-1995, BACnet and LonMark to assure interoperability between all system components is required. For each LonWorks device that does not have LonMark certification, the device supplier must provide a XIF file for the device. For each BACnet device, the device supplier must provide a PICS document showing the installed device = s-compliance level. Minimum compliance is Level 3; with the ability to support data read and write functionality. Physical connection of BACnet devices shall be via Ethernet.
- C. All components and controllers supplied under this contract shall be true peer-to-peer communicating devices. Components or controllers requiring polling by a host to pass data shall not be acceptable.
- D. The supplied system must incorporate the ability to access all data using Java enabled browsers without requiring proprietary operator interface and configuration programs. An Open Database Connectivity (ODBC) or Structured Query Language (SQL) compliant server database is required for all system database parameter storage. This data shall reside on a supplier-installed server for all database access. Systems requiring proprietary database and user interface programs shall not be acceptable.
- E. The installed system shall provide secure password access to all features, functions and data contained in the overall Building Management Control System (BMCS). Secure Socket Layer (SSL) encryption shall be an available option for remote access.
- F. The installed system must be totally scalable to allow for future expansion with the addition of controllers and/or input/output devices. It shall not be necessary to remove equipment supplied under this contract to expand the system.

- G. The failure of any single component or network shall not interrupt the control functions of non-affected devices. A single network failure shall only affect shared communications or shared data; individual application controllers and network controllers shall continue normal operation minus only the data from a remote device from the affected network. Automatic default values for all network transported data shall be provide to allow continued operation until the network is restored.
- H. The BMCS shall provide support for ODBC or SQL. An embedded database must be an ODBC-compliant database or must provide an ODBC data access mechanism to read and write dated stored within it. A minimum offering would be the documentation of database schemes to allow users to read/write data into other applications using appropriate ODBS syntax.
- I. A hierarchical topology is required to assure reasonable system response times and to manage the flow and sharing of data.
  - 1. Maximum acceptable response time from any alarm occurrence (at the point of origin) to the point of annunciation shall not exceed 5 seconds for network connected user interfaces.
  - 2. Maximum acceptable response time from any alarm occurrence (at the point of origin) to the point of annunciation shall not exceed 60 seconds for remote or dial-up connected user interfaces.

## **1.06 WEB BROWSER CLIENTS**

- A. The system shall be capable of supporting an unlimited number of clients using a standard Web browser such as Internet Explorer. Systems requiring additional software (to enable a standard Web browser) to be resident on the client machine, or manufacturer-specific browsers shall not be acceptable.
- B. The Web browser software shall run on any operating system and system configuration that is supported by the Web browser. Systems that require specific machine requirements in terms of processor speed, memory, etc., in order to allow the Web browser to function with the BMCS shall not be acceptable.
- C. The Web browser shall provide the same view of the system, in terms of graphics, schedules, calendars, logs, etc., and provide the same interface methodology as is provided by the Graphical User Interface (GUI). Systems that require different views or that require different means of interacting with objects such as schedules, or logs, shall not be permitted.
- D. The Web browser client shall support at a minimum, the following functions;
  - 1. User log-in identification and password shall be required. If an unauthorized user attempts access, a blank web page shall be displayed. Security using Java authentication and encryption techniques to prevent unauthorized access shall be implemented.
  - 2. Graphical screens developed for the GUI shall be the same screens used for the Web browser client. Any animated graphical objects supported by the GUI shall be supported by the Web browser interface.
  - 3. HTML programming shall not be required to display system graphics or data on a Web page. HTML editing of the Web page shall be allowed if the user desires a specific look or format.

4. Storage of the graphical screens shall be in the Network Area Controller (NAC) without requiring any graphics to be stored on the client machine. Systems that require graphics storage on each client are not acceptable.

## **1.07 SUBMITTALS**

- A. Product Data: Provide data for each system component and software module.
- B. Shop Drawings:
  1. Indicate trunk cable schematic showing programmable control unit locations, and trunk data conductors.
  2. Indicate system graphics indicating monitored systems, data (connected and calculated) point addresses, and operator notations. Provide demonstration diskette containing graphics.
  3. Show system configuration with peripheral devices, batteries, power supplies, diagrams, modems, and interconnections.
  4. Indicate description and sequence of operation of operating, user, and application software.
- C. Project Record Documents: Record actual locations of control components, including control units, thermostats, and sensors.
  1. Revise shop drawings to reflect actual installation and operating sequences.
- D. Operation and Maintenance Data:
  1. Include interconnection wiring diagrams complete field installed systems with identified and numbered, system components and devices.
  2. Include keyboard illustrations and step-by-step procedures indexed for each operator function.
  3. Include inspection period, cleaning methods, cleaning materials recommended, and calibration tolerances.
- E. Warranty: Submit manufacturer's warranty and ensure forms have been filled out in Owner's name and registered with manufacturer.

## **2. PRODUCTS**

### **2.01 MANUFACTURERS**

- A. Johnson Controls, Inc. Jim Pierson - 708-418-2268

### **2.02 SYSTEM DESCRIPTION**

- A. Automatic temperature control field monitoring and control system using field programmable micro-processor based units.
- B. Base system on distributed system of fully intelligent, stand-alone controllers, operating in a multi-tasking, multi-user environment on token passing network, with central and remote hardware, software, and interconnecting wire and conduit.
- C. Include computer software and hardware, operator input/output devices, control units, local area networks (LAN), sensors, control devices, actuators.
- D. Controls for variable air volume terminals, radiation, reheat coils, unit heaters, fan coils, and the like when directly connected to the control units. Individual terminal unit control is specified in Section 23 09 13.

- E. Provide control systems consisting of thermostats, control valves, dampers and operators, indicating devices, interface equipment and other apparatus and accessories required to operate mechanical systems, and to perform functions specified.
- F. Include installation and calibration, supervision, adjustments, and fine tuning necessary for complete and fully operational system.

## **2.03 OPERATOR INTERFACE**

- A. Interface new controller into existing Campus building automation system.

## **2.04 CONTROLLERS**

### **A. BUILDING CONTROLLERS**

1. General:
  - a. Manage global strategies by one or more, independent, standalone, microprocessor based controllers.
  - b. Provide sufficient memory to support controller's operating system, database, and programming requirements.
  - c. Share data between networked controllers.
  - d. Controller operating system manages input and output communication signals allowing distributed controllers to share real and virtual object information and allowing for central monitoring and alarms.
  - e. Utilize real-time clock for scheduling.
  - f. Continuously check processor status and memory circuits for abnormal operation.
  - g. Controller to assume predetermined failure mode and generate alarm notification upon detection of abnormal operation.
  - h. Communication with other network devices to be based on assigned protocol.
2. Communication:
  - a. Controller to reside on a BACnet network using ISO 8802-3 (ETHERNET) Data Link/Physical layer protocol.
  - b. Perform routing when connected to a network of custom application and application specific controllers.
  - c. Provide service communication port for connection to a portable operator's terminal or hand held device with compatible protocol.
3. Anticipated Environmental Ambient Conditions:
  - a. Conditioned Space:
    - 1) Mount within dustproof enclosures.
    - 2) Rated for operation at 32 to 120 degrees F.
4. Provisions for Serviceability:
  - a. Diagnostic LEDs for power, communication, and processor.
  - b. Make all wiring connections to field removable, modular terminal strips, or to a termination card connected by a ribbon cable.
5. Memory: In the event of a power loss, maintain all BIOS and programming information for a minimum of 72 hours.
6. Power and Noise Immunity:
  - a. Maintain operation at 90 to 110 percent of nominal voltage rating.

- b. Perform orderly shutdown below 80 percent of nominal voltage.
- c. Operation protected against electrical noise of 5 to 120 Hz and from keyed radios up to 5 W. at 3 feet.

## B. CUSTOM APPLICATION CONTROLLERS

1. General:
  - a. Provide sufficient memory to support controller's operating system, database, and programming requirements.
  - b. Share data between networked, microprocessor based controllers.
  - c. Controller operating system manages input and output communication signals allowing distributed controllers to share real and virtual object information and allowing for central monitoring and alarms.
  - d. Utilize real-time clock for scheduling.
  - e. Continuously check processor status and memory circuits for abnormal operation.
  - f. Controller to assume predetermined failure mode and generate alarm notification upon detection of abnormal operation.
  - g. Communication with other network devices to be based on assigned protocol.
2. Communication:
  - a. Controller to reside on a BACnet network using MS/TP Data Link/Physical layer protocol.
  - b. Provide service communication port for connection to a portable operator's terminal or hand held device with compatible protocol.
3. Anticipated Environmental Ambient Conditions:
  - a. Outdoors and/or in Wet Ambient Conditions:
    - 1) Mount within waterproof enclosures.
    - 2) Rated for operation at 40 to 150 degrees F.
  - b. Conditioned Space:
    - 1) Mount within dustproof enclosures.
    - 2) Rated for operation at 32 to 120 degrees F.
4. Provisions for Serviceability:
  - a. Diagnostic LED's for power, communication, and processor.
  - b. Make all wiring connections to field removable, modular terminal strips, or to a termination card connected by a ribbon cable.
5. Memory: In the event of a power loss, maintain all BIOS and programming information for a minimum of 72 hours.
6. Power and Noise Immunity:
  - a. Maintain operation at 90 to 110 percent of nominal voltage rating.
  - b. Perform orderly shutdown below 80 percent of nominal voltage.
  - c. Operation protected against electrical noise of 5 to 120 Hz and from keyed radios up to 5 W. at 3 feet.

## C. INPUT/OUTPUT INTERFACE

1. Hardwired inputs and outputs tie into the DDC system through building, custom application, or application specific controllers.
2. All Input/Output Points:
  - a. Protect controller from damage resulting from any point short-circuiting or grounding and from voltage up to 24 volts of any duration.

- b. Provide universal type for building and custom application controllers where input or output is software designated as either binary or analog type with appropriate properties.
- 3. Binary Inputs:
  - a. Allow monitoring of On/Off signals from remote devices.
  - b. Provide wetting current of 12 mA minimum, compatible with commonly available control devices and protected against the effects of contact bounce and noise.
  - c. Sense dry contact closure with power provided only by the controller.
- 4. Pulse Accumulation Input Objects: Conform to all requirements of binary input objects and accept up to 10 pulses per second.
- 5. Analog Inputs:
  - a. Allow for monitoring of low voltage 0 to 10 VDC, 4 to 20 mA current, or resistance signals (thermistor, RTD).
  - b. Compatible with and field configurable to commonly available sensing devices.
- 6. Binary Outputs:
  - a. Used for On/Off operation or a pulsed low-voltage signal for pulse width modulation control.
  - b. Outputs provided with three position (On/Off/Auto) override switches.
  - c. Status lights for building and custom application controllers to be selectable for normally open or normally closed operation.
- 7. Analog Outputs:
  - a. Monitoring signal provides a 0 to 10 VDC or a 4 to 20 mA output signal for end device control.
  - b. Provide status lights and two position (AUTO/MANUAL) switch for building and custom application controllers with manually adjustable potentiometer for manual override on building and custom application controllers.
  - c. Drift to not exceed 0.4 percent of range per year.
- 8. Tri State Outputs:
  - a. Coordinate two binary outputs to control three point, floating type, electronic actuators without feedback.
  - b. Limit the use of three point, floating devices to the following zone and terminal unit control applications:
  - c. Control algorithms run the zone actuator to one end of its stroke once every 24 hours for verification of operator tracking.
- 9. System Object Capacity:
  - a. System size to be expandable to twice the number of input output objects required by providing additional controllers, including associated devices and wiring.
  - b. Hardware additions or software revisions for the installed operator interfaces are not to be required for future, system expansions.

## 2.05 POWER SUPPLIES AND LINE FILTERING

- A. Power Supplies:
  - 1. Provide UL listed control transformers with Class 2 current limiting type or over-current protection in both primary and secondary circuits for Class 2 service as required by the NEC.
  - 2. Limit connected loads to 80 percent of rated capacity.
  - 3. Match DC power supply to current output and voltage requirements.
  - 4. Unit to be full wave rectifier type with output ripple of 5.0 mV maximum peak to peak.

5. Regulation to be 1 percent combined line and load with 100 microsecond response time for 50 percent load changes.
6. Provide over-voltage and over-current protection to withstand a 150 percent current overload for 3 seconds minimum without trip-out or failure.
7. Operational Ambient Conditions: 32 to 120 degrees F.
8. EM/RF meets FCC Class B and VDE 0871 for Class B and MIL-STD 810 for shock and vibration.
9. Line voltage units UL recognized and CSA approved.

**B. Power Line Filtering:**

1. Provide external or internal transient voltage and surge suppression component for all workstations and controllers.
2. Minimum surge protection attributes:
  - a. Dielectric strength of 1000 volts minimum.
  - b. Response time of 10 nanoseconds or less.
  - c. Transverse mode noise attenuation of 65 dB or greater.
  - d. Common mode noise attenuation of 150 dB or greater at 40 to 100 Hz.

## **2.06 FIELD DEVICES**

**A. Networked Thermostat (NT)**

1. The NT shall communicate over the Field Controller Bus using BACnet Standard MS/TP Bus Protocol ASHRAE SSPC-135, Clause 9.
  - a. The NT shall be BACnet Testing Labs (BTL) certified and carry the BTL Label.
  - b. The NT shall be tested and certified as a BACnet Application Specific Controller (B-ASC).
  - c. A BACnet Protocol Implementation Conformance Statement shall be provided for the NT.
  - d. The Conformance Statement shall be submitted 10 days prior to bidding.
2. The Networked Thermostat shall support remote read/write and parameter adjustment from the web based User Interface through a Network Automation Engine.
3. The Networked Thermostat shall include an intuitive User Interface providing plain text messages.
  - a. Two line, 8 character backlit display
  - b. LED indicators for Fan, Heat, and Cool status
  - c. Five (5) User Interface Keys
    - 1) Mode
    - 2) Fan
    - 3) Override
    - 4) Degrees C/F
    - 5) Up/Down
  - d. The display shall continuously scroll through the following parameters:
    - 1) Room Temperature
    - 2) System Mode
    - 3) Schedule Status - Occupied/Unoccupied/Override
    - 4) Applicable Alarms
4. The Networked Thermostat shall provide the flexibility to support any one of the following inputs:
  - a. Integral Indoor Air Temperature Sensor



- b. Duct Mount Air Temperature Sensor
  - c. Remote Indoor Air Temperature Sensor with Occupancy Override and LED Indicator
  - d. Two configurable binary inputs
- 5. The Networked Thermostat shall provide the flexibility to support any one of the following outputs:
  - a. Three Speed Fan Control
  - b. Two On/Off
  - c. Two Floating
  - d. Two Proportional (0 to 10V)
- 6. The Networked Thermostat shall provide a minimum of six (6) levels of keypad lockout.
- 7. The Networked Thermostat shall provide the flexibility to adjust the following parameters:
  - a. Adjustable Temporary Occupancy from 0 to 24 hours
  - b. Adjustable heating/cooling deadband from 2° F to 5° F
  - c. Adjustable heating/cooling cycles per hour from 4 to 8
- 8. Where required by application and indicated on plans or room schedules provide the Networked Thermostat with an integral Passive Infra-Red (PIR) occupancy sensor.
- 9. The Networked Thermostat shall employ nonvolatile electrically erasable programmable read-only memory (EEPROM) for all adjustable parameters.

## **2.07 LOCAL AREA NETWORK (LAN)**

- A. Provide communication between control units over local area network (LAN).
- B. Break in Communication Path: Alarm and automatically initiate LAN reconfiguration.
- C. LAN Data Speed: Minimum 19.2 Kb.
- D. Communication Techniques: Allow interface into network by multiple operation stations and by auto-answer/auto-dial modems. Support communication over telephone lines utilizing modems.
- E. Transmission Median: Fiber optic or single pair of solid 24 gage twisted, shielded copper cable.
- F. Network Support: Time for global point to be received by any station, shall be less than 3 seconds. Provide automatic reconfiguration if any station is added or lost. If transmission cable is cut, reconfigure two sections with no disruption to system's operation, without operator intervention.

## **2.08 CONTROLLER SOFTWARE**

- A. All applications reside and operate in the system controllers and editing of all applications occurs at the operator workstation.
- B. System Security:
  - 1. User access secured via user passwords and user names.
  - 2. Passwords restrict user to the objects, applications, and system functions as assigned by the system manager.
  - 3. User Log On/Log Off attempts are recorded.
  - 4. Automatic Log Off occurs following the last keystroke after a user defined delay time.
- C. Object or Object Group Scheduling:
  - 1. Weekly Schedules Based on Separate, Daily Schedules:

- a. Include start, stop, optimal stop, and night economizer.
  - b. 10 events maximum per schedule.
  - c. Start/stop times adjustable for each group object.
- D. Provide standard application for equipment coordination and grouping based on function and location to be used for scheduling and other applications.
- E. Alarms:
  - 1. Binary object is set to alarm based on the operator specified state.
  - 2. Analog object to have high/low alarm limits.
  - 3. All alarming is capable of being automatically and manually disabled.
  - 4. Alarm Reporting:
    - a. Operator determines action to be taken for alarm event.
    - b. Alarms to be routed to appropriate workstation.
    - c. Reporting Options:
- F. Maintenance Management: System monitors equipment status and generates maintenance messages based upon user-designated run-time limits.
- G. Sequencing: Application software based upon specified sequences of operation shown on the Drawings.
- H. PID Control Characteristics:
  - 1. Direct or reverse action.
  - 2. Anti-windup.
  - 3. Calculated, time-varying, analog value, positions an output or stages a series of outputs.
  - 4. User selectable controlled variable, set-point, and PED gains.
- I. Staggered Start Application:
  - 1. Prevents all controlled equipment from simultaneously restarting after power outage.
  - 2. Order of equipment startup is user selectable.
- J. On-Off Control with Differential:
  - 1. Algorithm allows binary output to be cycled based on a controlled variable and set-point.
  - 2. Algorithm to be direct-acting or reverse-acting incorporating an adjustable differential.
- K. Run-Time Totalization:
  - 1. Totalize run-times for all binary input objects.
  - 2. Provides operator with capability to assign high run-time alarm.

## 2.09 HVAC CONTROL PROGRAMS

- A. General:
  - 1. Support Inch-pounds and SI (metric) units of measurement.
  - 2. Identify each HVAC Control system.
- B. Optimal Run Time:
  - 1. Control start-up and shutdown times of HVAC equipment for both heating and cooling.
  - 2. Base on occupancy schedules, outside air temperature, seasonal requirements, and interior room mass temperature.

3. Start-up systems by using outside air temperature, room mass temperatures, and adaptive model prediction for how long building takes to warm up or cool down under different conditions.
  4. Use outside air temperature to determine early shut down with ventilation override.
- C. Supply Air Reset:
1. Monitor heating and cooling loads in building spaces, terminal reheat systems, and single zone unit discharge temperatures.
  2. Adjust discharge temperatures to most energy efficient levels satisfying measured load by:
    - a. Raising cooling temperatures to highest possible value.
    - b. Reducing heating temperatures to lowest possible level.
- D. Enthalpy Switchover:
1. Calculate outside and return air enthalpy using measured temperature and relative humidity; determine energy expended and control outside and return air dampers.

## **. EXECUTION**

### **3.01 EXAMINATION**

- A. Verify existing conditions before starting work.
- B. Verify that conditioned power supply is available to the control units and to the operator work station. Verify that field end devices, wiring, and pneumatic tubing is installed prior to installation proceeding.

### **3.02 INSTALLATION**

- A. Install control units and other hardware in position on permanent walls where not subject to excessive vibration.
- B. Install software in control units. Implement all features of programs to specified requirements and appropriate to sequence of operation.
- C. Provide blue conduit and electrical wiring in accordance with Section 26 05 00. Electrical material and installation shall be in accordance with appropriate requirements of Division 26.
  1. Provide conduit for all control wiring exposed to view. This includes but is not limited to all storage rooms, mechanical rooms, and similar spaces.
  2. Provide conduit for all control wiring concealed in inaccessible spaces. This includes but is not limited to wiring above/behind drywall and plaster ("hard") ceilings or soffits, and wiring within vertical chase spaces, regardless of whether access doors are provided or not.
  3. Control wiring that is concealed above readily accessible ceilings such as acoustical lay-in ceilings, need not be run in conduit.
- D. All exposed conduit wiring that is not located above an accessible ceiling shall be installed in blue conduit. This includes all storage room, mechanical rooms, etc.

### **3.03 DEMONSTRATION AND INSTRUCTIONS**

- A. Demonstrate complete and operating system to Owner.

**END 23 09 23**

## **SECTION 23 21 13 HYDRONIC PIPING**

### **. GENERAL**

#### **1.01 WORK INCLUDES**

- A. Hydronic system requirements.
- B. Heating water piping.
- C. Chilled water piping.
- D. Pipe hangers and supports.
- E. Unions, flanges, mechanical couplings, and dielectric connections.
- F. Valves:
  - 1. Ball valves.
  - 2. Butterfly valves.
  - 3. Check valves.
- G. Flow controls.

#### **1.02 RELATED WORK**

- A. Specified elsewhere:
  - 1. Section 23 07 19 - HVAC Piping Insulation.
  - 2. Section 23 21 14 - Hydronic Specialties.

#### **1.03 REFERENCES**

- A. ASME B16.3 - Malleable Iron Threaded Fittings: Classes 150 and 300; 2016.
- B. ASME B16.18 - Cast Copper Alloy Solder Joint Pressure Fittings; 2012.
- C. ASME B16.22 - Wrought Copper and Copper Alloy Solder-Joint Pressure Fittings; 2018.
- D. ASME B31.9 - Building Services Piping; 2014.
- E. ASTM A53/A53M - Standard Specification for Pipe, Steel, Black and Hot-Dipped, Zinc-Coated, Welded and Seamless; 2018.
- F. ASTM A234/A234M - Standard Specification for Piping Fittings of Wrought Carbon Steel and Alloy Steel for Moderate and High Temperature Service; 2018a.
- G. ASTM B32 - Standard Specification for Solder Metal; 2008 (Reapproved 2014).
- H. ASTM B88 - Standard Specification for Seamless Copper Water Tube; 2016.
- I. ASTM B88M - Standard Specification for Seamless Copper Water Tube (Metric); 2016.
- J. ASTM F708 - Standard Practice for Design and Installation of Rigid Pipe Hangers; 1992 (Reapproved 2014).
- K. ASTM F1476 - Standard Specification for Performance of Gasketed Mechanical Couplings for Use in Piping Applications; 2007 (Reapproved 2013).

- L. AWS A5.8M/A5.8 - Specification for Filler Metals for Brazing and Braze Welding; 2011 (Amended 2012).
- M. AWS D1.1/D1.1M - Structural Welding Code - Steel; 2015, with Errata (2016).
- N. AWWA C606 - Grooved and Shouldered Joints; 2015.
- O. MSS SP-58 - Pipe Hangers and Supports - Materials, Design, Manufacture, Selection, Application, and Installation; 2009.

#### **1.04 QUALITY ASSURANCE**

- A. Installer Qualifications: Company specializing in performing work of the type specified in this section, with minimum three years of experience.

#### **1.05 DELIVERY, STORAGE, AND HANDLING**

- A. Accept valves on site in shipping containers with labeling in place. Inspect for damage.
- B. Provide temporary protective coating on cast iron and steel valves.
- C. Provide temporary end caps and closures on piping and fittings. Maintain in place until installation.
- D. Protect piping systems from entry of foreign materials by temporary covers, completing sections of the work, and isolating parts of completed system.

#### **1.06 WARRANTY**

- A. Provide 50 year limited warranty on press fittings from date of installation.

### **2. PRODUCTS**

#### **2.01 HYDRONIC SYSTEM REQUIREMENTS**

- A. Comply with ASME B31.9 and applicable federal, state, and local regulations.
- B. Piping: Provide piping, fittings, hangers and supports as required, as indicated, and as follows:
  1. Where more than one piping system material is specified, provide joining fittings that are compatible with piping materials and ensure that the integrity of the system is not jeopardized.
  2. Use non-conducting dielectric connections whenever joining dissimilar metals.
  3. Provide pipe hangers and supports in accordance with ASME B31.9 or MSS SP-58 unless indicated otherwise.
- C. Pipe-to-Valve and Pipe-to-Equipment Connections: Use flanges, unions, or grooved couplings to allow disconnection of components for servicing; do not use direct welded, soldered, or threaded connections.
  1. Where grooved joints are used in piping, provide grooved valve/equipment connections if available; if not available, provide flanged ends and grooved flange adapters.
- D. Valves: Provide valves where indicated:
  1. Provide drain valves where indicated, and if not indicated provide at least at main shut-off, low points of piping, bases of vertical risers, and at equipment. Use 3/4 inch gate valves with cap; pipe to nearest floor drain.
  2. Isolate equipment using butterfly valves with lug end flanges or grooved mechanical couplings.

3. For throttling, bypass, or manual flow control services, use ball or butterfly valves.
4. For throttling and isolation service in chilled and condenser water systems, use only butterfly valves.
5. In heating water or chilled water systems, butterfly valves may be used interchangeably with gate and globe valves.
6. For shut-off and to isolate parts of systems or vertical risers, use ball or butterfly valves.

E. Welding Materials and Procedures: Conform to ASME BPVC-IX.

## 2.02 HEATING WATER

- A. Steel Pipe: ASTM A53/A53M, Schedule 40, black, using one of the following joint types:
1. Welded Joints: ASTM A234/A234M, wrought steel welding type fittings; AWS D1.1/D1.1M welded.
  2. Threaded Joints: ASME B16.3, malleable iron fittings.
  3. Grooved Joints: AWWA C606 grooved pipe, fittings of same material, and mechanical couplings.
- B. Copper Tube: ASTM B88 (ASTM B88M), Type L (B), drawn, using one of the following joint types:
1. Fittings: ASME B16.18, cast brass/bronze or ASME B16.22, wrought copper and bronze.
  2. Solder Joints:
    - a. Solder: ASTM B32 lead-free solder, HB alloy (95-5 tin-antimony) or tin and silver.
    - b. Braze: AWS A5.8M/A5.8 BCuP copper/silver alloy.
  3. Tee Connections: Mechanically extracted collars with notched and dimpled branch tube.
  4. Mechanical Press Sealed Fittings: Double pressed type complying with ASME B16.22, utilizing EPDM, non toxic synthetic rubber sealing elements. Sealing elements shall be factory installed by fitting manufacturer. Press ends shall have means to indicate non-pressed fitting during pressure test.
    - a. Manufacturers:
      - 1) Viega LLC.
      - 2) Nibco.
      - 3) Mueller Industries.

## 2.03 CHILLED WATER PIPING

- A. Steel Pipe: ASTM A53/A53M, Schedule 40, black; using one of the following joint types:
1. Welded Joints: ASTM A234/A234M, wrought steel welding type fittings; AWS D1.1/D1.1M welded.
  2. Threaded Joints: ASME B16.3, malleable iron fittings.
  3. Grooved Joints: AWWA C606 grooved pipe, fittings of same material, and mechanical couplings.
- B. Copper Tube: ASTM B88 (ASTM B88M), Type L (B), hard drawn; using one of the following joint types:
1. Fittings: ASME B16.18, cast brass/bronze or ASME B16.22, wrought copper and bronze.
  2. Solder Joints:
    - a. Solder: ASTM B32 lead-free solder, HB alloy (95-5 tin-antimony) or tin and silver.
    - b. Braze: AWS A5.8M/A5.8 BCuP copper/silver alloy.
  3. Tee Connections: Mechanically extracted collars with notched and dimpled branch tube.

4. Mechanical Press Sealed Fittings: Double pressed type complying with ASME B16.22, utilizing EPDM, non toxic synthetic rubber sealing elements. Sealing elements shall be factory installed by fitting manufacturer. Press ends shall have means to indicate non-pressed fitting during pressure testing.
  - a. Manufacturers:
    - 1) Viega LLC.
    - 2) Nibco.
    - 3) Mueller Industries.

## 2.04 EQUIPMENT DRAINS AND OVERFLOWS

- A. Steel Pipe: ASTM A53/A53M, Schedule 40 galvanized; using one of the following joint types:
  1. Threaded Joints: Galvanized cast iron, or ASME B16.3 malleable iron fittings.
  2. Grooved Joints: AWWA C606 grooved pipe, fittings of same material, and mechanical couplings.
- B. Copper Tube: ASTM B88 (ASTM B88M), Type L (B), drawn; using one of the following joint types:
  1. Solder Joints: ASME B16.18 cast brass/bronze or ASME B16.22 solder wrought copper fittings; ASTM B32 lead-free solder, HB alloy (95-5 tin-antimony) or tin and silver.
  2. Grooved Joints: AWWA C606 grooved pipe, fittings of same material, and mechanical couplings.

## 2.05 PIPE HANGERS AND SUPPORTS

- A. Provide hangers and supports that comply with MSS SP-58.
  1. If type of hanger or support for a particular situation is not indicated, select appropriate type using MSS SP-58 recommendations.
- B. Hangers for Pipe Sizes 1/2 to 1-1/2 Inch: Carbon steel, adjustable swivel, split ring.
- C. Hangers for Cold Pipe Sizes 2 Inches and Greater: Carbon steel, adjustable, clevis.
- D. Hangers for Hot Pipe Sizes 2 to 4 Inches: Carbon steel, adjustable, clevis.
- E. Multiple or Trapeze Hangers: Steel channels with welded spacers and hanger rods.
- F. Wall Support for Pipe Sizes to 3 Inches: Cast iron hook.
- G. Vertical Support: Steel riser clamp.
- H. Floor Support for Cold Pipe: Cast iron adjustable pipe saddle, lock nut, nipple, floor flange, and concrete pier or steel support.
- I. Floor Support for Hot Pipe Sizes to 4 Inches: Cast iron adjustable pipe saddle, lock nut, nipple, floor flange, and concrete pier or steel support.
- J. Copper Pipe Support: Carbon steel ring, adjustable, copper plated.
- K. Hanger Rods: Mild steel threaded both ends, threaded one end, or continuous threaded.
- L. Inserts: Malleable iron case of galvanized steel shell and expander plug for threaded connection with lateral adjustment, top slot for reinforcing rods, lugs for attaching to forms; size inserts to suit threaded hanger rods.



- M. In grooved installations, use rigid couplings with offsetting angle-pattern bolt pads or with wedge shaped grooves in header piping to permit support and hanging in accordance with ASME B31.9.

## **2.06 UNIONS, FLANGES, MECHANICAL COUPLINGS, AND DIELECTRIC CONNECTIONS**

- A. Unions for Pipe 2 Inches and Less:
1. Ferrous Piping: 150 psig malleable iron, threaded.
  2. Copper Pipe: Bronze, soldered joints.
- B. Flanges for Pipe 2 Inches and Greater:
1. Ferrous Piping: 150 psig forged steel, slip-on.
  2. Copper Piping: Bronze.
  3. Gaskets: 1/16 inch thick preformed neoprene.
- C. Mechanical Couplings for Grooved and Shouldered Joints: Two or more curved housing segments with continuous key to engage pipe groove, circular C-profile gasket, and bolts to secure and compress gasket.
1. Dimensions and Testing: In accordance with AWWA C606.
  2. Mechanical Couplings: Comply with ASTM F1476.
  3. Housing Material: Ductile iron, galvanized complying with ASTM A536.
  4. Gasket Material: EPDM suitable for operating temperature range from minus 30 degrees F to 230 degrees F.
  5. Bolts and Nuts: Hot dipped galvanized or zinc-electroplated steel.
  6. When pipe is field grooved, provide coupling manufacturer's grooving tools.
- D. Dielectric Connections:
1. Waterways:
    - a. Water impervious insulation barrier capable of limiting galvanic current to 1 percent of short circuit current in a corresponding bimetallic joint.
    - b. Dry insulation barrier able to withstand 600 volt breakdown test.
    - c. Construct of galvanized steel with threaded end connections to match connecting piping.
    - d. Suitable for the required operating pressures and temperatures.
  2. Flanges:
    - a. Dielectric flanges with same pressure ratings as standard flanges.
    - b. Water impervious insulation barrier capable of limiting galvanic current to 1 percent of short circuit current in a corresponding bimetallic joint.
    - c. Dry insulation barrier able to withstand 600 volt breakdown test.
    - d. Construct of galvanized steel with threaded end connections to match connecting piping.
    - e. Suitable for the required operating pressures and temperatures.

## **2.07 BALL VALVES**

- A. Manufacturers:
1. Nibco, Inc.
  2. Watts.
  3. Apollo.
- B. Up To and Including 2 Inches:

1. Bronze one piece body, chrome plated brass ball, teflon seats and stuffing box ring, lever handle with balancing stops, solder ends with union.

C. Over 2 Inches:

1. Ductile iron body, chrome plated stainless steel ball, teflon or Virgin TFE seat and stuffing box seals, lever handle, flanged ends, rated to 800 psi.

## **2.08 BUTTERFLY VALVES**

A. Manufacturers:

1. Nibco.
2. Crane Valve.
3. Milwaukee Valve Company.

B. Body: Ductile iron with resilient molded-in EPDM seat, lug ends, extended neck.

C. Disc: Construct of aluminum bronze, geometric drive (one piece stem, no pin through disc).

D. Stem: Stainless steel with stem offset from the centerline to provide full 360 degree circumferential setting.

E. Operator: 10 position lever handle.

## **2.09 SWING CHECK VALVES**

A. Manufacturers:

1. Nibco, Inc.
2. Stockham.
3. Grinnell.
4. Jomar.

B. Up To and Including 2 Inches:

1. Bronze body, bronze trim, bronze rotating swing disc, with composition disc, solder ends.

C. Over 2 Inches:

1. Iron body, bronze trim, bronze faced rotating swing disc, renewable disc and seat, flanged ends.

## **2.10 SPRING LOADED CHECK VALVES**

A. Manufacturers:

1. Nibco, Inc.
2. Hammond Valve.
3. Milwaukee Valve Company.

B. Iron body, bronze trim, split plate, hinged with stainless steel spring, resilient seal bonded to body, wafer or threaded lug ends.

## **2.11 FLOW CONTROLS**

A. Construction: Class 125, Brass or bronze body with union on inlet, temperature and pressure test plug on inlet and outlet, blowdown/backflush drain.

- B. Calibration: Control flow within 5 percent of selected rating, over operating pressure range of 10 times minimum pressure required for control, maximum minimum pressure 3.5 psi.

## **. EXECUTION**

### **3.01 PREPARATION**

- A. Ream pipe and tube ends. Remove burrs. Bevel plain end ferrous pipe.
- B. Prepare pipe for grooved mechanical joints as required by coupling manufacturer.
- C. Remove scale and dirt on inside and outside before assembly.
- D. Prepare piping connections to equipment using jointing system specified.
- E. Keep open ends of pipe free from scale and dirt. Protect open ends with temporary plugs or caps.

### **3.02 INSTALLATION**

- A. Install in accordance with manufacturer's instructions.
- B. Press connections: Copper and copper alloy press connections shall be made in accordance with the manufacturer's installation instructions. The tubing shall be fully inserted into the fitting and the tubing marked at the shoulder of the fitting. The fitting alignment shall be checked against the mark on the tubing to assure the tubing is fully inserted in the fitting. The joints shall be pressed using the tool(s) approved by the manufacturer.
- C. Route piping in orderly manner, parallel to building structure, and maintain gradient.
- D. Install piping to conserve building space and to avoid interfere with use of space.
- E. Group piping whenever practical at common elevations.
- F. Sleeve pipe passing through partitions, walls and floors.
- G. Provide sleeve and watertight mechanical seal on all underground floor and wall penetrations.
- H. Slope piping and arrange to drain at low points.
- I. Grooved Joints:
  - 1. Install in accordance with the manufacturer's latest published installation instructions.
  - 2. Gaskets to be suitable for the intended service, molded, and produced by the coupling manufacturer.
- J. Pipe Hangers and Supports:
  - 1. Install in accordance with ASME B31.9, ASTM F708, or MSS SP-58.
  - 2. Support horizontal piping as scheduled.
  - 3. Install hangers to provide minimum 1/2 inch space between finished covering and adjacent work.
  - 4. Place hangers within 12 inches of each horizontal elbow.
  - 5. Use hangers with 1-1/2 inch minimum vertical adjustment. Design hangers for pipe movement without disengagement of supported pipe.
  - 6. Support vertical piping at every floor. Support riser piping independently of connected horizontal piping.

7. Where several pipes can be installed in parallel and at same elevation, provide multiple or trapeze hangers.
  8. Provide copper plated hangers and supports for copper piping.
- K. Use eccentric reducers to maintain top of pipe level.
- L. Install valves with stems upright or horizontal, not inverted.

### 3.03 SCHEDULES

#### A. Hanger Spacing for Copper Tubing.

1. 1/2 inch and 3/4 inch: Maximum span, 5 feet; minimum rod size, 1/4 inch.
2. 1 inch: Maximum span, 6 feet; minimum rod size, 1/4 inch.
3. 1-1/2 inch and 2 inch: Maximum span, 8 feet; minimum rod size, 3/8 inch.
4. 2-1/2 inch: Maximum span, 9 feet; minimum rod size, 3/8 inch.
5. 3 inch: Maximum span, 10 feet; minimum rod size, 3/8 inch.
6. 4 inch: Maximum span, 12 feet; minimum rod size, 1/2 inch.

#### B. Hanger Spacing for Steel Piping.

1. 1/2 inch, 3/4 inch, and 1 inch: Maximum span, 7 feet; minimum rod size, 1/4 inch.
2. 1-1/4 inches: Maximum span, 8 feet; minimum rod size, 3/8 inch.
3. 1-1/2 inches: Maximum span, 9 feet; minimum rod size, 3/8 inch.
4. 2 inches: Maximum span, 10 feet; minimum rod size, 3/8 inch.
5. 2-1/2 inches: Maximum span, 11 feet; minimum rod size, 3/8 inch.
6. 3 inches: Maximum span, 12 feet; minimum rod size, 3/8 inch.
7. 4 inches: Maximum span, 14 feet; minimum rod size, 1/2 inch.

**END 23 21 13**

## **SECTION 23 21 14 HYDRONIC SPECIALTIES**

### **. GENERAL**

#### **1.01 WORK INCLUDES**

- A. Air vents.
- B. Strainers.
- C. Combination pump discharge valves.
- D. Balancing valves.
- E. Combination flow controls.

#### **1.02 RELATED WORK**

- A. Specified elsewhere:
  - 1. Section 23 21 13 - Hydronic Piping.

#### **1.03 SUBMITTALS**

- A. Product Data: Provide product data for manufactured products and assemblies required for this project. Include component sizes, rough-in requirements, service sizes, and finishes. Include product description and model.
- B. Project Record Documents: Record actual locations of flow controls.
- C. Maintenance Data: Include installation instructions, assembly views, lubrication instructions, and replacement parts list.

#### **1.04 QUALITY ASSURANCE**

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

#### **1.05 DELIVERY, STORAGE, AND HANDLING**

- A. Accept valves on site in shipping containers with labeling in place. Inspect for damage.
- B. Provide temporary end caps and closures on piping and fittings. Maintain in place until installation.
- C. Protect piping systems from entry of foreign materials by temporary covers, completing sections of the work, and isolating parts of completed system.

### **. PRODUCTS**

#### **2.01 AIR VENTS**

- A. Manufacturers:
  - 1. ITT Bell & Gossett.
  - 2. Taco, Inc.
  - 3. Armstrong Fluid Technology.

- B. Manual Type: Short vertical sections of 2 inch diameter pipe to form air chamber, with 1/8 inch brass needle valve at top of chamber.
- C. Float Type:
  - 1. Brass or semi-steel body, copper, polypropylene, or solid non-metallic float, stainless steel valve and valve seat; suitable for system operating temperature and pressure; with isolating valve.
  - 2. Cast iron body and cover, float, bronze pilot valve mechanism suitable for system operating temperature and pressure; with isolating valve.

## **2.02 STRAINERS**

- A. Manufacturers:
  - 1. Wilkins.
  - 2. Watts Regulator.
  - 3. Taco, Inc.
- B. Size 2 inch and Under:
  - 1. Screwed brass or iron body for 175 psi working pressure, Y pattern with 1/32 inch stainless steel perforated screen.
- C. Size 2-1/2 inch to 4 inch:
  - 1. Provide flanged or grooved iron body for 175 psi working pressure, Y pattern with 3/64 inch stainless steel perforated screen.

## **2.03 COMBINATION PUMP DISCHARGE VALVES**

- A. Manufacturers:
  - 1. ITT Bell & Gossett.
  - 2. Armstrong Fluid Technology.
  - 3. Taco, Inc.
- B. Valves: Straight or angle pattern, flanged cast-iron valve body with bolt-on bonnet for 175 psi operating pressure, non-slam check valve with spring-loaded bronze disc and seat, stainless steel stem, and calibrated adjustment permitting flow regulation.

## **2.04 BALANCING VALVES**

- A. Size 2 inch and Smaller:
  - 1. Provide ball or globe style with flow balancing, flow measurement, and shut-off capabilities, memory stops, minimum of two metering ports and NPT threaded or soldered connections.
  - 2. Metal construction materials consist of bronze or brass.
  - 3. Non-metal construction materials consist of Teflon, EPDM, or engineered resin.

## **2.05 COMBINATION FLOW CONTROLS**

- A. Manufacturers:
  - 1. ITT Bell & Gossett.
  - 2. Armstrong Fluid Technology.
  - 3. Taco, Inc.

## B. Construction:

1. Up to 2 inches; Bronze body, bronze trim.
2. Over 2 inches; Ductile iron body, bronze trim.

C. Control Mechanism: Y-pattern globe valve and digital handwheel with memory stop, inside screw, rubber O-ring disc, solder or screwed ends. Valve shall provide precise flow measurement, precision flow balancing, positive shut-off with no drip seat and drain port for hose bib fitting.

**2.06 RADIATOR VALVES**

A. Angle or straight pattern, inside screw globe valve for 125 psi working pressure, with bronze body and integral union for screwed connections, renewable composition disc, plastic wheel handle for shut-off service, and lockshield key cap and set screw memory bonnet for balancing service.

**2.07 MULTI-PORT PRESSURE MANIFOLD**

## A. Manufacturers:

1. Flow Conditioning Corp: Trumpet Valve.
2. Hydronic Monitor Co., Inc.
3. Bell & Gossett.

B. One piece manifold of brass construction with ports for connection to hydronic system. Spring return pushbuttons, gauge connection port and test port connection for gauge calibration.

**. EXECUTION****3.01 INSTALLATION**

- A. Install specialties in accordance with manufacturer's instructions.
- B. Provide manual air vents at system high points and as indicated.
- C. For automatic air vents in ceiling spaces or other concealed locations, provide vent tubing to nearest drain.
- D. Provide valved drain and hose connection on strainer blow down connection.
- E. Provide radiator valves on water inlet to heating and cooling coils.

**END 23 21 14**

## SECTION 23 21 23 HYDRONIC PUMPS

### . GENERAL

#### 1.01 WORK INCLUDES

- A. In-line circulators.

#### 1.02 RELATED WORK

- A. Specified elsewhere:
  1. Section 23 07 19 - HVAC Piping Insulation.
  2. Section 23 21 13 - Hydronic Piping.
  3. Section 23 21 14 - Hydronic Specialties.
  4. Section 26 27 17 - Equipment Wiring: Electrical characteristics and wiring connections.

#### 1.03 REFERENCES

- A. UL 778 - Standard for Motor-Operated Water Pumps; Current Edition, Including All Revisions.

#### 1.04 SUBMITTALS

- A. Product Data: Provide certified pump curves showing performance characteristics with pump and system operating point plotted. Include NPSH curve when applicable. Include electrical characteristics and connection requirements.
- B. Operation and Maintenance Data: Include installation instructions, assembly views, lubrication instructions, and replacement parts list.
- C. Maintenance Materials: Furnish the following for Owner's use in maintenance of project.

#### 1.05 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacture, assembly, and field performance of pumps, with minimum three years of documented experience.

### . PRODUCTS

#### 2.01 MANUFACTURERS

- A. Armstrong Fluid Technology.
- B. ITT Bell & Gossett; Model HV.
- C. Taco, Inc..

#### 2.02 HVAC PUMPS - GENERAL

- A. Provide pumps that operate at specified system fluid temperatures without vapor binding and cavitation, are non-overloading in parallel or individual operation, and operate within 25 percent of midpoint of published maximum efficiency curve.
- B. Products Requiring Electrical Connection: Listed and classified by UL as suitable for the purpose specified and indicated.



## 2.03 IN-LINE CIRCULATORS

- A. Type: Three-piece booster pump, Horizontal shaft, single stage, direct connected, with resiliently mounted motor for in-line mounting, oil lubricated, for 125 psi maximum working pressure.
- B. Casing: Cast iron, with flanged pump connections.
- C. Impeller: Non-ferrous keyed to shaft.
- D. Bearings: Oil-lubricated bronze sleeve.
- E. Shaft: Heat treated carbon steel with bronze sleeve, integral thrust collar.
- F. Seal: Mechanical seal, 225 degrees F maximum continuous operating temperature.
- G. Drive: Flexible coupling.

## . EXECUTION

### 3.01 PREPARATION

- A. Verify that electric power is available and of the correct characteristics.

### 3.02 INSTALLATION

- A. Install in accordance with manufacturer's instructions.
- B. Provide access space around pumps for service. Provide no less than minimum space recommended by manufacturer.
- C. Provide line sized shut-off valve and strainer on pump suction, and line sized combination pump discharge valve on pump discharge.
- D. Lubricate pumps before start-up.

**END 23 21 23**

## SECTION 23 31 00 HVAC DUCTS AND CASINGS

### . GENERAL

#### 1.01 WORK INCLUDES

- A. Metal ductwork.

#### 1.02 RELATED WORK

- A. Specified elsewhere:
  1. Section 23 07 13 - Duct Insulation: External insulation.

#### 1.03 REFERENCES

- A. ASHRAE (FUND) - ASHRAE Handbook - Fundamentals; Most Recent Edition Cited by Referring Code or Reference Standard.
- B. ASTM A36/A36M - Standard Specification for Carbon Structural Steel; 2014.
- C. ASTM A653/A653M - Standard Specification for Steel Sheet, Zinc-Coated (Galvanized) or Zinc-Iron Alloy-Coated (Galvannealed) by the Hot-Dip Process; 2017.
- D. ASTM E84 - Standard Test Method for Surface Burning Characteristics of Building Materials; 2018b.
- E. NFPA 90A - Standard for the Installation of Air-Conditioning and Ventilating Systems; 2018.
- F. SMACNA (DCS) - HVAC Duct Construction Standards Metal and Flexible; 2005 (Revised 2009).

#### 1.04 REGULATORY REQUIREMENTS

- A. Construct ductwork to NFPA 90A standards.

#### 1.05 FIELD CONDITIONS

- A. Do not install duct sealants when temperatures are less than those recommended by sealant manufacturers.
- B. Maintain temperatures within acceptable range during and after installation of duct sealants.

### . PRODUCTS

#### 2.01 MATERIALS

- A. Galvanized Steel for Ducts: Hot-dipped galvanized steel sheet, ASTM A653/A653M FS Type B, with G90/Z275 coating.
- B. Joint Sealers and Sealants: Non-hardening, water resistant, mildew and mold resistant.
  1. Type: Heavy mastic or liquid used alone or with tape, suitable for joint configuration and compatible with substrates, and recommended by manufacturer for pressure class of ducts.
  2. VOC Content: Not more than 250 g/L, excluding water.
  3. Surface Burning Characteristics: Flame spread index of zero and smoke developed index of zero, when tested in accordance with ASTM E84.

- C. Hanger Rod: ASTM A36/A36M; steel, galvanized; threaded both ends, threaded one end, or continuously threaded.
- D. Ducts: Galvanized steel, unless otherwise indicated.
- E. Low Pressure Supply (System with Cooling Coils): 2 inch w.g. pressure class, galvanized steel.
- F. Medium and High Pressure Supply: 4 inch w.g. pressure class, galvanized steel.
- G. Return and Relief: 1 inch w.g. pressure class, galvanized steel.
- H. General Exhaust: 1 inch w.g. pressure class, galvanized steel.
- I. Ductmate or WDCI duct connection systems are acceptable. Ductwork constructed using these systems shall refer to manufacturer's recommendations for sheet metal gage intermediate and joint reinforcement.
- J. Outside Air Intake: 1 inch w.g. pressure class, galvanized steel.
- K. Interior gaskets for flanged connections shall be Ductmate 440 butyl rubber.

## **2.02 DUCTWORK FABRICATION**

- A. Fabricate and support in accordance with SMACNA (DCS) and as indicated.
- B. No variation of duct configuration or size permitted except by written permission. Size round duct installed in place of rectangular ducts in accordance with ASHRAE (FUND) Handbook - Fundamentals.
- C. Provide duct material, gages, reinforcing, and sealing for operating pressures indicated.
- D. Construct T's, bends, and elbows with radius of not less than 1-1/2 times width of duct on centerline. Where not possible and where rectangular elbows must be used, provide air foil turning vanes of perforated metal with glass fiber insulation.
- E. Increase duct sizes gradually, not exceeding 15 degrees divergence wherever possible; maximum 30 degrees divergence upstream of equipment and 45 degrees convergence downstream.
- F. Fabricate continuously welded round and oval duct fittings in accordance with SMACNA (DCS).
- G. Where ducts are connected to exterior wall louvers and duct outlet is smaller than louver frame, provide blank-out panels sealing louver area around duct. Use same material as duct, painted black on exterior side; seal to louver frame and duct.

## **EXECUTION**

### **3.01 INSTALLATION**

- A. Install, support, and seal ducts in accordance with SMACNA (DCS).
- B. Install in accordance with manufacturer's instructions.
- C. During construction provide temporary closures of metal or taped polyethylene on open ductwork to prevent construction dust from entering ductwork system.
- D. Duct sizes indicated are inside clear dimensions. For lined ducts, maintain sizes inside lining.

- E. Duct sizes indicated shall be of sizes indicated. However, necessary changes in shape offsets or crossovers to clear piping, lighting, building construction obstructions, etc. shall be made without additional cost.
- F. Provide openings in ductwork where required to accommodate thermometers and controllers. Provide pilot tube openings where required for testing of systems, complete with metal can with spring device or screw to ensure against air leakage. Where openings are provided in insulated ductwork, install insulation material inside a metal ring.
- G. Locate ducts with sufficient space around equipment to allow normal operating and maintenance activities.
- H. Use double nuts and lock washers on threaded rod supports.
- I. Connect terminal units to supply ducts with 1 foot maximum length of flexible duct. Do not use flexible duct to change direction.

### **3.02 CLEANING**

- A. Clean duct system and force air at high velocity through duct to remove accumulated dust. To obtain sufficient air, clean half the system at a time. Protect equipment that could be harmed by excessive dirt with temporary filters, or bypass during cleaning.

**END 23 31 00**

## **SECTION 23 33 00 AIR DUCT ACCESSORIES**

### **. GENERAL**

#### **1.01 WORK INCLUDES**

- A. Duct access doors.
- B. Duct test holes.
- C. Flexible duct connections and forming brace.

#### **1.02 REFERENCES**

- A. NFPA 90A - Standard for the Installation of Air-Conditioning and Ventilating Systems; 2018.
- B. SMACNA (DCS) - HVAC Duct Construction Standards Metal and Flexible; 2005 (Revised 2009).

#### **1.03 DELIVERY, STORAGE, AND HANDLING**

- A. Protect dampers from damage to operating linkages and blades.

### **. PRODUCTS**

#### **2.01 DUCT ACCESS DOORS**

- A. Manufacturers:
  - 1. Acudor Products Inc.
  - 2. Ruskin Company.
  - 3. Vent Products.
  - 4. Pottorff
- B. Fabrication: Rigid and close-fitting of galvanized steel with sealing gaskets and quick fastening locking devices. For insulated ducts, install minimum 1 inch thick insulation with sheet metal cover.
  - 1. Larger Sizes: Provide an additional hinge.
- C. Access doors with sheet metal screw fasteners are not acceptable.

#### **2.02 DUCT TEST HOLES**

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

#### **2.03 FLEXIBLE DUCT CONNECTIONS**

- A. Fabricate in accordance with SMACNA (DCS) and as indicated.
- B. Flexible Duct Connections: Fabric crimped into metal edging strip.
  - 1. Fabric: UL listed fire-retardant neoprene coated woven glass fiber fabric to NFPA 90A, minimum density 30 oz per sq yd.
    - a. Net Fabric Width: Approximately 2 inches wide.

## 2.04 VOLUME CONTROL DAMPERS

- A. Manufacturers:
  - 1. Ruskin Company.
  - 2. Pottorff.
  - 3. Greenheck.
- B. Fabricate in accordance with SMACNA (DCS) and as indicated.
- C. Single Blade Dampers:
  - 1. Fabricate for duct sizes up to 6 by 30 inch.
  - 2. Blade: 24 gage, 0.0239 inch, minimum.
- D. Multi-Blade Damper: Fabricate of opposed blade pattern with maximum blade sizes 8 by 72 inch. Assemble center and edge crimped blades in prime coated or galvanized channel frame with suitable hardware.
  - 1. Blade: 18 gage, 0.0478 inch, minimum.
- E. End Bearings: Except in round ducts 12 inches and smaller, provide end bearings. On multiple blade dampers, provide oil-impregnated nylon, thermoplastic elastomer, or sintered bronze bearings.
- F. Quadrants:
  - 1. Provide locking, indicating quadrant regulators on single and multi-blade dampers.
  - 2. On insulated ducts mount quadrant regulators on stand-off mounting brackets, bases, or adapters.

## . EXECUTION

### 3.01 PREPARATION

- A. Verify that electric power is available and of the correct characteristics.

### 3.02 INSTALLATION

- A. Install accessories in accordance with manufacturer's instructions, NFPA 90A, and follow SMACNA (DCS). Refer to Section 23 31 00 for duct construction and pressure class.
- B. Provide duct test holes where indicated and required for testing and balancing purposes.
- C. At fans and motorized equipment associated with ducts, provide flexible duct connections immediately adjacent to the equipment.
- D. At equipment supported by vibration isolators, provide flexible duct connections immediately adjacent to the equipment.

**END 23 33 00**

## SECTION 23 36 00 AIR TERMINAL UNITS

### GENERAL

#### 1.01 WORK INCLUDES

- A. Single-duct terminal units.
  - 1. Single-duct, variable-volume units.

#### 1.02 RELATED WORK

- A. Specified elsewhere:
  - 1. Section 23 09 23 - Direct-Digital Control System for HVAC.
  - 2. Section 23 21 13 - Hydronic Piping: Connections to heating coils.
  - 3. Section 23 31 00 - HVAC Ducts and Casings.
  - 4. Section 23 33 00 - Air Duct Accessories.
  - 5. Section 26 27 17 - Equipment Wiring: Electrical characteristics and wiring connections.

#### 1.03 REFERENCES

- A. AHRI 410 - Forced-Circulation Air-Cooling and Air-Heating Coils; 2001 (R2011).
- B. AHRI 880 (I-P) - Performance Rating of Air Terminals; 2011 with Addendum 1.
- C. ASHRAE Std 130 - Methods of Testing Air Terminal Units; 2016.
- D. ASTM C1071 - Standard Specification for Fibrous Glass Duct Lining Insulation (Thermal and Sound Absorbing Material); 2016.
- E. NFPA 70 - National Electrical Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.
- F. NFPA 90A - Standard for the Installation of Air-Conditioning and Ventilating Systems; 2018.
- G. SMACNA (SRM) - Seismic Restraint Manual Guidelines for Mechanical Systems; 2008.
- H. UL 181 - Standard for Factory-Made Air Ducts and Air Connectors; current edition, including all revisions.

#### 1.04 SUBMITTALS

- A. Product Data: Provide data indicating configuration, general assembly, and materials used in fabrication. Include catalog performance ratings that indicate air flow, static pressure, and NC designation. Include electrical characteristics and connection requirements.
- B. Shop Drawings: Indicate configuration, general assembly, and materials used in fabrication, and electrical characteristics and connection requirements.
  - 1. Include schedules listing discharge and radiated sound power level for each of second through sixth octave bands at inlet static pressures of 1 to 4 inch wg.
- C. Project Record Documents: Record actual locations of units and controls components and locations of access doors required for access of valving.

- D. Operation and Maintenance Data: Include manufacturer's descriptive literature, operating instructions, maintenance and repair data, and parts lists. Include directions for resetting constant-volume regulators.

## 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.

## PRODUCTS

### 2.01 SINGLE-DUCT, VARIABLE-VOLUME UNITS

- A. Manufacturers:
1. Price Industries, Inc.
  2. Titus; Model DESV.
  3. Nailor.
- B. General:
1. Factory-assembled, AHRI 880 (I-P) rated and bearing the AHRI seal, air volume control terminal with damper assembly, flow sensor, externally mounted volume controller, duct collars, and all required features.
  2. Control box bearing identification, including but not necessarily limited to nominal cfm, maximum and minimum factory-set airflow limits, coil type and coil (right or left hand) connection, where applicable.
- C. Unit Casing:
1. Minimum 22 gage, 0.0299 inch galvanized steel.
    - a. Assembled with longitudinal lock seam construction.
    - b. Casing leakage to meet ASHRAE Std 130.
  2. Air Inlet Collar: Provide round, suitable for standard flexible duct sizes.
  3. Unit Discharge: Rectangular, with slip-and-drive connections.
  4. Acceptable Liners:
    - a. 1/2 inch thick, coated, fibrous-glass complying with ASTM C1071.
      - 1) Secure with adhesive.
      - 2) Coat edges exposed to airstream with NFPA 90A approved sealant.
      - 3) Cover liner with non-porous foil.
    - b. Liner not to contain pentabrominated diphenyl ether (CAS #32534-81-9) or octabrominated diphenyl ether.
- D. Damper Assembly:
1. Heavy-gage, galvanized steel or extruded aluminum construction with solid steel, nickel-plated shaft pivoting on HDPE, self-lubricating bearings.
  2. Provide integral position indicator or alternative method for indicating damper position over full range of 90 degrees.
  3. Incorporate low leak damper blades for tight airflow shutoff.
- E. Hot Water Heating Coil:



1. Coil Casing: Minimum 22 gage, 0.0299 inch galvanized steel, factory-installed on terminal discharge with rectangular outlet, duct connection type.
  - a. Right or left coil inlets.
2. Coil Fins: Aluminum or aluminum plated fins, mechanically-bonded to seamless copper tubes.
3. Coil leak tested to minimum 350 psig.
4. Base performance data on tests run in accordance with AHRI 410 and units to bear AHRI 410 label.

F. Electrical Requirements:

1. Single-point power connection.
2. Equipment wiring to comply with requirements of NFPA 70.

G. Control Transformers: Factory supplied and mounted for electric and electronic control applications.

H. Controls:

1. DDC (Direct-Digital Controls):
  - a. Include a factory-installed, unit-mounted, direct-digital controller.
  - b. Bi-directional Damper Actuator: 24 volt, powered closed, spring return open.
  - c. Microprocessor-Based Controller: Air volume controller, pressure-independent with electronic airflow transducers, factory-calibrated maximum and minimum CFM's.
    - 1) Occupied and unoccupied operating mode.
    - 2) Remote reset of temperature or CFM set points.
    - 3) Proportional, plus integral control of room temperature.
    - 4) Monitoring and adjusting with portable terminal.
2. Airflow Sensor: Differential pressure airflow device measuring total, static, and wake pressures.
  - a. Provides accuracy within 5 percent with a 90 degree sheet metal elbow directly at the inlet of the assembly.
  - b. Control tubing is protected by grommets at the wall of the air flow sensor's housing.
  - c. Provide sensor with a pressure transducer to interface with a DDC system.
  - d. Signal accuracy: Plus/minus five percent throughout terminal operating range.

## **. EXECUTION**

### **3.01 EXAMINATION**

- A. Verify that conditions are suitable for installation.

### **3.02 INSTALLATION**

- A. Install in accordance with manufacturer's instructions.
- B. Install the inlets of air terminal units and air flow sensors a minimum of four duct diameters from elbows, transitions, and duct takeoffs.
- C. Support units individually from structure in accordance with SMACNA (SRM).
- D. Do not support from ductwork.
- E. Connect to ductwork in accordance with Section 23 31 00.

F. Verify that electric power is available and of the correct characteristics.

### **3.03 ADJUSTING**

A. Reset volume with damper operator attached to assembly allowing flow range modulation from 100 percent of design flow to zero percent full flow. Set units with heating coils for minimum scheduled percent full flow.

### **3.04 CLEANING**

A. Vacuum clean coils and inside of units.

**END 23 36 00**

## SECTION 23 73 13 MODULAR CENTRAL-STATION AIR-HANDLING UNITS

### GENERAL

#### 1.01 WORK INCLUDES

- A. Casing construction.
- B. Fan section.
- C. Coil section.
- D. Filter section.
- E. Damper section.
- F. Turning and discharge plenum section.

#### 1.02 RELATED WORK

- A. Specified elsewhere:
  - 1. Section 23 33 00 - Air Duct Accessories: Flexible duct connections.
  - 2. Section 26 27 17 - Equipment Wiring: Electrical characteristics and wiring connections.

#### 1.03 REFERENCES

- A. ABMA STD 9 - Load Ratings and Fatigue Life for Ball Bearings; 2015.
- B. AHRI 410 - Forced-Circulation Air-Cooling and Air-Heating Coils; 2001 (R2011).
- C. AMCA (DIR) - (Directory of) Products Licensed Under AMCA International Certified Ratings Program; 2015.
- D. AMCA 99 - Standards Handbook; 2016.
- E. ASHRAE Std 52.2 - Method of Testing General Ventilation Air-Cleaning Devices for Removal Efficiency by Particle Size; 2017.
- F. ASHRAE Std 62.1 - Ventilation for Acceptable Indoor Air Quality; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.
- G. NFPA 70 - National Electrical Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.
- H. NFPA 90A - Standard for the Installation of Air-Conditioning and Ventilating Systems; 2018.
- I. SMACNA (DCS) - HVAC Duct Construction Standards Metal and Flexible; 2005 (Revised 2009).
- J. UL (DIR) - Online Certifications Directory; Current Edition.
- K. UL 181 - Standard for Factory-Made Air Ducts and Air Connectors; current edition, including all revisions.

#### 1.04 SUBMITTALS

- A. Product Data:

1. Published Literature: Indicate dimensions, weights, capacities, ratings, gages and finishes of materials, and electrical characteristics and connection requirements.
  2. Filters: Data for filter media, filter performance data, filter assembly, and filter frames.
  3. Fans: Performance and fan curves with specified operating point clearly plotted, power, RPM.
  4. Sound Power Level Data: Fan outlet and casing radiation at rated capacity.
  5. Electrical Requirements: Power supply wiring including wiring diagrams for interlock and control wiring, clearly indicating factory-installed and field-installed wiring.
- B. Shop Drawings: Indicate assembly, unit dimensions, weight loading, required clearances, construction details, field connection details, and electrical characteristics and connection requirements.

### **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 UL (DIR) as suitable for the purpose specified and indicated.

### **1.07 DELIVERY, STORAGE, AND HANDLING**

- A. Accept products on site in factory-fabricated protective containers, with factory-installed shipping skids and lifting lugs. Inspect for damage.
- B. Store in clean dry place and protect from weather and construction traffic. Handle carefully to avoid damage to components, enclosures, and finish.
- C. Do not operate units until ductwork is clean, filters are in place, bearings lubricated, and fan has been test run under observation.

### **1.08 WARRANTY**

- A. Provide minimum one year manufacturer warranty covering repair or replacement due to defective materials or workmanship.

## **2. PRODUCTS**

### **2.01 PACKAGED AIR HANDLING UNITS**

- A. Manufacturers;
1. Carrier Corporation.
  2. Trane Inc.
  3. York International Corporation / Johnson Controls Inc.

### **2.02 CASING CONSTRUCTION**

- A. Casing:
1. Construct of one piece, insulated, double wall panels.
  2. Provide mid-span, no through metal, internal thermal break.
  3. Construct outer panels of galvanized steel and inner panels of galvanized steel.

- B. Access Doors:
  - 1. Construction, thermal and air pressure performance same as casing.
  - 2. Provide surface mounted handles on hinged, swing doors.
- C. Unit Flooring: Construct with sufficient strength to support expected people and equipment loads associated with maintenance activities.
- D. Casing Leakage: Seal joints and provide airtight access doors so that air leakage does not exceed one percent of design flow at the specified casing pressure.
- E. Insulation:
  - 1. Provide minimum thermal thickness of 13 R throughout.
  - 2. Completely fill panel cavities in each direction to prevent voids and settling.
  - 3. Comply with NFPA 90A.
- F. Drain Pan Construction:
  - 1. Provide cooling coil sections with an insulated, double wall, galvanized steel drain pan complying with ASHRAE 62.1 for indoor air quality and sufficiently sized to collect condensate.
  - 2. Slope in two planes to promote positive drainage and eliminate stagnate water conditions.
  - 3. Locate outlet of sufficient diameter at lowest point of pan to prevent overflow at normal operating conditions.
  - 4. Provide threaded drain connections constructed of drain pan material, extended sufficient distance beyond the base to accommodate field installed, condensate drain trapping.
  - 5. Louvers: Stationary, of galvanized steel, 4 inch deep with plenum, nylon bearings, 1/2 inch mesh, 0.04 inch galvanized wire bird screen in aluminum frame, and bearing AMCA Certified Ratings Seal in accordance with AMCA 500-L. Furnish adjustable louvers with hollow vinyl bulb edging on blades and foam side stops to limit leakage to maximum 2 percent at 4 inch wg differential pressure when sized for 2000 fpm face velocity.
- G. Finish:
  - 1. Indoor Units:
    - a. Provide exterior, galvanized steel panels without paint.

## 2.03 FAN SECTION

- A. Type: Forward curved, single width, single inlet, centrifugal type fan, conforming to AMCA 99..
  - 1. Performance Ratings: Determined in accordance with AMCA 210 and labeled with AMCA Certified Rating Seal.
  - 2. Sound Ratings: AMCA 301; tested to AMCA 300 and label with AMCA Certified Sound Rating Seal.
- B. Bearings: Self-aligning, grease lubricated, with lubrication fittings extended to exterior of casing with plastic tube and grease fitting rigidly attached to casing.
- C. Mounting:
  - 1. Locate fan and motor internally on welded steel base coated with corrosion resistant paint.
  - 2. Provide access to motor, drive, and bearings through removable casing panels or hinged access doors.
  - 3. Mount base on vibration isolators.

- D. External Motor Junction Box: Factory mount NEMA 4 external junction box and connect to extended motor leads from internally mounted motors.
- E. Motor Wiring Conduit: Factory wire fan motor wiring to the unit mounted variable frequency drive.
- F. Drives:
  - 1. Conform to AMCA 99.
  - 2. Bearings: Heavy duty pillow block type, ball bearings, with ABMA STD 9, L-10 life at 50,000 hours.
  - 3. Shafts: Solid, hot rolled steel, ground and polished, with key-way, and protectively coated with lubricating oil.
  - 4. V-Belt Drive: Cast iron or steel sheaves, dynamically balanced, bored to fit shafts, and keyed. Variable and adjustable pitch sheaves for motors 15 hp and under selected so required rpm is obtained with sheaves set at mid-position; fixed sheave for 20 hp and over, matched belts, and drive rated as recommended by manufacturer or minimum 1.5 times nameplate rating of the motor.
  - 5. Belt Guard: Fabricate to SMACNA (DCS); 0.106 inch thick, 3/4 inch diamond mesh wire screen welded to steel angle frame or equivalent, prime coated. Secure to fan or fan supports without short circuiting vibration isolation, with provision for adjustment of belt tension, lubrication, and use of tachometer with guard in place.

## 2.04 COIL SECTION

- A. Casing: Provide access to coils. Enclose coils with headers and return bends exposed outside casing. Slide coils into casing through removable end panel with blank off sheets and sealing collars at connection penetrations.
  - 1. Drain Pans: Downstream of coil and down spouts for cooling coil banks more than one coil high.
  - 2. Air Coils:
    - a. Certify capacities, pressure drops, and selection procedures in accordance with AHRI 410.
  - 3. Fabrication:
    - a. Tubes: 5/8 inch OD seamless copper expanded into fins, brazed joints.
    - b. Fins: Aluminum.
    - c. Casing: Die formed channel frame of galvanized steel.
  - 4. Water Heating Coils:
    - a. Headers: Cast iron, seamless copper tube, or prime coated steel pipe with brazed joints.
    - b. Configuration: Drainable, with threaded plugs for drain and vent; serpentine type with return bends on smaller sizes and return headers on larger sizes.
  - 5. Water Cooling Coils:
    - a. Headers: Cast iron, seamless copper tube, or prime coated steel pipe with brazed joints.
    - b. Configuration: Drainable, with threaded plugs for drain and vent; threaded plugs in return bends and in headers opposite each tube.

## 2.05 FILTER SECTION

- A. General: Provide filter sections with filter racks, minimum of one access door for filter removal, and filter block-offs to prevent air bypass.

**B. Pleated Media Filters:**

1. Media: 2 inch, 100 percent synthetic fibers, continuously laminated to a grid with water repellent adhesive, and capable of operating up to a maximum of 625 fpm without loss of efficiency and holding capacity.
2. Frame: Steel wire grid.
3. Minimum Efficiency Reporting Value: 8 MERV when tested in accordance with ASHRAE 52.2.

**2.06 DAMPER SECTION**

A. Mixing Section: Provide a functional section to support the damper assembly for modulating the volume of outdoor and return air.

**B. Damper Blades:**

1. Double-skin airfoil design with metal, compressible jamb seals and extruded-vinyl blade-edge seals on each blade.
2. Self-lubricating stainless steel or synthetic sleeve bearings.
3. Comply with ASHRAE 90.1 for rated maximum leakage rate.
4. Provide leakage testing and pressure ratings in compliance with AMCA 500-D test methods.
5. Arrange in parallel or opposed-blade configuration.

**2.07 TURNING AND DISCHARGE PLENUM SECTION**

A. Provide plenum to efficiently turn and discharge air.

1. Scale plenum vertical height to accommodate discharge duct height.
2. Scale plenum horizontal length to accommodate required dimensional constraints.

**B. Acoustical Liner:**

1. Fabricate from corrosion-proof, perforated stainless steel with completely encapsulated fiberglass insulation.
2. Prevent breakaway, flake off, or delamination when tested at 9000 fpm in accordance with UL 181.

**3. EXECUTION****3.01 INSTALLATION**

A. Install in accordance with manufacturer's instructions.

B. Bolt sections together with gaskets.

C. Install flexible duct connections between fan inlet and discharge ductwork and air handling unit sections. Ensure that metal bands of connectors are parallel with minimum one inch flex between ductwork and fan while running.

D. Install assembled unit on vibration isolators. Install isolated fans with resilient mountings and flexible electrical leads. Install restraining snubbers as indicated. Adjust snubbers to prevent tension in flexible connectors when fan is operating.

E. Make connections to coils with unions or flanges.

**F. Hydronic Coils:**

1. Hydronic Coils: Connect water supply to leaving air side of coil (counterflow arrangement).

2. Provide shut-off valve on supply line and lockshield balancing valve with memory stop on return line.
3. Locate water supply at bottom of supply header and return water connection at top.
4. Provide manual air vents at high points complete with stop valve.
5. Ensure water coils are drainable and provide drain connection at low points.

G. Cooling Coils:

1. Pipe drain and overflow to nearest floor drain.

H. Field-wire each factory provided control for field installation.

### **3.02 SYSTEM STARTUP**

- A. Prepare and start equipment and systems in accordance with manufacturers' instructions and recommendations.

**END 23 73 13**



## **SECTION 26 05 00 BASIC ELECTRICAL REQUIREMENTS**

### **. GENERAL**

#### **1.01 RELATED DOCUMENTS**

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions apply to this Section.

#### **1.02 WORK INCLUDES**

- A. Basic Electrical Requirements and materials specifically applicable to Division 26 Sections.  
Section includes:
  - 1. Electrical Identification.
  - 2. Minor Demolition.
  - 3. Wire and Cables.
  - 4. Devices.
  - 5. Raceways and Boxes.
  - 6. Supporting Devices.

#### **1.03 REGULATORY REQUIREMENTS**

- A. Conform to NFPA 70 - National Electrical Code, latest edition with amendments as adopted by the City of Joliet, IL.
- B. Conform to building codes as adopted by the City of Joliet, IL.
- C. Install electrical Work in accordance with the NECA Standard of Installation.

#### **1.04 DELIVERY, STORAGE AND HANDLING**

- A. Deliver products to the project properly identified with names, model numbers, types, grades, compliance labels, and other information needed for identification.
- B. Ship products to the job site in their original packaging. Receive and store products in a suitable manner to prevent damage or deterioration. Keep equipment upright at all times.
- C. Investigate the spaces through which equipment must pass to reach its final destination.  
Coordinate with the manufacturer to arrange delivery at the proper stage of construction and to provide shipping splits where necessary.

#### **1.05 PROJECT/SITE CONDITIONS**

- A. Install work in locations shown on Drawings, unless prevented by Project conditions. Drawings have omitted certain branch circuitry in areas for ease of reading. All branch circuitry is to be provided by Contractor.
- B. Prepare drawings showing proposed rearrangement of Work to meet Project conditions, including changes to Work specified in other Sections. Obtain permission from Architect/Engineer before proceeding as specified under modification procedures.

## 1.06 QUALITY ASSURANCE

- A. Provide Work as required for a complete and operational electrical installation.
- B. All products shall be designed, manufactured, and tested in accordance with industry standards. Standards, organizations, and their abbreviations as used hereafter, include the following:
  - 1. American National Standards Institute, Inc (ANSI).
  - 2. American Society for Testing and Materials (ASTM).
  - 3. National Electrical Manufacturers Association (NEMA).
  - 4. Underwriters Laboratories, Inc. (UL).
- C. Install all Work in accordance with the NECA Standard of Installation.

## 1.07 PROJECT MANAGEMENT AND COORDINATION

- A. Proper project management and coordination is critical for a successful project. Manage and coordinate the Work with all other trades. Reliance on the Drawings and Specifications only for exact project requirements is insufficient for proper coordination.

## 2. PRODUCTS

### 2.01 WIRING METHODS

- A. All locations: Building wire in raceway.
- B. Use no wire smaller than 12 AWG for power and lighting circuits, and no smaller than 14 AWG for control wiring.
  - 1. Use 10 AWG conductor for 20 ampere, 120 volt branch circuit home runs longer than 100 feet.

### 2.02 WIRE AND CABLE

- A. Manufacturers:
  - 1. Okonite.
  - 2. Southwire.
  - 3. Collyer.
- B. Building Wire:
  - 1. Feeders and Branch Circuits Larger Than 6 AWG: Copper, stranded conductor, 600 volt insulation.
  - 2. Feeders and Branch Circuits 6 AWG and Smaller: Copper conductor, 600 volt insulation. 6 and 8 AWG, stranded conductor; smaller than 8 AWG, stranded conductor (solid for device terminations).
  - 3. Control Circuits: Copper, stranded conductor, 600 volt insulation.
  - 4. Use 10 AWG conductors for 20 ampere, 120 volt branch circuits longer than 75 feet.
  - 5. Use 10 AWG conductors for 20 ampere, 277 volt branch circuits longer than 200 feet.
  - 6. Use conductor not smaller than 12 AWG for power and lighting circuits.
  - 7. Use conductor not smaller than 16 AWG for control circuits.
  - 8. Temperature Control Bus Cable: 22AWG, 3 conductor shielded pvc in conduit.
- C. Locations:

1. Concealed Dry Interior Locations: Use only building wire with Type THHN insulation in raceway.
2. Exposed Dry Interior Locations: Use only building wire with Type THHN insulation in raceway.
3. Above Accessible Ceilings: Use only building wire with Type THHN insulation in raceway.
4. Wet or Damp Interior Locations: Use only building wire with Type THWN insulation in raceway.
5. Exterior Locations: Use only building wire with Type XHHW insulation in raceway.
6. Underground Installations: Use only building wire with Type XHHW insulation in raceway.

### **2.03 RACEWAY REQUIREMENTS**

- A. Use only specified raceway in the following locations:
  1. Branch Circuits and Feeders:
    - a. Concealed Dry Interior Locations: Electrical metallic tubing.
    - b. Exposed Dry Interior Finished Locations: Electrical metallic tubing.
    - c. Exposed Dry Interior Unfinished Locations: Electrical metallic tubing.
    - d. All other locations: Galvanized Rigid Metallic Conduit.
- B. Size raceways for conductor type installed.
  1. Minimum Size Conduit Homerun to Panelboard: 3/4-inch.

### **2.04 METALLIC CONDUIT AND FITTINGS**

- A. Conduit:
  1. Rigid Steel Conduit: ANSI C80.1.
  2. Electrical metallic tubing: ANSI C80.3.
  3. Flexible Conduit: UL 1, zinc-coated steel.
    - a. Liquidtight Flexible Conduit: UL360. Fittings shall be specifically approved for use with this raceway.
  4. Temperature controls conduit shall be blue in color.
- B. Conduit Fittings:
  1. Metal Fittings and Conduit Bodies: NEMA FB 1.
    - a. EMT fittings: Use set-screw indentor-type fittings.

### **2.05 NONMETALLIC TUBING**

- A. Manufacturers:
  1. Carlon Co.
  2. LCP National Plastics, Inc.
  3. Pacific Western Extruded Plastics Co.
- B. Description: UL651A "Type EB and A PVC Conduit and HDPE Conduit."
  1. Conduit: Schedule 40. Suitable for exposure to sunlight and direct burial.

### **2.06 CONDUIT HANGERS**

- A. Manufacturers:
  1. Minerrallac Electric Company.
  2. Appleton.
  3. O-Z/Gedney.

## B. Description:

1. Standard conduit hanger, zinc-plated steel with bolts.
2. Threaded rod and hardware: Plated finish, size and length as required for loading and conditions.

**2.07 BEAM CLAMPS**

## A. Manufacturers:

1. Appleton.
2. Midwest.
3. Raco.

## B. Description: Malleable beam clamp, zinc plated steel.

**2.08 ELECTRICAL BOXES**

## A. Manufacturers:

1. Raco.
2. Steel City.
3. Appleton.

## B. Sheet Metal Outlet Boxes: ANSI/NEMA OS 1, galvanized steel, suitable for installation in masonry:

## C. Equipment Support Boxes: Rated for weight of equipment supported; include 2 inch male fixture studs where required.

## D. Wet Location Outlet Boxes: Cast aluminum: Cast alloy, deep type, gasket cover, threaded hubs.

**2.09 PENETRATION SEALANTS**

## A. Fire-rated assemblies: Provide firestopping of all penetrations made by Work under this Contract.

## B. Thermal and Moisture Protection: Provide thermal and moisture protection made by Work under this Contract of all exterior wall, floor and roof penetrations.

**2.10 NAMEPLATES AND LABELS**

## A. Nameplates: Engraved three-layer laminated plastic, black letters on white background.

## B. Locations:

1. Each electrical distribution and control equipment enclosure.

## C. Letter Size:

1. Use 1/8 inch letters for identifying individual equipment and loads.
2. Use 1/4 inch letters for identifying grouped equipment and loads.

## D. Labels: Embossed adhesive tape, with 3/16 inch white letters on a black background. Use only for identification of individual wall switches and receptacles and control device stations.

**2.11 WIRE AND CABLE MARKERS**

## A. Manufacturers:

1. Brady Model PCPS.

- 2. Panduit Model PCM.
- 3. T & B Model WM.

B. Description: Cloth type wire markers.

C. Locations: Each conductor at panelboard gutters, pull boxes, and each load connection.

D. Legend:

- 1. Power and Lighting Circuits: Branch circuit or feeder number indicated on drawings.

## **2.12 CONDUIT MARKERS**

A. Location: Furnish markers for each conduit longer than 6 feet.

B. Spacing: 20 feet on center.

C. Color:

- 1. 480 Volt System: Orange
- 2. 208 Volt System: Black
- 3. Fire Alarm System: Red.

## **. EXECUTION**

### **3.01 EXAMINATION AND PREPARATION**

A. Demolition Drawings are based on casual field observation and are intended to identify the limits of the construction site. Remove all electrical systems in their entirety in proper sequence with the Work.

B. Disconnect electrical systems in walls, floors, and ceilings for removal.

C. Provide temporary wiring and connections to maintain existing systems in service during construction. When work must be performed on energized equipment or circuits, use personnel experienced in such operations.

D. Existing Electrical Service and Emergency Electrical Service: Maintain existing system in service until new system is complete and ready for service. Disable system only to make switchovers and connections. Obtain permission from Owner and Architect at least 24 hours before partially or completely disabling system. Minimize outage duration. Make temporary connections to maintain service in areas adjacent to work area.

E. Existing Fire Alarm System: Maintain existing system in service until new system is accepted. Disable system only to make switchovers and connections. Notify Owner, Architect/Engineer and local fire service at least 24 hours before partially or completely disabling system. Minimize outage duration. Make temporary connections to maintain service in areas adjacent to work area.

F. Beginning of demolition means installer accepts existing conditions.

G. Verify that supporting surfaces are ready to receive work.

H. Electrical boxes are shown on Drawings, in approximate locations, unless dimensioned.

- 1. Obtain verification from Architect/Engineer for locations of outlets throughout prior to rough-in.

I. Degrease and clean surfaces to receive wire markers.

- J. Verify that interior of building is physically protected from weather.
- K. Verify that mechanical work which is likely to injure conductors has been completed.
- L. Completely and thoroughly swab raceway system before installing conductors.

### **3.02 DEMOLITION AND EXTENSION OF EXISTING ELECTRICAL WORK**

- A. Remove all existing electrical installations to accommodate new construction.
- B. Remove abandoned wiring to source of supply.
- C. Remove exposed abandoned conduit, including abandoned conduit above accessible ceiling finishes. Cut conduit flush with walls and floors, and patch surfaces.
- D. Relocate existing fire alarm devices affected by wall, ceiling and floor demolition.
- E. Repair adjacent construction and finishes damaged during demolition and extension work.
- F. Properly dispose of all ballast to approved ballast recycler. Do not land fill ballasts.

### **3.03 APPLICATION**

- A. Install nameplate and label parallel to equipment lines.
- B. Secure nameplate to equipment front using screws.
- C. Secure nameplates to inside surface of door on panelboard that is recessed in finished locations.
- D. Identify underground conduits using underground warning tape. Install one tape per trench at 3 inches below finished grade.
- E. Neatly train and secure wiring inside boxes, equipment, and panelboards.
- F. Use wire pulling lubricant for pulling 4 AWG and larger wires.
- G. Route wire and cable as required to meet project conditions.
  - 1. Wire and cable routing indicated is approximate unless dimensioned.
  - 2. Where wire and cable destination is indicated and routing is not shown, determine exact routing and lengths required.
- H. Pull all conductors into raceway at same time.
- I. Protect exposed cable from damage.
- J. Neatly train and lace wiring inside boxes, equipment and panelboards.
- K. Support cables above accessible ceilings to keep them from resting on ceiling tiles.
- L. Make splices, taps, and terminations to carry full ampacity of conductors without perceptible temperature rise.
- M. Use split bolt connectors for copper conductor splices and taps, 6 AWG and larger. Tape uninsulated conductors and connector with electrical tape to 150 percent of insulation rating of conductor.
- N. Provide anchors, fasteners, and supports in accordance with NECA "Standard of Installation".

- O. Do not fasten supports to pipes, ducts, mechanical equipment, and conduit.
- P. Do not use powder-actuated anchors.
- Q. Do not drill or cut structural members.
- R. Fabricate supports from structural steel or steel channel. Rigidly weld members or use hexagon head bolts to present neat appearance with adequate strength and rigidity. Use spring lock washers under all nuts.
- S. Install surface-mounted cabinets and panelboards with minimum of four anchors.
- T. In wet and damp locations use steel channel supports to stand cabinets and panelboards one inch off wall.
- U. Use sheet metal channel to bridge studs above and below cabinets and panelboards recessed in hollow partitions.
- V. Terminate spare conductors with electrical tape.
- W. Do not share neutral conductor on load side of dimmers.
- X. Install wiring devices in accordance with manufacturer's instructions.
  - 1. Install wall switches at height shown on drawings, OFF position down.
  - 2. Install convenience receptacles at height shown on drawings grounding pole on bottom.
  - 3. Install specific purpose receptacles at heights shown on Drawings.
- Y. Install wall plates flush and level.
  - 1. Install decorative plates on switch, receptacle, and blank outlets in finished areas.
  - 2. Install galvanized steel plates on outlet boxes and junction boxes in unfinished areas, above accessible ceilings, and on surface-mounted outlets.

**END 26 05 00**

## **SECTION 26 24 10 ELECTRICAL DISTRIBUTION**

### **. GENERAL**

#### **1.01 SUMMARY**

- A. Section Includes:
  - 1. Enclosed Switches.
  - 2. Grounding Materials.
  - 3. Fuses.
  - 4. Single Pole Motor Rated Switches.

#### **1.02 SUBMITTALS**

- A. Submit Under Provisions of Division 01 - Submittals:
  - 1. Product Data: Provide data on enclosed switches and circuit breakers, fuses and panelboard circuit breakers.
    - a. For circuit breakers feeding transformers, provide circuit breaker time-current curves overlaid with transformer inrush, FLA and primary/secondary thermal limit curves.

#### **1.03 QUALITY ASSURANCE**

- A. Ground System Resistance: 5 ohms.
- B. Phase balance per panelboard: 10 percent.
- C. All panelboards shall be of same manufacturer for ease of future maintenance.

#### **1.04 REFERENCES**

- A. NECA (National Electrical Contractors Association) "Standard of Installation."
- B. NEMA PB 1 - Panelboards.
- C. NEMA KS 1 - Enclosed Switches.
- D. NEMA PB 1.1 - Instructions for Safe Installation, Operation and Maintenance of Panelboards Rated 600 Volts or Less.

### **PART 2 PRODUCTS**

#### **2.01 ENCLOSED SWITCHES**

- A. Manufacturers:
  - 1. Square D.
  - 2. General Electric.
  - 3. Siemens.
  - 4. Substitutions: Or Approved Equal.
- B. Fusible Switch Assemblies: NEMA KS 1, Type HS or GS, horsepower rated, load interrupter enclosed knife switch with externally operable handle interlocked to prevent opening front cover with switch in ON position. Handle lockable in OFF position. Fuse clips: Designed to accommodate Class R fuses when used.



C. Nonfusible Switch Assemblies: NEMA KS 1, Type HS or GS, horsepower rated, load interrupter enclosed knife switch with externally operable handle interlocked to prevent opening front cover with switch in ON position. Handle lockable in the OFF position.

D. Enclosures:

1. Interior Dry Locations: Type 1.
2. Exterior Locations: Type 3R.

## **2.02 GROUNDING MATERIALS**

A. Wire: Standed copper.

B. Clamps: Bronze.

C. Grounding Electrode Conductor: Size to meet NFPA 70 requirements.

## **2.03 FUSES**

A. Manufacturers:

1. Bussman.
2. Gould/Shawmut.
3. Littell-Fuse.

B. Type:

1. Motor overcurrent protection: Class RK5, Time Delay.
2. Feeder circuit: Class J, Fast Acting.
3. Circuit Breaker Back-up: Class J, Fast Acting.
4. Service Entrance: Class L, 4 second delay.

## **2.04 GROUNDING AND BONDING**

A. Existing Work: Where existing grounding and bonding system components are indicated to be reused, they may be reused only where they are free from corrosion, integrity and continuity are verified, and where acceptable to the authority having jurisdiction.

B. Do not use products for applications other than as permitted by NFPA 70 and product listing.

C. Unless specifically indicated to be excluded, provide all required components, conductors, connectors, conduit, boxes, fittings, supports, accessories, etc. as necessary for a complete grounding and bonding system.

D. Where conductor size is not indicated, size to comply with NFPA 70 but not less than applicable minimum size requirements specified.

## **2.05 SINGLE-POLE MOTOR RATED SWITCHES**

A. Manufacturers:

1. Square D.
2. General Electric.
3. Siemens.
4. Substitutions: Or Approved Equal.

- B. NEMA ICS 2; AC general purpose Class A manually operated, full-voltage controller for fractional horsepower induction motors, with thermal overload unit, toggle operator.
  - 1. Voltage: 120 Volt.

- C. Enclosure: NEMA 1, suitable for use in return air plenum where applicable.

## **PART 3 EXECUTION**

### **3.01 EXAMINATION AND PREPARATION**

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

### **3.02 INSTALLATION**

- A. Install equipment in accordance with manufacturer's instructions.
- B. Install proper fuses in each fused switch.
- C. Apply adhesive tag on inside door of each fused switch indicating NEMA fuse class and size installed.
- D. Provide typed or neatly handwritten circuit directory for each branch circuit panelboard. Revise directory to reflect circuiting changes required to balance phase loads.
- E. Provide engraved plastic nameplates.
- F. Measure steady state load currents at each panelboard feeder; rearrange circuits in the panelboard to balance the phase loads to within 20 percent of each other. Maintain proper phasing for multi-wire branch circuits.
- G. Service equipment must be legibly field-marked with the maximum available fault current, including the date the fault current calculation was performed and be of sufficient durability to withstand the environment involved.
- H. Field mark electrical equipment to warn qualified persons on the danger of electric arc flash. The field-marking must be clearly visible to qualified persons before they inspect or work on the equipment.
- I. Connect heat producing equipment using wire and cable with insulation suitable for temperatures encountered.
- J. Provide receptacle outlet to accommodate connection with attachment plug.
- K. Provide cord and cap where field-supplied attachment plug is required.
- L. Install suitable strain-relief clamps and fittings for cord connections at outlet boxes and equipment connection boxes.
- M. Install disconnect switches, controllers, control stations, and control devices to complete equipment wiring requirements.
- N. Install terminal block jumpers to complete equipment wiring requirements.
- O. Install interconnecting conduit and wiring between devices and equipment to complete equipment wiring requirements.

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

### **3.03 FIELD QUALITY CONTROL**

- A. Inspect grounding and bonding system conductors and connections for tightness and proper installation.

### **3.04 CLEANING**

- A. Clean equipment finishes to remove paint and concrete splatters.

**END OF SECTION**

## SECTION 26 27 17 EQUIPMENT WIRING

### GENERAL

#### 1.01 WORK INCLUDES

- A. Electrical connections to equipment and devices not and integral part of the electrical distribution system.
- B. Low voltage temperature control wiring as directed by temperature control equipment supplier.

#### 1.02 RELATED WORK

- A. Specified elsewhere:
  - 1. Section 23 09 13 - Instrumentation and Control Elements.
    - a. Control and power wiring for panels, dampers, valves, sensors, thermostats, transmitters, relays, flow stations and variable frequency drives.
  - 2. Section 23 09 23 - Direct-digital Control System for HVAC.
    - a. Control and power wiring for power supplies, controllers and field devices.
  - 3. Section 26 05 00 - Basic Electrical Requirements

#### 1.03 REFERENCES

- A. NEMA WD 1 - General Color Requirements for Wiring Devices; 1999 (Reaffirmed 2015).
- B. NEMA WD 6 - Wiring Devices - Dimensional Specifications; 2016.
- C. NFPA 70 - National Electrical Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.

#### 1.04 ADMINISTRATIVE REQUIREMENTS

- A. Provide conduit rough-in and electrical connection to powered equipment and devices identified in the Project Manual and on the Drawings. Refer specifically, but not limited to, these Specification Sections for further information:
  - 1. Section 28 31 00 - Fire Detection and Alarm.
  - 2. Section 22 30 00 - Plumbing Equipment
  - 3. Section 23 09 13 - Instruments and Control Elements.
  - 4. Section 23 09 23 - Direct-Digital Control System for HVAC.
  - 5. Section 23 21 23 - Hydronic Pumps.
  - 6. Section 23 73 13 - Modular Central-Station Air-Handling Units
- B. Coordination: Determine connection locations and requirements for furniture, equipment and devices furnished or provided under other sections.
  - 1. Do not rely solely on the Drawings and Project Manual for execution of the Work of this Section.
  - 2. Obtain and review shop drawings, product data, manufacturer's wiring diagrams, and manufacturer's instructions.
  - 3. Include necessary field evaluation time to inspect connection requirements.
  - 4. Coordinate with other trades to determine exact rough-in requirements.

C. Sequencing:

1. Install rough-in of electrical connections before installation of furniture and equipment is required.
2. Make electrical connections before required start-up of equipment.

### 1.05 SUBMITTALS

- A. Temperature control wiring diagrams: Coordinate control wiring with temperature control system manufacturer.

### 1.06 QUALITY ASSURANCE

- A. Conform to requirements of NFPA 70.
- B. Products: Listed, classified, and labeled as suitable for the purpose intended.

## 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.
  4. Product: Carol.
- B. Wiring Devices: As specified in Section 26 05 00.
- C. Flexible Conduit: As specified in Section 26 05 00.
- D. Wire and Cable: As specified in Section 26 05 00.
- E. Boxes: As specified in Section 26 05 00.

## 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 26 27 17**

## SECTION 28 31 00 FIRE DETECTION AND ALARM

### GENERAL

#### 1.01 WORK INCLUDES

- A. Replacement and removal of existing fire alarm system components, wiring, and conduit indicated.

#### 1.02 REFERENCES

- A. 36 CFR 1191 - Americans with Disabilities Act (ADA) Accessibility Guidelines for Buildings and Facilities; Architectural Barriers Act (ABA) Accessibility Guidelines; current edition.
- B. ADA Standards - Americans with Disabilities Act (ADA) Standards for Accessible Design; 2010.
- C. IEEE C62.41.2 - IEEE Recommended Practice on Characterization of Surges in Low-Voltage (1000 V and less) AC Power Circuits; 2002 (Corrigendum 2012).
- D. Provide all materials and labor in conformance with the following codes and standards:
  - 1. City of Joliet- Code of Ordinances.
  - 2. ANSI/NFPA 70 - National Electrical Code 2005 Edition as adopted and Amended by the City of Joliet, Illinois.
  - 3. IBC International Building Code, 2003 Edition, with local amendments.
  - 4. IECC International Energy Conservation Code, 2006 Edition with local amendments.
  - 5. International Fire Code, First Edition, 2003, with local amendments.
  - 6. NFPA 72 - National Fire Alarm Code ; 2003.
  - 7. Code for Safety to Life from Fire in Buildings and Structures (Life Safety Code, NFPA 101, 2003 edition).
  - 8. Automatic Fire Detectors, 2005 Edition (NFPA 72E).
  - 9. ADA-AG - American with Disabilities Act - Accessibility Guidelines.
  - 10. Illinois Accessibility Code, 1997 Edition (Illinois Administrative Code, Title 71, Chapter I, Subchapter b, Part 400).
  - 11. Underwriter's Laboratory.
  - 12. IEEE C62.41 - IEEE Recommended Practice on Surge Voltages in Low-Voltage Power Circuits; 1991 (R1995).

#### 1.03 SUBMITTALS

- A. Evidence of installer qualifications.
- B. Inspection and Test Reports:
  - 1. Submit inspection and test plan prior to closeout demonstration.
  - 2. Submit documentation of satisfactory inspections and tests.
  - 3. Submit NFPA 72 "Inspection and Test Form," filled out.

#### 1.04 MAINTENANCE

- A. Include operating instructions, and maintenance and repair procedures.
- B. Provide a one year full maintenance and inspection service from date of Final Acceptance. Conform to maintenance and inspection service requirements of NFPA 72.

## **. PRODUCTS**

### **2.01 FIRE ALARM SYSTEM**

- A. Fire Alarm System: Provide modifications and extensions to the existing automatic fire detection and alarm system:
  - 1. Provide all components necessary, regardless of whether shown in the contract documents or not.
  - 2. Protected Premises: Areas denoted on the drawings.
  - 3. Comply with the following; where requirements conflict, order of precedence of requirements is as listed:
    - a. ADA Standards.
    - b. The requirements of the local authority having jurisdiction, which is City of Joliet.
    - c. Applicable local codes.
    - d. The contract documents (drawings and specifications).
    - e. NFPA 72; where the word "should" is used consider that provision mandatory; where conflicts between requirements require deviation from NFPA 72, identify deviations clearly on design documents.
  - 4. Evacuation Alarm: Single smoke zone; general evacuation of entire premises.
  - 5. Zoning: Point addressable system with initiating devices being individually zoned.
  - 6. Existing Control Panel: Make modifications to the existing panel:
- B. Supervising Stations and Fire Department Connections:
  - 1. Existing connections to remain.
- C. Circuits:
  - 1. Initiating Device Circuits (IDC): Class B, Style A.
  - 2. Signaling Line Circuits (SLC) Within Single Building: Class B, Style 0.5.
  - 3. Notification Appliance Circuits (NAC): Class B, Style W.
  - 4. All cabling shall be plenum rated.
- D. Spare Capacity:
  - 1. Initiating Device Circuits: Minimum 25 percent spare capacity.
  - 2. Notification Appliance Circuits: Minimum 25 percent spare capacity.
  - 3. Master Control Unit: Capable of handling all circuits utilized to capacity without requiring additional components other than plug-in control modules.
- E. Power Sources:
  - 1. Primary: Dedicated branch circuits of the facility power distribution system.
  - 2. Secondary: Storage batteries.
  - 3. Capacity: Sufficient to operate entire system for period specified by NFPA 72.
  - 4. Each Computer System: Provide uninterruptible power supply (UPS).

### **2.02 EXISTING COMPONENTS**

- A. Clearly label components that are "Not In Service."
- B. Remove unused existing components and materials from site and dispose of properly.



## 2.03 FIRE SAFETY SYSTEMS INTERFACES

- A. Supervision: Provide supervisory signals in accordance with NFPA 72 for the following:
  - 1. Sprinkler water control valves.
- B. Alarm: Provide alarm initiation in accordance with NFPA 72 for the following:
  - 1. Duct smoke detectors.
- C. HVAC:
  - 1. Duct Smoke Detectors: Close dampers indicated; shut down air handlers indicated.

## 2.04 COMPONENTS

- A. General:
  - 1. Provide legible, permanent labels for each control device, using identification used in operation and maintenance data.
- B. Fire Alarm Power Supplies, Initiating Devices, and Notification Appliances: Analog, addressable type; listed by Underwriters Laboratories as suitable for the purpose intended.
- C. Initiating Devices:
  - 1. Duct Mounted Smoke Detector: Addressable/Analog photoelectric type, duct sampling tubes extending width of duct, in duct-mounted housing compatible with control panel and air stream velocities. Fan control shall not be hard wired through duct detector. Fan shutdown shall be completed by fan shutdown relay.
- D. Zone Module Interface:
  - 1. Single zone interface module shall provide an addressable input interface to the control panel for monitoring normally open contact devices. Mount inside NEMA 1 enclosure within 10 feet of first monitored device of zone. Compatible with control panel.
- E. Control Relay Module:
  - 1. Programmable control relay shall be located within 10' of device to be controlled. Temporal sound pattern. Audio shall be synchronized.
- F. Circuit Conductors: Copper or optical fiber; provide 200 feet extra; color code and label.
- G. Surge Protection: In accordance with IEEE C62.41.2 category B combination waveform and NFPA 70; except for optical fiber conductors.
  - 1. Signaling Line Circuits: Provide surge protection at each point where circuit exits or enters a building, rated to protect applicable equipment.

## EXECUTION

### 3.01 EXAMINATION AND PREPARATION

- A. Field inspect existing fire alarm system installation to determine all required interface components necessary for fire alarm system replacement and relocation.
- B. Perform repair work on existing system to eliminate trouble conditions.

### 3.02 INSTALLATION

- A. Install in accordance with applicable codes, NFPA 72, NFPA 70, and the contract documents.
- B. Install fire alarm system in accordance with manufacturer's instructions.
  - 1. Mount end-of-line device in separate box adjacent to sprinkler flow switch.
  - 2. Make conduit and wiring connections to fire suppression system at fire sprinkler riser and elevator tamper switches and duct smoke detectors.
  - 3. Install manual station with operating handle 4 feet above floor. Install horn strobe units 7.5 feet above floor.
- C. Conceal all wiring, conduit, boxes, and supports where installed in finished areas.
- D. Obtain Owner's approval of locations of devices, before installation.
- E. Install instruction cards and labels.

### 3.03 INSPECTION AND TESTING FOR COMPLETION

- A. Perform field inspection and testing of fire alarm system.
- B. Notify Owner 7 days prior to beginning completion inspections and tests.
- C. Notify Joliet Junior College or its designee and comply with their requirements for scheduling inspections and tests and for observation by their personnel.
- D. Provide the services of the installer's supervisor or person with equivalent qualifications to supervise inspection and testing, correction, and adjustments.
- E. Prepare for testing by ensuring that all work is complete and correct; perform preliminary tests as required.
- F. Provide all tools, software, and supplies required to accomplish inspection and testing.
- G. Perform inspection and testing in accordance with NFPA 72 and requirements of Joliet Junior College; document each inspection and test.
  - 1. Include description of testing and results in test report.
  - 2. Perform 100 percent acceptance test to NFPA 72 standards on system.
- H. Correct defective work, adjust for proper operation, and retest until entire system complies with contract documents.

### 3.04 MANUFACTURER'S FIELD SERVICES

- A. Include services of technician to supervise installation, adjustments, final connections, and system testing.

### 3.05 CLOSEOUT

- A. Closeout Demonstration: Demonstrate proper operation of all functions to Owner.
  - 1. Be prepared to conduct any of the required tests.
  - 2. Have at least one copy of operation and maintenance data, preliminary copy of project record drawings, input/output matrix, and operator instruction chart(s) available during demonstration.

3. Have authorized technical representative of control unit manufacturer present during demonstration.
  4. Demonstration may be combined with inspection and testing required by authority having jurisdiction; notify authority having jurisdiction in time to schedule demonstration.
  5. Repeat demonstration until successful.
- B. Substantial Completion of the project cannot be achieved until inspection and testing is successful and:
1. Approved operating and maintenance data has been delivered.
  2. Spare parts, extra materials, and tools have been delivered.
  3. All aspects of operation have been demonstrated to Owner.
  4. Final acceptance of the fire alarm system has been given by authorities having jurisdiction.
- C. Perform post-occupancy instruction within 3 months after Substantial Completion.

### **3.06 MAINTENANCE**

- A. Provide trouble call-back service upon notification by Owner:
1. Provide on-site response within 2 hours of notification.
  2. Include allowance for call-back service during normal working hours at no extra cost to Owner.
  3. Owner will pay for call-back service outside of normal working hours on an hourly basis, based on actual time spent at site and not including travel time; include hourly rate and definition of normal working hours in maintenance contract.
- B. Provide a complete description of preventive maintenance, systematic examination, adjustment, cleaning, inspection, and testing, with a detailed schedule.
- C. Maintain a log at each fire alarm control unit, listing the date and time of each inspection and call-back visit, the condition of the system, nature of the trouble, correction performed, and parts replaced. Submit duplicate of each log entry to Owner's representative upon completion of site visit.
- D. Comply with Owner's requirements for access to facility and security.

**END 28 31 00**



**JOLIET JUNIOR COLLEGE**  
— 1901 —

## CONTRACT AGREEMENT

Purchase Order#: XXXXXX Account #: XXX-XXX-XXX.XXX

Date: XXXXXX

Project: XXXXX

Between:

Joliet Junior College  
1215 Houbolt Road  
Joliet, Illinois 60431

AND

Contractor  
Address  
Address

In the amount of \$ xxxxxxxxxxxxxxxxxxxxxxxxxxxx and 00/100

### ARTICLE 1

#### THE WORK

1.1 The Trade Contractor and JJC agree that the materials and equipment to be furnished and the work to be done by the Trade Contractor are as follows:

#### The Contract Sum includes, but is not limited to the following:

- 110% Performance and payment bond to Joliet Junior College, Illinois Community College District No. 525
- Insurance in accordance with Schedule "A" Insurance Requirements.

#### The Contract Sum excludes the following:

- All sales, consumer, use and other similar taxes on equipment and materials incorporated into the work for this project. Tax Exempt No E9992-4773-06 for Joliet Junior College, Illinois Community College District No. 525

1.2 The Trade Contractor shall be held accountable for the following Project related responsibilities: furnish all labor and supervision; furnish, supply and install all equipment, material supplies, tools, scaffolding, hoisting, transportation, unloading and handling; do all things required to complete the work described above on the Project all in accordance with the drawings, documents and specifications prepared by the Architect/Engineer/Owner; and furnish all necessary information, shop drawings, details, samples, brochures,

etc. for Owner/Architect approval, as may be required.

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## ARTICLE 2

### TIME OF COMMENCEMENT AND COMPLETION

2.1 Trade Contractor shall start the work upon notice to proceed and shall execute the work with diligence and so as to maintain such schedules and milestones as established by JJC's Construction Manager. The Trade Contractor agrees to complete portions and the whole of the work by the following anticipated dates:

2.2 The Trade Contractor is cautioned that schedules and milestones are subject to review and revision. It is the sole responsibility of the Trade Contractor to attend job meetings, keep itself informed of any revisions, and conform to any such revisions.

2.3 In the event that the Trade Contractor should fail to maintain JJC's progress schedule or the schedule as established above, the JJC Construction Manager reserves the right, after 48 hours formal notice, either by letter or confirmed email to the Trade Contractor, to procure the materials, equipment, and labor necessary to proceed with, or to complete the work, or any portion thereof from other sources and charge the cost thereof to the Trade Contractor.

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## ARTICLE 3

### THE CONTRACT SUM

3.1 JJC agrees to pay the Trade Contractor for the satisfactory performance of his work the total sum of:

Contract Amount:       \$.00

Contract amount is made up of the following:

- Base Bid .....\$
- Alternate Bid No. ....\$
- Total Contract Amount.....\$

Allowances (if applicable):

Unit Prices (furnished and installed unless stated otherwise)

**In current funds subject to additions and deductions for changes, as may be agreed upon, and to make payments on account thereof as follows:**

- 3.2 On the established day of each month, the Trade Contractor shall deliver to the JJC Construction Manager (2) completed copies of the JJC Payment Application Package showing values of all materials delivered and work completed up to the established billing date for which payment is being requested. It is specifically understood and agreed that prior to submission of the first statement the Trade Contractor will deliver to the JJC Construction Manager, for review and approval, a detailed breakdown of this contract sum showing a schedule of values for the various parts of the work. Once accepted, this schedule of values will be used as a basis for checking the Trade Contractor's monthly statement.
- 3.3 The Trade Contractor shall, with the second and each succeeding monthly request for payment, submit a waiver of lien showing all payments made for labor and materials and on account for all work covered in the previous months request for payment. Affidavit and waiver of liens may be required to be submitted from Trade Contractors, suppliers, and/or Trade-Trade Contractors (all tier).
- 3.3.1 The Trade Contractor shall, with the second and each succeeding monthly request for payment, submit certified payroll for all labor and sub labor.
- 3.4 Ten percent (10%) of each payment shall be retained, unless specific provisions to the contrary are indicated in the contract documents.
- 3.5 No payment made under this Agreement, including the final payment, shall be conclusive evidence of the performance of the work, either wholly or in part, and no payment shall be construed as an acceptance of defective work or improper materials.
- 3.6 The Trade Contractor shall save and keep JJC's property free from all mechanics' and material liens and all other liens and claims, legal or equitable, arising out of the Trade Contractors work hereunder. In the event any such lien or claim is filed by anyone claiming by, through, or under the Trade Contractor, the Trade Contractor shall remove and discharge same, by bonding or otherwise, within five (5) days of the filing thereof.

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**ARTICLE 4**

**THE CONTRACT DOCUMENTS**

- 4.1 The contract documents consist of this Agreement and any exhibits attached hereto; general conditions, supplementary, special and other conditions, the drawings, specifications, general instructions to bidders, supplements to bidder's documents, form of proposal, all addenda issued prior to and all modifications issued after execution of the Agreement. Any post bid review and/or pre-construction document shall be considered part of this Agreement.
- 4.2 The Trade Contractor agrees to perform the work under the general direction of the JJC Construction Manager.
- 4.3 If there is a provision for liquidated damages in the contract documents, the Trade Contractor shall be liable for any liquidated damages by reason of the failure of the Trade Contractor to prosecute the work diligently and properly.
- 4.4 No extra work shall be performed under this Agreement, except upon receipt of a written change

order from JJC. Should the Trade Contractor proceed with any work they consider extra to this contract without a fully executed JJC change order form, it is considered at their own risk and cost.

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## ARTICLE 5

### INSURANCE AND INDEMNITY

5.1 The Trade Contractor agrees to at the time of execution of this Agreement furnish the Construction Manager with certificates of an insurance company (or other source). These certificates should certify that the Trade Contractor is protected on the work with worker's compensation and employer's liability, public liability and bodily injury, property damage insurance, and any other insurance as required by the contract documents and in accordance with the attachment to this Agreement entitled "Insurance Specifications". The Trade Contractor will not be permitted to start work at the site until these certificates are filed with the JJC Construction Manager. Compliance by the Trade Contractor with the foregoing requirements, as to carrying insurance and furnishing certificates, shall not relieve the Trade Contractor of its liabilities and obligations.

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## ARTICLE 6

### PERFORMANCE BOND AND LABOR AND MATERIAL PAYMENT BOND

6.1 The Trade Contractor agrees to furnish and pay for a 110% Performance Bond and a 110% Labor and Material Payment Bond. The bonds are to be delivered within 10 days of receipt of a purchase order and execution of this agreement.

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## ARTICLE 7

### WARRANTY

7.1 The Trade Contractor agrees to promptly make good, without cost to the JJC, any and all defects, due to faulty workmanship and/or materials, which may appear within the guarantee or warranty period so established in the contract documents. If no such period be stipulated in the contract documents, then such guarantee shall be for a period of one (1) year from date of completion and acceptance of the work by JJC. The Trade Contractor further agrees to provide any and all guarantees as required by the terms of the contract documents, as a condition precedent to final payment.

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## ARTICLE 8

### CHANGES IN THE WORK

- A. 8.1 The Trade Contractor may be ordered in writing by JJC, without invalidating this Agreement, to make changes in the work within the general scope of this Agreement. These changes may consist of additions, deletions, or other revisions, the contract sum and the contract time being adjusted accordingly. The Trade Contractor, prior to the commencement of such changed or revised work, shall submit promptly to the JJC Construction Manager written copies of any claim for adjustment

to the contract sum and contract time for such revised work in a manner consistent with the contract documents. Any extra work done by the Contractor will be considered performed at no extra cost to JJC unless a written JJC change order form has been fully executed and signed by the Director of Business and Auxiliary Services. A contractor shall not be entitled to any compensation for extra work/material based on verbal conversations or email exchanges (the contractor is considered proceeding with extra work at their own risk without a fully executed JJC change order form). It is the contractor's responsibility to obtain a fully executed change order form from JJC. A change order or a combination of multiple change orders may not exceed 10% of the original contract without JJC seeking approval from the Board of Trustees.

8.2 Where changes in the work involve both additions and deletions, percentages for overhead and profit shall be applied to the net increase only of such values for labor and materials.

8.3 The amount to be paid by the Owner for changes in the work, as outlined in paragraph 8.1 above, shall be made on the basis of one of the following methods:

- (a) by mutual acceptance of a lump sum properly itemized and supported by sufficient substantiating data to permit evaluation and agreed upon by the JJC Construction Manager and the Trade Contractor, or
- (b) by unit prices stated in the contract documents, or
- (c) if no such unit prices are set forth and if the parties cannot agree upon a lump sum, then the actual net cost in money to the Trade Contractor of materials and labor (including insurance and applicable taxes) required, plus rental of plant equipment (other than small tools and small equipment) plus compensation for overhead and for profit as noted in Article 12, field overhead will not be considered as part of actual net cost, or
- (d) by the method provided in subparagraph 8.4.

8.4 If none of the above methods set forth in clauses 8.3 (a), 8.3 (b), 8.3 (c) is agreed upon, the Trade Contractor, provided he receives a written order signed by JJC shall promptly proceed with the work involved. The cost of such work shall be determined by the JJC Construction Manager on the basis of reasonable expenditures and savings of those performing the work attributable to the change, including, in the case of an increase in the contract sum, a reasonable allowance for overhead and profit as set forth in the bid documents. In such case, and also under clauses 8.3 (c) and 8.3 (d) above, the Trade Contractor shall keep and present, in such form as the JJC Construction Manager may prescribe, an itemized accounting together with appropriate supporting data for inclusion in a change order. Unless otherwise provided in the contract documents, cost shall be limited to the following: cost of materials including sales tax and cost of delivery, cost of labor including social security, old age and unemployment insurance and fringe benefits required by Agreement or custom; workers or workmen's compensation insurance; bond premiums; rental value of equipment and machinery; and the additional costs of supervision and field office personnel directly attributable to the change. Pending final determination of cost, payments, on account shall be made as determined by the JJC. The amount of credit to be allowed by the Trade Contractor for any deletion or change which results in a net decrease in the contract sum will be the amount of the actual net cost as confirmed by JJC when both additions and credits covering related work or substitutions are involved in any one change, the allowance for overhead and profit shall be figured on the basis of the net increase, if any with respect to that



change.

8.5 For work performed by a Trade-Trade Contractor, the Trade Contractor will be allowed to add 5% only and said Trade-Trade Contractor mark-up shall not exceed the agreed upon percentages noted in Article 11 for overhead and profit.

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## ARTICLE 9

### TRADE CONTRACTOR RESPONSIBILITIES

9.1 The Trade Contractor shall provide sufficient, safe, and proper facilities at all times for the inspection of the work by JJC. The Trade Contractor shall, within a 24-hour notice from the JJC Construction Manager, proceed to take down all portions of the work and remove from the grounds or buildings, all materials, whether worked or unworked, which the JJC Construction Manager shall condemn as unsound or improper, or as in any way failing to conform to the contract documents. The Trade Contractor shall make good at its own expense, all work damaged or destroyed thereby.

9.2 The Trade Contractor agrees, in the performance of this Agreement, to comply with all federal, state, municipal, and local laws, ordinances, codes and governing regulations, to pay all costs and expenses required thereby; to pay all fees, charges, assessments, and taxes, including sales and use taxes, and to pay all fringe and other benefits required by Agreement or law.

9.3 The Trade Contractor shall pay all royalties and license fees. He shall defend all suits or claims for infringement of any patent rights and shall save JJC harmless from loss on account thereof, except that JJC shall be responsible for all such loss when a particular design, process or the product of a particular manufacturer or manufacturers is specified, but if the Trade 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 JJC Construction Manager.

9.4 Should the Trade Contractor become insolvent, or at any time, refuse or neglect to supply a sufficiency of properly skilled workers, or equipment and materials of the proper quality, or fail in any respect to prosecute the work with promptness and diligence, or fail in the performance of any of the Agreements herein contained, JJC shall be at liberty, after 48 hours written notice to the Trade Contractor, to provide any such labor, equipment, and materials and deduct the cost thereof, from any money then due or thereafter to become due to the Trade Contractor, under this Agreement if such refusal, neglect, or failure is sufficient ground for such actions, JJC shall also be at liberty to terminate the employment of the Trade Contractor. Consequently, JJC may enter upon the premises to take possession, for the purpose of completing the work included under this Agreement, of all materials, tools, and appliances thereon, and to employ any other person or persons to finish the work and provide the materials therefore. In case of such discontinuance of the employment, the Trade Contractor shall not be entitled to receive any further payment under this Agreement until the said work shall be wholly finished. If such expense shall exceed such unpaid balance, the Trade Contractor shall pay the difference to JJC. The expense incurred by JJC, as herein provided, either for furnishing materials, or finishing the work, and any damage incurred through such default, shall be chargeable to the Trade Contractor. In the event that a Termination for Cause is not upheld by a properly empowered judicial or arbitral authority, then the Termination for Cause shall be deemed a Termination for Convenience and construed under Section 9.4.1. hereof.

9.4.1 Notwithstanding the above paragraph, JJC reserves the right to terminate this Agreement for its convenience upon written notice to the Trade Contractor. In such instance the Trade Contractor will be paid

its share of the contract amount proportionate to the percentage of its work completed and other reasonable cancellation costs incurred as a result of said termination. No payments shall be made for anticipated overhead and profit. Prior to making any payments under this clause, JJC shall have the right to audit the records of the Trade Contractor.

9.5 The Trade Contractor agrees to adhere to the federal occupational safety act, state and local safety regulations and JJC's safety and health program so as to avoid injury or damage to persons or property, and to be directly responsible for damage to persons and property resulting from failure to do so.

9.6 In the event the Trade Contractor after a 24-hour written notice from JJC fails to take corrective action to insure compliance with said safety regulations or removal of rubbish and debris resulting from his work, JJC shall undertake these obligations and charge the cost of same to the Trade Contractor's account without further notice to the Trade Contractor.

9.7 The Trade Contractor agrees to notify the JJC Construction Manager of all accidents which may occur to persons or property and shall provide a copy of all accident reports on appropriate forms. All reports shall be signed by the Trade Contractor or his authorized representative and submitted within five (5) days of occurrence.

9.8 The Trade Contractor shall procure its materials from such sources, and employ such labor subject to contract terms and conditions in order to ensure harmonious labor relations on the site and prevent strikes or labor disputes by its employees or other trade employees. The Trade Contractor, in the event of a labor dispute including strikes, shall take whatever action is required in order to prevent the disruption of work on the Project site.

9.9 The Trade Contractor will not assign this Agreement or any moneys due or to become due under this Agreement, or sublet the whole or any part of the work to be performed hereunder, without the written consent of the Owner. In the event of such consent, a Trade-Trade Contractor must comply with all the requirements of this Agreement.

9.10 The Trade Contractor agrees that all disputes concerning the jurisdiction of trades shall be adjusted in accordance with any plan for the settlement of jurisdictional disputes which may be in effect either nationally or in the locality in which the work is being done. The Trade Contractor shall be bound by, and shall abide by, all such adjustments and settlements of jurisdictional disputes, whether or not the Trade Contractor is signature bound by the Agreement establishing the impartial jurisdictional disputes board and/or its successors. The Trade Contractor agrees not to cause work stoppage, due to the jurisdictional assignment of work.

9.11 The Trade Contractor shall submit to the JJC Construction Manager upon request, copies of orders placed for the various materials required for the Project or authentic stock lists if such material is normally a stock item. Order copies need not reflect prices but should indicate type of material, quantity, vendor name, and address, etc. The Trade Contractor shall be required to submit to the JJC Construction Manager a monthly material status report, or more often if required by the JJC Construction Manager, as a prerequisite for the monthly progress payment. The Trade Contractor shall notify the JJC Construction Manager immediately upon learning of a change of status of any material, equipment, or supplies.

9.12 The Trade Contractor shall continuously and adequately protect all his work and will immediately replace all damaged and defective work.

9.13 The Trade Contractor agrees to maintain an adequate force of experienced workers and the necessary materials, supplies, and equipment to meet the requirements of the JJC Construction Manager and other trades in order to maintain construction progress schedules, as established by the JJC Construction Manager. In the event that his force is, in the judgment of the JJC Construction Manager, inadequate to meet the established schedules during the regular working hours, the Trade Contractor agrees to work sufficient overtime hours or increase his work force to meet such schedules at no extra cost to JJC. If for reasons not already stated, the JJC Construction Manager requires and directs the Trade Contractor to work overtime, including Saturdays, Sundays or Holidays, the Trade Contractor will be reimbursed the net premium rate only. The net premium rate is understood to mean the actual premium labor cost, including applicable taxes and wage additives required by trade Agreement or by law, but without additives for overhead, labor efficiency, or profit.

9.14 The Trade Contractor agrees to employ competent administrative, supervisory, and field personnel to accomplish the work, including layout, engineering, and preparation and checking of shop drawings. If required, the Trade Contractor shall substantiate this employment of competent personnel to JJC's Construction Manager's satisfaction before initiating any work.

9.15 The Trade Contractor shall insure that all construction tools, equipment, temporary facilities, and other items used in accomplishing the work, whether purchased, rented, or otherwise provided by the Trade Contractor or provided by others, are in a safe, sound, and good condition, must be capable of performing the functions for which they are intended and must be maintained in conformance with applicable laws and regulations.

9.16 If the Trade Contractor is delayed at any time in the progress of the work by any act or neglect of JJC, the Architect/Engineer, or by any employee of either, or by any separate contractor employed by JJC, or by changes ordered in the work, or by labor disputes, fire, unusual delay in transportation, adverse weather conditions not reasonably anticipatable, unavoidable casualties or any causes beyond the Trade Contractor's control, or by delay authorized by JJC, or by any other cause which the JJC Construction Manager determines may justify the delay, then the contract time shall be extended by amendment for such reasonable time as the JJC Construction Manager may determine. In the event that a conflict exists between this section (9.16) and a like clause contained in a document having higher precedence, such like clause shall have preference to the extent of the conflict.

9.17 Right-To-Know- each Trade Contractor is required to implement the provisions of the right-to-know law, if any, as enacted by the state in which the work is being performed. Before using on site any material listed in the right-to-know substance list, each Trade Contractor will furnish the Construction Manager a copy of the material safety data sheet for that substance.

9.18 In the event the Trade Contractor employs independent contractors, as well as payroll labor, to discharge its obligations hereunder, the Trade Contractor acknowledges and understands that it does so at its own risk and that federal, state and/or local agencies may dispute the independent contractor status and assess penalties, fines, and costs should there be a determination to reclassify such workers. In that event, the Trade Contractor agrees that it will defend, indemnify and hold JJC harmless from any fines, costs, damages, penalties, attorneys fees, and causes of action, including without limitation, personal injury or property damage, arising out of or relating in any way to such a determination.

9.19 The Trade Contractor will have competent supervision on site at all times when work is proceeding. No subcontractor should be working on site without representation/supervision by this Trade Contractor. The JJC Construction Manager reserves the right to hire proper supervision of subcontractors, and fully back charge

this Trade Contractor for such services.

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## ARTICLE 10

### EQUAL OPPORTUNITY

10.1 During the performance of this Agreement, the Trade Contractor agrees not to discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Trade Contractor will take affirmative action to insure that applicants are employed without regard to their race, color, religion, sex, or national origin. The Trade Contractor will comply with all provisions of Executive Order No. 11246, Section 503 of the Rehabilitation Act of 1973, as Amended, the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as Amended, (38 U.S.C. 4212) and their implementing regulations at 41 CFR Chapter 60.

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## ARTICLE 11

### ALTERATIONS

11.1 The overhead and profit allowable under Article 8.3. A, 8.3 B, 8.3 C is:

- For the Trade Contractor, for any Work performed by the Trade Contractor's own forces- 12 percent of the cost
- For the Trade Contractor, for Work performed by his Subcontractor - 5 percent of the amount due the Subcontractor

11.2 All proposals, except those less than \$200 shall be accompanied by a complete itemization of costs including, labor, materials and subcontractors. Labor and material shall be itemized in the manner prescribed in Article 11.1. Where major cost items are subcontracts, they shall be itemized also. In no case will a change involving over \$200 be approved without such itemization.

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## ARTICLE 12

### COMPLETE AGREEMENT

12.1 This Agreement, together with all documents, specifications, drawings, incorporated herein by reference, constitutes the entire Agreement between JJC and Trade Contractor. There are no terms, conditions, or provisions, either oral or written, between the parties hereto, other than those contained herein. This Agreement supersedes any and all written representations, inducements, or understandings of any kind or nature between the parties hereto, relating to the particular Project involved herein.

12.2 The said parties for themselves, their heirs, successors, executors, administrators and assigns, do hereby agree to the full performance of the covenants herein contained.

12.3 Governing Law; Venue - The validity, construction and interpretation of this Agreement shall be governed by the laws of the State of Illinois. The parties hereto irrevocably agree that all actions or proceedings in any way, manner or respect arising out of or from or related to his Agreement shall be litigated only in the Circuit Court, Twelfth Judicial Circuit, Will County, Illinois. Each party hereby consents and submits to personal jurisdiction in the State of Illinois and waives any rights such party may have to transfer the venue of any such action or proceeding.

In witness whereof they have hereunder set their hands the day and date first above written.  
In the presence of

Trade Contractor

\_\_\_\_\_  
Witness

Accepted by: \_\_\_\_\_ (Signature)

Name: \_\_\_\_\_ (Print name)

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

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

Joliet Junior College  
Owner

\_\_\_\_\_  
Witness

By: \_\_\_\_\_ (Signature)

Joliet Junior College

Name: \_\_\_\_\_ (Print name)

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

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

Date:

Time:

Project Title / Location:

Project Number:

FOR

1. **Introductions:** All project members are to introduce themselves including their name, organization, title, and role on the project.

A. Joliet Junior College Personnel:

1. Construction Manager:

- a. Phone:
- b. Cell:
- c. Email:

2. Alternate Contact:

- a. Phone:
- b. Cell:
- c. Email:

B. Contractor Personnel

1. Project Manager:

- a. Phone:
- b. Cell:
- c. Email

2. Construction Superintendent:

- a. Phone:
- b. Cell:
- c. Email:

2. **Communications:**

- A. Communications related to the project between Joliet Junior College and the Contractor shall be conducted through the Joliet Junior College Construction Manager (CM) only, unless directed otherwise.
- B. In the event of an emergency the Contractor is to contact Campus Police at 815-280-2234, or may pick-up any campus phone and dial 2911.
- C. RFI's: Requests for Information (RFI's): All Requests for Information shall be in written form to JJC's CM with a copy to the A/E when required. All responses will come from JJC or the A/E in writing addressed to the Contractor's Project Manager

## Preconstruction Conference Checklist

Revision-F June 20, 2018

- D. Weekly Construction Reports: Contractor is to provide a weekly construction report to JJC CM. This report is to be inclusive of daily activities, potential delays, stoppage, problems, accidents, near misses, significant decisions, meetings, requests by JJC, etc.
- E. Correspondence: All correspondence shall be directed to the Construction Manager

Joliet Junior College  
Facilities Services Department  
ATTN: \_\_\_\_\_  
1215 Houbolt Road  
Joliet, IL 60431

Include Project Title, Project Number, Purchase Order Number on ALL correspondence.

### 3. Construction Schedule:

- A. Schedule of Values: Contractor is to provide a schedule of values (AIA document recommended) broken down into each division of the work as a minimum. The schedule of values will include as a minimum a listing of the work elements or branch values, the cost of each work element, and the percentage of total project "award" cost that the work element represents. The schedule of values will become the basis for "work elements" a.k.a. "branch values" of the Construction Schedule. These same "work elements" shall be used as the basis for the "branch values" of the Construction Progress Report as listed in item #2D above.
- B. Construction Schedule: Contractor is to submit within one week of pre-construction meeting, a fully developed gantt chart type construction schedule.
  - 1. Provide a task for each construction activity or "work element".
  - 2. No progress payment will be processed until the construction schedule is submitted and approved.
  - 3. Provide a revised, updated schedule with each progress payment request.

## Preconstruction Conference Checklist

Revision-F June 20, 2018

### Performance:

#### A. Commencement, Prosecution & Completion of Work

1. Purchase order/notice to proceed received: \_\_\_\_\_
2. Contract Amount: \_\_\_\_\_
3. Total Amount of Alternates Accepted: \_\_\_\_\_
4. Proposed start/mobilization date : \_\_\_\_\_
5. Preconstruction Submittals Received: Check one Y \_\_\_\_\_ N \_\_\_\_\_
6. Bonding & Insurance Requirements Received: Check one Y \_\_\_\_\_ N \_\_\_\_\_
7. Completion date: \_\_\_\_\_
8. Delays and time extensions: The Contractor is responsible for the completion of project work within the time designated above and in the construction schedule. Justified change orders may qualify a delay and require a time extension which must be discussed and approved by the JJC CM. Failure to complete the project on time will result in a negative evaluation of Contractor performance on the JJC project close-out documents.
9. All shop drawings will be submitted to the JJC CM or A/E when required. Material samples shall be submitted for approval when required.
10. The JJC CM and/or the A/E will provide a list of punch list items. The final punch list shall be completed within 2 weeks upon substantial completion. 10% of the contract amount will be withheld until all punch list items are completed.
11. Construction status meetings between the Contractor and JJC CM shall be held on a weekly basis in the JJC CM's office. At the JJC CM's discretion, this weekly meeting may be held via conference telephone call as the project dictates.
12. As-built drawings shall be maintained and kept on-site daily. Final as-built drawings are required to be turned over to the JJC CM at project completion. When AutoCAD drawings are available from the A/E, the Contractor will revise the drawings to reflect as-built conditions. Final payment will not be processed until all as-built drawings are received.

#### B. Coordination of Work:

1. The Contractor is responsible for coordination of all elements of the work and every aspect of the coordination of his subcontractors work.
2. The Contractor is required to have a competent construction supervisor in charge of the work at all times. Construction supervisor may be a working foreman. It is required that the contractor have their own supervisor on site anytime they have a subcontractor on site.
3. When the shut down of utilities is required, the Contractor shall coordinate with the JJC CM to schedule the shut down process. Allow a minimum of 5 days notice



## Preconstruction Conference Checklist

Revision-F June 20, 2018

to allow for a shut down. Unless otherwise stated during the bidding process, a utility shut down will be required between the hours of 10:00 p.m. to 6:00 a.m.

4. The contractor is to consider any loud construction noise that may be disruptive to classes, faculty, students and staff (including but not limited to loud demolition, hammer drilling, concrete cutting/drilling, rock breaking, shooting of metal stud track into floors and ceilings, etc.). Such work shall be performed during the maintenance hours of 10:00 p.m. to 6:00 a.m.
5. The contractor will be responsible for providing and maintaining portable toilet facilities when the scope of work is an outdoor project. Location of the portable toilet(s) shall be coordinated with JJC.
6. Any project requiring excavation with remaining spoils shall be hauled off site as part of the contractor's base scope of work. Leaving/spreading spoils on site shall not be permitted.

### C. Contractor Evaluation:

At the completion of the project, the JJC CM will complete a contractor evaluation. This evaluation is kept on file and is taken into consideration when considering the Contractor for future projects.

**13. Mobilization:** Prior to the Contractor mobilizing on site, the following requirements must be met and reviewed.

#### A. Pre-mobilization requirements:

1. Safety plan submitted and approved. Safety plan should address issues of excavation, crane lifts, hot work and other construction hazards that may apply to their work.
2. Schedule of Values and Construction Schedule submitted and approved.
3. Review Contractor's plan for mobilizing on site, including phasing, timing elements, crane operations, dumpster locations, gang box locations, deliveries, parking, storage of material, etc.
4. Contractor check-in with Facility Services. The Contractor's employees are required to obtain vehicle tags and I.D. badges. Any ticketing by Campus Police as a result of no vehicle tag will be the responsibility of the Contractor.

**Preconstruction Conference Checklist**

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**14. Maintenance, Housekeeping and Clean-up:** The Contractor is primarily responsible for housekeeping in its respective work areas, and for work performed by its employees and subcontractors. This means the Contractor's work area is required to be maintained in an orderly, safe and productive condition at all times.

- A. Accumulation of combustibles, flammable liquids, chemical products, tools not in use, trash and/or refuse is not acceptable and will not be allowed.
- B. Parking, staging and storage of materials and equipment shall be confined to designated areas only.
- C. When a Contractor's work material may be dislodged by wind and could create a hazard when left in an open area, it shall be secured by the Contractor.
- D. The Contractor will police its work area(s) at the end of the shift and leave the area in a condition that is acceptable to the JJC CM.
- E. In the event that housekeeping in a Contractor's work area is found to be in an unacceptable condition by the JJC CM, the CM will give notice once verbally to the Contractor's on-site supervisor or foreman. If the deficiency is not corrected in a timely manner (and no later than the end of the day's work shift), the JJC Facility Services Department may make provisions for clean-up (which may or may not be done by outside services), and fully back charged to the Contractor. The Contractor will be liable for all costs associated with clean-up at a minimum rate of \$125/man hour plus materials.
- F. The Contractor shall provide and install safety fencing or barricades around areas requiring protecting (including but not limited to trees, plantings, etc.). This includes installing cyclone fencing for outdoor projects to prevent anyone from entering the construction zone.
- G. The Contractor will be responsible for daily cleaning of mud off roadways where required, or caused by this Contractor.
- H. The Contractor will provide tree protection and install silt fencing when working in areas that such protection or erosion control is required.
- I. The Contractor will provide berms around storm drains to prevent mud run-off from entering the lake.

## **Preconstruction Conference Checklist**

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- J. The contractor shall provide floor protection where necessary when the potential of damage to flooring may occur as a result of this contractors work. Contractor is to determine the necessary means, material and extent of floor protection required. Contractor should also photograph and document existing floor conditions prior to any work.
- K. Any landscape/lawn areas disturbed or damaged (inclusive of ruts, damaged trees, bushes, grass/turf, etc) as a result of this contractors work shall be repaired and/or replaced to original condition. Contractor shall take necessary means to protect such areas whenever possible.
- L. Where necessary, this contractor shall provide dust protection in all areas that may be impacted by their work. Means and methods of dust protection is to be determined by this contractor. Contractor will be fully responsible for cleaning all dust in any and all areas impacted by this project.

### **15. Conduct and Behavior:**

The Contractor's employees and representatives must take into consideration the environment around them when holding conversations with fellow associates as well as JJC staff as to not interrupt classes that may be in session, or students in concourses that may be studying. Profanity/foul language, derogatory remarks or harassment of faculty, staff and/or students will not be tolerated and will be an immediate means for the employee dismissal from the project by JJC.

### **16. Progress Payments/Invoicing and Change Orders:**

- A. A "pencil" copy of progress invoicing shall be submitted to the JJC CM & the A/E by the 1st of every month for review and approval. Final invoicing shall be in by the second week of the month for processing and board approval. No invoice will be processed without lien waiver(s) and certified payroll.
- B. Any extra work done by the Contractor will be considered performed at no extra cost to JJC unless a written JJC change order form has been fully executed and signed by the Director of Business and Auxiliary Services. A contractor shall not be entitled to any compensation for extra work/material based on verbal conversations (the contractor is considered proceeding with extra work at their own risk without a fully executed JJC change order form). It is the contractor's responsibility to obtain a fully executed change order form from JJC. A change order, or a combination of multiple change orders may not exceed 10% of the original contract without JJC seeking approval from the Board of Trustees.

**Preconstruction Conference Checklist**

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**17. Miscellaneous:**

- A. Soliciting or canvassing and posting or distributing printed material (except as permitted by law) is prohibited.
- B. Smoking and chewing tobacco is strictly prohibited on JJC property.
- C. Drinking, using, possessing or being under the influence of alcohol or controlled substances are prohibited, and a cause for immediate dismissal.
- D. No radios, CD Players or MP3 players shall be used during normal working hours.
- E. The Contractor shall perform his/her work in accordance to no less than the minimum requirements as established by the Occupational Safety and Health Association. Personal Protection equipment shall be provided by the Contractor and worn at all times.
- F. The Contractor will be responsible for securing materials and tools and shall be solely responsible for any such theft or damage.

By signing below, the Contractor certifies that he, his employees, subcontractors, or assigns will abide to this Preconstruction Conference Checklist during the course of the project. This document shall be attached and included as part of the contract for this project.

Contractor: \_\_\_\_\_  
Print name: \_\_\_\_\_  
Sign name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date signed: \_\_\_\_\_

JJC CM: \_\_\_\_\_  
Sign name: \_\_\_\_\_  
Date signed: \_\_\_\_\_

August 2008

# **Safety Requirements for Contractors and Subcontractors**

Environmental Health and Safety  
Facility Service Department  
(815) 280-2384

Environmental Health and Safety

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# **Safety Requirements for Contractors And Subcontractors**

Environmental Health and Safety

Facility Services Department

1215 Houbolt Rd.

Joliet, IL 60431

Phone: (815) 280-2384 Fax (815) 280-6673

http: // [www.jjc.edu/ehs](http://www.jjc.edu/ehs)

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# Introduction

## EHS Information

The mission of Environmental Health and Safety (EHS) is to:

- Work toward providing a safe and healthful living, learning, and working environment for every member of the greater college community by assuring safe work practices through educating, training, and assisting individuals and departments;
- Help individuals and departments achieve compliance with all health and safety state and federal regulations and college policies as economically as possible and
- Act as liaison with external regulatory agencies, and to monitor college compliance with mandatory health and safety standards whenever necessary.

## Purpose

Joliet Junior College developed *Safety Requirements for Contractors and Subcontractors* to assure the safety of college employees and the public who may be in proximity to renovation, demolition, installation, or maintenance operations performed by Contractors or Subcontractors. Every Contractor is expected to take steps as necessary to protect the safety and health of college employees, students, and visitors during the performance of their work. Each Contractor that coordinates the work of Subcontractors shall assure that they abide by the requirements outlined herein.

## Application

Each department that coordinates or uses the services of a Contractor to perform maintenance, repair, installation, renovation or construction-related operations is expected to designate one or more persons to coordinate this program within his or her department. These coordinators are expected to assure that the Contractor is:

- Informed of the presence of hazards in or near the work area.
- Informed about JJC's requirements related to lead, confined space entry, lockout/tagout, hot work, and excavation operations.
- Aware of the colleges' expectations regarding safety compliance and the control of worksite hazards.

A representative from EHS will serve as the coordinator for the purposes of this program on capital renovation and construction projects.

## Scope

This program applies to all JJC properties, and to all work performed by Contractors and Subcontractors in or on property owned, leased or occupied by JJC or employees of JJC.

# General Requirements

## Contractual Obligations

A copy of this document shall be made available upon request to prospective bidders/offerors at the pre-bid/pre-proposal conference for the work. This document shall be either included with, or referenced in, the contract documents.

Contractors performing building, facilities or equipment-related construction, repair, installation, renovation or maintenance activities shall attend a safety orientation as follows:

- On capital projects, this orientation will be conducted during the pre-construction conference or as determined by the Project Manager.
- For non-capital construction/renovation work, the Project Coordinator shall arrange the safety orientation with EHS and the Contractor prior to the start of work by contacting EHS at (815) 280-2384. Contractors retained on a term contract need only attend one safety orientation held prior to the award of the first project under that contract.

The Contractor shall provide the Project Manager/Coordinator with emergency contact phone number(s), usable 24 hours a day, for the Contractor's representative. These phone numbers shall be copied to EHS and the JJC Police Department prior to the work.

The Contractor bears sole responsibility for the safety of his or her employees. The Contractor is expected to take all steps necessary to establish, administer, and enforce safety rules that meet the regulatory requirements of the Illinois Department of Labor (IDOL) and the Occupational Safety and Health Administration (OSHA). These regulations include, but are not limited to:

- Title 29 of the Code of Federal Regulations (CFR) Parts 1910, Occupational Safety and Health Administration (OSHA) Standards for General Industry,
- Title 29 of the Code of Federal Regulations (CFR) Parts 1926, Occupational Safety and Health Administration (OSHA) Standards for the Construction Industry.

The Contractor bears sole responsibility for communication of safety-related information and requirements to his or her Subcontractors. Contractors shall assure that their Subcontractors comply with the requirements outlined herein.

## Submittals

Submittals, where required from the Contractor by this document, shall be made in writing, directly to the Project Manager/Coordinator and copied to EHS. Submittals shall be made sufficiently in advance to avoid delay of the project. Where review, approval, or coordination of submittals is required, submittals shall be made at least ten (10) working days prior to the start of the project unless prior arrangements have been made. Post-job submittals, where required

as outlined in this document, shall be made no later than fifteen (15) working days after completion of the project or as specified herein.

## Control of Fugitive Emissions

The Contractor shall take all reasonable precautions necessary to control fugitive emissions from the job site. Fugitive emissions include, but are not limited to: nuisance dust, chemical odors/vapors/gases, hazardous materials (such as lead dust or asbestos), and noise.

Where the product(s) or material(s) to be used by the Contractor has a permissible exposure limit (PEL) established by OSHA or IDOL and where college employees or the public may be exposed to the product or material, the Contractor shall take all reasonable steps to maintain exposures below the PEL where an exposure condition during use exceeding the PEL could reasonably be anticipated. In such instances, the Contractor shall monitor, or shall contract to have monitored, work area exposure conditions. Monitoring shall occur, at a minimum, during the start of work and whenever there is a change in procedure, process, or chemical or material used. If it is deemed not practicable to maintain exposures below the PEL, the Contractor shall restrict access to all areas where exposures exceed the PEL to authorize personnel only.

## Accidental Spills and Releases

In the event of an accidental release or spill of chemicals or other hazardous materials the Contractor shall:

- Immediately take action as appropriate to contain the spill if this action can be taken without jeopardizing the health or safety of employees,
- Notify the fire department, campus police, or other entities as needed or required,
- Contact EHS, and
- Contact the Project Manager/Coordinator.

EHS emergency response personnel may be reached after normal business hours by contacting the Campus Police Department at (815) 280-2234 or 2811 from a house phone.

The following phone numbers may be used in the event of an emergency during normal working hours:

	Outside	On-Campus
Joliet Fire Department and Ambulance		911
JJC Campus Police	(815) 280-2911	Extension 2911
North Campus-Romeoville Fire/Ambulance	911	911
Morris Fire/Ambulance	911	911
Environmental, Health and Safety	(815) 280-2384	Extension 2384
East Joliet Fire/Ambulance	(815) 723-1504	911
Facility Services	(815) 280-2332	Extension 2332

All college costs associated with responding to or remediation of a chemical or hazardous material spill or release may be assessed by the Contractor.

## **General Work Requirements**

The Contractor shall abide by the requirements of any sign posted in a building that requires the use of specific personal protective equipment, that restricts access to qualified or authorized persons only, or that establishes other requirements for entry.

The Contractor shall not conduct work or operations that obstruct exits or the means of egress from an occupied building without the prior approval of EHS and the Project Manager/Coordinator. Equipment and materials are not to be stored in exits or exit stairwells at any time, and may not be stored in the means of egress without prior approval. Fire rated doors shall not be chocked or blocked open except temporarily and event of a building fire alarm or similar emergency.

Compressed gases shall be stored, used and transported in accordance of the NFPA, OSHA and DOT. New compressed gas installations shall comply with these agency requirements.

All tents, stages and temporary structures shall comply with the requirements of the NFPA.

Contractors shall not use College equipment or vehicles nor shall the Contractor allow college employees to use the Contractors' equipment or vehicles without the approval of Risk Management and EHS. If an employee of a Contractor needs to use specialized equipment owned by JJC, such as powered industrial trucks, the Contractor must provide suitable documentation that the employee has been trained and certified (if required) to use such equipment.

# Specific Program Requirements

## Non-capital Projects

### Asbestos and Suspect Asbestos Containing Building Materials

It is the responsibility of the Contractor to provide his or her own asbestos awareness program which shall include, but is not limited to, the information contained in this section and the OSHA asbestos-related regulations (29 CFR 1926.1101). Verification that this training has been conducted shall be supplied to the college upon request.

Contractors employed by the college to perform building or facilities-related maintenance, repair or renovation shall be informed by the Project Coordinator of the location of suspect and known asbestos-containing materials (ACM) in the work area(s) to which they are assigned by one of the following means:

- The Project Coordinator shall provide the Contractor with a copy of a completed "Work Order Review Form" or an asbestos inspection report specific to their work and the materials that are to be distributed, or
- Where the construction documents for a project clearly detail asbestos material locations within the work area, these documents may serve in lieu of the "Work Order Review Form" or inspection report.

The "Work Order Review Form" is used internally at the College to document that the proposed scope of work has been reviewed for the presence of suspect or known ACM. The "Work Order Review Form" will be completed by either EHS or the individual within the Department approved by EHS to perform this review. Questions related to this issue should be addressed to EHS at (815) 280-2384. An asbestos inspection report may, at the discretion of the Contracting Department, be prepared by an asbestos consultant licensed in Illinois to perform the duties of Asbestos Inspector and Asbestos Management Planner, this report shall be copied to EHS upon receipt.

Contractors shall, under no circumstances, damage or disturb suspect or known *friable* ACM unless they are a licensed Illinois Asbestos Abatement Contractor and have been specifically employed to perform asbestos repair or removal. Contractors may remove *non-friable* ACM, or perform work that will potentially disturb non-friable ACM, only with prior approval by EHS of the Contractors proposed work methods, employee training and waste disposal site. If suspect asbestos materials are discovered during the course of the work, the Contractor shall stop work immediately and notify the Project Coordinator or other person as indicated in the contract documents.

The Contractor shall not proceed with any change in work which requires a material to be disturbed that the "Work Order Review Form", asbestos inspection report, or construction documents show has not previously been tested (e.g., "suspect" ACM). If a change in the scope of work becomes necessary, the revised scope of work shall be reviewed and pre-approved by EHS or other authorized person.

Asbestos materials may not be used or installed in College facilities.

## Lead-Containing Building Materials

Contractors employed by the college to perform building or facilities-related maintenance, repair or renovation shall be informed by the Project Coordinator of the location of lead-containing building materials in the work area(s) to which they are assigned by one of the following means:

- The Project Coordinator shall provide the Contractor with a copy of the completed “Work Order Review Form” or a lead inspection report specific to their work and the materials that are to be disturbed, or
- Where the construction documents for a project clearly detail the location of lead-containing building materials within the work area, these documents may serve in lieu of the “Work Order Review Form” or inspection report.

The Project Coordinator may obtain information regarding the location of lead materials within a work site from the Department Safety Representative or by contacting EHS at (815) 280-2384. A lead inspection report may, at the discretion of the Contracting Department, be prepared by a lead consultant licensed in Illinois to perform the duties of Lead Inspector, this report shall be copied to EHS upon receipt. Contractors that will disturb lead-containing building materials during the course of work shall take all necessary precautions to protect college employees and the public from exposure to lead dust or contamination. These measures shall conform, at a minimum, to the OSHA requirements detailed in 29 CFR 1926.62 and applicable local, state and federal regulation. The Contractor shall submit a copy of his or her lead compliance program, as required by 29 CFR 1926.62(e), with required supporting documentation for prior review and approval to EHS. This submittal shall be made sufficiently in advance of construction to avoid delay of the project. Where the Contractor is engaged in work in child-occupied facilities (as defined by 40 CFR Part 745), such work shall be performed in accordance with 40 CFR Part 745, and clearance testing shall be performed by EHS or a licensed consultant at the conclusion of the project in accordance with the requirements of this regulation.

A copy of the analytical report(s) for any personal air samples taken during the course of the work shall be provided to EHS.

The Contractor shall not proceed with any change in work that requires a material be disturbed that the “Work Order Review Form”, lead inspection report, or construction documents shows has not previously been tested unless pre-approved work procedure will be followed.

On projects where lead-containing materials will be disturbed or removed during the course of work, the Project Designer shall contact EHS at (815) 280-2384 to determine disposal requirements. If the lead-containing materials will constitute a hazardous waste, disposal of these materials shall be coordinated with EHS. The disposal requirements must be established during the design of the project.

## Confined Spaces

When the College arranges to have a Contractor perform work that involves entry into a confined space, the Project Coordinator shall:

- Inform the Contractor that the workplace contains confined spaces and that the entry is allowed only through compliance with a confined space program meeting the requirements set forth by the DOL and the OSHA.
- Apprise the Contractor of the elements, including the hazard(s) identified and the college's experience with the space.
- Apprise the Contractor of any precautions or procedures that the college has implemented for the protection of college employees in or near confined spaces where contractor personnel will be working.
- Coordinate entry operations with the Contractor when both College personnel and contractor personnel will be working in or near confined spaces.
- Debrief the Contractor at the conclusion of the entry operations regarding the confined space program followed and any hazards confronted or created in confined spaces during entry operations
- Provide a copy of JJC Confined Space Entry Program to the Contractor upon request.

Information on JJC Confined Space Program and information on specific confined spaces on JJC Properties may be obtained by contacting EHS at (815) 280-2384.

Each Contractor who is retained to perform work that will require permit space entry operations shall:

- Coordinate entry operations with the Project Coordinator when both the Contractor and College personnel will be working in or near permit spaces;
- Inform the Project Coordinator in writing of the permit space program the Contractor will follow;
- Inform the Project Coordinator of any hazards confronted or created in permit spaces during entry operations;
- Provide a copy of the Contractor's Confined Space Program to the College upon request;
- Inform the Project Coordinator in writing of the rescue services/team they will be using during permit entry; and
- Provide a copy of the canceled permit(s) to the Project Coordinator and EHS at the conclusion of entry operation.

## Confined Spaces

The Contractor shall maintain, on-site, Material Safety Data Sheets (MSDS's) for all chemicals used or stored at his or her job site as required by IDOL/OSHA regulations and the contract documents. The Contractor shall provide copies of MSDS's to the Project Coordinator and EHS upon request.

Chemicals are used extensively on the JJC campus. Chemicals use and/or storage is routine in, but not limited to, the following areas or locations:

- Laboratories
- Fume hood exhausts on the roofs of laboratory buildings. (In general, signs have been posted on the roof access hatch or door restricting access to the roofs of buildings where fume hood exhausts are located).
- Chemical stock rooms.
- Agricultural Shops, Areas, and Chemical Storage.
- Chemical waste accumulation areas.
- Facility Services and Kitchen, paint and chemical storage areas.
- Custodial Closets.

The Project Coordinator shall inform the Contractor of the following:

- Known hazards and any required safety procedures that must be followed in the Contractor's work area.
- Methods for obtaining access to Material Safety Data Sheets (MSDS) for hazardous chemicals present in the Contractor's work area.
- Information about the labeling system used in the work area (NFPA 701).
- Emergency procedures that the Contractor is to follow in the event of accidental exposures or releases of hazardous chemicals.

If the work will be conducted on the roof of a building where fume hood exhausts are located, the Project Coordinator shall coordinate access with Facility Services, the departments within the building, and EHS, as necessary to ensure that:

- Fume hoods within, or adjacent to, the work area are shut down,
- No experiments are in-progress that would generate toxic or hazardous airborne contaminants;
- All chemicals stored within the fume hoods are capped or otherwise sealed; and
- The Contractor is informed of any special precautions that must be taken to prevent employee exposure to hazardous chemicals.

A minimum of seven days advance notice is generally required to coordinate fume hood shutdowns. In emergency situations (for example, when the Contractor's personnel must conduct work on, or in proximity to, active fume hood exhausts), the Contractor may access these roof areas if appropriate personal protective equipment is used. The Contractor shall be



informed in writing by the Project Coordinator of the precautions that should be taken to protect his or employees while conducting such work. This information may be obtained by contacting EHS at (815) 280-2384.

Given the number of chemicals used, and changing work within chemical laboratories, it is impractical for the college to provide the Contractor with a MSDS for any chemical potentially in-use within any given laboratory. However, MSDS's are required to be maintained and to be accessible to employees in each work area, and MSDS's for all chemicals may be obtained from Campus Police or EHS.

The Contractor shall assume that all hazardous chemicals or materials are handled and disposed of in accordance with federal and state regulations. Where a hazardous waste disposal manifest is required by these regulations, the Contractor shall contact EHS at (815) 280-2384 to assure that manifesting, storage, and the proposed disposal method and disposal site meet college and EPA requirements. The Contractor shall supply a copy of the completed waste manifest to EHS within 24 hours of receipt.

Where the Contractor has secured air samples documenting employee exposure to airborne chemical or particulate hazards during the course of his or her work, a copy of all air sample results shall be provided to EHS within 24-hours of receipt by the Contractor.

## **Electrical Safety and Lockout/Tagout**

If College employees will be present on the Contractors worksite, and employees of either JJC and/or the Contractor will be performing work that requires the use of lockout and/or tagout devices, the following requirements shall apply:

- The Project Coordinator and Contractor shall inform each other of their respective lockout/tagout procedures.
- The Project Coordinator and Contractor shall each inform their personnel regarding the energy control procedures that are to be followed on the project site.
- A copy of JJC 's Electrical Safety and Lockout/Tagout programs shall be provided to the Contractor upon request.
- A copy of the Contractors electrical safety and lockout/tagout program shall be made available to the college upon request.

## **Trenching and Excavations**

The Contractor shall coordinate trenching and excavation work with the Project Coordinator, Facility Services, and JULIE to assure the coordination of work and shutdown of utilities if necessary.

The design of sloping and benching systems, support systems, shield systems or other protective systems shall confirm, at a minimum, to the OSHA requirements detailed in 29 CFR 1926 Subpart P requirements.

Trenching or excavations below the level of the base or footing of any foundation or retaining wall, or adjacent to any utility, sidewalk or roadway, will not be permitted unless:

- A support system, such as underpinning, is provided to ensure the safety of employees and the stability of the structure, or
- The excavation is in stable rock, or
- A registered professional engineer has approved the determination that such excavation work will not pose a hazard to employees or the structure.

This determination is the responsibility of the Contractor except as permitted, required or otherwise allowed by the project specifications or drawings

The Contractor shall notify the Project Coordinator of the name of the individual that is to serve as the Contractor's competent person as defined by this program and the OSHA regulations. The Contractor's designated competent person shall maintain a written log of the daily inspections made of excavations, adjacent areas, and protective systems. A copy of this written log shall be made available to the college upon request.

Where the design of a sloping and benching system, support system, shield systems or other protective systems requires review and approval by a registered professional engineer, the Contractor shall submit a copy of the completed review to the Project Coordinator and EHS prior to the start of work.

## **Hot Work**

Contractors performing hot work shall maintain a Hot Work Permit Program and employee-training program that meets the OSHA requirements found in 29 CFR 1926.352 and ANSI Z49.1-88 and NFPA 51B. Examples of hot work include, but are not limited to, use of open flames, compressed gasses or supplied fuel burning, brazing, cutting, grinding, soldering, thawing, pipe, torch applied roofing, and welding.

A copy of the canceled permit(s) shall be provided to the Project Coordinator and EHS after completion of the work.

## **Capital Projects**

### **Asbestos and Suspect Asbestos Containing Building Materials**

It is the responsibility of the Contractor to provide his or her own asbestos awareness program which shall include, but is not limited to, the information contained in this section and the OSHA asbestos-related regulations (29 CFR 1926.1101). Verification that this training has been conducted shall be supplied to the Architect/Engineer of record for the project and/or the college upon request.

The location of asbestos materials, where present within the jobsite, will be detailed in the construction documents for that project.

Asbestos materials may not be used or installed in College facilities.

## **Lead-containing Building Materials**

The location of lead materials, where present, will be detailed in the construction documents for that project.

Contractors that will disturb lead-containing building materials during the course of work shall take all necessary precautions to protect college employees and the public from exposure to lead dust or contamination. These measures shall conform, at a minimum, to the OSHA requirements detailed in 29 CFR 1926.62 and applicable local, state and federal regulations related to health, safety, transportation and disposal.

## **Confined Spaces**

Where the work of the Contractor involves entry into confined spaces, the Contractor shall perform such entry in accordance with the OSHA (e.g., 29 CFR 1926.20 and/or 1910.146) requirements. Where the work involves an existing college permit-required confined space, the Project Manager and/or Field Engineer shall coordinate with EHS to assure that:

- The Contractor is apprised of the elements, including the hazard(s) identified and the college's experience with the space, that make it a permit-required confined space.
- The Contractor is apprised of any precautions or procedures that the college has implemented for the protection of college employees in or near permit spaces where contractor personnel will be working.
- The Contractor is debriefed at the conclusion of the entry operations regarding the permit space program followed and any hazards confronted or created in permit spaces during entry operations.

The Contractor shall provide at least 24-hours advance notice to the Field Engineer when both college personnel and the Contractor's personnel will be working in or near permit-required confined spaces. The Field Engineer shall notify EHS at (815) 280-2384, and EHS shall assure that the college personnel have been informed of the precautions and procedures to be followed during entry operations. Under these circumstances the Contractor shall:

- Inform EHS of the permit space procedures the Contractor will follow;
- Inform EHS of any hazards confronted or created in permit spaces during entry operations.

## **Hazard Communication**

## SAFETY REQUIREMENTS FOR CONTRACTORS AND SUBCONTRACTORS

The Contractor shall maintain, on-site, Material Safety Data Sheets (MSDS's) for all chemicals used or stored at the job site as required by IDOL/OSHA regulations and the contract documents.

Chemicals are used extensively on the JJC campus. Chemical use is routine in, but not limited to, the following areas or locations:

- Laboratories.
- Fume hood exhausts on the roofs of laboratory buildings. (In general, signs have been posted on the roof access hatch or door restricting access to the roofs of buildings where fume-hood exhausts are located).
- Chemical stock rooms.
- Agricultural shop, areas, and chemical storage.
- Chemical waste accumulation areas.
- Facility Services and Residential and Dining Programs paint and chemical storage areas.
- Custodial closets.

Where necessitated by the work, the Field Engineer and/or Project Manager shall coordinate with EHS to assure that the Contractor is informed of the following:

- Known hazards and any required safety procedures that must be followed in the Contractor's work area.
- Methods for obtaining access to Material Safety Data Sheets (MSDS) for hazardous chemicals present in the Contractor's work area.
- Information about the labeling system used in the work area (NFPA 701).
- Emergency procedures that the Contractor is to follow in the event of accidental exposures or releases of hazardous chemicals.

If work will be conducted on the roof of a building, where fume hood exhausts are located, the Field Engineer shall coordinate access with Facility Services, the departments within the building and EHS as necessary to ensure that:

- Fume hoods within, or adjacent to, the work area are shut down,
- No experiments are in-progress that would generate toxic or hazardous airborne contaminants;
- All chemicals stored within the fume hoods are capped or otherwise sealed; and,
- The Contractor is informed of any special precautions that must be taken to prevent employee exposure to hazardous chemicals.

A minimum of seven days advance notice is generally required to coordinate fume hood shutdowns. In emergency situations (for example, when the Contractor's personnel must conduct work on, or in proximity to, active fume hood exhausts), the Contractor may access these roof areas if appropriate personal protective equipment is used. The Contractor shall be informed in writing by EHS of the precautions that should be taken to protect his or her

employees while conducting such work. The Field Engineer may request this information by contacting EHS at (815) 280-2384.

Given the number of chemicals used, and changing work within chemical laboratories, it is impractical for the college to provide the Contractor with a MSDS for any chemical potentially in-use within any given laboratory. However, MSDS's are required to be maintained and to be accessible to employees in each work area, and MSDS's for all chemicals may be obtained from EHS.

The Contractor shall assure that all hazardous chemicals or materials are handled and disposed of in accordance with federal and state regulations and the contract requirements.

## **Electrical Safety and Lockout/Tagout**

If college employees will be present on the Contractors worksite, and employees of either JJC and/or the Contractor will be performing work that requires the use of lockout and/or tagout devices, the following requirements shall apply:

- The EHS representative and the Contractor shall inform each other of their respective lockout/tagout procedures.
- The Project Manager and/or Field Engineer will coordinate with the EHS representative to assure that college personnel understand the energy control procedures that are to be followed in the project site.
- The Contractor shall assure that his/her personnel understand the energy control procedures that are to be followed on the project site.
- A copy of JJC's Electrical Safety and Lockout/Tagout programs shall be provided to the Contractor upon request.
- A copy of the Contractors electrical safety and lockout/tagout procedures shall be made available to the college upon request.

## **Trenching and Excavations**

The Contractor shall coordinate trenching and excavation work with the Project Manager and/or Field Engineer and JULIE to assure the coordination of work and shutdown of utilities as necessary.

The design of sloping and benching systems, support systems, shield systems or other protective systems shall conform, at a minimum, to the OSHA requirements detailed in 29 CFR 1926 Subpart P, and the requirements of the contract.

## **Hot Work**

Contractors performing hot work shall maintain a Hot Work Permit Program and employee-training program that meets the OSHA requirements found in 29 CFR 1926.352 and ANSI Z49.1-88 and NFPA 51B. Examples of hot work include, but are not limited to, use of open

flames, compressed gases or supplied fuel burning, brazing, cutting, grinding, soldering, thawing pipe, torch applied roofing, and welding.

## **Agencies/Firms With No Contractual Relationship with JJC**

All agencies/firms conducting work on JJC property shall comply with the requirements of NFPA, EPA, DOL, OSHA and this program, even where no formal contractual relationship exists between JJC and the agency/firm. The agency/firm shall maintain appropriate insurance, including general liability, auto liability, and workers compensation insurance. Verification of insurance shall be coordinated with JJC's Director of Risk Management, who may be reached at (815) 280-2325, prior to the start of work. Such agencies/firms shall not, without prior written approval of EHS:

- Use a product(s) or material(s) that has a permissible exposure limit (PEL) established by OSHA.
- Perform work on JJC property that may damage or disturb known or suspect asbestos materials,
- Perform work on JJC property that may damage or disturb known or suspect lead-containing materials,
- Perform work on JJC property that involves entry into a permit-required confined space,
- Perform work on any electrical system or utility,
- Construct nor enter excavations, nor
- Perform hot work.

## **Work Site Inspections**

### **Non-capital Projects**

Work site inspections may be conducted by EHS or other designated college personnel. These inspections are conducted solely for the benefit of the college, and shall not relieve the contractor of responsibility for enforcement of, and compliance with, OSHA, NFPA or EPA regulations.

In the event that work site conditions exist that potentially impact the safety of college employees, students, or the public, the college inspector shall issue a verbal or written warning to the Contractor and shall notify the Project Coordinator. If the unsafe conditions cannot be immediately corrected and represent a danger or have a potential to harm college employees, students or the public, then the college inspector will:

- Detail the NFPA, EPA or OSHA violations that were noted, and explain the potential impact upon college employees, students or the public,
- Require that the Project Coordinator have the Contractor either stop work or implement measures to isolate the hazardous condition until the unsafe condition can be mitigated,
- Issue a formal written report of the violation(s) to the Contractor. This report shall be copied to the Project Coordinator.

Reports of deficiencies may be factored into the evaluation of the contract by the college, and may be included in a vendor complaint file that is available for review by other state agencies. Repeat safety violations of a similar nature and/or a single serious willful safety violation by a Contractor may warrant review and termination of the contract.

## **Capital Projects**

Work site inspections may be conducted by EHS or other designated college representatives. Such inspections shall be coordinated with the Field Engineer and/or Project Manager. These inspections are conducted solely for the benefit of college personnel who may be working on the site and shall not relieve the contractor of responsibility for enforcement of, and compliance with NFPA, EPA, and OSHA regulations.

In the event that work site conditions exist that potentially impact the safety of college employees or the public, EHS shall notify the college Field Engineer and the Contractor of the hazard, and will assure that other college personnel present on-site are warned to avoid the area of the hazardous condition. The Contractor shall take prompt action to correct the hazardous condition. If the hazardous condition cannot be immediately corrected, the Contractor shall take effective steps to isolate the hazardous condition and/or shall stop work that is causing the hazardous condition until the hazard can be mitigated.

In the event that work site conditions exist that present an immediate safety hazard for the Contractors personnel, EHS may, as a courtesy, notify the Field Engineer and the Contractor of the hazardous condition. The Contractor shall take prompt action to correct the hazardous condition as required by the *General Conditions of the Construction Contract*.

## **Agencies/Firms Where No Formal Contractual Relationship Exists**

When hazardous condition are identified by EHS related to work performed by agencies/firms conducting work on JJC property where no formal contractual relationship exists between JJC and the agency/firm, the hazardous condition shall be immediately corrected. If the hazardous condition cannot be immediately corrected, the agency/firm shall stop work and shall take effective steps to isolate the hazardous condition from personnel and the public. Repeat safety violations of a similar nature or willful disregard for the NFPA, EPA or OSHA requirements or the requirements outlined in this program will result in immediate removal from JJC property.

## Definitions

**Capital Project:** A capital project is one whose total project cost exceeds \$500,000.

**Competent Person:** As related to excavation, trenching or shoring work, the Contractor's "competent person" means one who is capable of identifying existing and predictable hazards in the surroundings, or working conditions which are unsanitary, hazardous or dangerous to employees, and who has authorization to take prompt corrective measures to eliminate them.

**Confined Space:** A confined space is a space that is large enough for a person to enter, that has limited means for entry or exit, and that is not designed for continuous occupancy. Example include tanks, silos, storage bins or hopper, utility vaults and pits.

**Contracting Department:** The Department at the college that has contracted for work to be performed by a Contractor. In regards to agencies/firms conducting work on JJC property, where no formal contractual relationship exists between JJC and the agency/firm, the department that is coordinating or approving the work of the agency/firm is the Contracting Department.

**Contractor:** An entity or agency employed by the college to perform the installation or maintenance of equipment or the renovation or construction of a building, room or space on college property, or that provides services to the college on college property including, but not limited to, vending, supplies, erection of tents and other services.

**Field Engineer:** The representative from JJC's Facility Services department that oversees capital construction and/or renovation activities.

**Friable Asbestos:** An asbestos material that is capable of being reduced to powder by hand pressure when dry, or a nonfriable asbestos material that is subject to grinding, sanding, cutting or abrading or that is otherwise rendered by mechanical means.

**Lockout/Tagout:** A program used to ensure that employees are protected from sources of potentially hazardous energy. The program requires that hazardous energy sources be identified and locked and/or tagged-out before work is done on the system(s).

**Permit-required confined space:** A permit-required confined space is a confined space that contains potential or known safety hazards that must be dealt with prior to or during entry to assure the safety of those employees performing the work.

**Project Coordinator:** The individual(s) within a Department that has been assigned duties related to oversight or coordination of work performed by a Contractor as defined in this program.

**Project Manager:** The representative from JJC's Facility Services department that coordinates the work of the Field Engineer and the Architect/Engineer related to capital construction and/or renovation projects.



***Serious, willful safety violation:*** “Serious, willful safety violation” is defined, for the purposes of this program, as a work activity with a substantial probability that death or serious physical harm could result and where the hazard was known or should have been known, but where the work activity was continued regardless of the existence of the safety hazard.

## LABOR MANAGEMENT PROJECT AGREEMENT

This Agreement is entered into this \_\_\_\_ day of \_\_\_\_, 20\_\_ by and between Joliet Junior College, Illinois Community College District 525 of Will, Grundy, Kendall, LaSalle, Kankakee, Livingston, and Cook, Illinois, (hereinafter called the "Owner"); and \_\_\_\_\_ (hereinafter called the "Project Contractor"); and the \_\_\_\_\_ Building Trades Council (hereinafter called the "Union"), acting in their own behalf and on behalf of their respective affiliates and members; and the THREE RIVERS CONSTRUCTION ALLIANCE, acting on their own behalf and on the behalf of their respective affiliates and members, with respect to all construction projects at Joliet Junior College, which includes the Master Plan and Capital Improvement Plans thru August 2013, located in Will County, Illinois.

### WITNESSETH:

WHEREAS, to accomplish the goals of quality, cost effectiveness and timelessness requires that all participants exhibit a positive attitude intent on success; and

WHEREAS, there must exist amongst all parties a willingness to cooperate fully in devoting themselves to the goals of the Project; and

WHEREAS, this program has no room for adverse relationships, but only a true spirit of cooperation and commitment; and

WHEREAS, it is essential that the work required to construct this Project be accomplished in an efficient and economical manner so as to provide productivity, the highest levels of quality and the total elimination of delays thereby fostering new plateaus in labor/management cooperation; and

WHEREAS, Joliet Junior College, Illinois Community College District 525 of Will, Grundy, Kendall, LaSalle, Kankakee, Livingston, and Cook, Illinois, (hereinafter referred to as

the "Owner"), its general Contractor(s), its subcontractor(s) of whatever tier, the local Building Trades Council, the THREE RIVERS CONSTRUCTION ALLIANCE dedicate themselves to the goal that together, in full cooperation, local labor, and management will produce a project of excellent quality, as economically as possible, in a safe environment, under favorable working conditions; and

WHEREAS, nothing contained herein shall prevent the Owner from considering bids for the Project so long as the General Contractor and its Subcontractors agree to abide by the terms and provisions of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants above-contained and other good and valuable consideration, as hereinafter set forth, the parties do hereby agree as follows:

#### SECTION 1. Introduction

It is understood by the parties to this Agreement that other contractors awarded construction work directly or indirectly by the Owner will execute this Agreement and become signatory contractors for the purpose of this work.

The intent of the parties to this Agreement is to establish labor and management cooperation between the Owner, Project Contractor, all Contractors and Subcontractors performing construction work in this Project site, and the appropriate Unions signatory to this Agreement for the express purpose of producing a quality project on schedule, and, as economically as possible, in a safe environment under favorable working conditions.

#### SECTION 2. Scope of the Agreement.

A. This Project Agreement shall apply and is limited to the recognized and accepted historical definition of new construction work under the direction of and performed by the

Contractor(s), of whatever tier, which may include the Project Contractor, who have contracts awarded for such work on the Project. Such work shall include site preparation work and dedicated off-site work.

It is agreed that the Project Contractor shall require all Contractors of whatever tier who have been awarded contracts for work covered by this Agreement, to accept and be bound by the terms and conditions of this Agreement by executing the Letter of Assent (Attachment A) prior to commencing work. The Project Contractor shall assure compliance with this Agreement by the Contractors. It is further agreed that, where there is a conflict, the terms and conditions of this Agreement shall supersede and override terms and conditions of any and all other national, area, or local collective bargaining agreements, except for all work performed under the NTL Articles of Agreement, and the National Stack/Chimney Agreement, the National Cooling Tower Agreement. All instrument calibration work and loop checking shall be performed under the terms of the UA/IBEW Joint National Agreement for Instrument and Control Systems Technicians, and the National Agreement of the International Union of Elevator Constructors, with the exception of Section 4, 5 and 6 of this Agreement, which shall apply to such work.

B. Nothing contained herein shall be construed to prohibit, restrict or interfere with the performance of any other operation, work, or function which may occur at the Project site or be associated with the development of the Project.

C. This Agreement shall only be binding on the signatory parties hereto and shall not apply to their parents, affiliates or subsidiaries.

D. The Owner and/or the Project Contractor have the absolute right to select any qualified bidder for the award of contracts on this Project without reference to the existence or non-existence of any agreements between such bidder and any party to this Agreement;

provided, however, only that such bidder is willing, ready and able to become a party to and comply with this Agreement, should it be designated the successful bidder.

E. The provisions of this Agreement shall not apply to Owner, and nothing contained herein shall be construed to prohibit or restrict Owner or its employees from performing work not covered by this Agreement on the Project site. As areas and systems of the Project are inspected and construction tested by the Project Contractor or Contractors and accepted by the Owner, the Agreement will not have further force or effect on such items or areas, except when the Project Contractor or Contractors are directed by the Owner to engage in repairs, modifications, check-out, and warranty functions required by its contract with the Owner during the term of this Agreement.

F. It is understood that the Owner, at its sole option, may terminate, delay and/or suspend any or all portions of the Project at any time.

G. It is understood that the liability of any employer and the liability of the separate unions under this Agreement shall be several and not joint. The unions agree that this Agreement does not have the effect of creating any joint employer status between or among the Owner, Contractor(s) or any employer.

### SECTION 3. Labor-Management Cooperation Committee

The parties to this Agreement hereby reaffirm the necessity for joint cooperation and participation by Labor and Management in interpreting and analyzing the effectiveness of management's application of this Agreement as well as Labor's response and any other matter affecting quality, safety, working conditions and productivity. Therefore, to secure this end, it is hereby agreed that a "Labor-Management Cooperation Committee" will be established composed of three representatives from Labor and three representatives from Management; one

representative from labor and one from Management shall be Co-Chairpersons of this Committee.

The Labor-Management Cooperation Committee shall meet a minimum of once each month, at the job site, and shall discuss the following; reports concerning any violation, dispute, questions or interpretation of the application of practices arising out of this Agreement; safety; working conditions; absenteeism; labor turnover; availability of qualified journeymen; need for training; and any other matter affecting productivity and efficiency on this project.

In the event a dispute is not resolved by the Labor-Management Cooperation Committee, such matter shall then be settled as outlined by the grievance procedure and/or arbitration provisions contained in Section 6 or 7 of this Agreement. The Labor-Management Cooperation Committee shall have no authority to render a decision involving a jurisdictional dispute.

#### SECTION 4. Contractor's Commitment

A. Work assignments will be made in accordance with area practice, consistent with the efficient and economical performance of the work.

B. Before performing the work at the job site, the Contractor or Subcontractors of whatever tier actually performing the work will become signatory to the appropriate collective bargaining agreement.

C. The Contractors and Subcontractors shall exercise their management rights. These rights shall include planning, directing, hiring, dismissal, lay-off, transferring, appointing foremen and general foremen and otherwise directing the work force.

D. The Project Contractor agrees that neither it nor any of its contractors or subcontractors will subcontract any work to be done on the Project except to a person, firm or corporation who is or agrees to become party to this Agreement. Any contractor or subcontractor

working on the Project shall, as a condition to working on said Project, become signatory to and perform all work under the terms of this Agreement.

#### SECTION 5. Union (Craftsman) Commitment

A. Qualified and skilled craftsmen will be furnished as required by the Contractor in the fulfillment of its obligations of the Owner.

B. Craftsmen shall be at their place of work at the regular starting time and shall remain at their place of work until quitting time. There shall be no limit on production by Craftsmen nor restrictions on the use of tools or equipment other than that which may be required by safety practice.

C. Where stewards are appointed by respective unions, the steward shall be qualified craftsmen performing the work of his craft who shall exercise no supervisory functions. There shall be no non-working stewards.

#### SECTION 6. Disputes and Grievances

A. This Agreement is intended to provide close cooperation between management and labor. Each of the Unions will assign a representative to this Project for the purpose of completing the construction of the Project economically, efficiently, continuously, and without interruptions, delays, or work stoppages.

B. The Contractors, Unions, and the employees, collectively and individually, realize the importance to all parties to maintain continuous and uninterrupted performance of the work of the Project, and agree to resolve disputes in accordance with the grievance-arbitration provisions set forth in this Article.

C. Any question or dispute arising out of and during the term of this Project Agreement (other than grievances not covered by a local Collective Bargaining Agreement or trade

jurisdictional disputes) shall be considered a grievance and subject to resolution under the following procedures:

Step 1. (a) When any employee subject to the provisions of this Agreement feels he or she is aggrieved by a violation of this Agreement, he or she, through his or her local union business representative or job steward, shall, within five (5) working days after the occurrence of the violation, give notice to the work-site representative of the involved Contractor stating the provision(s) alleged to have been violated. The business representative of the local union or the job steward and the work-site representative of the involved Contractor and the Project Contractor shall meet and endeavor to adjust the matter within three (3) working days after timely notice has been given. The representative of the Contractor shall keep the meeting minutes and shall respond to the Union representative in writing (copying the Project Contractor) at the conclusion of the meeting but not later than twenty-four (24) hours thereafter. If they fail to resolve the matter within the prescribed period, the grieving party may, within forty-eight (48) hours thereafter, pursue Step 2 of the Grievance Procedure, provided the grievance is reduced to writing, setting forth the relevant information concerning the alleged grievance, including a short description thereof, the date on which the grievance occurred, and the provision(s) of the Agreement alleged to have been violated.

(b) Should the Local Union(s) or the Project Contractor or any Contractor have a dispute with the other party and, if after conferring, a settlement is not reached within three (3) working days, the dispute may be reduced to writing and proceed to Step 2 in the same manner as outlined herein for the adjustment of an employee complaint.

Step 2. The International Union Representative and the involved Contractor shall meet within seven (7) working days of the referral of a dispute to this second step to arrive at a



satisfactory settlement thereof. Meeting minutes shall be kept by the Contractor. If the parties fail to reach an agreement, the dispute may be appealed in writing in accordance with the provisions of Step 3 within seven (7) calendar days thereafter.

Step 3. (a) If the grievance has been submitted but not adjusted under Step 2, either party may request in writing, within seven (7) calendar days thereafter, that the grievance be submitted to an Arbitrator mutually agreed by them. The Contractor and the involved Union shall attempt mutually to select an arbitrator, but if they are unable to do so, they shall request the American Arbitration Association to provide them with a list of arbitrators from which the Arbitrator shall be selected. The rules of the American Arbitration Association shall govern the conduct of the arbitration hearing. The decision of the Arbitrator shall be final and binding on all parties. The fee and expenses of such Arbitration shall be borne equally by the Contractor and the involved Local Union(s).

(b) Failure of the grieving party to adhere to the time limits established herein shall render the grievance null and void. The time limits established herein may be extended only by written consent of the parties involved at the particular step where the extension is agreed upon. The Arbitrator shall have the authority to make decisions only on issues presented to him or her, and he or she shall not have authority to change, amend, add to or detract from any of the provisions of this Agreement.

D. The Project Contractor and Owner shall be notified of all actions at Steps 2 and 3 and shall, upon their request, be permitted to participate in all proceedings at these steps.

#### SECTION 7. Jurisdictional Disputes

A. The assignment of work will be solely the responsibility of the Contractor performing the work involved; and such work assignments will be in accordance with the Plan for the

Settlement of Jurisdictional Disputes in the Construction Industry (the "Plan") or any successor Plan.

B. All jurisdictional disputes on this Project, between or among Building and Construction Trades Unions and employers, parties to this Agreement, shall be settled and adjusted according to the present Plan established by the Building and Construction Trades Department or any other plan or method of procedure that may be adopted in the future by the Building and Construction Trades Department. Decisions rendered shall be final, binding and conclusive on the Contractors and Unions parties to this Agreement.

C. All jurisdictional disputes shall be resolved without the occurrence of any strike, work stoppage, or slow-down of any nature, and the Contractor's assignment shall be adhered to until the dispute is resolved. Individuals violating this section shall be subject to immediate discharge.

D. Each Contractor will conduct a pre-job conference with the appropriate Building and Construction Trades Council prior to commencing work. The Project Contractor and the Owner will be advised in advance of all such conferences and may participate if they wish.

#### SECTION 8. Joint Commitment (Contractor/Union)

A. Utilization of Union apprentices will be maximized consistent with the best interest of the job in compliance with Local Union Agreements. The high level of union apprenticeship training will be maintained to provide the Industry with productive and knowledgeable craftsmen for the long term.

B. Every reasonable and practicable measure, consistent with the protection of human-dignity, will be taken to assure a work place free of alcohol and drugs. The use of liquor, drugs or any other illegal activities at the Project site, including parking lots, is strictly prohibited.

C. Employees will take their breaks only in their immediate work areas.

D. Acknowledging the safety concerns of Owner and its risk management professionals, we assure the Owner that the parties are committed to safe working practices on the project. The parties, drawing upon the comprehensive safety programs and resources developed by the union construction community, will comply with federal, state and local safety regulations. Both contractors and union craftsmen are well trained in safety practices and commit themselves to applying such practices on this job.

E. The Contractors and Unions agree that there will be no lockouts or work stoppages.

(1) The Contractors and Subcontractors shall not cause, incite, encourage or participate in any lockout of employees on the project during the term of this Agreement.

(2) The Union and its members, agents, representatives, and employees shall not allow, incite, encourage, condone or participate in any strike, walkout, slowdown, picketing, sympathy strike or other work stoppage of any nature whatsoever, whether jurisdictional or otherwise, or observe any picket of any nature during the term of this Agreement. Any such action by the Union or its members, agents, representatives or employees shall be considered a violation of this Agreement.

(3) All employees shall continue to work and to perform all their obligations on the project despite the expiration of any local or other collective bargaining agreement. Any future wage or fringe benefit increase, decrease or modification legally negotiated and established by appropriate local collective bargaining agreement of the Local Unions which are signatories to this Agreement shall be paid retroactively to the expiration date of the preceding local Agreement.

(4) Should any unauthorized strike, slowdown, stoppage of work or interference with construction occur, the Union shall take all necessary steps to bring such activity to a prompt resolution.

#### SECTION 9. Helmets To Hardhats

A. The Contractors and the Unions recognize a desire to facilitate the entry into the building and construction trades of veterans who are interested in careers in the building and construction industry. The Contractors and Unions agree to utilize the Center for Military Recruitment, Assessment and Veterans Employment (hereinafter "Center") and the Center's "Helmets to Hardhats" program to serve as a resource for preliminary orientation, assessment of construction aptitude, referral to apprenticeship programs or hiring halls, counseling and mentoring, support network, employment opportunities and other needs as identified by the parties.

B. The Unions and Contractors agree to coordinate with the Center to create and maintain an integrated database of veterans interested in working on this Project and of apprenticeship and employment opportunities for this Project. To the extent permitted by law, the Unions will give credit to such veterans for bona fide, provable past experience.

#### SECTION 10. Term of Agreement.

A. This Agreement shall become effective on \_\_\_\_\_, 20\_\_\_\_, and shall remain in full force and effect as long as signatory contractors are working on this project.

B. Any of the undersigned parties shall have the right to terminate this Agreement by notifying all other parties in writing, within at least thirty (30) calendar days from the proposed termination date.

## SECTION 11. Notices

The address and telephone number of all of the undersigned shall be on file with Owner's Director of Facility Services at the Highland Building, 1215 Houbolt Road, Joliet, Illinois, 60431, Attention: Patrick VanDuyne. All notices, request and other communications under this Agreement shall be in writing and shall be personally served or sent by certified mail, postage prepaid, return receipt requested, facsimile, or by licensed overnight courier to the appropriate party at the address set forth below or as may otherwise be on file with the Director of Physical Plant as provided herein. Notice shall be deemed given at the time delivered, if personally delivered, at the time indicated on the duly completed postal service return receipt, if delivered, at the time indicated on the duly completed postal service return receipt, if delivered by certified mail, at the time the facsimile is transmitted, if delivered by facsimile, or on the next business day after such notice is sent, if delivered by overnight courier. If a person elects to change their address, they shall do so by notifying the Owner's Director of Facility Services in the manner as provided for herein for the delivery of a notice.

## SECTION 12. Miscellaneous Provisions.

A. Assignment. No party may assign its rights hereunder without the prior written consent of the other parties.

B. Entire Agreement. This Agreement contains the entire agreement between the parties with respect to the subject matter hereof and may not be modified, except in writing signed by the parties hereto. Furthermore, the parties hereto specifically agree that all prior agreements, whether written or oral, relating to the subject matter hereof shall be of no further force or effect from and after the date hereof.

C.     Non-Partnership. This Agreement shall not create a partnership, joint venture or other joint enterprises between the parties hereto.

D.     Severability. If any phrase, clause or provision of this Agreement is declared invalid or unenforceable by a court of competent jurisdiction, such phrase, clause or provisions shall be deemed severed from this Agreement, but will not affect any other provision of this Agreement, which shall otherwise remain in full force and effect. If any restriction or limitation in this Agreement is deemed to be unreasonable, onerous and unduly restrictive by a court of competent jurisdiction, it shall not be stricken in its entirety and held totally void and unenforceable, but shall not be deemed rewritten and shall remain effective to the maximum extent permissible within reasonable bounds.

E.     Prevailing Party. The prevailing party or parties in any litigation arising out of or from this Agreement shall be entitled to recover from the non-prevailing party or parties all costs and expenses reasonably incurred litigating such action, including without limitation, reasonable attorneys' and paralegals' fees and court cost.

F.     Neutral Reading. It is the intent of the parties that this Agreement be deemed to have been prepared by all of the parties hereto.

G.     Waiver. No waiver of any breach or default hereunder shall be considered valid unless in writing and signed by the party given such waiver and no such waiver shall be deemed a waiver of any subsequent breach or default of the same or similar nature.


H.     Headings. The section and subsection headings contained herein are for convenience of the parties only and are not intended to define or limit the context of said Sections and subsections.

I. Governing Law; Venue. The validity, construction and interpretation of this Agreement shall be governed by the State of Illinois. The parties hereto irrevocably agree that all actions or proceedings in any way, manner or respect arising out of or from or related to this Agreement shall be litigated only in the Circuit Court Twelfth Judicial Circuit, Will County, Illinois.

J. Counterparts. This Agreement may be executed in two or more counterparts, each of which may be deemed to be an original.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first above written.

SIGNED FOR THE OWNER:



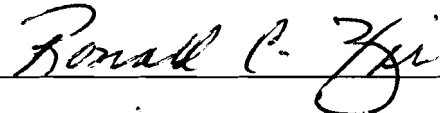
Firm: Joliet Junior College

Title: Director of Facility Services

Date: 4-15-09

Address: 1215 Houbolt Road  
Joliet, Illinois 60431

SIGNED FOR THE UNION:




 Building Trades Council

Title: President

Date: 4-15-09

Address: 2082 Oakleaf St.  
Joliet IL 60436

SIGNED FOR THE ALLIANCE:



Firm: Three River's Construction Alliance

Title: Co-Chair TRCA

Date: 4/15/09

Address: 2134 Maxim Dr.  
Rockdale IL 60436

SIGNED FOR BY THE CONTRACTOR:

\_\_\_\_\_

Firm: \_\_\_\_\_

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

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

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

\_\_\_\_\_



*Skilled Union Craftsmen  
Professional Union Contractors*

## **BLUEPRINT FOR SUCCESS**

### **A Labor-Management Project Agreement**

#### **I. Preamble**

To accomplish the goals of quality, cost effectiveness and timeliness requires that all participants exhibit a positive attitude intent on success. There must exist amongst all parties a willingness to cooperate fully in devoting themselves to the goals of the project.

This program has no room for adverse relationships, but only a true spirit of cooperation and commitment. It is essential that the work required to construct this project be accomplished in an efficient and economical manner so as to provide productivity, the highest levels of quality, and the total elimination of delays. This commitment will establish new plateaus in labor/management cooperation.

Therefore, Joliet Junior College, Illinois Community College District 525, of Will, Grundy, Kendall, LaSalle, Kankakee, Livingston and Cook, Illinois, (hereinafter referred to as the "Owner"), its subcontractor(s) of whatever tier, the Will & Grundy Counties Building Trades Council, and the THREE RIVERS' CONSTRUCTION ALLIANCE dedicate themselves to the goal that together, in full cooperation, local labor and management will produce a project of excellent quality, as economically as possible, in a safe environment, under favorable working conditions.

#### **II. Introduction**

This Agreement is entered into this       day of       by and between Joliet Junior College (hereinafter called the "Owner"); and       (hereinafter called and the "Project Contractor"; and the Will & Grundy Counties Building Trades Council (hereinafter called the "Union"), acting in their own behalf and on behalf of their respective affiliates and members; and the THREE RIVERS CONSTRUCTION ALLIANCE, acting on their own behalf and on behalf of their respective affiliates and members, with respect to all construction projects at Joliet Junior College, which includes the Master Plan and Capital Improvement Plan projects thru       located in Will County, Illinois.

It is understood by the parties to this Agreement that other contractors awarded construction work directly or indirectly by the "Owner" will execute this Agreement and become signatory contractors for the purpose of this work.

The intent of the parties to this Agreement is to establish labor and management cooperation between the Project Contractor, all Contractors and Subcontractors performing construction work on this project site, and the appropriate Unions signatory to this Agreement for the express purpose of producing a quality project on schedule and as economically as possible, in a safe environment under favorable working conditions.



### **III. Scope Of The Agreement**

**A.** This Project Agreement shall apply and is limited to the recognized and accepted historical definition of new construction work under the direction of and performed by the Contractor(s), of whatever tier, which may include the Project Contractor, who have contracts awarded for such work on the Project. Such work shall include site preparation work and dedicated off-site work.

It is agreed that the Project Contractor shall require all Contractors of whatever tier who have been awarded contracts for work covered by this Agreement, to accept and be bound by the terms and conditions of this Project Agreement by executing the Letter of Assent (Attachment A) prior to commencing work. The Project Contractor shall assure compliance with this Agreement by the Contractors. It is further agreed that, where there is a conflict, the terms and conditions of this Project Agreement shall supersede and override terms and conditions of any and all other national, area, or local collective bargaining agreements, except for all work performed under the NTL Articles of Agreement, the National Stack/Chimney Agreement, the National Cooling Tower Agreement, all instrument calibration work and loop checking shall be performed under the terms of the UA/IBEW Joint National Agreement for Instrument and Control Systems Technicians, and the National Agreement of the International Union of Elevator Constructors, with the exception of Article V, VI, and VII of this Project Agreement, which shall apply to such work.

**B.** Nothing contained herein shall be construed to prohibit, restrict or interfere with the performance of any other operation, work, or function which may occur at the Project site or be associated with the development of the Project.

**C.** This Agreement shall only be binding on the signatory parties hereto and shall not apply to their parents, affiliates or subsidiaries.

**D.** The Owner and/or the Project Contractor have the absolute right to select any qualified bidder for the award of contracts on this Project without reference to the existence or non-existence of any agreements between such bidder and any party to this Agreement; provided, however, only that such bidder is willing, ready and able to become a party to and comply with this Project Agreement, should it be designated the successful bidder.

**E.** It is understood that the Owner, at its sole option, may terminate, delay and/or suspend any or all portions of the Project at any time.

**F.** It is understood that the liability of any employer and the liability of the separate unions under this Agreement shall be several and not joint. The unions agree that this Agreement does not have the effect of creating any joint employer status between or among the Owner, Contractor(s) or any employer.

### **IV. Labor-Management Cooperation Committee**

The parties to this Agreement hereby reaffirm the necessity for joint cooperation and participation by Labor and Management in interpreting and analyzing the effectiveness of management's application of this Agreement as well as Labor's response and any other matter affecting quality, safety, working conditions and productivity. Therefore, to secure this end, it is hereby agreed that a "Labor-Management Cooperation Committee" will be established composed of three representatives from Labor and three representatives from Management; one representative from Labor and one from Management shall be Co-Chairmen of this Committee.

The Labor-Management Cooperation Committee shall meet a minimum of once each month, at the jobsite, and shall discuss the following: reports concerning any violation, dispute, questions or interpretation of the application of practices arising out of this Agreement; safety; working conditions; absenteeism; labor turnover; availability of qualified journeymen; need for training; and any other matter affecting productivity and efficiency on this project.

In the event a dispute is not resolved by the Labor-Management Cooperation Committee, such matter shall then be settled as outlined by the grievance procedure and/or arbitration provisions contained in Articles VII or VIII of this Agreement. The Labor-Management Cooperation Committee shall not have authority to render a decision involving a jurisdictional dispute.

#### **V. Contractors' Commitment**

A. Work assignments will be made in accordance with area practice, consistent with the efficient and economical performance of the work.

B. Before performing work at the job site, the Contractor or Subcontractors of whatever tier actually performing the work will become signatory to the appropriate collective bargaining agreement.

C. The Contractors and Subcontractors shall exercise their management rights. These rights shall include planning, directing, hiring, dismissal, lay-off, transferring, appointing foremen and general foremen and otherwise directing the work force.

D. The Project Contractor agrees that neither it nor any of its contractors or subcontractors will subcontract any work to be done on the Project except to a person, firm or corporation who is or agrees to become party to this Agreement. Any contractor or subcontractor working on the Project shall, as a condition to working on said Project, become signatory to and perform all work under the terms of this Agreement.

#### **VI. Union (Craftsmen) Commitment**

A. Qualified and skilled craftsmen will be furnished as required by the Contractor in the fulfillment of its obligations to the Owner.

B. Craftsmen shall be at their place of work at the regular starting time and shall remain at their place of work until quitting time. There shall be no limit on production by Craftsmen nor restrictions on the use of tools or equipment other than that which may be required by safety practice.

C. Where stewards are appointed by respective unions, the steward shall be a qualified craftsman performing the work of his craft who shall exercise no supervisory functions. There shall be no non-working stewards.

#### **VII. Owner Commitment**

A. The Owner agrees that during the life of this agreement he shall assign construction work on this project only to contractors who are signatory to this agreement and applicable local collective bargaining agreements.

#### **VIII. Disputes & Grievances**

A. This Agreement is intended to provide close cooperation between management and labor. Each of the Unions will assign a representative to this Project for the purpose of completing the construction of the Project economically, efficiently, continuously, and without interruptions, delays, or work stoppages.

B. The Contractors, Unions, and the employees, collectively and individually, realize the importance to all parties to maintain continuous and uninterrupted performance of the work of the Project, and agree to resolve disputes in accordance with the grievance-arbitration provisions set forth in this Article.

**C.** Any question or dispute arising out of and during the term of this Project Agreement (other than grievances not covered by a local Collective Bargaining Agreement or trade jurisdictional disputes) shall be considered a grievance and subject to resolution under the following procedures:

Step 1. (a) When any employee subject to the provisions of this Agreement feels he or she is aggrieved by a violation of this Agreement, he or she, through his or her local union business representative or job steward, shall, within five (5) working days after the occurrence of the violation, give notice to the work-site representative of the involved Contractor stating the provision(s) alleged to have been violated. The business representative of the local union or the job steward and the work-site representative of the involved Contractor and the Project Contractor shall meet and endeavor to adjust the matter within three (3) working days after timely notice has been given. The representative of the Contractor shall keep the meeting minutes and shall respond to the Union representative in writing (copying the Project Contractor) at the conclusion of the meeting but not later than twenty-four (24) hours thereafter. If they fail to resolve the matter within the prescribed period, the grieving party may, within forty-eight (48) hours thereafter, pursue Step 2 of the Grievance Procedure, provided the grievance is reduced to writing, setting forth the relevant information concerning the alleged grievance, including a short description thereof, the date on which the grievance occurred, and the provision(s) of the Agreement alleged to have been violated.

(b) Should the Local Union(s) or the Project Contractor or any Contractor have a dispute with the other party and, if after conferring, a settlement is not reached within three (3) working days, the dispute may be reduced to writing and proceed to Step 2 in the same manner as outlined herein for the adjustment of an employee complaint.

Step 2. The International Union Representative and the involved Contractor shall meet within seven (7) working days of the referral of a dispute to this second step to arrive at a satisfactory settlement thereof. Meeting minutes shall be kept by the Contractor. If the parties fail to reach an agreement, the dispute may be appealed in writing in accordance with the provisions of Step 3 within seven (7) calendar days thereafter.

Step 3. (a) If the grievance has been submitted but not adjusted under Step 2, either party may request in writing, within seven (7) calendar days thereafter, that the grievance be submitted to an Arbitrator mutually agreed upon by them. The Contractor and the involved Union shall attempt mutually to select an arbitrator, but if they are unable to do so, they shall request the American Arbitration Association to provide them with a list of arbitrators from which the Arbitrator shall be selected. The rules of the American Arbitration Association shall govern the conduct of the arbitration hearing. The decision of the Arbitrator shall be final and binding on all parties. The fee and expenses of such Arbitration shall be borne equally by the Contractor and the involved Local Union(s).

(b) Failure of the grieving party to adhere to the time limits established herein shall render the grievance null and void. The time limits established herein may be extended only by written consent of the parties involved at the particular step where the extension is agreed upon. The Arbitrator shall have the authority to make decisions only on issues presented to him or her, and he or she shall not have authority to change, amend, add to or detract from any of the provisions of this Agreement.

**D.** The Project Contractor and Owner shall be notified of all actions at Steps 2 and 3 and shall, upon their request, be permitted to participate in all proceedings at these steps.

## **IX. Jurisdictional Disputes**

**A.** The assignment of work will be solely the responsibility of the Contractor performing the work involved; and such work assignments will be in accordance with the Plan for the Settlement of Jurisdictional Disputes in the Construction Industry (the "Plan") or any successor Plan.

**B.** All jurisdictional disputes on this Project, between or among Building and Construction Trades Unions and employers, parties to this Agreement, shall be settled and adjusted according to the present Plan established by the Building and Construction Trades Department or any other plan or method of procedure that may be

adopted in the future by the Building and Construction Trades Department. Decisions rendered shall be final, binding and conclusive on the Contractors and Unions parties to this Agreement.

**C.** All jurisdictional disputes shall be resolved without the occurrence of any strike, work stoppage, or slow-down of any nature, and the Contractor's assignment shall be adhered to until the dispute is resolved. Individuals violating this section shall be subject to immediate discharge.

**D.** Each Contractor will conduct a pre-job conference with the appropriate Building and Construction Trades Council prior to commencing work. The Project Contractor and the Owner will be advised in advance of all such conferences and may participate if they wish.

#### **X. Joint Commitment (Contractor/Union)**

**A.** Utilization of Union apprentices will be maximized consistent with the best interest of the job in compliance with Local Union Agreements. The high level of union apprenticeship training will be maintained to provide the Industry with productive and knowledgeable craftsmen for the long term.

**B.** Every reasonable and practicable measure, consistent with the protection of human dignity, will be taken to assure a work place free of alcohol and drugs. The use of liquor, drugs or any other illegal activities at the Project site, including parking lots, is strictly prohibited.

**C.** Employees will take their breaks only in their immediate work areas.

**D.** Acknowledging the safety concerns of today's construction Owner and its risk management professionals, we assure the Owner that the parties are committed to safe working practices on the project. The parties, drawing upon the comprehensive safety programs and resources developed by the Union construction community, will comply with federal, state, and local safety regulations. Both contractors and union craftsmen are well trained in safety practices and commit themselves to applying such practices on this job.

**E.** The Contractors and Unions agree that there will be no lockouts or work stoppages.

(1) The Contractors and Subcontractors shall not cause, incite, encourage or participate in any lockout of employees on the project during the term of this Agreement.

(2) The Union and its members, agents, representatives, and employees shall not allow, incite, encourage, condone or participate in any strike, walkout, slowdown, picketing, sympathy strike or other work stoppage of any nature whatsoever, whether jurisdictional or otherwise, or observe any picket of any nature during the term of this Agreement. Any such action by the Union or its members, agents, representatives or employees shall constitute a violation of this Agreement.

(3) All employees shall continue to work and to perform all their obligations on the project despite the expiration of any local or other collective bargaining agreement. Any future wage or fringe benefit increase, decrease or modification legally negotiated and established by appropriate local collective bargaining agreements of the Local Unions which are signatories to this Agreement shall be paid retroactively to the expiration of the preceding local Agreement.

(4) Should any unauthorized strike, slowdown, stoppage of work or interference with construction occur, the Union shall take all necessary steps to bring such activity to a prompt resolution.

**XI. Helmets To Hardhats**

A. The Employers and the Unions recognize a desire to facilitate the entry into the building and construction trades of veterans who are interested in careers in the building and construction industry. The Employers and Unions agree to utilize the Center for Military Recruitment, Assessment and Veterans Employment (hereinafter "Center") and the Center's "Helmets to Hardhats" program to serve as a resource for preliminary orientation, assessment of construction aptitude, referral to apprenticeship programs or hiring halls, counseling and mentoring, support network, employment opportunities and other needs as identified by the parties.

B. The Unions and Employers agree to coordinate with the Center to create and maintain an integrated database of veterans interested in working on this Project and of apprenticeship and employment opportunities for this Project. To the extent permitted by law, the Unions will give credit to such veterans for bona fide, provable past experience.

**XII. Term of Agreement**

A. This Agreement shall become effective on April 15, 2009, and shall remain in full force and effect as long as signatory contractors are working on this project.

B. Either party shall have the right to terminate this Agreement by notifying all other parties, in writing, within at least thirty (30) calendar days from the proposed termination date.

**FOR THE OWNER:**

  
JOLIET JUNIOR COLLEGE

TITLE: President

DATE: 4-15-09

**FOR THE PROJECT CONTRACTOR:**

\_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

**FOR THE ALLIANCE:**

  
THREE RIVERS CONSTRUCTION

TITLE: Co-Chair TRCA

DATE: 4/15/09

**FOR THE BUILDING TRADES:**

  
WILL & GRUNDY BUILDING TRADES

TITLE: Presid.

DATE: 4-15-09



*Skilled Union Craftsmen  
Professional Union Contractors*

## BLUEPRINT FOR SUCCESS

### A Labor-Management Project Agreement

#### Addendum To TRCA/JJC Project Labor Agreement Dated 4-15-09

1. It is agreed by all parties that while the College has completed their Master Plan projects, the parties to the Agreement wish to continue on with the 'Blueprint for Success, A Labor-Management Project Agreement' signed on April 15, 2009. The conditions of the existing Agreement shall remain in effect thru April 2018 until such time as both parties have the opportunity to evaluate current and future construction projects at the College as explained in Article XII of the Agreement.
2. The pre-job conferences called for in Article IX Section D will apply to all bids with a gross value in excess of \$25,000.00. Bids less than the stated \$25,000.00 will be exempt from the pre-job conference but the OWNER agrees to notify TRCA of any such bid lettings in a timely manner.
3. This Agreement covers all new construction and improvement projects but is not intended to nor will it interfere with the OWNER's right to perform general routine maintenance on their facilities.

FOR THE OWNER:

*Judy Mitchell*  
Joliet Junior College

*Judy Mitchell, EdD*  
Printed Name

TITLE: *VA Administrative Svcs*

DATE: *3-9-15*

FOR THE BUILDING TRADES

*Don Gregory*  
Will & Grundy Counties Building Trades Council

*Don Gregory*  
Printed Name

TITLE: *President*

DATE: *3-9-15*

FOR THE ALLIANCE:

*Thomas A. White*  
T.R.C.A.

*Thomas A. White*  
Printed Name

TITLE: *Executive Director*

DATE: *3-9-15*

Prevailing Wage Rates 04.08.19																
Effective Date	County	Trade Title	Region	Type	Class	Base Wage	Foreman WOT	M-F	OT Sa	OT Su	OT Hol	H/W	Pension	Vacation	Training	Other Fringe Benefit
4/5/2019	Will	ASBESTOS ABT-GEN	All	ALL		42.72	43.72	1.5	1.5		2	2	14.9	12.57	0	0.72
11/5/2018	Will	ASBESTOS ABT-MEC	All	BLD		37.88	40.38	1.5	1.5		2	2	12.92	11.82	0	0.72
8/15/2018	Will	BOILERMAKER	All	BLD		49.46	53.91	2	2		2	2	6.97	20.41	0	0.4
11/16/2018	Will	BRICK MASON	All	BLD		46.19	50.81	1.5	1.5		2	2	10.65	17.92	0	0.92
4/5/2019	Will	CARPENTER	All	ALL		47.35	52.09	2	2		2	2	11.99	22.49	0	0.63
2/22/2019	Will	CEMENT MASON	All	ALL		42	44	2	1.5		2	2	10.25	26.02	0	0.5
8/15/2018	Will	CERAMIC TILE FNSHER	All	BLD		39.56	39.56	1.5	1.5		2	2	10.75	12.02	0	0.77
1/11/2019	Will	COMMUNICATION TECH	All	BLD		36	37.5	1.5	1.5		2	2	14.92	13.44	1.5	0.72
8/15/2018	Will	ELECTRIC PWR EQMT OP	All	ALL		51.9	56.9	1.5	1.5		2	2	12.04	17.18	0	3.23
10/26/2018	Will	ELECTRIC PWR GRNDMAN	All	ALL		40.48	56.9	1.5	1.5		2	2	9.39	13.4	0	2.51
8/15/2018	Will	ELECTRIC PWR LINEMAN	All	ALL		51.9	56.9	1.5	1.5		2	2	12.04	17.18	0	3.23
11/9/2018	Will	ELECTRICIAN	All	BLD		43.5	47.42	1.5	1.5		2	2	15.72	18.34	4	1.2
4/5/2019	Will	ELEVATOR CONSTRUCTOR	All	BLD		54.85	61.71	2	2		2	2	15.43	9.71	4.38	0.61
2/8/2019	Will	GLAZIER	All	BLD		43.85	45.35	1.5	2		2	2	14.17	21.11	0	0.94
11/5/2018	Will	HT/FROST INSULATOR	All	BLD		50.5	53	1.5	1.5		2	2	12.92	13.16	0	0.72
4/5/2019	Will	IRON WORKER	All	ALL		43	47.3	2	2		2	2	11.81	25.54	0	0.85
10/26/2018	Will	LABORER	All	ALL		42.72	43.72	1.5	1.5		2	2	14.9	12.57	0	0.72
8/15/2018	Will	LATHER	All	ALL		47.35	52.09	2	2		2	2	11.99	22.49	0	0.63
4/5/2019	Will	MACHINIST	All	BLD		48.38	50.88	1.5	1.5		2	2	7.23	8.95	1.85	1.47
8/15/2018	Will	MARBLE FINISHERS	All	ALL		34.65	47.7	1.5	1.5		2	2	10.65	16.46	0	0.49
11/16/2018	Will	MARBLE MASON	All	BLD		45.53	49.97	1.5	1.5		2	2	10.65	17.39	0	0.61
11/9/2018	Will	MATERIAL TESTER I	ALL	ALL		32.72	32.72	1.5	1.5		2	2	14.9	12.57	0	0.72
10/26/2018	Will	MATERIALS TESTER II	All	ALL		37.72	37.72	1.5	1.5		2	2	14.9	12.57	0	0.72
8/15/2018	Will	MILLWRIGHT	All	ALL		47.35	52.09	2	2		2	2	11.99	22.49	0	0.63
4/5/2019	Will	OPERATING ENGINEER	All	BLD	1	51.1	55.1	2	2		2	2	19.65	15.1	2	1.4
4/5/2019	Will	OPERATING ENGINEER	All	BLD	2	49.8	55.1	2	2		2	2	19.65	15.1	2	1.4
8/15/2018	Will	OPERATING ENGINEER	All	BLD	3	47.25	55.1	2	2		2	2	19.65	15.1	2	1.4
4/5/2019	Will	OPERATING ENGINEER	All	BLD	4	45.5	55.1	2	2		2	2	19.65	15.1	2	1.4
8/15/2018	Will	OPERATING ENGINEER	All	BLD	5	54.85	55.1	2	2		2	2	19.65	15.1	2	1.4
8/15/2018	Will	OPERATING ENGINEER	All	BLD	6	52.1	55.1	2	2		2	2	19.65	15.1	2	1.4
4/5/2019	Will	OPERATING ENGINEER	All	BLD	7	54.1	55.1	2	2		2	2	19.65	15.1	2	1.4
8/15/2018	Will	OPERATING ENGINEER	All	FLT	1	57.05	57.05	1.5	1.5		2	2	18.8	14.35	2	1.3
8/15/2018	Will	OPERATING ENGINEER	All	FLT	2	55.55	57.05	1.5	1.5		2	2	18.8	14.35	2	1.3
8/15/2018	Will	OPERATING ENGINEER	All	FLT	3	49.45	57.05	1.5	1.5		2	2	18.8	14.35	2	1.3
8/15/2018	Will	OPERATING ENGINEER	All	FLT	4	41.1	57.05	1.5	1.5		2	2	18.8	14.35	2	1.3
8/15/2018	Will	OPERATING ENGINEER	All	FLT	5	58.55	57.05	1.5	1.5		2	2	18.8	14.35	2	1.3
8/15/2018	Will	OPERATING ENGINEER	All	FLT	6	38	57.05	1.5	1.5		2	2	18.8	14.35	2	1.3
11/5/2018	Will	OPERATING ENGINEER	All	HWY	1	49.3	53.3	1.5	1.5		2	2	19.65	15.1	2	1.4
11/5/2018	Will	OPERATING ENGINEER	All	HWY	2	48.75	53.3	1.5	1.5		2	2	19.65	15.1	2	1.4
8/15/2018	Will	OPERATING ENGINEER	All	HWY	3	46.7	53.3	1.5	1.5		2	2	19.65	15.1	2	1.4
8/15/2018	Will	OPERATING ENGINEER	All	HWY	4	45.3	53.3	1.5	1.5		2	2	19.65	15.1	2	1.4
10/26/2018	Will	OPERATING ENGINEER	All	HWY	5	44.1	53.3	1.5	1.5		2	2	19.65	15.1	2	1.4
8/15/2018	Will	OPERATING ENGINEER	All	HWY	6	52.3	53.3	1.5	1.5		2	2	19.65	15.1	2	1.4
8/15/2018	Will	OPERATING ENGINEER	All	HWY	7	50.3	53.3	1.5	1.5		2	2	19.65	15.1	2	1.4
11/16/2018	Will	PAINTER	All	ALL		46.55	49.46	1.5	1.5	1.5		2	11.81	11.94	0	1.87
8/15/2018	Will	PAINTER SIGNS	All	BLD		38.2	43.25	1.5	1.5		2	2	2.6	3.25	0	0
8/15/2018	Will	PILEDRIIVER	All	ALL		47.35	52.09	2	2		2	2	11.99	22.49	0	0.63
11/16/2018	Will	PIPEFITTER	All	BLD		48.5	51.5	1.5	1.5		2	2	10.05	18.85	0	2.54
11/5/2018	Will	PLASTERER	All	BLD		43.25	45.85	1.5	1.5		2	2	14.25	16.69	0	1.45
10/26/2018	Will	PLUMBER	All	BLD		50.25	53.25	1.5	1.5		2	2	14.34	14.42	0	1.31
10/26/2018	Will	ROOFER	All	BLD		43.65	47.65	1.5	1.5		2	2	9.73	12.44	0	0.53

Effective Date	County	Trade Title	Region	Type	Class	Base Wage	Foreman WOT	M-F	OT Sa	OT Su	OT Hol	H/W	Pension	Vacation	Training	Other Fringe	Benefit
11/16/2018	Will	SHEETMETAL WORKER	All	BLD		48.02	50.42	1.5	1.5		2	2	10.75	16.19	0	1.03	3.5
4/5/2019	Will	SPRINKLER FITTER	All	BLD		48.1	50.6	1.5	1.5		2	2	13.25	15.9	0	0.55	0
8/15/2018	Will	STONE MASON	All	BLD		46.19	50.81	1.5	1.5		2	2	10.65	17.92	0	0.92	0
11/16/2018	Will	TERRAZZO FINISHER	All	BLD		41.54	44.54	1.5	1.5		2	2	10.75	13.71	0	0.86	0
11/16/2018	Will	TERRAZZO MASON	All	BLD		45.38	48.88	1.5	1.5		2	2	10.75	15.17	0	0.89	0
8/15/2018	Will	TILE MASON	All	BLD		46.49	50.49	1.5	1.5		2	2	10.75	14.99	0	0.9	0
4/5/2019	Will	TRAFFIC SAFETY WRKR	All	HWY		36	37.6	1.5	1.5		2	2	8.9	6.82	0	0.25	0
4/5/2019	Will	TRUCK DRIVER	All	ALL	1	38.41	38.96	1.5	1.5		2	2	9.15	10.43	0	0.15	0
4/5/2019	Will	TRUCK DRIVER	All	ALL	2	38.56	38.96	1.5	1.5		2	2	9.15	10.43	0	0.15	0
4/5/2019	Will	TRUCK DRIVER	All	ALL	3	38.76	38.96	1.5	1.5		2	2	9.15	10.43	0	0.15	0
8/15/2018	Will	TRUCK DRIVER	All	ALL	4	38.96	38.96	1.5	1.5		2	2	9.15	10.43	0	0.15	0
8/15/2018	Will	TUCKPOINTER	All	BLD		46	47	1.5	1.5		2	2	8.34	16.81	0	0.93	0



**CERTIFICATION OF CONTRACT/BIDDER**

The below signed contractor/bidder hereby certifies that it is not barred from bidding on this or any other contract due to any violation of either Section 33E-3 or 33E-4 of Article 33E, Public Contracts, of the Illinois Criminal Code of 1961, as amended. This certification is required by Public Act 85-1295. This Act relates to interference with public contracting, bid rigging and rotating, kickbacks and bribery.

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SIGNATURE OF CONTRACTOR/BIDDER

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TITLE

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DATE

THIS FORM **MUST** BE RETURNED WITH YOUR BID TO:

Joliet Junior College District #525  
Office of Facility Services  
Main Campus L Building, L1005  
1215 Houbolt Road  
Joliet, IL 60431-8938

**CERTIFICATE OF COMPLIANCE WITH**  
**ILLINOIS DRUG-FREE WORKPLACE ACT**

\_\_\_\_\_, does hereby certify pursuant to the *Illinois Drug-Free Workplace Act* (30 ILCS 580/) that [he, she, it] shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and, further certifies, that [he, she, it] is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act*.

\_\_\_\_\_  
 By Authorized Agent

\_\_\_\_\_  
 Date

SUBSCRIBED AND SWORN TO before me  
 This \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
 NOTARY PUBLIC

**EXECUTE AND ATTACH TO PROPOSAL FORM****JOLIET JUNIOR COLLEGE – REQUEST FOR BID****DRAWINGS ARE AVAILABLE ON THE FOLLOWING WEBSITE:****[WWW.JJC.EDU/COMMUNITY/VENDORS](http://WWW.JJC.EDU/COMMUNITY/VENDORS)****BID FORM**

To: Joliet Junior College  
 1215 Houbolt Road  
 Joliet, IL 60431-8938

Project: \_\_\_\_\_

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

Submitted by:

\_\_\_\_\_  
 (Full Name)

\_\_\_\_\_  
 (Address)

\_\_\_\_\_  
 (City, State, Zip)

\_\_\_\_\_  
 (Phone)

\_\_\_\_\_  
 (Fax)

\_\_\_\_\_  
 (Email)

**PART 1 OFFER**

Having examined the site and having familiarized itself with the conditions affecting the cost of the work associated with the \_\_\_\_\_, and with the bidding documents, Bidder hereby proposes to perform everything required and to furnish all labor, materials, necessary tools, expendable equipment and transportation services necessary to complete in a workmanlike manner the subdivision of work stated above in accordance with the bidding documents for the following sums:

<b>Base Bid:</b>	
<b>Allowance:</b>	\$10,000.00
<b>Total Base Bid with Allowance:</b>	

**Base Bid with Allowance:**

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

**Write amount in both alpha and numeric, in case of discrepancy the lesser amount shown will govern.**

We have included herewith, the Security Deposit as required by the Instructions to Bidders.

## **PART 2      ACCEPTANCE**

This offer shall be open to acceptance and is irrevocable for thirty (30) days from the Bid closing date.

If the bid is accepted by the Owner within the time period stated above, we will:

- A.      Execute the Agreement within ten (10) days of receipt of Notice of Award.
- B.      Furnish the required bonds within ten (10) days of receipt of Notice of Award in the form described in the Instruction to Bidders.
- C.      Furnish the required Certificate of Insurance within ten (10) days of receipt of Notice of Award in the form and amounts described in the Instruction to Bidders.
- D.      Commence work as established by the written Notice to Proceed.

If this Bid is accepted within the time stated, and we fail to commence the Work or we fail to provide the required Bonds(s), the Security Deposit shall be forfeited as damages to the Owner by reason of our failures.

In the event our Bid is not accepted within the time stated above, the required security deposit shall be returned to the undersigned, in accordance with the provisions of the Instructions to Bidders; unless a mutually satisfactory arrangement is made for its retention and validity for an extended period of time.

## **PART 3      CONTRACT TIME**

If the Bid is accepted, we will:

- A.      Complete the work in manner consistent to meet the requirements of the schedule (\_\_\_\_\_) consecutive calendar days from the date established as the Date of Commencement in the Notice to Proceed.
- B.      Contractor has examined the Schedule included in these documents and takes no exception, or records the following exceptions:

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## **PART 4      CONTRACTOR'S FEES FOR CHANGES IN THE WORK**

Lump Sum of Time and Materials Changes: We the undersigned bidder agree that the following percentages for overhead and profit shall be added to job costs for the

net amount of work added to or deleted from the contract by written lump sum or time and material change orders recommended by the Engineer and approved by the Owner:

Add to net extra for job costs for additional work performed by:

Our own forces 12%

Our subcontractor 5% (including assigned subcontractors)

Note: Insurance, bond, and taxes are considered as job cost items and are not included in the percentages listed above.

## **PART 5      ADDENDA**

The following Addenda have been received. The modifications to the Bid Documents noted therein have been considered and all costs thereto are included in the Bid Sum.

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

## **PART 6      SUBCONTRACTORS**

- A. The following work will be performed (or provided) by the Subcontractors we have indicated below:

	<u>Name of Subcontractor</u>	<u>Work Performed</u>
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____

- B. We understand, and hereby agree, that we are obligated to use the indicated subcontractors, unless prior written permission to change has been obtained from the Owner.

## **PART 7      RELATED WORK EXPERIENCE**

List a minimum of three jobs of similar type and scope performed in the last five years:

1. Client: \_\_\_\_\_  
Building: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Dollar Amount: \_\_\_\_\_
2. Client: \_\_\_\_\_  
Building: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Dollar Amount: \_\_\_\_\_
3. Client: \_\_\_\_\_  
Building: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Dollar Amount: \_\_\_\_\_

## **PART 8 BID FORM ADDITION**

### **Apprenticeship and Training Certification**

In accordance with the Illinois Procurement Code, the Bidder certifies that the work to be performed by it and/or its subcontractors shall, at the time of such bid opening and at the time of the performance of work pursuant to the terms of this Contract, shall have participated in the approved apprenticeship and training programs as provided for above. The bidder shall list, in the space below, the official name of the program sponsor holding the certificate of registration or all types of work or crafts in which the bidder is a participant and that will be performed by the bidder and its sub-contractor's employees. Work that will be sub-contracted shall be indicated to be subcontracted work as provided for herein. **Failure to list required information may result in disqualification of bid.**

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## **PART 9      CONTRACTOR EVALUATION**

Upon completion of the project, a Construction Contractor Performance Evaluation form will be completed by the A/E and the JJC Project Coordinator. The contractor will be evaluated in the following categories:

- Professionally Administered and Supervised Work
- Business Practices
- Overall Performance
- Workmanship
- Timeliness
- Project Management

## **PART 10      BID FORM SIGNATURES(S)**

The Corporate Seal of:

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(Bidder – please print the full name of your Proprietorship, Partnership, or Corporation)

Was hereunto affixed in the presence of:

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(Authorized signing officer)	(Title)
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(Seal)

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(Authorized signing officer)	(Title)
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If the bid is a joint venture or partnership, add additional forms of execution for each member of the joint venture in the appropriate form or forms as above.

END OF SECTION