

## **SECTION 23 01 00 - BASIC MECHANICAL REQUIREMENTS**

### **PART 1 – GENERAL**

#### **1.1 RELATED DOCUMENTS**

- A. All drawings and general provisions of Contract, including all General and Supplementary Conditions, Division 1 Specification Sections, and Instructions to Bidders apply to this section and all other sections of Division 22, 23 and 26.

#### **1.2 SCOPE OF WORK**

- A. Include in bid all labor, materials, tools, plant, transportation, excavation, equipment, insurance, temporary protection, permits, taxes and all necessary and related items required to provide complete and operational systems shown and described.
- B. References to codes and Standards called for in the Contract Documents mean the latest edition, amendment and revisions to the codes and standards in effect on the date of these Contract Documents.
- C. Minimum composition requirements and/or installation methods for the following materials and work are included in this section:
  - 1. Miscellaneous Supports
  - 2. Access Doors and Panels
  - 3. Fire Stopping
  - 4. Flashing and Sealing
  - 5. Cutting and Patching
- D. Contract shall include, but not be limited to:
  - 1. HVAC

#### **1.3 REGULATIONS AND CODE COMPLIANCE**

- A. All work and materials shall conform to and be installed, inspected and tested in accordance with the governing rules and regulations of federal, state and local governmental agencies.
- B. The following is a list of codes and standards that will apply to this project :
  - 1. Fire Code of New York State.
  - 2. Energy Conservation Construction Code of New York State.
  - 3. Building Code of New York State.
  - 4. New York State Department of Labor Rules and Regulations.
  - 5. New York State Department of Health.
  - 6. ASHRAE Standard 62.
  - 7. National Fuel Gas Code, NFPA 54.
  - 8. Federal Occupational Safety and Health Administration - OSHA.
  - 9. National Life Safety Code, NFPA 101.

10. National Electrical Code, NFPA 70.
11. Local Codes and Ordinances for the town of Henrietta.
12. NEMA Standards.
13. Underwriters Laboratory (UL).
14. Factory Mutual and/or Owner's Insurance Carrier.
15. New York Board of Fire Underwriters.
16. Combustion Toxicity Amendment to the New York State Uniform Fire Prevention and Building Code.
17. National Fire Protection Association (NFPA) - All chapters.

#### **1.4 LICENSING & PERMITS**

- A. The Contractor shall hold a license to perform the work.
- B. Apply for and obtain all required permits and inspections, include costs for all fees and charges within bid.
- C. Refer to General Conditions of the Contract for additional requirements.

#### **1.5 GLOSSARY**

ACI	American Concrete Institute
ADA	Americans with Disabilities Act
AGA	American Gas Association
AGCA	Associated General Contractors of America, Inc.
AIA	American Institute of Architects
AISC	American Institute of Steel Construction
AMCA	Air Moving and Conditioning Association
ANSI	American National Standards Institute
ARI	Air-Conditioning and Refrigeration Institute
ASHRAE	American Society of Heating, Refrigeration and Air-Conditioning Engineers
ASME	American Society of Mechanical Engineers
ASPE	American Society of Plumbing Engineers
ASTM	American Society for Testing Materials
AWSC	American Welding Society Code
AWWA	American Water Works Association
EIA	Electronic Industries Association
FCC	Federal Communications Commission
FM	Factory Mutual Insurance Company
IEEE	Institute of Electrical and Electronics Engineers
IRI	Industrial Risk Insurers
ISO	International Standards Organization
NEC	National Electrical Code
NEMA	National Electrical Manufacturers' Association
NESC	National Electrical Safety Code
NFPA	National Fire Protection Association
NYBFU	New York Board of Fire Underwriters
NYS/DEC	New York State Department of Environmental Conservation
NYS/UFBC	New York State Uniform Fire Prevention and Building Code
OSHA	Occupational Safety and Health Administration
SBI	Steel Boiler Institute

SMACNA	Sheet Metal and Air Conditioning Contractors National Association
TIA	Telecommunications Industry Association
UFPO	Underground Facilities Protective Organization
UL	Underwriter's Laboratories, Inc.

## 1.6 DEFINITIONS

Approved / Approval	Written permission to use a material or system.
As Called For	Materials, equipment including the execution specified/shown in the contract documents.
Code Requirements	Minimum requirements.
Concealed	Work installed in pipe and duct shafts, chases or recesses, inside walls, above ceilings, in slabs or below grade.
Design Equipment	Refer to the article, BASIS OF DESIGN.
Design Make	Refer to the article, BASIS OF DESIGN.
Equal or Equivalent	Equally acceptable as determined by Owner's Representative
Exposed	Work not identified as concealed.
Final Acceptance	Owner acceptance of the project from Contractor upon certification by Owner's Representative.
Furnish	Supply and deliver to installation location.
Furnished by Others	Receive delivery at job site or where called for and install.
Inspection	Visual observations by Owner's site Representative.
Install	Mount and connect equipment and associated materials ready for use.
Labeled	Refers to classification by a standards agency.
Make	Refer to the article, BASIS OF DESIGN.
Or Approved Equal	Approved equal or equivalent as determined by Owner's Representative.
Owner's representative	The Prime Professional
Prime Professional	Architect or Engineer having a contract directly with the Owner for professional services.
Provide	Furnish, install and connect ready for use.

Relocate	Disassemble, disconnect, and transport equipment to new locations, then clean, test, and install ready for use.
Replace	Remove and provide new item.
Review	A general contractual conformance check of specified products.
Roughing	Pipe, duct, conduit, equipment layout and installation.
Satisfactory	As specified in contract documents.
Site Representative	Construction Manager or Owner's Inspector at the work site.

Refer to General Conditions of the Contract for additional definitions.

## **1.7 BASIS OF DESIGN**

- A. The contract documents are prepared on basis of one manufacturer as "design equipment," even though other manufacturers' names are listed as acceptable makes. If Contractor elects to use one of the listed makes other than "design equipment," submit detailed drawings, indicating proposed installation of equipment. Contractor shall make all necessary field measurements and investigations to assure that the equipment and assemblies will meet contract requirements. Show maintenance clearances, service removal space required, and other pertinent revisions to the design arrangement. Make required changes in work of all other trades, at no increase in any contract. Provide larger motors, electrical feeders, circuit breakers, equipment, additional control devices, valves, fittings and other miscellaneous equipment required for proper operation, and assume responsibility for proper location of roughing and connections by other trades. Remove and replace door frames, access doors, walls ceilings or floors required to install other than design make equipment. If revised arrangement submittal is rejected, revise and resubmit specified "design equipment" item which conforms to contract documents.

## **1.8 INTENT OF DRAWINGS**

- A. The drawings are diagrammatic, unless detailed dimensioned drawings are included. Drawings show approximate locations of equipment, and fixtures. Exact locations are subject to the approval of the Owner's Representative.

## **1.9 QUALITY ASSURANCE**

- A. Manufacturers of equipment shall be firms regularly and currently engaged in the production of equipment and accessories provided. The design and size of each item of equipment provided for this project needs to have been in satisfactory and efficient operation on at least three (3) installations for not less than three (3) years.

- B. Suppliers of equipment must have factory trained and authorized personnel for the service of all equipment provided.

- C. Apply and install materials, equipment, and specialties in accordance with manufacturer's written instructions. Conflicts between the manufacturer's instructions and the contract documents shall be referred to the Owner's Representative for resolution.
- D. The contractor shall engage the services of a qualified installer for the installation and application of joint sealers, flashing, access panels, cutting and patching.
- E. All work shall be done in a neat and workmanlike manner. All methods of construction, details of workmanship, that are not specifically described or indicated in the contract documents, shall be subject to the control and approval of the Owner's Representative. Equipment and materials shall be of the quality and manufacture indicated. The equipment specified is based upon the acceptable manufacturers listed. Where "approved equal" is stated, equipment shall be equivalent in every way to that of the equipment specified and subject to approval.

## **PART 2 - PRODUCTS**

### **2.1 EQUIPMENT AND MATERIAL MINIMUM REQUIREMENTS**

- A. Provide Materials That Meet the Following Minimum Requirements:
  - 1. Materials shall have a flame spread rating of 25 or less and a smoke developed rating of 50 or less, in accordance with NFPA 255.
  - 2. All equipment and material for which there is a listing service shall bear a UL label.
  - 3. Potable water systems and equipment shall be built according to AWWA Standards.
  - 4. Gas-fired equipment and system shall meet AGA Regulations and shall have AGA label.
  - 5. Electrical equipment and systems shall meet UL Standards and requirements of the N.E.C. This listing requirement applies to the entire assembly. Any modifications to equipment to suit the intent of the specifications shall be performed in accordance with these requirements.
  - 6. Communications equipment shall meet all FCC Regulations.
  - 7. All materials, unless otherwise specified, shall be new and be the standard products of the manufacturer. Used equipment or damaged material will be rejected.
  - 8. The listing of a manufacturer as "acceptable" does not indicate acceptance of a standard or catalogued item of equipment. All equipment and systems must conform to the Specifications.

## **2.2 SUBSTITUTIONS**

- A. The Materials, products and equipment described in the Bidding Documents establish a standard of required quality, functions, dimensions and appearance that must be met by any proposed substitution.
- B. Proposed substitutions must be submitted in writing to the Architect and Engineer a minimum of ten (10) days prior to the date for receipt of Bids. Each request shall include the name of the proposed material equipment being substituted, cut sheets, installation drawings, performance and test data, warranties and location of three(3) similar installations with reference names of owner or Facility personnel responsible for maintaining equipment. At that time the equipment will be evaluated and if determined to be acceptable an Addendum will be issued to all bidders.
- C. Requests for substitution shall be made only by a Bidder. Requests for substitution from sales representatives, vendors or suppliers are unacceptable and will not be considered.

## **2.3 FACTORY-ASSEMBLED PRODUCTS**

- A. Provide maximum standardization of components to reduce spare part requirements.
- B. Manufacturers of equipment assemblies which include components made by others shall assume complete responsibility for final assembled unit.
  - 1. All components of an assembled unit need not be products of same manufacturer.
  - 2. Constituent parts which are alike shall be product of a single manufacturer.
  - 3. Components shall be compatible with each other and with the total assembly for intended service.
  - 4. Contractor shall guarantee performance of assemblies of components, and shall repair or replace elements of the assemblies as required to deliver specified performance of the complete assembly.
- C. Components of equipment shall bear manufacturer's name or trademark, model number and serial number on a name plate securely affixed in a conspicuous place, or cast integral with, stamped or otherwise permanently marked upon the components of the equipment.
- D. Major items of equipment which serve the same function must be the same make and model. Exception will be permitted if performance requirements cannot be met.

## **2.4 COMPATIBILITY OF RELATED EQUIPMENT**

- A. Equipment and materials installed shall be compatible in all respects with other items being furnished and with existing items so that a complete and fully operational system will result.

## **2.5 SPECIAL TOOLS**

- A. If any part of equipment requires a special tool for assembly, adjustment or maintenance thereof and such tool is not readily available on commercial tool market, it shall be furnished by the Contractor.

## **2.6 SAFETY GUARDS**

- A. Provide guards on all shafts and couplings and all V-belt and sheave assemblies to prevent damage to equipment and injury to personnel.

## **2.7 LIFTING ATTACHMENTS**

- A. Provide equipment with suitable lifting attachments to enable equipment to be lifted in its normal position. Lifting attachments shall withstand any handling conditions that might be encountered without bending or distortion of shape, such as rapid lowering and braking of load.

## **2.8 MISCELLANEOUS SUPPORTS**

- A. Metal bars, plates, tubing, etc. shall conform ASTM standards:
  - 1. Steel plates, shapes, bars, and grating - ASTM A 36
  - 2. Cold-Formed Steel Tubing - ASTM A 500
  - 3. Hot - Rolled Steel Tubing - ASTM A 501
  - 4. Steel Pipe - ASTM A 53, Schedule 40, welded
- B. Metal Fasteners shall be Zinc-coated (type, grade and class as required)

## **2.9 ACCESS DOORS AND PANELS**

- A. Steel access doors and Frames shall be factory fabricated and assembled units, complete with attachment devices and fasteners ready for installation. Joints and seams shall be continuously welded steel, with welds ground smooth and flush.
- B. Construction:
  - 1. Frames:
    - a. 16 gage steel with 1 inch wide exposed perimeter flange and adjustable masonry anchors for units installed in masonry, pre-cast, cast in place concrete, ceramic tile
    - b. 16-gage steel, perforated flanges with bead for gypsum or plaster wall board.
    - c. 16-gage steel with galvanized expanded metal lath and exposed casing bead, welded to perimeter of frame for full bed plaster applications.



2. Access Doors:
  - a. Provide 14 gage sheet steel flush panel doors with concealed continuous piano hinge factory installed, primed and painted, set to open 175 degrees.
  - b. Provide fire rated, insulated flush panel doors, with continuous piano hinge and self closing mechanism rated for 1-½ hour "B" labeled, in fire rated partitions.
3. Provide flush, screwdriver operated cam locks on all access doors.

## **2.10 CONCRETE BASES**

- A. Provide concrete bases for all floor mounted equipment. Bases 4" high (unless otherwise indicated); shape and size to accommodate equipment. Set anchor bolts in sleeves before pouring and after anchoring and leveling, fill equipment bases with grout.

## **2.11 FIRE STOPPING**

- A. Fire-stopping for Openings Through Fire and Smoke Rated Walls and Floor Assemblies shall be listed or classified by an approved independent testing laboratory for "Through-Penetration Fire-Stop Systems." The system shall meet the requirements of "Fire Tests of Through-Penetration Fire-Stops" designated ASTM E814.
- B. Acceptable Manufacturers:
  1. Dow Corning Fire-Stop System Foams and Sealants.
  2. Nelson Electric Fire-Stop System Putty, CLK and WRP.
  3. Thomas & Betts - S-100 FS500/600,
  4. Carborundum Fyre Putty.

## **PART 3 - EXECUTION**

### **3.1 SHOP DRAWINGS/PRODUCT DATA/SAMPLES**

- A. Submit Shop Drawings on all items of equipment and materials to be furnished and installed. Submission of Shop Drawings and samples shall be accompanied by a transmittal letter, stating name of project and contractor, number of drawings, titles, and other pertinent data called for in individual sections. Shop Drawings Shall Be Dated and Contain: Name of project; name of prime professional; name of prime contractor; description or names of equipment, materials and items; and complete identification of locations at which materials or equipment are to be installed. Incomplete submittals will not be accepted. All products specified in an individual Division 15A section shall be submitted at the same time. Number each submittal. Indicate deviations from contract requirements on Letter of Transmittal. Corrections or comments made on the Shop Drawings during the review do not relieve Contractor from compliance with requirements of the drawings and specifications. The Contractor is responsible for

confirming and correcting all quantities; checking electrical characteristics and dimensions; selecting fabrication processes and techniques of construction; coordinating his work with that of all other trades; and performing his work in a safe and satisfactory manner.

### **3.2 COORDINATION DRAWINGS**

- A. Before construction work commences, Contractors for all trades shall submit Coordination Drawings in the form of reproducible transparencies drawn at not less than 3/8" = 1'-0" scale. Coordination Drawings are required throughout all areas for all trades. These drawings shall identify and show resolutions of trade conflicts. Mechanical Equipment Rooms shall be drawn early in the Coordination Drawing process, simultaneous with all other congested areas. Prepare Coordination Drawings As Follows:
1. HVAC Contract will prepare the base plan Coordination Drawings showing all ductwork and all pertinent piping and equipment. These drawings may be sepia of the required ductwork Shop Drawings. The drawings shall be coordinated with cable tray, lighting fixtures, sprinklers, air diffusers, other ceiling mounted items, ceiling heights, structural work, maintenance clearances, electric code clearance, reflected ceiling plans, and other contract requirements. Reposition proposed locations of work after coordination drawing review by the Construction Manager and the Architect. Provide adjustments to exact size, location and offsets of ducts, pipes, conduit, etc., to achieve reasonable appearance objectives. Provide these adjustments as part of Base Bid Contracts. Minor revisions need not be redrawn.
  2. HVAC Contract will provide sepia transparencies and/or prints and submit the base plan to all major trades' Contractors.
  3. Electrical, Communications, Plumbing and Fire Protection Contracts will draft location of piping and equipment on the base plan, indicating areas of conflict and suggested resolutions.
  4. Do not install equipment, equipment foundations or piping until Coordination drawings have been approved.

### **3.3 PROTECTION OF PERSONS AND PROPERTY**

- A. Contractor shall assume responsibility for Construction Safety at all times and provide, as part of contract, all trench or building shoring, scaffolding, shielding, dust/fume protection, mechanical/electrical protection, special grounding, safety railings, barriers, and other safety feature required to provide safe conditions for all workmen and site visitors.

### **3.4 EXISTING SYSTEMS AND CONDITIONS**

- A. Prior to beginning work inspect and test all existing electrical systems that will be affected by the work in this contract. Provide a report to the Owner indicating any problems or defects found. If no problems or system defects are submitted, the contractor shall be responsible for correcting problems found at the

completion of the project that are determined to be caused by the work of this contract.

- B. Inspect the entire work area for defects in the existing construction such as scratches, holes etc. Submit a complete list and photographs of existing damage, to the owner prior to beginning work. If existing damage is not documented the contractor shall repair all damage to like new condition, that is determined to have been caused by the work in this contract.
- C. The owners representative shall determine if the contractor has damaged existing systems or construction and approve the repairs.

### **3.5 ASBESTOS RECOGNITION AND PRECAUTIONS**

- A. The contractor shall be responsible for coordination of all required removal work, coring, cutting and patching with the Owners asbestos management plan. Prior to performing such work identify areas containing asbestos. Notify the owner so that they may make arrangements for abatement and/or containment prior to work proceeding. The contractor shall be responsible for cleaning all areas where asbestos is released due to the failure to coordinate with the asbestos management plan. Refer to Division 1 sections for further requirements.
- B. The disturbance or dislocation of asbestos-containing materials causes asbestos fibers to be released into the building's atmosphere, thereby creating a health hazard to workmen and building occupants. Consistent with Industrial Code Rule 56 and the content of recognized asbestos-control work, the Contractor shall apprise all of his workers, supervisory personnel, subcontractors, Owner and Consultants who will be at the job site of the seriousness of the hazard and of proper safeguards and work procedures which must be followed, as described in New York State Department of Labor Industrial Code Rule 56. Fluorescent Bulbs which are not specifically designated as not containing Mercury shall be disposed of in compliance with the requirements of the New York State Department of Environmental Conservation and all applicable Federal Laws.

### **3.6 REMOVALS**

- A. Where existing equipment removals are called for, submit complete list to Owner's Representative. All items that Owner wishes to retain that do not contain asbestos or PCB Material shall be delivered to location directed by Owner. Items that Owner does not wish to retain shall be removed from site and legally disposed of. Removal and disposal of material containing asbestos and/or PCB's shall be in accordance with Federal, State and Local law requirements. Where equipment is called for to be relocated. Contractor shall carefully remove, clean and recondition, then reinstall. Remove all abandoned piping, wiring, equipment, lighting, ductwork, tubing, supports, fixtures, etc. Visit each room, crawl spaces and roofs to determine total Scope of Work. The disturbance or dislocation of asbestos-containing materials causes asbestos fibers to be released into the building's atmosphere, thereby creating a health hazard to workmen and building occupants. Consistent with Industrial Code Rule 56 and the content of recognized asbestos-control work, the Contractor shall apprise all of his workers, supervisory personnel, subcontractors, Owner and Consultants who will be at the job site of the seriousness of the hazard and of proper safeguards and work

procedures which must be followed, as described in New York State Department of Labor Industrial Code Rule 56.

- B. Completely remove all piping, conduit, controls, and other devices associated with the equipment not to be reused in the new work. This includes all pipe, valves, fittings, insulation, conduit, panels, and all hangers, including the top connection and any fastenings to building structural systems. Seal all openings, after removal of equipment, pipes, ducts, conduits and other penetrations in roof, walls, floors, in an approved manner and in accordance with plans and specifications where specifically covered. Structural integrity of the building system shall be maintained. Reference shall also be made to the architectural, structural, mechanical, site, and electrical drawings and specifications for additional facilities to be demolished or handled.

### **3.7 STORAGE AND PROTECTION OF MATERIALS**

- A. Store Materials on dry base, at least 6" above-ground or floor. Store so as not to interfere with other work or obstruct access to buildings or facilities. Provide waterproof/windproof covering. Remove and provide special storage for items subject to moisture damage. Protect against theft or damage from any cause. Replace items stolen or damaged, at no cost to Owner.

### **3.8 FREEZING AND WATER DAMAGE**

- A. Take all necessary precautions with equipment, systems and building to prevent damage due to freezing and/or water damage. Repair or replace, at no change in contract, any such damage to equipment, systems and building. Perform first seasons winterizing in presence of Owner's operating staff.

### **3.9 ROUGH-IN**

- A. Due to small scale of Drawings, it is not possible to indicate all offsets, fittings, changes in elevation, etc. Verify final locations for rough-ins with field measurements and with the equipment being connected. Verify exact location and elevations at work site prior to any rough in work. DO NOT SCALE PLANS. If field conditions, details, changes in equipment or shop drawing information require a significant change to the original documents, contact the owners representative for approval before proceeding.
- B. All equipment locations shall be coordinated with other trades to eliminate interference with required clearances for equipment maintenance and inspections.
  - 1. Coordinate work with other trades and determine exact routing of all duct, pipe, conduit, etc., before fabrication and installation. Coordinate with Architectural Drawings. Verify with Owner's Representative exact location and mounting height of all equipment in finished areas, such as thermostats, fixtures, communication and electrical devices, including panels. Coordinate all work with the architectural reflected ceiling plans and/or existing Architecture. Mechanical and electrical drawings show design arrangement only for Diffusers, grilles, registers, air terminals, lighting fixtures, sprinklers, speakers and other items. Do not rough-in contract

work without reflected ceiling location plans.

2. Before roughing for equipment furnished by Owner or in other contracts, obtain from Architect and other Contractors, approved roughing drawings giving exact location for each piece of equipment. Do not "rough in" services without final layout drawings approved for construction. Cooperate with other trades to insure proper location and size of connections to insure proper functioning of all systems and equipment. Obtain written authorization from the Owners representative or other contractor for any "rough ins" that, due to project schedule, are required before approved coordination drawings are available. Any work installed without written authorization or approved coordination drawings, causing a conflict will be relocated by the contractor at no expense to the Owner.
  3. For equipment and connections provided in this contract, prepare roughing drawings as follows:
    - a. Existing equipment being relocated: Measure the existing equipment and prepare drawings for installation in new location.
    - b. New equipment: Obtain equipment roughing drawings and dimensions, then prepare rough-in drawings.
  4. Where more than one trade is involved in an area, space or chase, all shall cooperate and install their own work to utilize the space equally between them in proportion to their individual requirements. In general, ductwork shall be given preference except where grading of piping becomes a problem, followed by piping then electrical wiring. If, after installation of any equipment, piping, ducts, conduit, and boxes, it is determined that ample maintenance and passage space has not been provided, rearrange work and/or furnish other equipment as required for ample maintenance space. Any changes in the size or location of the material or equipment supplied, which may be necessary in order to meet field conditions or in order to avoid conflicts between trades, shall be brought to the immediate attention of the Owner's Representative and approval received before such alterations are made.
- C. Provide easy, safe, and code mandated clearances at controllers, motor starters, valve access, and other equipment requiring maintenance and operation. Contractor shall relocate existing work in the way of new construction. VISIT SITE BEFORE BIDDING TO DETERMINE SCOPE OF WORK. Provide new materials, including new piping and insulation for relocated work.

### **3.10 CUTTING AND PATCHING**

- A. Each trade shall include their required cutting and patching work unless shown as part of the General Construction work on the architectural drawings. Refer to "General Conditions of the Contract for Construction," for additional requirements. Cut and drill from both sides of walls and/or floors to eliminate splaying. Patch, cut or abandoned holes left by removals of equipment or fixtures. Patch adjacent existing work disturbed by installation of new work including insulation, walls and wall covering, ceiling and floor covering, other finished surfaces. Patch openings and damaged areas equal to existing surface finish. Cut openings in prefabricated construction units in accordance with

manufacturer's instructions.

### **3.11 CONCEALMENT**

- A. Conceal all contract work above ceilings and in walls, below slabs, and elsewhere throughout building. If concealment is impossible or impractical, notify Owner's Representative before starting that part of the work and install only after his review. In areas with no ceilings, install only after Owner's Representative reviews and comments on arrangement and appearance.

### **3.12 ACCESS DOORS AND PANELS**

- A. Install access doors, sized to permit complete access for any concealed and/or inaccessible junction boxes, control and monitoring devices, duct mounted fire alarm detectors and other electrical equipment requiring access for maintenance or operation.
- B. Set frames accurately in position and securely attach to supports with face panels plumb and level in relation to adjacent finish surfaces.
- C. Adjust hardware and panels after installation for proper operation.

### **3.13 CHASES**

- A. New Construction:
  - 1. Certain chases, recesses, openings, shafts, and wall pockets will be provided as part of "General Building Construction Plans and Specifications." Mechanical and Electrical Trades work shall provide all other openings required for their contract work.
  - 2. Check Architectural and Structural Design and Shop Drawings to verify correct size and location for all openings, recesses and chases in general building construction work.
  - 3. Assume responsibility for correct and final location and size of such openings.
  - 4. Rectify improperly sized, improperly located or omitted chases or openings due to faulty or late information or failure to check final location.
  - 5. Provide 18 gauge galvanized sleeves and inserts. Extend all sleeves 2" above finished floor. Set sleeves and inserts in place ahead of new construction, securely fastened during concrete pouring. Correct, by drilling, omitted or improperly located sleeves. Assume responsibility for all work and equipment damaged during course of drilling. Firestop all unused sleeves.
  - 6. Provide angle iron frame where openings are required for contract work, unless provided by General Construction Contractor.

B. In Existing Buildings:

1. Drill holes for floor and/or roof slab openings.
2. Multiple pipes smaller than 1" properly spaced and supported may pass through one 6" or smaller diameter opening.
3. Seal voids in fire rated assemblies with a fire-stopping seal system to maintain the fire resistance of the assembly. Provide 18 gauge galvanized sleeves at fire rated assemblies. Extend sleeves 2" above floors.
4. In wall openings, drill or cut holes to suit. Provide 18 gauge galvanized sleeves at shafts and fire rated assemblies. Provide fire-stopping seal between sleeves and wall in drywall construction. Provide fire-stopping similar to that for floor openings.

**3.14 FIRE-STOPPING**

A. Fire-stopping for Openings Through Fire and Smoke Rated Wall and Floor Assemblies:

1. Provide materials and products listed or classified by an approved independent testing laboratory for "Through-Penetration Fire-Stop Systems." The system shall meet the requirements of "Fire Tests of Through-Penetration Fire-Stops" designated ASTM E814.
2. Provide fire-stop system seals at all locations where piping, tubing, conduit, electrical busways/cables/wires, ductwork and similar utilities pass through or penetrate fire rated wall or floor assembly. Provide fire-stop seal between sleeve and wall for drywall construction.
3. The minimum required fire resistance ratings of the wall or floor assembly shall be maintained by the fire-stop system. The installation shall provide an air and watertight seal.
4. The methods used shall incorporate qualities, which permit the easy removal or addition of electrical conduits or cables without drilling or use of special tools. The product shall adhere to itself to allow repairs to be made with the same material and permit the vibration, expansion and/or contraction of any items passing through the penetration without cracking, crumbling and resulting reduction in fire rating.
5. Apply fire stopping within the temperature and humidity limits permitted by the manufacturer.
6. Provide rigid steel sleeves where non-armored cables pass through fire rated walls and barriers.

**3.15 FLASHING AND SEALING**

- A. Opening through roofs shall be flashed in manner not to affect roof guarantee or bond. Engage qualified Roofing Contractor licensed by the Roofing



manufacturer, as part of contract. Provide non-ferrous flashing pieces, skirts, hoods and collars as required to make ducts, pipes, conduits, and other penetrations watertight. Where curbs are called for with respect to rectangular openings in new roofs, flashing will be done by others unless specifically indicated otherwise. Caulk and waterproof with additional material so as to seal airtight and watertight.

- B. Apply all flashing and sealers within the temperature and humidity limits permitted by the manufacturer

### **3.16 SUPPORTS**

- A. Provide required supports, beams, angles, hangers, rods, bases, braces, and other items to properly support contract work. Supports shall meet the approval of the Owner's Representative. Modify studs, add studs, add framing, or otherwise reinforce studs in metal stud walls and partitions as required to suit contract work. If necessary, in stud walls, provide special supports from floor to structure above. For Precast Panels/Planks and Metal Decks, support mechanical/electrical work as determined by manufacturer and Owner's Representative. Provide heavy gauge steel mounting plates for mounting contract work. Mounting plates shall span two or more studs. Size, gauge, and strength of mounting plates shall be sufficient for equipment size, weight, and desired rigidity.

### **3.17 GENERAL INSTALLATIONS REQUIREMENTS**

- A. Coordinate the installation of required supporting devices and sleeves to be set in poured-in-place concrete and other structural components, as they are constructed
- B. Coordinate ordering and installation of all equipment with long lead times or having a major impact on work by other trades so as not to delay the job or impact the construction schedule. Pay close attention to equipment that must be installed prior to building enclosure.
- C. Where mounting heights are not detailed or dimensioned, install systems, materials and equipment to provide the maximum headroom possible.
- D. Set all equipment to accurate line and grade, level all equipment and align all equipment components.
- E. Provide all scaffolding, rigging, hoisting and services necessary for erection and delivery of equipment and apparatus furnished into the premises. These items shall be removed from premises when no longer required.
- F. No equipment shall be hidden or covered up prior to inspection by the Owners representative. All work that is determined to be unsatisfactory shall be corrected immediately.
- G. All work shall be installed level and plumb, parallel and perpendicular to other building systems and components.

- H. Install access panels or doors where units are concealed behind finished surfaces.

### **3.18 UTILITY COMPANY SERVICES**

- A. Make arrangements with RG&E for electric service to the Owner's distribution equipment. Provide underground electric service as called for and transformers, meter sockets or meter compartments as required by the Utility Company. Coordinate all activities between the Owner and Utility Company. The installation of the electric service shall comply with the published Utility Company standards.
- B. Make arrangements with RG&E for gas service to the Owner's distribution equipment. Provide underground gas service as called for and all pads, valves, regulators and fencing as required by the Utility Company. Coordinate all activities between the Owner and Utility Company. The installation of the electric service shall comply with the published Utility Company standards

### **3.19 PAINTING**

- A. This Contract Includes the following:
  - 1. Painting for all cut and patch work performed as part of Division 23 contract.
  - 2. Painting required for touch-up of surfaces damaged due to the installation of division 23 work.
  - 3. Painting as required to repair finish of equipment furnished.
  - 4. Refer to Section 09900-Painting, for general description of materials and methods
  - 5. Painting as called for on Division 22, 23, 26 Drawings.
  - 6. Painting of all surface mounted raceways in finished areas.

### **3.20 ADDITIONAL ENGINEERING SERVICES**

- A. In the event that the Consultant is required to provide additional engineering services as a result of substitution of equivalent materials or equipment by the Contractor, or changes by the Contractor in dimension, weight, power requirements, etc., of the equipment and accessories furnished, or if the Consultant is required to examine and evaluate any changes proposed by the Contractor for the convenience of the Contractor, then the Consultant's expenses in connection with such additional services shall be paid by the Contractor and may be deducted from any moneys owed to the Contractor.
- B. In the event that the Consultant is required to provide additional engineering services as a result of Contractor's errors, omissions or failure to conform to the requirements of the Contract Documents, or if the Consultant is required to examine and evaluate any changes proposed by the Contractor solely for the convenience of the Contractor, then the Consultant's expense in connection with such additional services shall be paid by the Contractor and may be deducted from any moneys owed to the Contractor.

### **3.21 ALL TRADES TEMPORARY HEAT**

- A. Refer to the Standard General Conditions of the Contract for Construction and Supplemental General Conditions.

### **3.22 HVAC MAINTENANCE OF SYSTEMS DURING TEMPORARY USE PERIODS**

- A. Provide each air handling system with a set of prefilters in addition to the permanent filters. Furnish four sets of prefilters for each system for use when system is operated for temporary heating or cooling. During such use, change prefilters as often as directed by Owner's Representative. Provide necessary temporary throwaway filters in all return openings to keep dust out of ductwork. Change as often as necessary. Remove all such temporary filters upon completion. Use supply units only. Do not operate return fans.
- B. Blank-off outside air intake opening during temporary heating period. Install first set of permanent filters and prefilters.
- C. Adjust dampers on supply system.
- D. Set all heating coil control valves for manual operation.
- E. Do not install any grilles or diffusers at room terminal ends of ducts until permission is given.
- F. Assume responsibility for systems and equipment at all times, even though used for temporary heat or ventilating. Should damage occur to any apparatus prior to final acceptance:
- G. Repair or replace all dented, scratched or damaged parts of systems.
- H. Remove concrete, rust, paint spots, other blemishes, then clean.
- I. Just prior to final acceptance, remove used final filter. Deliver all unused sets of prefilters to the Owner and obtain written receipt. Properly lubricate system bearings before and during temporary use. Maintain thermostats, freeze stats, fire stats, overload devices, and all other safety controls in operating condition.

### **3.23 TEMPORARY FACILITIES**

- A. Refer to the standard General Conditions of the contract for Construction and Supplemental General Conditions.
  - 1. Continuity of operation of existing facilities will require temporary installation or relocation of equipment and piping.
  - 2. All piping and equipment shall be properly supported, sloped to drain, operate without excessive stress, and shall be insulated where injury can occur to personnel by contact with operating facilities.
  - 3. Temporary facilities and piping shall be completely removed and any openings in structures sealed. Provide necessary blind flanges and caps to seal open piping remaining pressurized.

### **3.24 CLEANING**

- A. It is the Contractor's responsibility to keep clean all equipment and fixtures provided under this contract for the duration of the project. Each trade shall keep the premises free from an accumulation of waste material or rubbish caused by his operations. The facilities require an environment of extreme cleanliness, and it is the Contractor's responsibility to adhere to the strict regulations regarding procedures on the existing premises. After all tests are made and installations completed satisfactorily:
  - 1. Thoroughly clean entire installation, both exposed surfaces and interiors.
  - 2. Remove all debris caused by work.
  - 3. Remove tools, surplus, materials, when work is finally accepted.

### **3.25 HVAC EQUIPMENT CONNECTIONS**

- A. Provide final steam, condensate, hot water, glycol, chilled and condenser water, drain, vent, oil line and gas connections to all equipment as required by the equipment. Provide final connections, including domestic water piping, wiring, controls, and devices from equipment to outlets left by other trades. Provide equipment waste, drip, overflow and rail connections extended to floor drains.
- B. Provide As Part of Plumbing Work valved water outlet adjacent to equipment requiring same. Provide equipment type floor drains, or drain hubs, adjacent to equipment.
- C. Provide for Owner furnished and Contractor furnished equipment all valves, piping, piping accessories, traps, pressure reducing valves, gauges, relief valves, vents, drains, insulation, sheet metal work, controls, dampers, as required.
- D. Refer to manufacturer drawings and specifications for connection requirements.

### **3.26 CONTINUITY OF SERVICES**

- A. The building will be in use during construction operations. Maintain existing systems in operation within all rooms of building at all times. Refer to "General Conditions of the Contract for Construction" for temporary facilities for additional contract requirements. Schedules for various phases of contract work shall be coordinated with all other trades and with Owner's Representative. Provide, as part of contract, temporary plumbing and fire protection, mechanical connections and relocation as required to accomplish the above. Obtain approval in writing as to date, time, and location for shut-down of existing mechanical/electrical facilities or services.

### **3.27 START UP AND OWNER INSTRUCTIONS**

- A. Before acceptance of the work, furnish necessary skilled labor to operate all systems by seasons. Instruct the owners designated personnel on the proper operation and maintenance of systems and equipment. Obtain written acknowledgment from person instructed prior to acceptance repeat the instructions if asked to do so. Contractor is fully responsible for systems until acceptance, even though operated by Owner's personnel, unless otherwise

agreed in writing. Provide operating, maintenance and starting precautions and procedures to be followed by the Owner for operating systems and equipment. Mount the instruction in clear plastic holder on or adjacent to the equipment.

- B. Where supervision by a manufacturer is called for, provide manufacturer's certified technician or engineer to supervise the startup, testing and adjustment of the equipment or system. Where two or more manufacturer's are involved (i.e. variable frequency drive and air handling unit) both manufacturer's shall be present at start up. The manufacturer shall provide a written report detailing the testing and start-up including problems that occurred and their method of resolution.
- C. Refer to Section 01650 - Starting of systems and Section 01700 - Contract Closeout for additional requirements.

### **3.28 OPERATION AND MAINTENANCE MANUALS**

- A. Provide Operation and Maintenance Manuals. Include one copy each of approved Shop Drawings, wiring diagrams, piping diagrams, spare parts lists, as-built drawings and manufacturer's instructions. Include typewritten instructions, describing equipment, starting/operating procedures, emergency operating instructions, seasonal changeover, freeze protection, precautions and recommended maintenance procedures. Include name, address, and telephone number of supplier manufacturer Representative and service agency for all major equipment items. Bind above items in a three ring binder with name of project on the cover. Deliver to Owner's Representative before request for acceptance.

### **3.29 RECORD DOCUMENTS**

- A. Prepare and provide record documents. In addition, provide the following:
  - 1. Utilities below floors, slabs and grade: During construction, maintain accurate records of all final locations and inverts for all services inside and outside of the buildings, beneath grade and below floors.
  - 2. Take dimensions from a given fixed benchmark, such as the corner of a building, and neatly and clearly indicate same on reproducible prints.
  - 3. Provide Record Drawings for all Contract Work. Pay all costs of reproducible drawings and make required corrections.
  - 4. Incorporate all field changes, change orders and other modifications into the final Record Drawings.

**END OF SECTION**

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