

# GREATER DAYTON PREMIER MANAGEMENT

This project is a re-bid due to lack of qualified bids during initial procurement.

## Request for Proposal

RFP 26-01

### Active Radon Mitigation System Installations – Multiple Multifamily Properties

Issue Date	April 1 <sup>st</sup> , 2026
Pre-Proposal Meeting	April 14 <sup>th</sup> , 2026 @ 10am via Teams
Questions from Contractors Due	April 21 <sup>st</sup> , 2026 by 10am
Responses from GDPM to Be Posted By	April 28 <sup>th</sup> , 2026 by EOB
Proposals Due	May 7 <sup>th</sup> , 2026 by 12pm
Anticipated Award Announcement	May 21 <sup>st</sup> , 2026

**Pre-Proposal Meeting:** Microsoft Teams meeting Join:

<https://teams.microsoft.com/meet/25175595849236?p=NxS8veM3weR3Jj7brT>

**Meeting ID:** 251 755 958 492 36 **Passcode:** QM3b6pz3

**Bid-Opening:** There is not be a scheduled public bid opening. On or near the Anticipated Award Announcement date, GDPM will post the award announcement on it's website at the following link:

<https://www.gdpm.org/development-construction/construction-opportunities/>

**How to Submit Bids:**

**PROPOSALS MUST BE SUBMITTED ELECTRONICALLY TO:**

[ebid@dmha.org](mailto:ebid@dmha.org)

THE SUBJECT LINE MUST STATE:

**“RFP 26-01 – Active Radon Mitigation System Installation – [Contractor Name]”**

*PLEASE REFER TO THE ENCLOSED INSTRUCTIONS FOR THE PROPOSAL PACKET FORMAT.*

**Questions about this Bid Shall be Submitted Electronically to:** [Procurement@dmha.org](mailto:Procurement@dmha.org)

Greater Dayton Premier Management reserves the right to reject any or all proposals, or waive any informality in the bidding. No proposals shall be withdrawn for a period of one hundred twenty (120) days of submission.

All awardees shall be required to meet Affirmative Action requirements and Equal Opportunity requirements and must insure that all employees and applicants for employment are not discriminated against because of race, color, religion, national origin, disability, age, ancestry, creed, or military status.



# RFP 26-01

## Active Radon Mitigation System Installations – Multiple Multifamily Properties

Dayton Metropolitan Housing Authority dba Greater Dayton Premier Management (“GDPM”) is an Ohio political subdivision that functions as the public housing authority in Montgomery County, Ohio. GDPM serves approximately 16,000 individuals annually.

GDPM recently completed radon testing across its public housing portfolio. Approximately 100 dwelling units were identified as exceeding recommended radon levels. Through this Request for Proposals (“RFP”), GDPM intends to award one contract to a qualified contractor to install active radon mitigation systems at multiple multifamily properties.

GDPM has engaged The RDA Group to assist with design and contract administration. Drawings and technical specifications are included in the bid package and form part of the Contract Documents.

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### **I. Project Description**

#### **A. Project Identification**

Active Radon Mitigation System Installations – Multiple Multifamily Properties

#### **B. Work Summary**

This project consists of the furnishing and installation of active soil depressurization (ASD) radon mitigation systems in approximately 100 existing multifamily dwelling units located throughout GDPM’s portfolio.

Work generally includes, but is not limited to:

- Installation of active radon mitigation systems in accordance with ANSI/AARST SGM-MFLB standards
- Coring/drilling of slabs and installation of sub-slab suction points
- Installation of vertical vent piping routed from below slab to above roofline
- Installation of in-line centrifugal fans, electrical connections, and system monitors
- Sealing of slab penetrations, cracks, and openings to ensure system performance and prevent air leakage



- Minor demolition and restoration work necessary to complete installation
- Coordination with existing building systems, structure, and occupied units
- Compliance with all applicable building codes, OSHA requirements, and industry standards
- Post-installation system testing, documentation, and verification of system performance

The Contractor shall provide all labor, materials, equipment, supervision, permits, and incidentals necessary to deliver a complete and fully functional radon mitigation system.

Drawings and specifications are intended to depict the general scope and design intent. The Contractor is responsible for all means and methods and for including all ancillary work necessary for a complete installation.

### **C. Project Conditions**

- Work will occur in occupied multifamily residential buildings
- Contractor shall coordinate with GDPM staff and residents to minimize disruption
- Units must remain safe, secure, and functionally usable at the end of each workday
- Life safety systems must remain operational at all times

Contractors are strongly encouraged to review all drawings and visit project sites to fully understand existing conditions.

**D. Contract Type:** This is a construction contract for the installation of radon mitigation systems. The contract will be awarded to a single prime contractor responsible for all trades and coordination. This project will be subject to GDPM's General Terms and Conditions for Construction Services. Please carefully read and review the relevant terms and conditions prior to submitting your proposal.

GDPM's General Terms and Conditions for Construction Services is available for review at <https://www.gdpm.org/development-construction/documents/>. By submitting a proposal, Contractor agrees to the terms and conditions contained within.

### **E. Contract Period / Schedule**

- **Anticipated Notice to Proceed:** To be issued upon contract execution
- **Contract Duration:** 180 calendar days from Notice to Proceed
- **Contractor shall:**
  - Begin work within 7 days of Notice to Proceed



- Provide a detailed schedule and phasing plan
- Coordinate sequencing across multiple sites and occupied units

Liquidated damages may apply for failure to complete work within the contract period.

**F. Site Visits / Pre-Proposal Coordination:** A pre-proposal meeting will be held in accordance with the project schedule posted with this RFP. Contractors are responsible for familiarizing themselves with site conditions. Submission of a proposal constitutes acknowledgment that the Contractor has reviewed the sites and understands existing conditions.

GDPM may allow additional site visits upon request.

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## II. Bid Guarantee / Payment & Performance Security

All bids must include a bid guarantee equal to **5%** of the bid amount and one of the following:

- 100% Performance and Payment Bonds; or
- 50% Performance and Payment Bonds; or
- 20% cash escrow; or
- 10% irrevocable letter of credit; or
- Other security acceptable to GDPM

Failure to provide a bid guarantee may result in rejection of the proposal.

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## III. Submission Requirements

A. To be considered, proposals must be complete and include:

- Statement of Qualifications
- Relevant project experience
- Key personnel and resumes
- Minimum of three references
- Fee Proposal
- Required forms (Contractor Information Form, Non-Collusive Affidavit, Section 3 Form, W-9)



- Bond/guarantee documentation

B. Proposals must be submitted electronically to: [ebid@gdpm.org](mailto:ebid@gdpm.org)

Subject Line Shall Read:

**“RFP 26-01 – Active Radon Mitigation System Installation – [Contractor Name]”**

C. Late submissions will not be accepted.

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#### IV. Selection Criteria

Proposals will be evaluated based on:

<b>Criteria</b>	<b>Points</b>
Experience & Qualifications	20
Past Performance & References	15
Fee Proposal	65
<b>Total</b>	<b>100</b>

**Section 3 Preference:** Up to 15 additional points.

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#### V. Section 3 Requirements

This project is subject to HUD Section 3 requirements. Contractors are encouraged to provide employment and contracting opportunities to low- and very low-income persons and businesses.

The Section 3 program requires that recipients of certain HUD financial assistance, to the greatest extent possible, provide training, employment, contracting and other economic opportunities to low- and very low-income persons, especially recipients of government assistance for housing, and to businesses that provide economic opportunities to low- and very low-income persons. GDPM provides preferences to business that are registered as Section 3.

For more information on Section 3 or how to register to become a Section 3 business please visit: <https://www.hud.gov/section3> or contact GDPM’s Procurement Department at [procurement@dmha.org](mailto:procurement@dmha.org).

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#### VI. Davis-Bacon Requirements

Davis-Bacon prevailing wage requirements **do not apply to this project.**



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## VII. Build America, Buy America (BABA)

This project is subject to BABA requirements. Contractors must ensure that all iron, steel, manufactured products, and construction materials comply with domestic sourcing requirements unless a waiver is approved.

Contractors shall provide documentation demonstrating compliance, including manufacturer certifications or product information as required.

Additional details regarding fulfilling the BABA requirements can be found at the following links:  
[https://www.hud.gov/program\\_offices/general\\_counsel/build\\_america\\_buy\\_america](https://www.hud.gov/program_offices/general_counsel/build_america_buy_america).

<https://www.gdpm.org/build-america-buy-america/>

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## VIII. Reservation of Rights: GDPM reserves the right to:

- Reject any or all proposals
  - Waive informalities
  - Request additional information
  - Cancel or modify the solicitation
  - Award or not award a contract at its sole discretion
- 

## IX. Questions

All questions shall be submitted electronically to: [procurement@gdpm.org](mailto:procurement@gdpm.org)

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## End of Summary & Specifications

## **Contractor Information Form**

**This form shall be fully completed, executed and submitted with proposal**



# REQUEST FOR PROPOSAL

## *Construction Related Services*

### *Contractor Information*

RFP Name

Solicitation  
No.

Prevailing Wage?

Proposal Due Date

Contract Term

### Contractor Information

Name of Business:

Primary Contact

Street Address:

Street Address Line 2:

City:

State:

Zip Code:

Contact Number:

E-mail:\*

Check at Least one  
of the Following:\*

Section 3

MBE/WBE

Veteran

None Apply

Are you currently  
suspended,  
debarred or  
otherwise deemed  
ineligible for a  
federal contract  
award?

Check box if  
addendum was  
reviewed (*don't check if  
not applicable*)

Addendum 1

Addendum 2

Addendum 3

Addendum 4

Other

By signing below, Contractor attests that he/she has the legal power, right, and authority to make this Agreement. Contractor agrees that if selected for the Contract Award, Contractor is qualified to perform all work necessary to complete the services as specified in the Contract Documents at Contractor's quoted price. Further, Contractor has reviewed, acknowledges and accepts the provisions within the Contract Documents including, but not limited to, the Specifications, Contractor's bid, and the GDPM General Terms and Conditions for Construction Services. Unless otherwise specified in writing by GDPM on GDPM letterhead and signed by both parties, during the term of the Contract, if any provision within the Contract Documents is in conflict with, or inconsistent with any of the GDPM General Terms and Conditions, the GDPM General Terms and Conditions shall prevail. Terms that conflict with and/or are inconsistent with the GDPM General Terms and Conditions are hereby revoked, rejected and void, even if the contract documents containing such terms are executed after the GDPM General Terms and Conditions, this includes, but is not limited to indemnification, warranty, payment, order of precedence, and integration provisions. By signing below, Contractor acknowledges that GDPM reserves it right to reject any and/or all bid or to cancel the solicitation at any time and for any reason(s). Contractor's proposal shall be valid for at least 120 days subsequent to the bid opening date. GDPM Contract Documents are available at <https://www.gdpm.org/development-construction/documents/>.

\_\_\_\_\_  
Contractor Signature of Acceptance

\_\_\_\_\_  
Date

**Acceptance of Proposal:**

GDPM accepts your proposal and the Master Agreement containing the solicitation, General Terms and Conditions, and cost catalog are hereby in effect.

\_\_\_\_\_  
GDPM Signature of Acceptance

\_\_\_\_\_  
Date

## **Bid Form**

**This form shall be fully completed, executed and submitted with proposal**



# Bid Form

## RFP 26-01 Active Radon Mitigation System Installation

### Total Bid Price (GDPM is Tax Exempt)

Total Bid Price of:	\$ _____ (Numeric amount)	
	_____ (Written amount)	
<i>Written amount prevails if any discrepancy exists.</i>		

### Bid Elements – The Total Bid Price includes the following elements:

Item	Description	Amount
1	Labor	\$
2	Materials	\$
	<b>Contractor Base Bid</b>	<b>\$</b>
3.	Unforeseen condition allowance	\$20,000
	<b>TOTAL BID</b>	

This project is funded in part by the U.S. Department of Housing and Urban Development and is subject to the following contractor cost limits: Profit: 6%; Overhead: 2%; General Requirements: 6% of hard construction costs.

By signing below, Contractor attests that he/she has the legal power, right, and authority to make this Bid. Contractor agrees that if selected for the Contract Award, Contractor is qualified to perform all work necessary to complete the services as specified in the Contract Documents at Contractor's quoted price. Further, Contractor has reviewed, acknowledges and accepts the provisions within the Contract Documents including, but not limited to, the Specifications, Contractor's bid, and the GDPM General Terms and Conditions for General Construction Services. Unless otherwise specified in writing by GDPM on GDPM letterhead and signed by both parties, during the term of the Contract, if any provision within the Contract Documents is in conflict with, or inconsistent with any provision with the GDPM General Terms and Conditions, the GDPM General Terms and Conditions shall prevail. Terms that conflict with and/or are inconsistent with the GDPM General Terms and Conditions are hereby revoked, rejected and void, even if the contract documents containing such terms are executed after the GDPM General Terms and Conditions, this includes, but is not limited to indemnification, warranty, payment, order of precedence, and integration provisions. By signing below, Contractor acknowledges that GDPM reserves it right to reject any and/or all bid or to cancel the solicitation at any time and for any reason(s). Contractor's bid shall be valid for at least 120 days subsequent to the bid opening date.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



**To be completed for bids in excess of \$100,000**

**Any bid in excess of \$100,000 requires a Bid Guaranty and a Payment and Performance Bond.**

**DAYTON METROPOLITAN HOUSING AUTHORITY  
COMBINED BID GUARANTY AND PERFORMANCE/PAYMENT BOND**  
*(Ohio Revised Code Sections 153.54, 153.571)*

**KNOW ALL PERSONS BY THESE PRESENTS**, that we, the undersigned

**Principal (Bidder/Contractor):**

\_\_\_\_\_  
\_\_\_\_\_

as PRINCIPAL, and

**Surety(ies):**

\_\_\_\_\_  
\_\_\_\_\_

as SURETY(IES), are hereby held and firmly bound unto the Dayton Metropolitan Housing Authority d/b/a Greater Dayton Premier Management (“**GDPM**”), as OBLIGEE, in the penal sum of the dollar amount of the bid submitted by the Principal to GDPM on the \_\_\_\_\_ day of \_\_\_\_\_, **20**\_\_\_\_, to undertake the Project known as:

**PROJECT NAME:**

\_\_\_\_\_

**Solicitation / IFB No.:** \_\_\_\_\_

The penal sum referred to herein shall be the dollar amount of the Principal’s bid to GDPM, including any additive or deductive alternates made by the Principal on the date referred to above to GDPM that are accepted by GDPM. In no case shall the penal sum exceed the amount of \_\_\_\_\_ dollars (\$\_\_\_\_\_).

(If the foregoing blank is not filled in, the penal sum will be the full amount of the Principal’s bid, including all accepted alternates. If the blank is filled in, the amount stated must not be less than the full amount of the bid, including all accepted alternates, stated in dollars and cents. A percentage is not acceptable.)

For the payment of the penal sum well and truly to be made, we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors, and assigns.

SIGNED this \_\_\_\_\_ day of \_\_\_\_\_, **20**\_\_\_\_\_.

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## I. BID GUARANTY OBLIGATION

(ORC 153.54, 153.571)

WHEREAS, the above-named Principal has submitted a bid for the above-referenced Project;

NOW, THEREFORE, if GDPM accepts the bid of the Principal and the Principal fails:

1. To enter into a proper written contract with GDPM, in accordance with the bid, plans, details, specifications, bills of material, HUD-required contract clauses, and all other solicitation and contract documents; and/or
2. To furnish any additional bonds, insurance, certifications, or other documents required by GDPM and HUD regulations as a condition of contract award;

then the Principal and Surety shall be liable to GDPM, and the Principal and/or Surety shall pay to GDPM:

1. The difference, not to exceed ten percent (10%) of the penal sum hereof, between the amount specified in the bid and such larger amount for which GDPM, in good faith, may contract with the next lowest responsive and responsible bidder to perform the work covered by the bid; **or**
2. If GDPM does not award the contract to the next lowest responsive and responsible bidder and instead re-advertises the Project, the Principal and/or Surety shall pay to GDPM the lesser of:
  - o ten percent (10%) of the penal sum hereof, or
  - o the difference between the amount of the bid and the costs, in connection with re-advertising the Project, of printing new contract documents, required advertising, and printing and mailing notices to prospective bidders.

If GDPM accepts the bid of the Principal and the Principal, within **ten (10) days** after the awarding of the contract (or within such other period as may be specified by GDPM in the bid documents), enters into a proper written contract in accordance with the bid, plans, details, specifications, bills of material, HUD-required contract provisions, and all other solicitation and contract documents, and furnishes any separate performance and payment bonds required (if applicable), then the above bid guaranty obligation shall be null and void; otherwise, it shall remain in full force and effect.

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## II. PERFORMANCE AND PAYMENT BOND OBLIGATION

(ORC 153.54, 153.56; HUD Public Housing Requirements)

This instrument shall also operate, upon award and execution of the contract, as a combined performance and payment bond for the full penal sum stated above, conditioned as follows:

**If the Principal:**

1. Shall well and faithfully perform, complete, and fulfill all the work and obligations set forth in the contract for the above-described Project (the “Contract”), including all HUD-required clauses and requirements (such as Davis-Bacon labor standards, Section 3, equal opportunity, and all other applicable federal, state, and local requirements), in strict accordance with the Contract, plans, specifications, and all duly issued modifications and change orders; and
2. Shall promptly make payment to all subcontractors, material suppliers, and laborers for labor performed and materials, equipment, and services furnished in carrying forward, performing, or completing the Contract;

then this performance and payment obligation shall be null and void; otherwise, it shall remain in full force and effect.

**It is expressly agreed that:**

1. This bond is for the benefit of GDPM as Obligee and also for the benefit of any subcontractor, material supplier, or laborer having a lawful claim arising out of the performance of the Contract, consistent with Ohio law and HUD requirements.
2. Any such claimant shall have such rights and remedies on this bond as are afforded by applicable federal law, the Ohio Revised Code (including, without limitation, ORC Chapter 153), and the terms of the Contract.

The total aggregate liability of the Surety(ies) under this bond, for any and all claims (including bid guaranty, performance, payment, and warranty obligations), shall in no event exceed the penal sum stated herein.

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**III. WARRANTY / CORRECTION PERIOD**

If the Principal shall correct or replace, at its own cost and expense, any defective work or materials discovered by GDPM within a period of **one (1) year** from the date of substantial completion and/or final acceptance of the work by GDPM (or for such longer warranty period as may be specified in the Contract for particular systems or components), then this warranty obligation under the bond shall be null and void; otherwise, this bond shall remain in full force and effect for such warranty obligations, subject to the penal sum.

#### IV. GENERAL PROVISIONS

1. **Incorporation by Reference.** The Contract, including all solicitation documents, plans, specifications, addenda, HUD forms and clauses, and any properly issued modifications or change orders, is hereby made a part of this bond as though fully set forth herein.
2. **No Release by Modifications.** The Surety(ies) hereby stipulate and agree that no modifications, omissions, additions, or changes in or to the terms of the Contract, the work, or the Contract Documents (including, without limitation, the plans and specifications), and no time extensions or other forbearance granted by GDPM to the Principal, shall in any way affect the obligations of the Surety(ies) on this bond, and the Surety(ies) hereby waive notice of any and all such modifications, omissions, additions, changes, or extensions of time.
3. **Compliance with Law.** This bond is intended to comply with the requirements of:
  - o Ohio Revised Code Sections 153.54–153.571 and other applicable provisions of Ohio public construction law; and
  - o HUD public housing requirements for construction contracts, including but not limited to 2 C.F.R. part 200, HUD Handbook and Guidebook requirements for public housing construction, and any applicable HUD forms and regulations incorporated into the Contract, if applicable.
4. **Venue and Governing Law.** This bond shall be governed by and construed in accordance with the laws of the State of Ohio and applicable federal law. Any legal action or proceeding arising out of or relating to this bond shall be brought in a court of competent jurisdiction located in the State of Ohio, unless otherwise required by applicable federal law.
5. **Successors and Assigns.** This bond shall be binding upon the Principal and Surety(ies) and their respective heirs, executors, administrators, successors, and assigns, and shall inure to the benefit of GDPM and all persons having lawful claims hereunder.

*<Signature page follows>*



**(Attach hereto the current Power of Attorney of the person executing this bond for the Surety.)**

**U.S. Department of Housing  
and Urban Development**  
Office of Public and Indian Housing

**Representations, Certifications,  
and Other Statements of Bidders**  
**Public and Indian Housing Programs**

# Representations, Certifications, and Other Statements of Bidders

## Public and Indian Housing Programs

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### 1. Certificate of Independent Price Determination

(a) The bidder certifies that--

(1) The prices in this bid have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other bidder or competitor relating to (i) those prices, (ii) the intention to submit a bid, or (iii) the methods or factors used to calculate the prices offered;

(2) The prices in this bid have not been and will not be knowingly disclosed by the bidder, directly or indirectly, to any other bidder or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a competitive proposal solicitation) unless otherwise required by law; and

(3) No attempt has been made or will be made by the bidder to induce any other concern to submit or not to submit a bid for the purpose of restricting competition.

(b) Each signature on the bid is considered to be a certification by the signatory that the signatory--

(1) Is the person in the bidder's organization responsible for determining the prices being offered in this bid or proposal, and that the signatory has not participated and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above; or

(2) (i) Has been authorized, in writing, to act as agent for the following principals in certifying that those principals have not participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above.

\_\_\_\_\_ [insert full name of person(s) in the bidder's organization responsible for determining the prices offered in this bid or proposal, and the title of his or her position in the bidder's organization];

(ii) As an authorized agent, does certify that the principals named in subdivision (b)(2)(i) above have not participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) above; and

(iii) As an agent, has not personally participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above.

(c) If the bidder deletes or modifies subparagraph (a)2 above, the bidder must furnish with its bid a signed statement setting forth in detail the circumstances of the disclosure.

[ ] [Contracting Officer check if following paragraph is applicable]

(d) Non-collusive affidavit. (applicable to contracts for construction and equipment exceeding \$50,000)

(1) Each bidder shall execute, in the form provided by the PHA/IHA, an affidavit to the effect that he/she has not colluded with any other person, firm or corporation in regard to any bid submitted in response to this solicitation. If the successful bidder did not submit the affidavit with his/her bid, he/she must submit it within three (3) working days of bid opening. Failure to submit the affidavit by that date may render the bid nonresponsive. No contract award will be made without a properly executed affidavit.

(2) A fully executed "Non-collusive Affidavit" [ ] is, [ ] is not included with the bid.

### 2. Contingent Fee Representation and Agreement

(a) Definitions. As used in this provision:

"Bona fide employee" means a person, employed by a bidder and subject to the bidder's supervision and control as to time, place, and manner of performance, who neither exerts, nor proposes to exert improper influence to solicit or obtain contracts nor holds out as being able to obtain any contract(s) through improper influence.

"Improper influence" means any influence that induces or tends to induce a PHA/IHA employee or officer to give consideration or to act regarding a PHA/IHA contract on any basis other than the merits of the matter.

(b) The bidder represents and certifies as part of its bid that, except for full-time bona fide employees working solely for the bidder, the bidder:

(1) [ ] has, [ ] has not employed or retained any person or company to solicit or obtain this contract; and

(2) [ ] has, [ ] has not paid or agreed to pay to any person or company employed or retained to solicit or obtain this contract any commission, percentage, brokerage, or other fee contingent upon or resulting from the award of this contract.

(c) If the answer to either (a)(1) or (a)(2) above is affirmative, the bidder shall make an immediate and full written disclosure to the PHA/IHA Contracting Officer.

(d) Any misrepresentation by the bidder shall give the PHA/IHA the right to (1) terminate the contract; (2) at its discretion, deduct from contract payments the amount of any commission, percentage, brokerage, or other contingent fee; or (3) take other remedy pursuant to the contract.

### 3. Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions (applicable to contracts exceeding \$100,000)

(a) The definitions and prohibitions contained in Section 1352 of title 31, United States Code, are hereby incorporated by reference in paragraph (b) of this certification.

(b) The bidder, by signing its bid, hereby certifies to the best of his or her knowledge and belief as of December 23, 1989 that:

(1) No Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on his or her behalf in connection with the awarding of a contract resulting from this solicitation;

(2) If any funds other than Federal appropriated funds (including profit or fee received under a covered Federal transaction) have been paid, or will be paid, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on his or her behalf in connection with this solicitation, the bidder shall complete and submit, with its bid, OMB standard form LLL, "Disclosure of Lobbying Activities;" and

(3) He or she will include the language of this certification in all subcontracts at any tier and require that all recipients of subcontract awards in excess of \$100,000 shall certify and disclose accordingly.

(c) Submission of this certification and disclosure is a prerequisite for making or entering into this contract imposed by section 1352, title 31, United States Code. Any person who makes an expenditure prohibited under this provision or who fails to file or amend the disclosure form to be filed or amended by this provision, shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000, for each such failure.

(d) Indian tribes (except those chartered by States) and Indian organizations as defined in section 4 of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450B) are exempt from the requirements of this provision.

#### 4. Organizational Conflicts of Interest Certification

The bidder certifies that to the best of its knowledge and belief and except as otherwise disclosed, he or she does not have any organizational conflict of interest which is defined as a situation in which the nature of work to be performed under this proposed contract and the bidder's organizational, financial, contractual, or other interests may, without some restriction on future activities:

- (a) Result in an unfair competitive advantage to the bidder; or,
- (b) Impair the bidder's objectivity in performing the contract work.

[ ] In the absence of any actual or apparent conflict, I hereby certify that to the best of my knowledge and belief, no actual or apparent conflict of interest exists with regard to my possible performance of this procurement.

#### 5. Bidder's Certification of Eligibility

(a) By the submission of this bid, the bidder certifies that to the best of its knowledge and belief, neither it, nor any person or firm which has an interest in the bidder's firm, nor any of the bidder's subcontractors, is ineligible to:

(1) Be awarded contracts by any agency of the United States Government, HUD, or the State in which this contract is to be performed; or,

(2) Participate in HUD programs pursuant to 24 CFR Part 24.

(b) The certification in paragraph (a) above is a material representation of fact upon which reliance was placed when making award. If it is later determined that the bidder knowingly rendered an erroneous certification, the contract may be terminated for default, and the bidder may be debarred or suspended from participation in HUD programs and other Federal contract programs.

#### 6. Minimum Bid Acceptance Period

(a) "Acceptance period," as used in this provision, means the number of calendar days available to the PHA/IHA for awarding a contract from the date specified in this solicitation for receipt of bids.

(b) This provision supersedes any language pertaining to the acceptance period that may appear elsewhere in this solicitation.

(c) The PHA/IHA requires a minimum acceptance period of [Contracting Officer insert time period] calendar days.

(d) In the space provided immediately below, bidders may specify a longer acceptance period than the PHA's/IHA's minimum requirement. The bidder allows the following acceptance period: calendar days.

(e) A bid allowing less than the PHA's/IHA's minimum acceptance period will be rejected.

(f) The bidder agrees to execute all that it has undertaken to do, in compliance with its bid, if that bid is accepted in writing within (1) the acceptance period stated in paragraph (c) above or (2) any longer acceptance period stated in paragraph (d) above.

#### 7. Small, Minority, Women-Owned Business Concern Representation

The bidder represents and certifies as part of its bid/ offer that it --

(a) [ ] is, [ ] is not a small business concern. "Small business concern," as used in this provision, means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding, and qualified as a small business under the criteria and size standards in 13 CFR 121.

(b) [ ] is, [ ] is not a women-owned business enterprise. "Women-owned business enterprise," as used in this provision, means a business that is at least 51 percent owned by a woman or women who are U.S. citizens and who also control and operate the business.

(c) [ ] is, [ ] is not a minority business enterprise. "Minority business enterprise," as used in this provision, means a business which is at least 51 percent owned or controlled by one or more minority group members or, in the case of a publicly owned business, at least 51 percent of its voting stock is owned by one or more minority group members, and whose management and daily operations are controlled by one or more such individuals. For the purpose of this definition, minority group members are:

(Check the block applicable to you)

- |                        |                              |
|------------------------|------------------------------|
| [ ] Black Americans    | [ ] Asian Pacific Americans  |
| [ ] Hispanic Americans | [ ] Asian Indian Americans   |
| [ ] Native Americans   | [ ] Hasidic Jewish Americans |

#### 8. Indian-Owned Economic Enterprise and Indian Organization Representation (applicable only if this solicitation is for a contract to be performed on a project for an Indian Housing Authority)

The bidder represents and certifies that it:

(a) [ ] is, [ ] is not an Indian-owned economic enterprise. "Economic enterprise," as used in this provision, means any commercial, industrial, or business activity established or organized for the purpose of profit, which is at least 51 percent Indian owned. "Indian," as used in this provision, means any person who is a member of any tribe, band, group, pueblo, or community which is recognized by the Federal Government as eligible for services from the Bureau of Indian Affairs and any "Native" as defined in the Alaska Native Claims Settlement Act.

(b) [ ] is, [ ] is not an Indian organization. "Indian organization," as used in this provision, means the governing body of any Indian tribe or entity established or recognized by such governing body. Indian "tribe" means any Indian tribe, band, group, pueblo, or

community including Native villages and Native groups (including corporations organized by Kenai, Juneau, Sitka, and Kodiak) as defined in the Alaska Native Claims Settlement Act, which is recognized by the Federal Government as eligible for services from the Bureau of Indian Affairs.

**9. Certification of Eligibility Under the Davis-Bacon Act** (applicable to construction contracts exceeding \$2,000)

(a) By the submission of this bid, the bidder certifies that neither it nor any person or firm who has an interest in the bidder's firm is a person or firm ineligible to be awarded contracts by the United States Government by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

(b) No part of the contract resulting from this solicitation shall be subcontracted to any person or firm ineligible to be awarded contracts by the United States Government by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

(c) The penalty for making false statements is prescribed in the U. S. Criminal Code, 18 U.S.C. 1001.

**10. Certification of Nonsegregated Facilities** (applicable to contracts exceeding \$10,000)

(a) The bidder's attention is called to the clause entitled **Equal Employment Opportunity** of the General Conditions of the Contract for Construction.

(b) "Segregated facilities," as used in this provision, means any waiting rooms, work areas, rest rooms and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees, that are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin because of habit, local custom, or otherwise.

(c) By the submission of this bid, the bidder certifies that it does not and will not maintain or provide for its employees any segregated facilities at any of its establishments, and that it does not and will not permit its employees to perform their services at any location under its control where segregated facilities are maintained. The bidder agrees that a breach of this certification is a violation of the Equal Employment Opportunity clause in the contract.

(d) The bidder further agrees that (except where it has obtained identical certifications from proposed subcontractors for specific time periods) prior to entering into subcontracts which exceed \$10,000 and are not exempt from the requirements of the Equal Employment Opportunity clause, it will:

- (1) Obtain identical certifications from the proposed subcontractors;
- (2) Retain the certifications in its files; and
- (3) Forward the following notice to the proposed subcontractors (except if the proposed subcontractors have submitted identical certifications for specific time periods):

**Notice to Prospective Subcontractors of Requirement for Certifications of Nonsegregated Facilities**

A Certification of Nonsegregated Facilities must be submitted before the award of a subcontract exceeding \$10,000 which is not exempt from the provisions of the Equal Employment Opportunity clause of the prime contract. The certification may be submitted either for each subcontract or for all subcontracts during a period (i.e., quarterly, semiannually, or annually).

**Note:** The penalty for making false statements in bids is prescribed in 18 U.S.C. 1001.

**11. Clean Air and Water Certification** (applicable to contracts exceeding \$100,000)

The bidder certifies that:

(a) Any facility to be used in the performance of this contract [ ] is, [ ] is not listed on the Environmental Protection Agency List of Violating Facilities:

(b) The bidder will immediately notify the PHA/IHA Contracting Officer, before award, of the receipt of any communication from the Administrator, or a designee, of the Environmental Protection Agency, indicating that any facility that the bidder proposes to use for the performance of the contract is under consideration to be listed on the EPA List of Violating Facilities; and,

(c) The bidder will include a certification substantially the same as this certification, including this paragraph (c), in every nonexempt subcontract.

**12. Previous Participation Certificate** (applicable to construction and equipment contracts exceeding \$50,000)

(a) The bidder shall complete and submit with his/her bid the Form HUD-2530, "Previous Participation Certificate." If the successful bidder does not submit the certificate with his/her bid, he/she must submit it within three (3) working days of bid opening. Failure to submit the certificate by that date may render the bid nonresponsive. No contract award will be made without a properly executed certificate.

(b) A fully executed "Previous Participation Certificate" [ ] is, [ ] is not included with the bid.

**13. Bidder's Signature**

The bidder hereby certifies that the information contained in these certifications and representations is accurate, complete, and current.

\_\_\_\_\_  
(Signature and Date)

\_\_\_\_\_  
(Typed or Printed Name)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Company Name)

\_\_\_\_\_  
(Company Address)

**Non-Collusive Affidavit & Full Disclosure Statement**

**Must Be Signed and Submitted with proposal**

## Non-Collusive Affidavit and Full Disclosure Statement

**Non-Collusive Affidavit:** The undersigned party hereby certifies that this proposal/bid is genuine and not collusive or sham; that said offeror has not colluded, conspired, connived or agreed, directly or indirectly, with any offeror or person to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference, with any person, to fix the bid price or any other offeror, or to fix any overhead, profit or cost element of said bid price, or of that of any other offeror, or to secure any advantage against the Greater Dayton Premier Management or any person interested in the proposed contract; and that all statements in said proposal or bid are true.

**Disclosure:** The undersigned certifies that I, nor any member of my immediate family does not now, and has not for the preceding two years, had any interest, whatsoever, whether direct, or indirect, in GDPM or any of its members or officials including but not limited to any interest which yields or has the potential of yielding directly or indirectly a monetary or other material gain or benefit with any employees, officers and commissioners of GDPM and members of their immediate family, or any interest arising from blood or marriage or from close business association, notwithstanding whether any financial interest is involved with any employees, officers and commissioners of GDPM members of their families or employment or services rendered as a member, official or officer of GDPM.

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

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

\_\_\_\_\_  
(Company Name)

### **Section 3 Documents**

**If applicable, Contractor shall submit an executed Section 3 Certification Form. The certification form is in this packet.**

## What Projects or Contracts Does Section 3 Apply to?

### Housing and Community Development Financial Assistance

Section 3 applies to housing construction, housing rehab and public infrastructure projects that receive more than \$200,000 in HUD assistance. Section 3 also applies to projects that include Lead Hazard Control and Healthy Homes assistance that exceeds \$100,000.

### Public Housing Financial Assistance

Section 3 applies to any amount of assistance for development, operations and management, mixed-finance development projects, and in some cases, Rental Assistance Demonstration (RAD) and Choice Neighborhoods projects.

## What Are the Goals of Section 3?

Section 3 has goals that recipients, subrecipients, contractors and subcontractors must meet. The goals are as follows:

### Housing and Community Development Financial Assistance

- 25% or more of the total number of labor hours worked by all workers on a Section 3 project are Section 3 workers and 5% or more of the total number of labor hours worked by all workers on a Section 3 project are Targeted Section 3 workers.

### Public Housing Financial Assistance

- 25% or more of the total number of labor hours worked by all workers in a PHA's fiscal year are Section 3 workers and 5% or more of the total number of labor hours worked by all workers in a PHA's fiscal year are Targeted Section 3 workers.

## What Happens if the Section 3 Goals Are Not Met?

Recipients must report qualitative nature of Section 3 compliance efforts and the efforts of its contractors and subcontractors.

## How Can I Find Section 3 Opportunities in My Area?

Contact your local and state government and public housing authority to learn more about employment, training and contracting opportunities that may be available to you in your community.

## How Can I Learn More About Section 3?

Visit the following websites:

- <http://www.hud.gov/section3>
- <http://www.hudexchange.info/programs/section-3/>

Want to learn more about YouthBuild?

- <http://www.dol.gov/agencies/eta/youth/youthbuild>



# SECTION 3

*for Workers and Businesses*

Learn about employment, training and contracting opportunities that can be available to you under Section 3.

## What Is Section 3 and Why Does It Matter?

- Every year the Department of Housing and Urban Development (HUD) invests billions of federal dollars into distressed communities across the country for projects that provide **access to safe and affordable housing and improve public infrastructure**.
- These funds are passed down to public housing agencies, local and state governments or other recipients through grants or financial assistance.
- The financial assistance can be used to **maintain and build affordable housing and improve public infrastructure** in your community.
- **Employment, training and contracting** opportunities that result from the covered projects or contracts must be directed to persons who are low-income (**Section 3 workers**) and businesses that are owned by or employ persons who are low-income (**Section 3 businesses**) to help build economic wealth.
- Best efforts should be made to direct economic opportunities to persons and businesses in the **order of priority** outlined in the final rule requirements.

## Who Is Responsible for Providing Access to Economic Opportunities?

- Recipients and subrecipients of HUD assistance
- Contractors and subcontractors working on certain HUD-assisted projects or contracts

## How Can Contractors Help PHAs and Grantees Meet the Section 3 Goals?

Contractors can help PHAs and grantees meet the Section 3 goals by being a Section 3 business or employing Section 3 workers. Some grantees or PHAs may offer incentives to businesses that can demonstrate how they will meet the Section 3 goals.

## What Is a Section 3 Worker?

A **Section 3 Worker** is any worker who currently fits, or when hired within the past five years fit, at least one of the following categories as documented:

- Person who is low-income
- Employed by a Section 3 business concern
- YouthBuild participant

## What Is a Targeted Section 3 Worker?

A **Targeted Section 3 Worker** is a Section 3 worker who is **employed by a Section 3 business concern** or is a worker that currently fits or when hired fit at least **one** of the following categories as documented within the past five years:

### Housing and Community Development Financial Assistance

- Lives within the neighborhood of the project
- YouthBuild participant

### Public Housing Financial Assistance

- Resident of public housing or Section 8-assisted housing
- Resident of other public housing projects or Section 8-assisted housing managed by the PHA that is providing the assistance
- YouthBuild participant



## What Is a Section 3 Business Concern?

A business that meets at least **one** of the following categories, within the last six-month period:

- At least 51% owned and controlled by persons who are low-income
- At least 51% owned and controlled by current public housing residents or residents who currently live in Section 8 assisted housing
- Over 75% of the labor hours performed for the business over the prior three-month period were performed by Section 3 workers



# Section 3 Job Aid

## for Contractors & Subcontractors

### 1 Understand How Section 3 Applies to Your Project or Contract

Section 3 applies to any amount of public housing financial assistance for development, operations and management, and mixed-finance development projects. In some cases, Section 3 may apply to Rental Assistance Demonstration (RAD) and Choice Neighborhoods projects. Material supply contracts are excluded.

### 2 Understand How to Meet the Section 3 Goals


#### Meet the Quantitative Goals

**25%** or more of all labor hours in a PHA's fiscal year must be worked by Section 3 workers, and **5%** or more of all labor hours in a PHA's fiscal year must be worked by Targeted Section 3 workers

*Professional service labor hours are excluded from the goals, but may be included by choice.*

#### Make Qualitative Efforts

Provide evidence that you made qualitative efforts to assist persons and businesses that provide opportunities to persons listed in the following order of priority: 1) Residents of public housing projects where assistance is expended, 2) Residents of other public housing projects managed by the PHA providing the assistance, 3) YouthBuild participants, 4) Persons who are low-income residing in the metro area (or non-metro county) where assistance is expended.

 **Helpful Tool:** The Section 3 Guidebook provides a list of qualitative efforts that contractors and subcontractors may undertake to document that they made qualitative efforts to assist persons who are low-income with employment and training opportunities.

### 3 Understand What a Section 3 Worker Is

**What is a Section 3 Worker?** A worker who **currently fits**, or **when hired** within the past five years fit, at least **one** of the following categories as documented:

- Worker who is low-income
- Employed by a Section 3 business concern
- YouthBuild participant

\*The five-year lookback period cannot date back further than 2020.

# 4

## Understand What a Targeted Section 3 Worker Is

**What is a Targeted Section 3 Worker?** A worker who is:

- Employed by a Section 3 business concern

Or a worker that **currently fits** or **when hired** within the past five years fit, at least **one** of the following categories as documented:

- Resident of public housing or Section 8 assisted housing
- Resident of other public housing projects or Section 8 assisted housing that is managed by the PHA that is providing the assistance.
- YouthBuild participant



### Helpful Tip:

- All Targeted Section 3 Workers are Section 3 Workers. However, not all Section 3 Workers meet the definition of a Targeted Section 3 Worker.

# 5

## Certify Your Section 3 and Targeted Section 3 Workers

### Select the Option(s) You Will Use to Certify Worker Eligibility

1. **Worker Self-Certification** - this option allows a worker to verify their own eligibility. A worker may use a self-certification form to certify that:

- Their income is at or below the low-income limit, or
- They are a YouthBuild participant, or
- They are a public housing resident or a resident of Section 8 assisted housing

2. **Employer Certification** - this option allows employers to certify that the:

- Worker's paid wage rate by the employer (if annualized on a full-time basis) is at or below the low-income limit, or
- Worker is employed by a Section 3 Business concern.

3. **PHA/Owner Certification** - this option allows a PHA or an owner or property manager of project based Section 8-assisted housing or administrator of tenant-based Section-8 assisted housing to certify that:

- The worker is a participant in one of their programs.



### Helpful Tip:

- If a person does not currently meet any of the categories above, the person or employer can look back five years (if hired within the last five years by the same employer) to verify the worker's status.

# 6

## Determine if Your Business Qualifies as a Section 3 Business

There are two different ways to qualify as a Section 3 business concern. Your business must meet one of the criteria below to be eligible.

**1. At least 51% of your business owned and controlled by a person(s) who are low-income OR by a public housing resident or resident living in Section 8 assisted housing.**

a. If your business meets the criteria, then you will need to self-certify ownership and income-levels of the qualifying owner(s).

**2. In the past 3 months, more than 75% of the labor hours worked for your business must be performed by Section 3 workers?**

a. How do I figure this out?

- **Divide** the *total number of labor hours* worked by **Section 3 Workers** over the last three-month period by the *total number of labor hours worked* by **all employees** over the last three-month period. **Multiply** the number by 100 to get the percentage. If the percentage is 75% or greater, your business qualifies. You may self-certify your eligibility.
- **Example:** Over the prior three month period, Contractor ABC had six employees on payroll. Two out of the six employees qualified as Section 3 Workers. The total number of hours that the six employees worked in the prior three month period was a total of 800 hours. The total number of hours that were worked by the Section 3 Workers were 500 hours. To determine eligibility, Contractor ABC divided 500 hours by 800 hours. Based upon the equation, 62.5% of the business' labor hours performed over the prior three month period were performed by Section 3 Workers. The contractor does not qualify as a Section 3 business.

## Helpful Resources

<https://www.hudexchange.info/programs/section-3/resources-and-tools/#section-3-tools>

## **Greater Dayton Premier Management**

### **HUD Section 3 Utilization Tool**

#### **Public Housing Financial Assistance**

Public reporting for this collection of information is estimated to average 1.50 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information.

Section 3 of the Housing and Urban Development Act of 1968, as amended by the Housing and Community Development Act of 1992 (Section 3), and 12 U.S.C. § 1701u ensure that employment and other economic opportunities generated by Federal financial assistance for housing and community development programs are, to the greatest extent feasible, directed toward low- and very low-income persons, particularly those who receive government assistance for housing. The regulations are found at 24 CFR Part 75. This collection of information is required to ensure that Section 3 workers and Section 3 Business concerns participating in Housing and Community Development Projects and Public Housing Assistance Projects with HUD funding are documenting Section 3 labor hours to meet the requirements of Section 3 found in 24 CFR part 75. The information will be used by the Department to monitor program recipient's compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as a self-monitoring tool.

Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to Anna P. Guido, Reports Management Officer, QDAM, Department of Housing and Urban Development, 451 7th Street, SW, Room 4176, Washington, DC 20410-5000. When providing comments, please refer to OMB Approval No. 2501-0040. HUD may not conduct and sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid control number. No assurances of confidentiality are provided for this information collection.

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This Utilization Tool is a tool for the Dayton Metropolitan Housing Authority d/b/a Greater Dayton Premier Management (“**GDPM**”) and its contractors/subcontractors to document Section 3 labor hours for Section 3 workers and Section 3 business concerns. This document and accompanying Form 4737 and Form 4737A should be completed by businesses completing activities that utilize Public Housing funds. Please note that the procurement process and the Section 3 Worker or Section 3 business concern self-certification and verification process is completed outside of this plan.

#### **Applicable Law**

Section 3 rules apply on projects and expenses with the following public housing assistance, including:

- Development assistance pursuant to Section 5 of the Housing Act of 1937 (1937 Act),
- Operating funds pursuant to Section 9(e) of the 1937 Act,
- Capital funds for development, modernization, and management assistance pursuant to Section 9(d) of the 1937 Act,
- The entirety of a mixed-finance development project as defined in 24 CFR § 905.604, and/or
- Any public housing funding identified through a Notice of Funding Availability (NOFA) as outlined in 24 CFR 75.7.
  - Example: Choice Neighborhood implementation or planning grants or Jobs Plus/Family Self-sufficiency/Resident Opportunities and Self-Sufficiency Grants.
- Rental Assistance Demonstration (RAD) Projects

## SECTION I FUNDING INFORMATION

**HUD-funded entity:** Dayton Metropolitan Housing Authority d/b/a Greater Dayton Premier Management

**Name of HUD Funding Source:** Capital Fund Program

## SECTION II PRIORITIZATION REQUIREMENTS

### **Employment and Training**

GDPM and their contractors or subcontractors will provide their best efforts to give any employment and training opportunities in connection with Section 3 and should give priority to Section 3 workers in the following order of priority:

1. Residents of the public housing project(s) for which the public housing financial assistance is expended;
2. Residents of the public housing project(s) managed by the PHA that is providing the assistance or for residents of Section 8-assisted housing managed by the PHA;
3. Participants in YouthBuild program(s); and
4. Persons of low- and very-low income residing within the metropolitan area (or nonmetropolitan county) in which the assistance is expended.

*NOTE: No statement in this document is intended to require the contracting or employment of a Section 3 worker. Section 3 workers are not exempt from meeting the qualifications of an available employment or training opportunity.*

### **Contracting**

GDPM and their contractors or subcontractors will provide their best efforts to award contracts and subcontracts to business concerns that provide economic opportunities to Section 3 workers in connection with public housing financial assistance.

Contracted businesses should make best efforts to give priority in the following order listed:

1. Section 3 business concerns that provide economic opportunities for residents of the public housing project(s) for which the public housing financial assistance is expended;
2. Section 3 business concerns that provide economic opportunities for residents of the public housing project(s) or Section-8 assisted housing managed by the PHA that is providing the assistance;
3. Participants in YouthBuild program(s); and
4. Section 3 business concerns that provide economic opportunities to Section 3 workers residing within the metropolitan area (or nonmetropolitan county) in which the assistance is expended.

*NOTE: No statement in this document is intended to require the contracting or procurement of a Section 3 business concern. Section 3 business concerns are not exempt from meeting the specifications of the bid or contract.*

### **SECTION III**

#### **IDENTIFICATION AND RECORDKEEPING FOR SECTION 3 BUSINESSES**

For each Section 3 Business that is completing construction or rehabilitation activities for the project identified in Section I, complete PHA Form 4737 for *each* contractor as instructed on the form. Certification will be documented prior to the execution of a contract. Certification documentation must be maintained by the recipient, subrecipient, contractor, or subcontractor for the appropriate record retention period found in 2 CFR Part 200.

*NOTE: Professional service providers and recipient or subrecipient information may be entered on the form.*

Form 4737 is intended to provide a template for PHAs, non-Section 3 businesses and Section 3 business concerns to record all labor hours to document compliance with Section 3 on the HUD-funded project. Each contractor must document the total number of labor hours and enter the specific amount of Section 3 business labor hours worked on the project.

*NOTE: A business can also use a separate form or internal system that includes the same information on PHA Form 4737.*

### **SECTION IV**

#### **CERTIFICATION OF SECTION 3 WORKER AND TARGETED SECTION 3 WORKER (PHA FORM B)**

PHA Form 4737A is intended to provide a template for PHAs, non-Section 3 Businesses, and Section 3 Businesses to record individual labor hours to document compliance with Section 3 on the HUD-funded project, should they choose to use this. The form tracks the total number of labor hours for each construction business and professional business that is contracted to complete work on the project.

*NOTE: A business can also use a separate form or internal system that includes the same information on Form 4737A.*

For each Section 3 Worker or Targeted Section 3 Worker that is contributing labor hours to complete construction or rehabilitation activities for the project identified in Section I, complete PHA Form 4737A for each worker with name and appropriate information. Individuals (Section 3 workers and Targeted Section 3 workers) only need to be verified once. Documentation and verification must be maintained by recipient or its designee(s) for the appropriate record retention period found in 2 CFR Part 200. (See PHA Form 4737A attached)

**SECTION V**  
**CERTIFICATION**

By signing this Section 3 Utilization Tool, [contractor/subcontractor] certifies that it meets the requirements of 24 CFR § 75.9 through § 75.17. [Contractor/subcontractor] agrees to make best efforts to ensure that employment, training, and contracting opportunities arising in connection with Section 3 are provided to Section 3 workers, Targeted Section 3 workers, YouthBuild participants, and Section 3 Business concerns that provide economic opportunities to Section 3 workers.

---

Printed Name of Signer

Date

---

Signature

*Note: This form must be signed by a representative, officer, or agent of the entity or business signing and certifying this information.*

**Specifications & Drawings**

# Active Radon System Installation for: Greater Dayton Premier Management

**Caliph Court**  
5000 - 5078 Caliph Court  
Dayton, Ohio 45406

**Woodview**  
Fielding Dr. & Sunshine Ct.  
Dayton, Ohio 45403

**Westdale**  
110 Melba St.  
Dayton, Ohio 45402

**Limestone - Modena**  
Limestone Ave. & Modena St.  
Dayton, Ohio 45417

**Mount Crest**  
700 Mount Crest Ct.  
Dayton, Ohio 45403

**Park Manor**  
220 Park Manor Dr.  
Dayton, Ohio 45410

**Riverside**  
Iddings Ct.  
Dayton, Ohio 45405

**Riverview**  
3018 - 3426 W. Riverview Ave.  
Dayton, Ohio 45406

**Rosemont**  
1432 & 1438 Rosemont Blvd.  
Dayton, Ohio 45410



Jonathan Robert SchAAF #14503  
Expiration Date 12/31/2025

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**RDA GROUP ARCHITECTS**  
7662 PARAGON ROAD | DAYTON, OH 45459 | 937.610.3440



Active Radon System Installations for:  
**Greater Dayton Premier Management**

Project Number	2025-129
Date	October 27, 2025
Date	Issue
10.01.25	80% Review
10.27.25	Bid / Construction

Sheet Title  
Project Title Sheet

Sheet Number  
**G1.1**

**OWNER**



**Greater Dayton Premier Management**  
400 Wayne Ave.  
Dayton, Ohio 45410

**DESIGN TEAM**

**ARCHITECT:**



**ABBREVIATIONS**

* DEGREES	FD FLOOR DRAIN	R / RAD RADIUS
± PLUS OR MINUS	FDN FOUNDATION	RA RETURN AIR
≠ NOT EQUAL	FE FIRE EXTINGUISHER	RB RUBBER BASE
∅ DIAMETER	FEC FIRE EXTINGUISHER CABINET	RD ROOF DRAIN
∠ ANGLE	FF FINISH FLOOR	REF REFRIGERATOR
C CENTERLINE	FIN FINISH / FINISHED	REFN REINFORCE
CL PROPERTY LINE	FRT FIRE RETARDANT TREATED	REQ'D REQUIRED
ABV ABOVE	FSE FOOD SERVICE EQUIPMENT	REQM'T REQUIREMENT(S)
ADA ACCESSIBLE / HANDICAP ACCESSIBLY / ACCESSIBILITY - ANSICC-117.1	FTG FOOTING	REV REVISION
AFF ABOVE FINISH FLOOR	FV FIELD VERIFY	RO ROUGH OPENING
ALT ALTERNATE	GA GAUGE	R/W RIGHT OF WAY
ALUM ALUMINUM	GALV GALVANIZED	SALV SALVAGED
APPROX APPROXIMATE	GC GENERAL CONTRACTOR	SF SQUARE FEET
ATC ACOUSTIC TILE CEILING	GYP GYPSUM	SM SIMILAR
BET/BETWN BETWEEN	GYP BD GYPSUM BOARD	SM SHEET METAL
BLKG BLOCKING	HB HOSE BIBB	SPEC SPECIFICATION
BRG BEARING	HM HOLLOW METAL	SQ SQUARE
BSMT BASEMENT	HOR HORIZONTAL	SS STAINLESS STEEL
BTM BOTTOM	HT HEIGHT	STD STANDARD
CIP CAST IN PLACE	HVAC HEATING, VENTILATION, AIR CONDITIONING	STL STEEL
CJ CONTROL JOINT	INT INTERIOR	T TEMPERED
CL CENTERLINE	JB JUNCTION BOX	TBD TO BE DETERMINED
CLG CEILING	LL LIVE LOAD	T&B TOP AND BOTTOM
CLR CLEAR	LLH LONG LEG HORIZONTAL	T&G TONGUE AND GROOVE
CMU CONCRETE MASONRY UNIT	LLV LONG LEG VERTICAL	T.O. TOP OF
COL COLUMN	LTL LINTEL	TR TREATED
CONC CONCRETE	MAX MAXIMUM	TYP TYPICAL
CONT CONTINUOUS	MECH MECHANICAL	UFAS UNIFORM FEDERAL ACCESSIBILITY STANDARD
CPT CARPET	MFR MANUFACTURER	UNO UNLESS NOTED OTHERWISE
CT CERAMIC TILE	MIN MINIMUM	UL UNDERWRITER'S LABORATORY
DEMO DEMOLISH / DEMOLITION	MISC MISCELLANEOUS	VB VAPOR BARRIER
DF DRINKING FOUNTAIN	MO MASONRY OPENING	VERT VERTICAL
DIA DIAMETER	MS METAL STUD	W/ WITH
DIM DIMENSION	MTD MOUNTED	W/O WITHOUT
DIV DIVISION	MTL METAL	WD WOOD
DP DEEP	NIC NOT IN CONTRACT	W.P. WORK POINT
DS DOWNSPOUT	NOM NOMINAL	WRB WEATHER RESISTIVE BARRIER
DTL DETAIL	NTS NOT TO SCALE	WWF WELDED WIRE FABRIC
DW DISHWASHER	OC ON CENTER	
DWG DRAWING	OH OVERHEAD	
EA EACH	OPG OPENING	
EERO EMERGENCY ESCAPE & RESCUE OPENING	OPP OPPOSITE	
EIFS EXTERIOR INSULATION FINISH SYSTEM	PEMB PRE-ENGINEERED METAL BUILDING	
EJ EXPANSION JOINT	PL PLATE / PROPERTY LINE	
ELEC ELECTRIC / ELECTRICAL	PTD PAINTED	
ELEV ELEVATION / ELEVATOR	QT QUARRY TILE	
EQ EQUAL	QTY QUANTITY	
EQUIP EQUIPMENT		
EX EXISTING		
EXP EXPANSION		

**DESIGN-BUILD STATEMENT**

- ACCOMPLISH ALL REQUIRED DESIGN FOR PLUMBING, MECHANICAL, AND ELECTRICAL SYSTEMS ON A DESIGN-BUILD BASIS BY THE RESPECTIVE TRADE CONTRACTORS.
- ALL DESIGN-BUILD DOCUMENTS ARE THE RESPONSIBILITY OF THE TRADE CONTRACTOR. ENGINEERED DESIGNS, UNDER SEAL OF A REGISTERED DESIGN PROFESSIONAL SHALL BE AS REQUIRED BY THE BUILDING DEPARTMENT.
- DESIGN-BUILD CONTRACTORS TO COORDINATE ALL WORK WITH THAT OF OTHER TRADES AND IS RESPONSIBLE FOR THE SAME.
- PROVIDE COPY OF ALL DESIGN-BUILD DRAWINGS/DOCUMENTS TO THE PROJECT TEAM FOR REVIEW AND PROJECT RECORDS.
- ANY SCHEMATIC / CONCEPTUAL PLUMBING, MECHANICAL, AND ELECTRICAL PROVIDED IN THIS SET OF DRAWINGS ARE FOR REFERENCE ONLY INDICATING THE ARCHITECTURAL DESIGN INTENT. COORDINATE FINAL LAYOUT, FIXTURE SELECTION, ETC. BETWEEN CLIENT, CONTRACTOR, AND THE APPLICABLE TRADE CONTRACTOR.

**RDA CONTRACT ADMINISTRATION**

- RDA IS PROVIDING CONTRACT ADMINISTRATION SERVICES FOR THIS PROJECT. CONTRACTOR AND CLIENT / OWNER ARE RESPONSIBLE TO COORDINATE THE PROPOSED WORK, SCHEDULES, INSTALLATIONS, PERMITS, INSPECTIONS, ETC.
- CONTACT ARCHITECT FOR CLARIFICATION SHOULD THERE BE QUESTIONS REGARDING THE INTERPRETATION OR INTENT OF THE DOCUMENTS. FIELD DISCOVERY, ETC. THAT WOULD IMPACT OR AFFECT THE WORK AS PROPOSED. RDA IS NOT BE LIABLE FOR DEVIATIONS, FIELD CHANGES, AND CLIENT / OWNER CHANGES DURING CONSTRUCTION.
- FIELD CONFIRM ALL EXISTING CONDITIONS, PROPOSED INSTALLATIONS AND HOW THEY INTERFACE TO ENSURE THE SYSTEMS CAN BE INSTALLED PER THE INTENT OF THE DOCUMENTS AND TO MEET APPLICABLE BUILDING AND ZONING CODES, LOCAL REQUIREMENTS, CLIENT / OWNER REQUIREMENTS, ETC.
- MEET ALL APPLICABLE BUILDING AND ZONING CODES REQUIREMENTS WHETHER SPECIFICALLY NOTED HEREIN OR NOT. BUILDING CODES REPRESENT THE MINIMUM ACCEPTABLE STANDARD.
- INSTALL ALL PRODUCTS, MATERIALS, INSTALLATIONS, AND THE LIKE IN ACCORDANCE WITH APPLICABLE INDUSTRY STANDARDS, APPLICABLE MANUFACTURER'S DETAILS AND INSTRUCTIONS, IN ACCORDANCE WITH BEST PRACTICES, AND BUILDING CODE PROVISIONS.

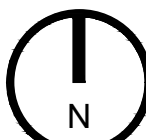
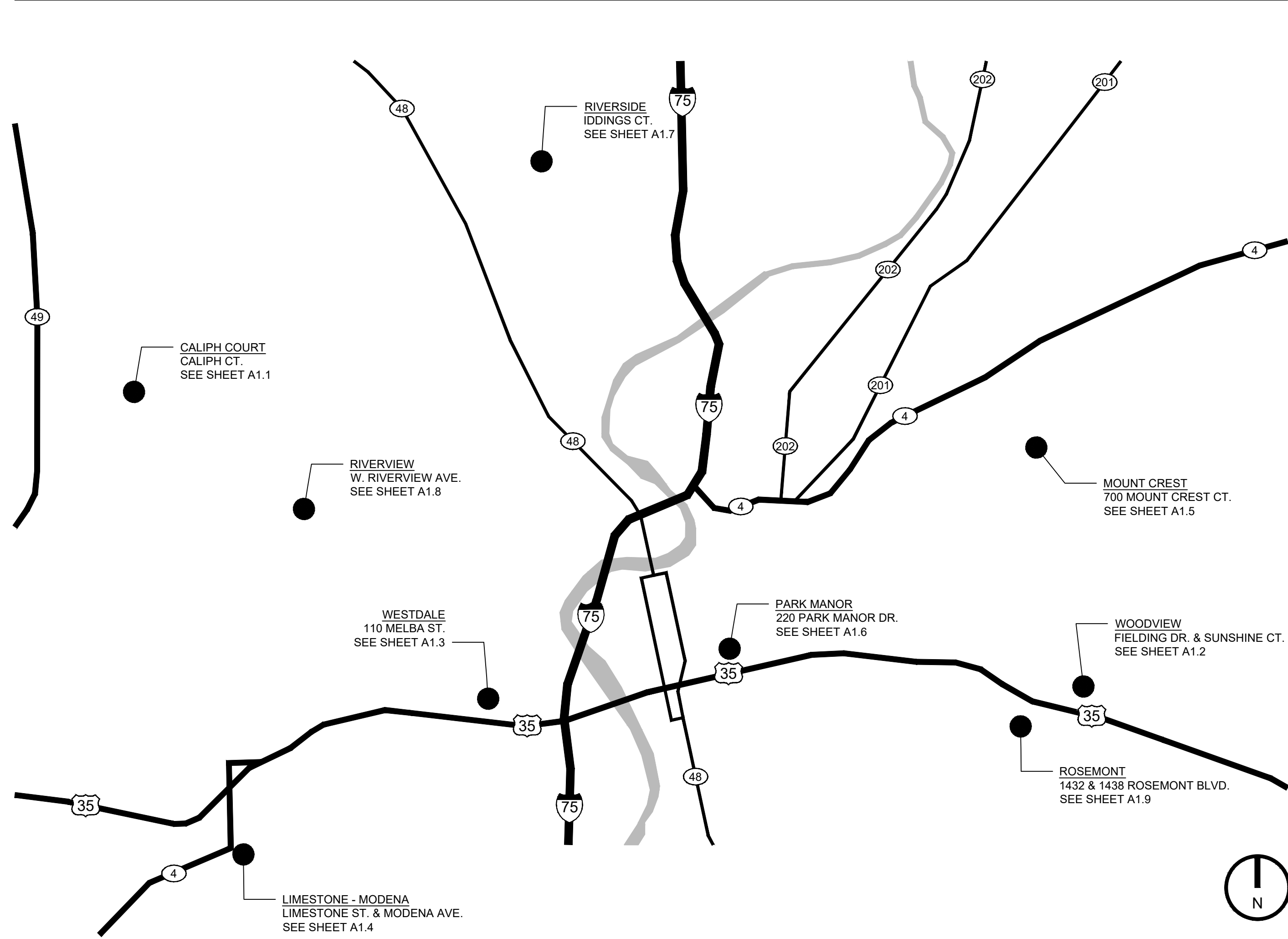
THE PLANS AND SPECIFICATIONS ARE INTENDED TO DEPICT THE GENERAL SCOPE, LAYOUT AND QUALITY OF WORKMANSHIP REQUIRED. THE DOCUMENTS ARE NOT AN INSTRUCTION MANUAL TO EXECUTE THE WORK NOR ARE THEY INTENDED TO SHOW OR DESCRIBE IN DETAIL EVERY ITEM NECESSARY FOR THE PROPER INSTALLATION OF THE WORK. THE MEANS AND METHODS REQUIRED TO EXECUTE THE WORK DESCRIBED IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR. THE CONTRACTOR SHALL INCLUDE THE ANCILLARY WORK REQUIRED, WHETHER EXPLICITLY STATED OR NOT, FOR THE PROPER COMPLETION OF THE WORK AS INTENDED. THE CONTRACTOR IS REQUIRED TO MEET OR EXCEED BUILDING CODE REQUIREMENTS, APPLICABLE INDUSTRY STANDARDS, ASTM STANDARDS, AND/OR MANUFACTURER INSTALLATION REQUIREMENTS AS THEY RELATE TO THE WORK.

THE PLANS AND SPECIFICATIONS REPRESENT A SINGLE COMPLETE DESIGN PACKAGE INDICATING THE INTENDED SCOPE OF THE PROJECT IN ITS ENTIRETY. AS SUCH, THE PROJECT IS STRUCTURED TO BE AWARDED TO A SINGLE PRIME CONTRACTOR. THE DOCUMENTS DO NOT DELINEATE BID PACKAGES OR ASSIGN RESPONSIBILITIES TO ANY SUBSEQUENT SUBCONTRACTORS. DICTATE CONSTRUCTION SEQUENCING, NOR PROVIDE COORDINATION BETWEEN ANY TRADES. SUCH ACTIVITIES ARE THE RESPONSIBILITY OF THE HOLDER OF THE CONSTRUCTION CONTRACT. IN THE EVENT OF A DISCREPANCY WITHIN THE DRAWINGS OR BETWEEN THE DRAWINGS AND THE SPECIFICATIONS, THE MORE STRINGENT REQUIREMENT REPRESENTED IN THE DOCUMENTS SHALL PREVAIL.

**WALL / SYMBOL LEGEND**

	EXISTING WALL TO REMAIN
	NEW CONSTRUCTION KEY NOTE
	ROOM
	ROOM TAG

**VICINITY MAP**



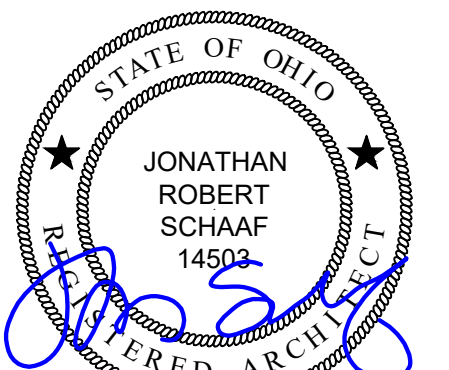
**GENERAL PROJECT REQUIREMENTS**

**SECTION 01 00 00 - GENERAL REQUIREMENTS**

- PERMITS:**
  - CONFORM TO THE 2024 OHIO EXISTING BUILDING CODE AND 2024 OHIO BUILDING CODE, AND ALL OTHER LOCAL GOVERNING CODES AND ORDINANCES HAVING THE AUTHORITY BEARING ON THE PERFORMANCE OF THE WORK.
  - VERIFY ALL PERMITS HAVE BEEN APPROVED BY APPROPRIATE AGENCIES PRIOR TO START OF CONSTRUCTION. NO CONSTRUCTION OR FABRICATION OF ANY ITEMS SHALL BEGIN UNTIL THE CONTRACTOR HAS RECEIVED ALL PLANS AND ANY DOCUMENTATION FROM ALL OF THE PERMITTING AND REGULATORY AUTHORITIES. FAILURE OF THE CONTRACTOR TO FOLLOW THIS PROCEDURE SHALL CAUSE THE CONTRACTOR TO ASSUME FULL RESPONSIBILITY FOR ANY SUBSEQUENT MODIFICATION OF THE WORK MANDATED BY AN REGULATORY AUTHORITY.
  - PAY FOR ALL REQUIRED PERMITS. WORK SHALL NOT BEGIN UNTIL ALL NECESSARY PERMITS ARE OBTAINED.
  - ARCHITECT IS NOT RESPONSIBLE FOR ANY ADDITIONAL COSTS RESULTING FROM WORK STARTED PRIOR TO OBTAINING ALL PERMITS / GOVERNING AGENCIES APPROVALS.
  - MAINTAIN A COPY OF APPROVED PERMIT DRAWINGS ON-SITE FOR INSPECTION PURPOSES. COORDINATE WITH BUILDING DEPARTMENT.
  - NOTIFY THE BUILDING DEPARTMENT WHEN WORK IS READY FOR INSPECTION. FOLLOW ALL REQUIREMENTS OF BUILDING DEPARTMENT. PROVIDE ACCESS FOR ALL INSPECTORS.
  - MAINTAIN RECORDS OF INSPECTIONS ON THE JOB SITE IN ACCORDANCE WITH REQUIREMENTS OF BUILDING DEPARTMENT.
  - PAY ALL FEES REQUIRED BY INSPECTIONS, EXCEPT FOR INSPECTIONS MADE BY OWNER OR IT'S AGENTS.
  - COMPLETE ALL WORK TO THE HIGHEST STANDARDS OF CRAFTSMANSHIP BY EACH RESPECTIVE TRADE.
- TRASH / DEBRIS:** PROVIDE ALL REQUIRED TRASH DUMPSTERS, HAULING, ETC. AS REQ'D FOR THE PROJECT. KEEP JOB SITE CLEAN DURING CONSTRUCTION. PERIODICALLY AND PROMPTLY REMOVE ALL DEBRIS FROM SITE IN A LEGAL MANNER.
- FINAL CLEANING:** PROVIDE FINAL CLEANING PRIOR TO FINAL INSPECTION AND TURN OVER OF THE PROJECT.
- CONSTRUCTION SAFETY:** CONTRACTOR IS RESPONSIBLE FOR CONSTRUCTION SAFETY. COMPLIANCE TO BE IN ACCORDANCE WITH ALL STATE, FEDERAL, AND O.S.H.A. REGULATIONS. ARCHITECT AND CONTRACTORS ARE NOT RESPONSIBLE FOR ANY DAMAGES RESULTING FROM THE NEGLECT OF TIMELY AND RESPONSIBLE MAINTENANCE OF THE PROJECT BY THE OWNER AFTER PROJECT COMPLETION.
  - ALL FIRE EXITS ARE TO REMAIN CLEAR AND OPEN DURING ALL PHASES OF CONSTRUCTION IF APPLICABLE.
  - TEMPORARY PROTECTION / BARRICADES: ERECT ALL REQ'D TEMPORARY PROTECTION AND BARRICADES TO ALLOW CONTINUED USE OF THE FACILITY. COORDINATE WITH CLIENT / OWNER AS REQ'D.
- FIRE PREVENTION:** PROVIDE FIRE EXTINGUISHERS AT THE JOBSITE. PROVIDE FIRE WATCH FOR ALL HOT WORK ACTIVITIES INCLUDING CUTTING, WELDING, AND OTHER CONSTRUCTION OPERATIONS THAT ARE CAPABLE OF STARTING FIRES.
- PRODUCTS:**
  - INSTALL ALL MATERIALS, EQUIPMENT, APPLIANCES, ETC. ACCORDING TO MANUFACTURERS SPECIFICATIONS, RECOMMENDATIONS, AND INSTRUCTIONS, WHETHER A COMPLETE SYSTEM OR A COMPONENT PART OF A COMPLETE CONSTRUCTION SYSTEM.
  - CLIENT / OWNER TO COORDINATE AND SELECT ALL FINAL FINISHES / SELECTIONS. COORDINATE ALL REQUIREMENTS OF FINISH SELECTIONS, AND CORRELATION BETWEEN FINISHES, TRIM COMPONENTS, ETC. PROVIDE MOCKUPS OF WORK/FINISHES AS APPLICABLE TO ENSURE CONFORMANCE WITH THE DESIGN INTENT.
  - COMPLY WITH ALL ACCESSIBILITY / ADA REQUIREMENTS. ENSURE ALL WORK, FINISHES, FIXTURES, AND ACCESSORIES ARE PROVIDED AND INSTALLED TO ENSURE COMPLIANCE.
  - ITEMS MAY BE REFERRED TO AS SINGULAR, OR PLURAL ON THE DRAWINGS AND SPECIFICATIONS. CONTRACTOR TO DETERMINE QUANTITY OF EACH ITEM REQUIRED.
- COORDINATION:**
  - COORDINATE ALL SPECIFIC WORK / SCOPE ITEMS WITH CLIENT / OWNER.
  - COORDINATE ALL WORK / SCOPE BETWEEN SUB-CONTRACTORS, SUPPLIERS, AND VENDORS BASED ON THE ENTIRE SET OF DOCUMENTS. PROVIDE ANY REQ'D ADAPTATIONS TO ACCOMMODATE FIELD CONDITIONS PRIOR TO ORDERING, FABRICATION, OR INSTALLATION.
  - PROVIDE FULL SET OF CONSTRUCTION DOCUMENTS TO ALL SUB-CONTRACTORS.
  - NO ADDITIONAL COMPENSATION TO CONTRACTOR FOR ISSUES RESULTING FROM THE USE OF AN INCOMPLETE SET OF CONSTRUCTION DOCUMENTS.
  - NOTIFY ARCHITECT IMMEDIATELY IN WRITING OF ERRORS, OMISSIONS, INCONSISTENCIES, OR DISCREPANCIES BETWEEN CONTRACT DOCUMENTS, DRAWINGS, SPECIFICATIONS, ETC. PRIOR TO PROCEEDING WITH WORK. ANY SITE / JOB CONDITIONS THAT ARISE AND CAUSE CONTRACTOR TO VARY FROM CONTRACT DOCUMENTS IS THE RESPONSIBILITY OF THE CONTRACTOR IF NOT REPORTED TO ARCHITECT PRIOR TO PROCEEDING.
  - DO NOT SCALE DRAWINGS
  - "N.I.C." INDICATES WORK AND / OR MATERIALS NOT IN THE CONTRACT OF THE CONTRACTOR. THIS DOES NOT RELIEVE THE CONTRACTOR OF ALL ASPECTS OF COORDINATION.
  - EXAMINE AND BECOME FAMILIAR WITH SITE AND JOB CONDITIONS PRIOR TO START OF WORK. VERIFY ALL DIMENSIONS, EXISTING CONDITIONS, INFORMATION IN THE DRAWINGS, AVAILABLE UTILITIES, ETC. GOVERNING THEIR SCOPE OF THE WORK. NOTIFY ARCHITECT IN WRITING OF ANY AND ALL DISCREPANCIES BETWEEN EXISTING CONDITIONS AND CONTRACT DOCUMENTS. COMMENCEMENT OF WORK IMPLIES ACCEPTANCE OF CONDITIONS.
  - CONTACT CLIENT OR ARCHITECT REGARDING ALL QUESTIONS OR DISCREPANCIES. COMMUNICATION WITH ARCHITECT'S CONSULTANTS OR OTHERS IS NOT CONSIDERED VALID AND ANY RESULTANT CHANGES IN WORK, ADDITIONAL COSTS, APPROVALS, PERMITS, ETC. IS THE CONTRACTOR'S RESPONSIBILITY.
  - ARCHITECT IS NOT RESPONSIBLE FOR QUALITY OR QUANTITY OF WORK. FIELD INSPECTIONS, REVIEWING CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCING, PROCEDURES, PAYMENT APPLICATIONS, OR TO DETERMINE THE DISTRIBUTIONS OF FUNDS, ETC.
  - CONTRACT DOCUMENTS, DRAWINGS, OR DETAILS IN THIS SET MAY INDICATE TYPICAL CONDITIONS WHICH MAY VARY FROM ACTUAL CONSTRUCTION. COORDINATE CONDITIONS / DETAILS WITH CLIENT.

**EXISTING CONDITIONS**

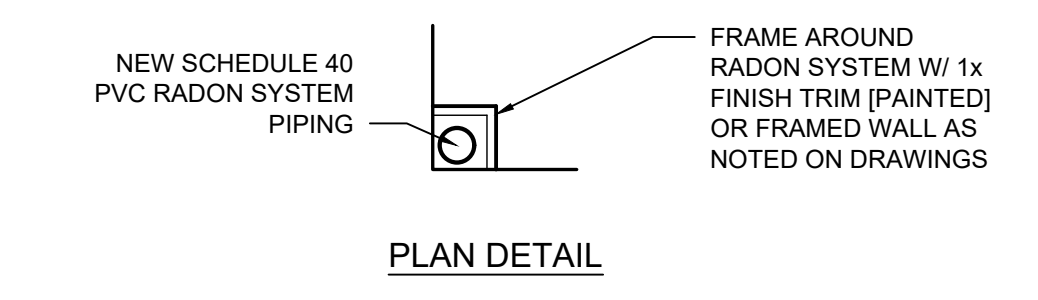
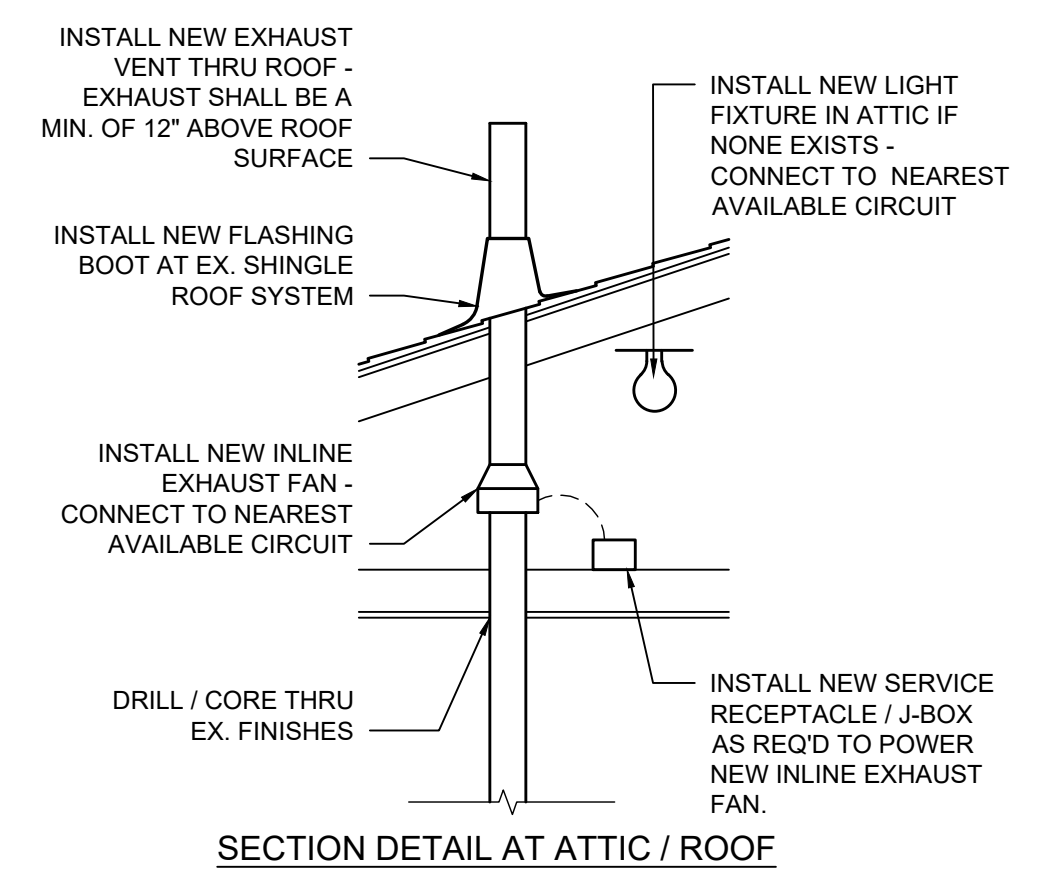
- NOTIFY ARCHITECT AND CLIENT / OWNER IF ANY PART OR PARTS OF THE EXISTING BUILDING STRUCTURE SHOW SIGNS OF ROTTING, VANDALISM, WATER DAMAGE, PEST DAMAGE, OR OTHER DAMAGE / FAILURE / DETERIORATION WHICH MAY CAUSE THE PART / PARTS / BUILDING TO NOT MEET APPLICABLE BUILDING CODES, COMPROMISE SAFETY, CREATE RISK OF FAILURE, OR NOT MEET STANDARD BUILDING PRACTICES.
- VERIFY EXISTING STRUCTURE HAS CAPACITY TO SUPPORT NEW NEW CONSTRUCTION WHERE INDICATED TO BE SUSPENDED FROM THE EXISTING STRUCTURE.
- PROTECTION / CUTTING AND PATCHING:**
  - PROTECT EXISTING CONSTRUCTION AND RESTORE ALL FINISH SURFACES TO THEIR ORIGINAL CONDITION WHERE DAMAGED BY WORK.
  - VERIFY & COORDINATE EXTENT OF SLAB CUT AND TRENCHING FOR NEW PLUMBING AND ELECTRICAL WITH PROPOSED WORK. SAWCUT AND / OR CORE AND REMOVE CONCRETE SLAB AS REQUIRED FOR INSTALLATION OF ELECTRIC AND PLUMBING. COMPACT SUB-GRADE AND FILL FLUSH TO EXISTING SURFACE. PROVIDE SMOOTH, LEVEL, STEEL TROWELED SURFACE READY TO RECEIVE NEW FINISHES.
  - PROVIDE ALL FLOOR LEVELING, PATCHING, AND REMEDIAL REPAIRS AS REQUIRED BY THE SCOPE OF WORK. REPAIRS INCLUDE, BUT ARE NOT LIMITED TO, WORK REQUIRED TO PROVIDE A SMOOTH AND EVEN TRANSITION BETWEEN NEW AND EXISTING SPACES AND TO PREPARE EXISTING SURFACES FOR NEW FINISHES.
  - FIT WORK TIGHT TO ADJACENT ELEMENTS. MAINTAIN INTEGRITY OF WALL, CEILING, AND/OR FLOOR CONSTRUCTION, COMPLETELY SEAL VOIDS.
  - REFINISH SURFACES TO MATCH ADJACENT FINISHES, UNLESS NOTED OTHERWISE.
  - PROVIDE ANY AND ALL ACCESS PANELS AS REQUIRED.
  - MAINTAIN FIRE RATED ASSEMBLIES WHERE SHOWN, OR AS REQUIRED.
- SALVAGED ITEMS:** COORDINATE W/ CLIENT / OWNER.
- REMOVE ALL MATERIALS AND FINISHES REQUIRED TO PERFORM SCHEDULED WORK INCLUDING ANY ANCILLARY ITEMS.
- SALVAGE ALL ITEMS AS DIRECTED BY OWNER OR AS NOTED IN THE DRAWINGS. COORDINATE ALL REQUIREMENTS FOR REINSTALLATION OF SALVAGED ITEMS. PROVIDE REPLACEMENT PARTS/COMPONENTS TO ALLOW COMPLETE INSTALLATION.
- PROTECT ALL FINISHES AND MATERIALS SCHEDULED TO REMAIN FROM DAMAGE DURING CONSTRUCTION. REPAIR ANY DAMAGED FINISHES TO LIKE NEW CONDITION.
- FIELD CONFIRM THE LOCATIONS OF ALL LOAD-BEARING FRAMING PRIOR TO REMOVALS. PROVIDE SHORING AND BRACING AS REQUIRED. CONTACT ARCHITECT IF CONDITIONS VARY FROM THE INTENT OF THE DRAWINGS.
- PROVIDE ALL NECESSARY TEMPORARY BRACING AND SHORING DURING DEMOLITION AND CONSTRUCTION WORK.
- CONTACT ARCHITECT OR ENVIRONMENTAL CONSULTANT IF HAZARDOUS MATERIALS ARE DISCOVERED THAT HAVE NOT BEEN IDENTIFIED.
- FOLLOW ALL APPLICABLE EPA REQUIREMENTS RELATED TO LEAD BASED PAINT FOR RENOVATION, REPAIR, AND PAINTING. MAINTAIN ALL REQUIRED CERTIFICATIONS.



Jonathan Robert SchAAF #14504  
Expiration Date 12/31/2025

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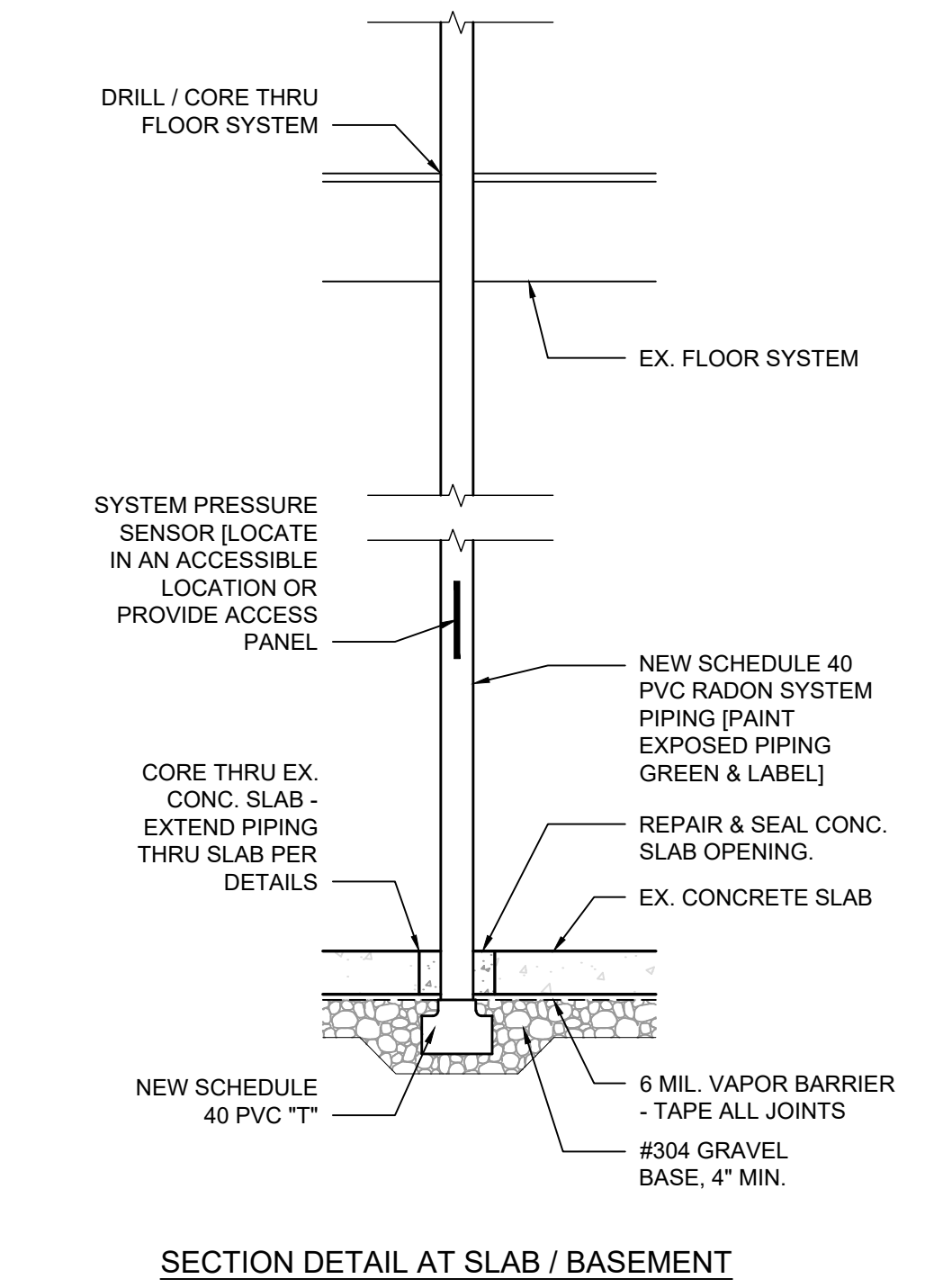


NOTE: ALL UNITS AT THE IDENTIFIED HOUSING SITE WERE TESTED BY OTHER FOR RADON. REPORTS ARE AVAILABLE BY REQUEST. THE UNITS SCHEDULED TO RECEIVE ACTIVE RADON SYSTEMS AS PART OF THIS PROJECT HAVE BEEN TESTED AND THEIR RESPECTIVE RADON LEVELS REQUIRE THE INSTALLATION OF AN ACTIVE RADON MITIGATION SYSTEM. THE UNITS NOT INCLUDED IN THIS PROJECT HAD RADON LEVELS WHICH DO NOT REQUIRE A RADON SYSTEM.

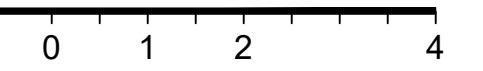
**ACTIVE RADON SYSTEM GENERAL CONCEPT DESIGN NOTES [CONCRETE SLAB]**  
[DELEGATED DESIGN BY CERTIFIED RADON PROFESSIONAL]

INSTALL AN ACTIVE RADON SYSTEM IN CONFORMANCE WITH THE FOLLOWING REQUIREMENTS.  
DESIGN AND INSTALLATION OF A COMPLETE ACTIVE RADON SYSTEM SHALL BE COMPLETED BY LICENSED RADON MITIGATION CONTRACTOR VIA DELEGATED DESIGN ON A DESIGN-BUILD BASIS:

- COMPLY WITH THE 2021 INTERNATIONAL RESIDENTIAL CODE FOR RADON CONTROL METHODS APPENDIX AF: SECTION AF101 THRU AF103.12
- RADON MITIGATION CONTRACTOR TO CONFIRM CONDITIONS INCLUDING SOIL POROSITY TO DETERMINE FULL REQUIREMENTS FOR THE RADON SYSTEM TO PROVIDE THE PROPER AIR EXTRACTION BELOW SLAB.
- RADON MITIGATION CONTRACTOR TO CONFIRM SYSTEM EFFECTIVENESS PRIOR TO INSTALLATION OF FINAL INTERIOR FINISHES ARE INSTALLED.
- OPENINGS AROUND ALL PENETRATIONS THROUGH SLABS SHALL BE CAULKED OR OTHERWISE FILLED TO PREVENT AIR LEAKAGE. ACCESS DOORS OR OPENINGS INTO CRAWL SPACES SHOULD BE CLOSED, GASKETED OR OTHERWISE FILLED.
- SUMP PITS, OPENINGS AROUND BATHTUBS, CONTROL JOINTS, OR OTHER OPENINGS OR CRACKS IN CONCRETE SLABS SHALL BE SEALED WITH POLYURETHANE OR EQUIVALENT SEALANT.
- A MINIMUM 3" PVC PIPE SHALL BE EMBEDDED INTO THE SUB-SLAB OR SUB MEMBRANE AGGREGATE AND RUN UP THROUGH THE CONDITIONED SPACES OF THE BUILDING, INTO THE ATTIC AND THROUGH THE ROOF.
- THE EXHAUST SHALL BE A MINIMUM OF 12" ABOVE THE SURFACE OF THE ROOF AND AT LEAST 10' AWAY FROM ANY WINDOW OR OTHER OPENING INTO THE CONDITIONED SPACES OF THE BUILDING THAT IS LESS THAN 2' BELOW THE EXHAUST POINT.
- CARE SHOULD BE TAKEN WITH PIPE INSTALLATION TO INSURE POSITIVE DRAINAGE BACK INTO THE GROUND AND TO INSURE THAT THE PIPE IS ACCESSIBLE FOR FAN INSTALLATION THROUGH AN ATTIC OR OUTSIDE THE HABITABLE SPACE.
- ALL PIPING MATERIALS, ELBOWS, TERMINATIONS, ETC. SHALL BE IN ACCORDANCE WITH APPLICABLE CODE REQUIREMENTS FOR THE THICKNESS OF PIPING WALLS, ETC.



**A ACTIVE RADON SYSTEM DETAILS**  
SCALE: 1/2" = 1'-0"



Active Radon System Installations for:  
**Greater Dayton Premier Management**

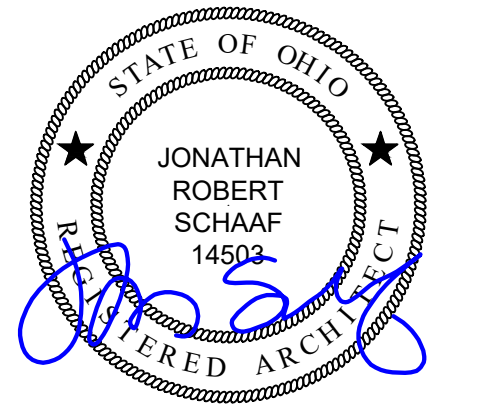
Project Number  
2025-129

Date  
October 27, 2025

Date	Issue
10.01.25	80% Review
10.27.25	Bid / Construction

Sheet Title  
General Notes & Typical Details

Sheet Number  
**G1.2**



Jonathan Robert Schaaf #14503  
Expiration Date 12/31/2025

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# NEW CONSTRUCTION KEY NOTES

1. LOCATION OF ACTIVE RADON SYSTEM - INSTALL PER TYPICAL INSTALLATION DETAILS.
2. FRAME AROUND RADON SYSTEM W/ 1x FINISH TRIM (PAINTED)
3. EXPOSED RADON PIPING IN UNFINISHED BASEMENT (PAINT EXPOSED PIPING GREEN & LABEL)
4. RADON SYSTEM UP THRU ROOF - INSTALL INLINE FAN, LIGHT, & SERVICE RECEPTACLE IN ATTIC ABOVE.
5. FRAME AROUND RADON SYSTEM W/ WOOD STUDS & GYP. BD. FINISHES.
6. MODIFY EXISTING HANGING ROD AND SHELF AS REQUIRED.

NOTE: LOCATIONS IDENTIFIED ARE SCHEMATIC ONLY. RDA HAS NOT FULLY INVESTIGATED THE EXACT ROUTING, FRAMING, UTILITY CONFLICTS, ETC. CONTRACTOR TO FIELD VERIFY ALL EXISTING CONDITIONS AND ADJUST INSTALLATION TO SUIT CONDITIONS FOR A COMPLETE FUNCTIONING SYSTEM. PROVIDE ALL ANCILLARY WORK REQUIRED [MINOR DEMOLITION, FINISH REPAIRS, CARPENTRY, SEALANT, ETC.]

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Active Radon System Installations for:  
**Greater Dayton  
Premier Management**

Project Number  
2025-129

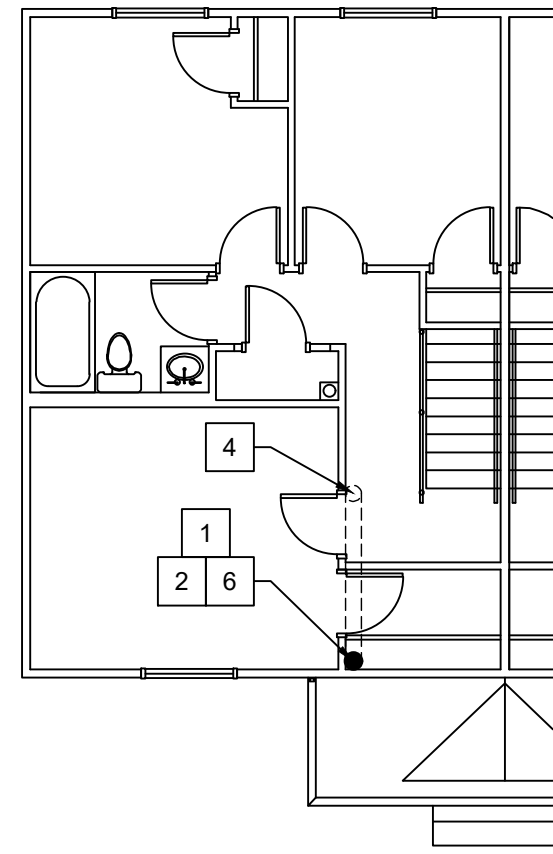
Date  
October 27, 2025

Date	Issue
10.01.25	80% Review
10.27.25	Bid / Construction

Sheet Title  
Caliph Court Plans

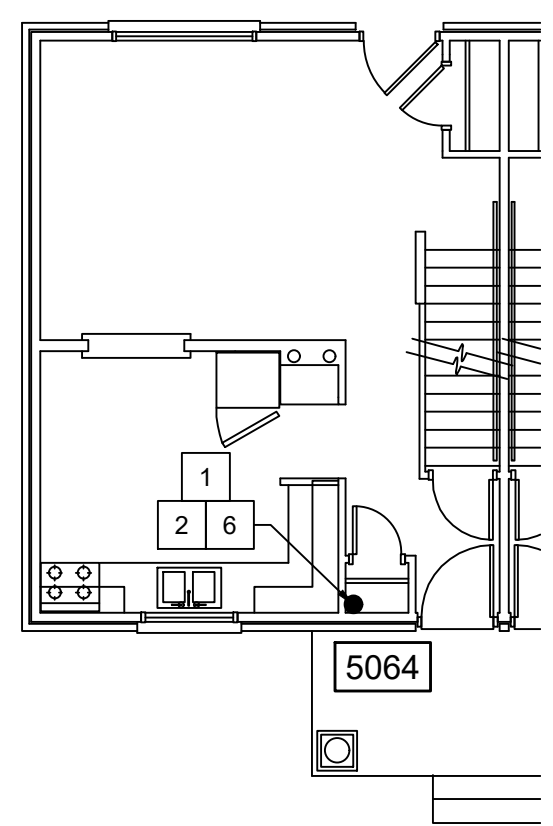
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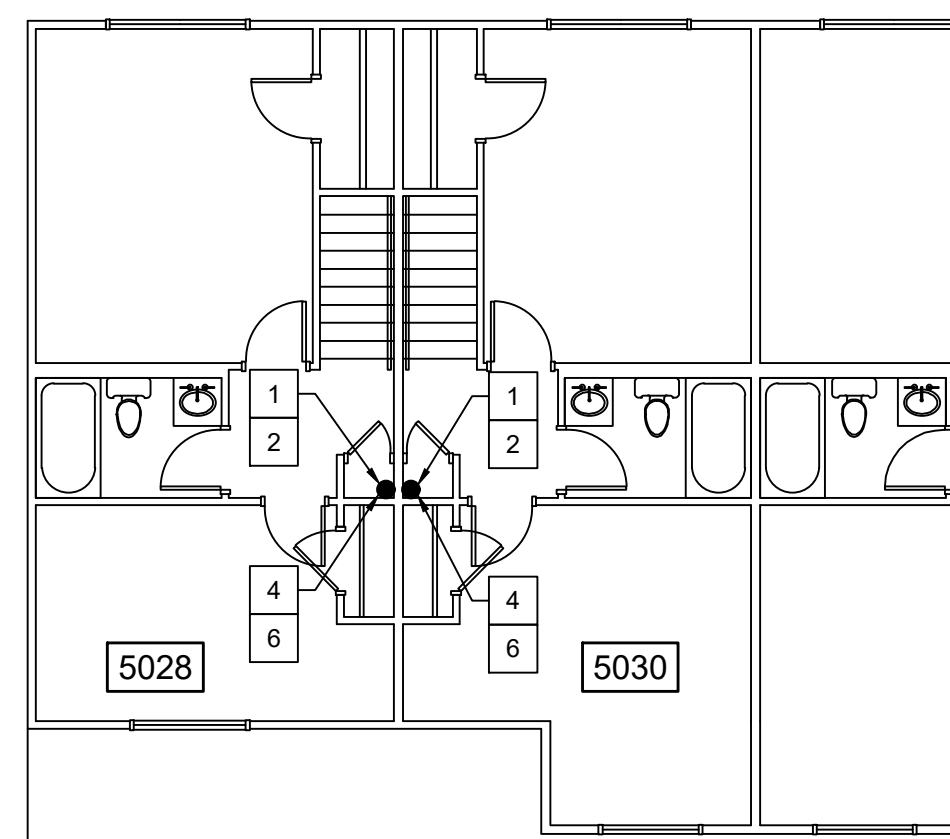


**D** UNIT 5064  
SECOND FLOOR PLAN  
SCALE: 1/8" = 1'-0" 0 4 8 16 N

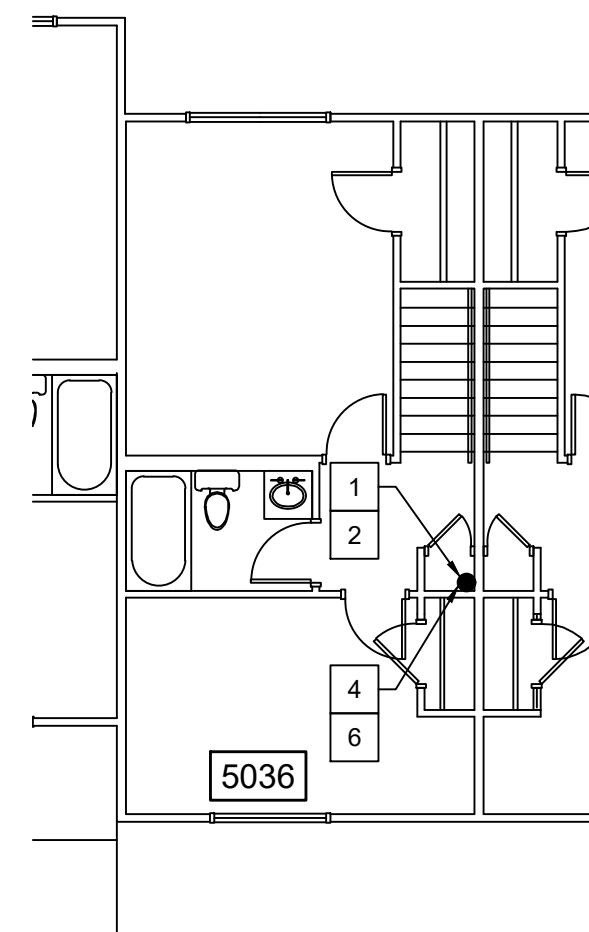
NOTE: RDA HAS NOT VERIFIED THE LOCATION OF ATTIC ACCESS PANELS, ETC. CONTRACTOR TO VERIFY & INSTALL ACCESS IF NEEDED.



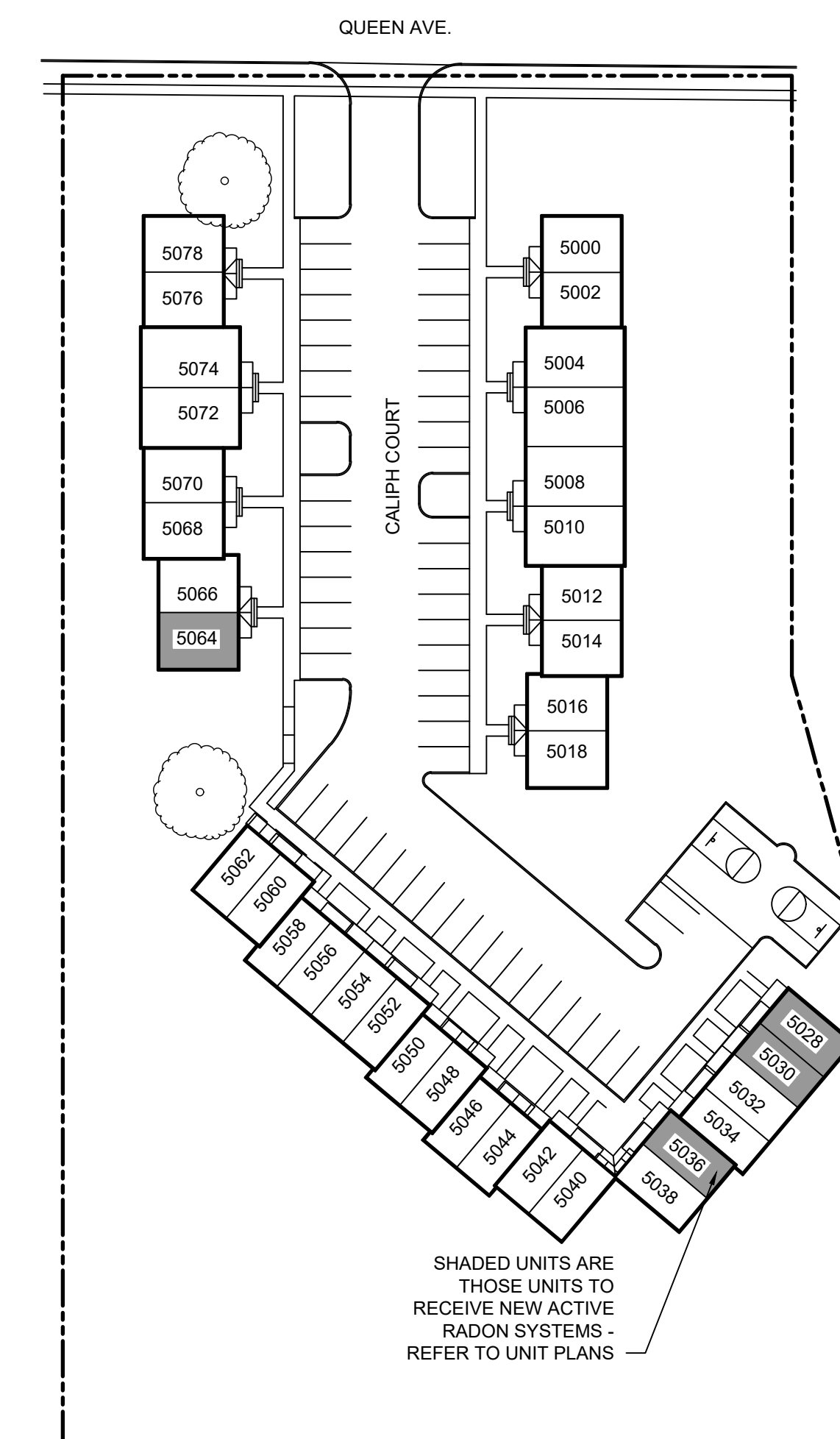
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FIRST FLOOR PLAN  
SCALE: 1/8" = 1'-0" 0 4 8 16 N



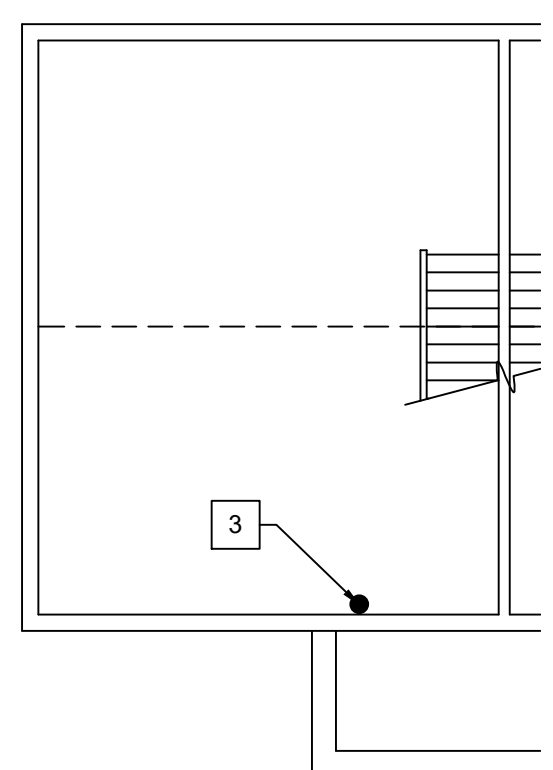
**F** UNITS 5028 & 5030  
SECOND FLOOR PLAN  
SCALE: 1/8" = 1'-0" 0 4 8 16 N



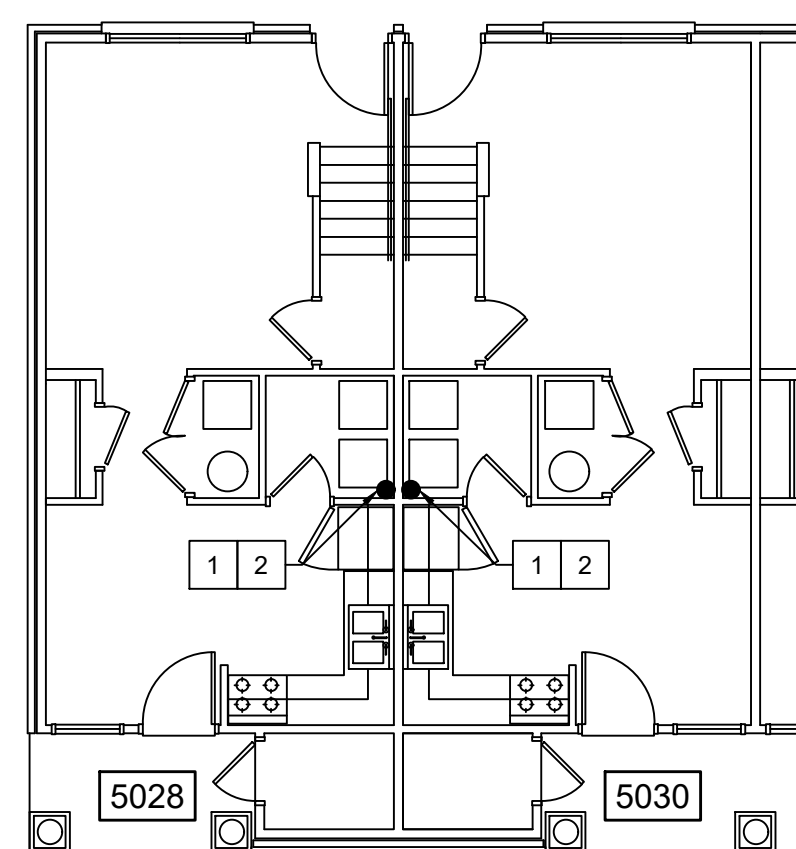
**H** UNIT 5036  
SECOND FLOOR PLAN  
SCALE: 1/8" = 1'-0" 0 4 8 16 N



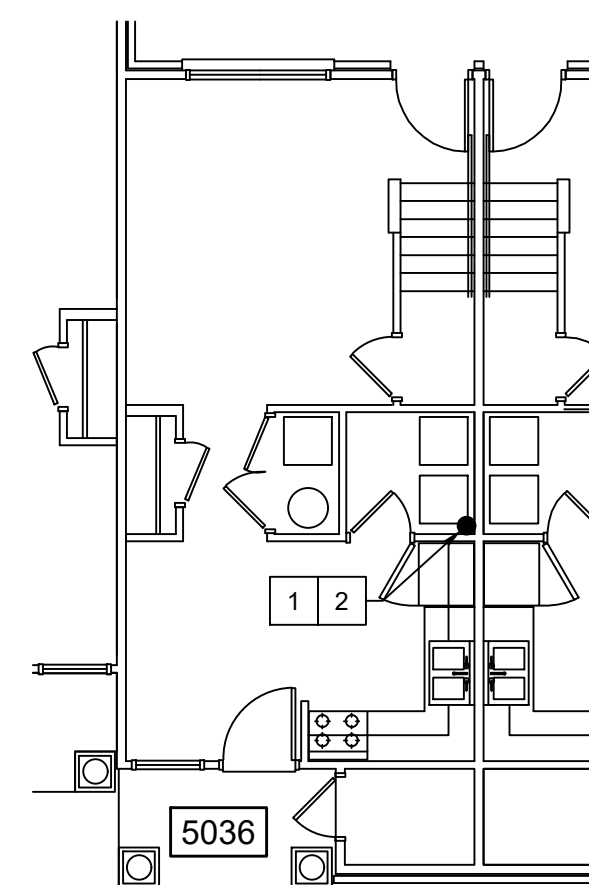
**A** CALIPH COURT  
REFERENCE SITE PLAN  
SCALE: 1" = 50'-0" 0 25 50 100 N



**B** UNIT 5064  
BASEMENT PLAN  
SCALE: 1/8" = 1'-0" 0 4 8 16 N  
UNIT 5064 - 2 STORY TOWNHOUSE ON FULL BASEMENT



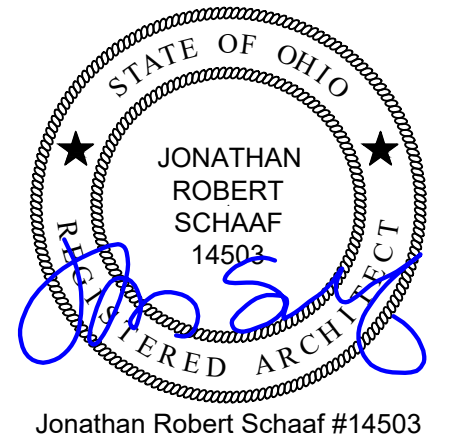
**E** UNITS 5028 & 5030  
FIRST FLOOR PLAN  
SCALE: 1/8" = 1'-0" 0 4 8 16 N  
UNITS 5028 & 5030 - 2 STORY TOWNHOUSE ON SLAB ON GRADE



**G** UNIT 5036  
FIRST FLOOR PLAN  
SCALE: 1/8" = 1'-0" 0 4 8 16 N  
UNIT 5036 - 2 STORY TOWNHOUSE ON SLAB ON GRADE

NOTE: LOCATIONS IDENTIFIED ARE SCHEMATIC ONLY. RDA HAS NOT FULLY INVESTIGATED THE EXACT ROUTING, FRAMING, UTILITY CONFLICTS, ETC. CONTRACTOR TO FIELD VERIFY ALL EXISTING CONDITIONS AND ADJUST INSTALLATION TO SUIT CONDITIONS FOR A COMPLETE FUNCTIONING SYSTEM. PROVIDE ALL ANCILLARY WORK REQUIRED [MINOR DEMOLITION, FINISH REPAIRS, CARPENTRY, SEALANT, ETC.].

- # NEW CONSTRUCTION KEY NOTES
1. LOCATION OF ACTIVE RADON SYSTEM - INSTALL PER TYPICAL INSTALLATION DETAILS.
  2. FRAME AROUND RADON SYSTEM W/ 1x FINISH TRIM [PAINTED]
  3. EXPOSED RADON PIPING IN UNFINISHED BASEMENT [PAINT EXPOSED PIPING GREEN & LABEL]
  4. RADON SYSTEM UP THRU ROOF - INSTALL INLINE FAN, LIGHT, & SERVICE RECEPTACLE IN ATTIC ABOVE.
  5. FRAME AROUND RADON SYSTEM W/ WOOD STUDS & GYP. BD. FINISHES.
  6. MODIFY EXISTING HANGING ROD AND SHELF AS REQUIRED.



Jonathan Robert Schaaf #14503  
Expiration Date 12/31/2025

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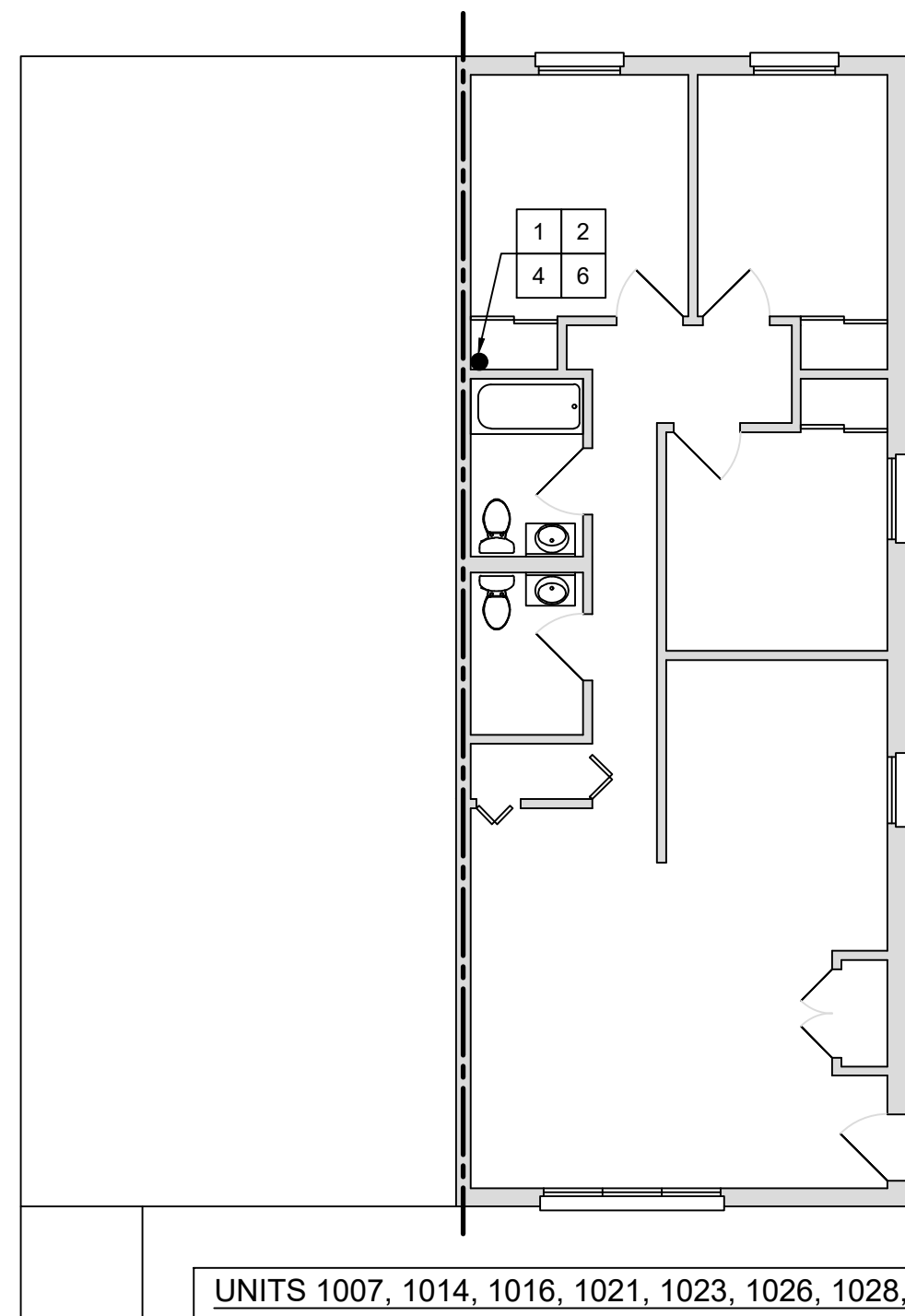
Active Radon System Installations for:  
**Greater Dayton Premier Management**

Project Number	2025-129
Date	October 27, 2025
Date	Issue
10.01.25	80% Review
10.27.25	Bid / Construction

Sheet Title  
Woodview Plans

Sheet Number

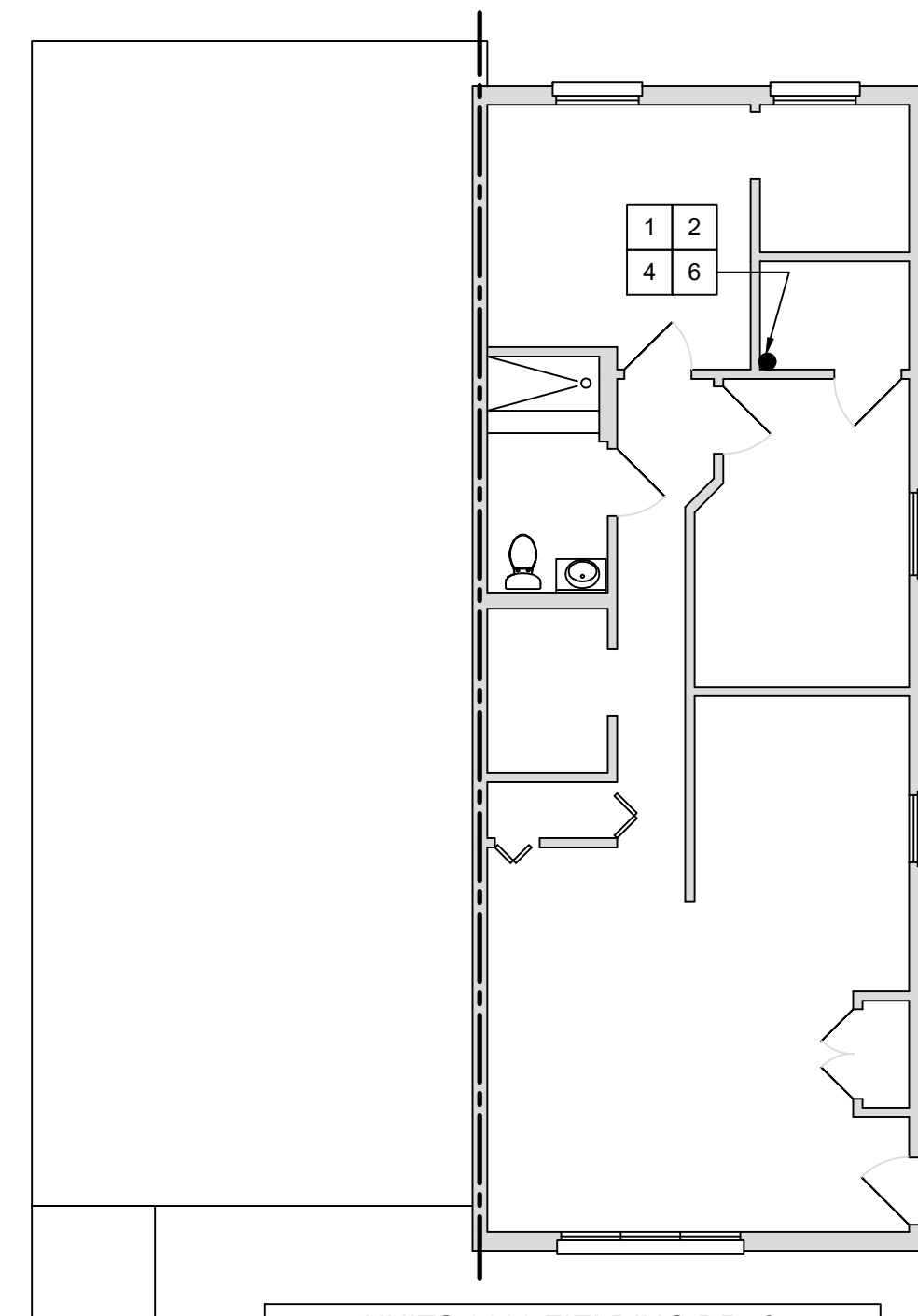
**A1.2**



UNITS 1007, 1014, 1016, 1021, 1023, 1026, 1028, 1029, 1046, 1050, & 1060 SUNSHINE CT.  
- 1 STORY SLAB ON GRADE

**E** 3 BEDROOM  
DUPLEX FLOOR PLAN

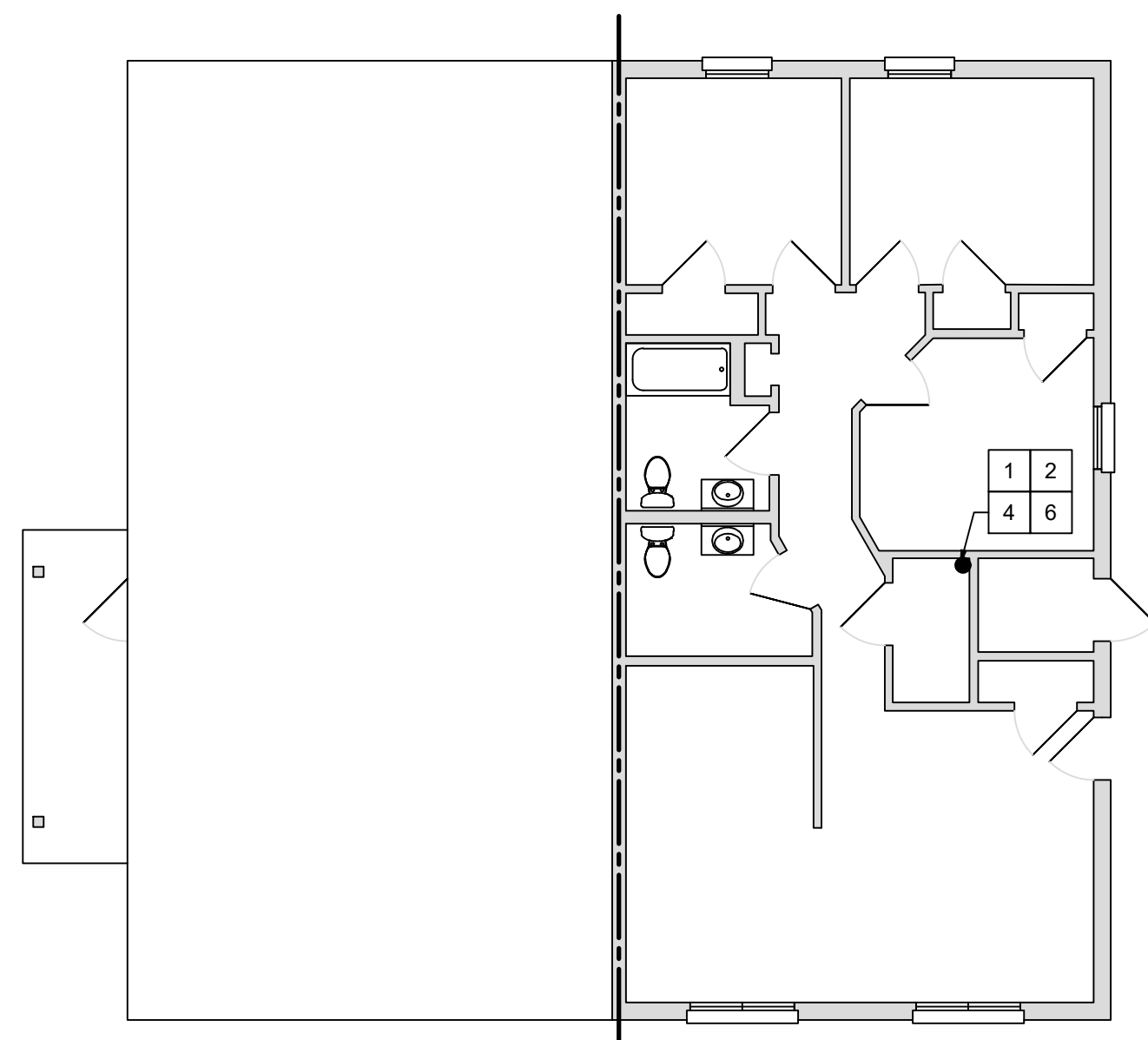
SCALE: 1/8" = 1'-0" 0 4 8 16



UNITS 3608 FIELDING DR. & 1015, 1022, 1038, & 1085 SUNSHINE CT.  
- 1 STORY SLAB ON GRADE

**C** 2 BEDROOM ACCESSIBLE  
DUPLEX FLOOR PLAN

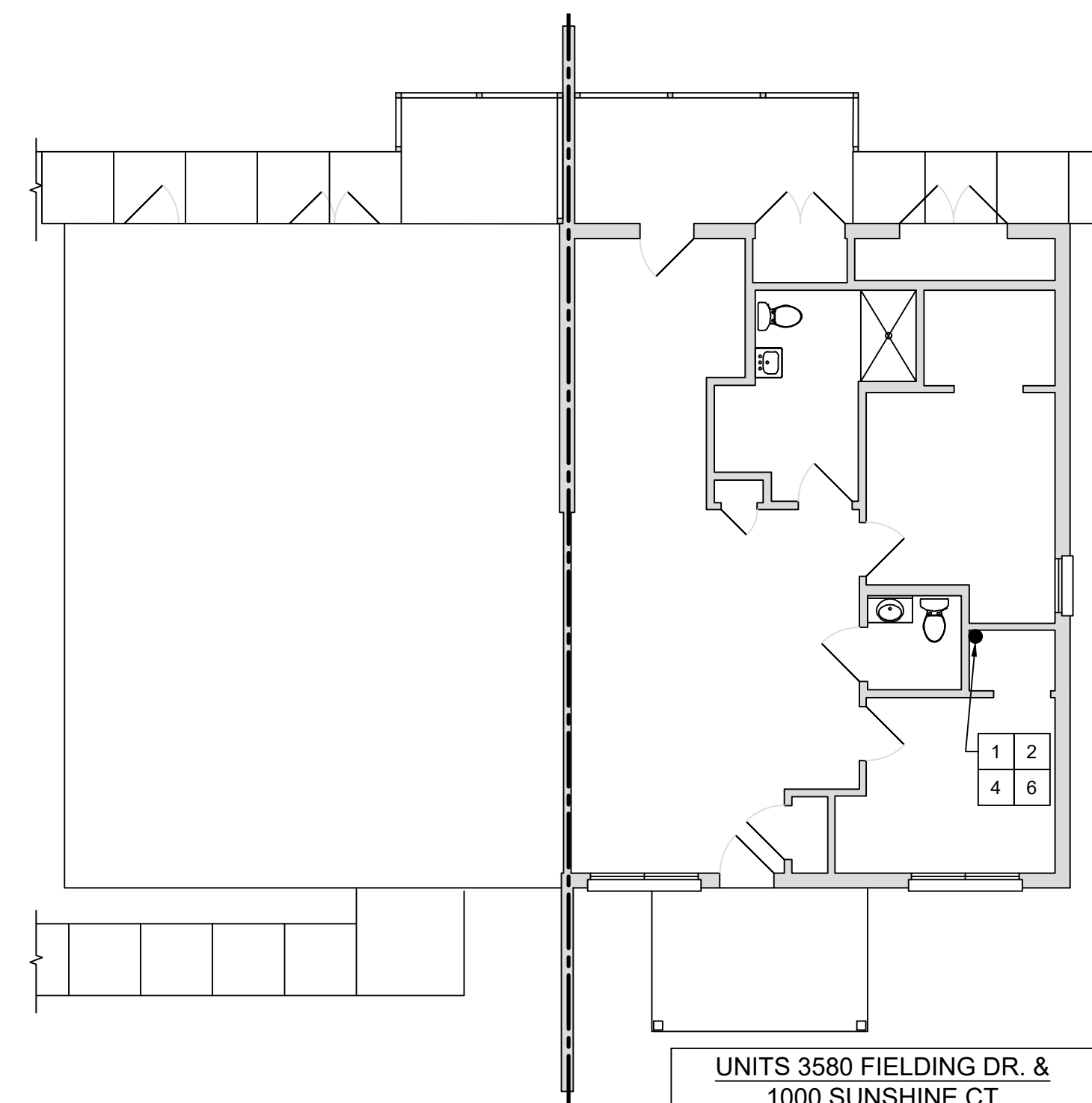
SCALE: 1/8" = 1'-0" 0 4 8 16



UNITS 3579, 3587, 3607, & 3609 FIELDING DR.  
- 1 STORY SLAB ON GRADE

**D** 3 BEDROOM  
DUPLEX FLOOR PLAN

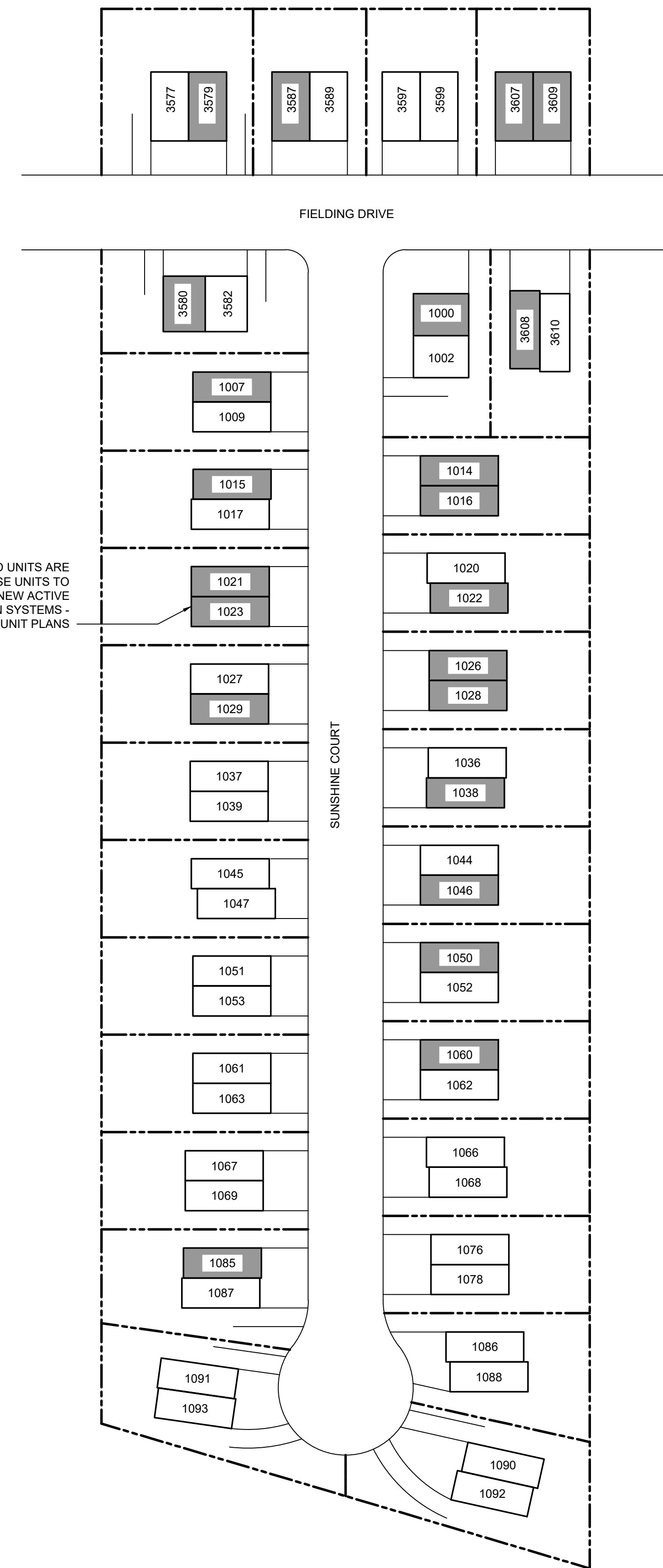
SCALE: 1/8" = 1'-0" 0 4 8 16



UNITS 3580 FIELDING DR. & 1000 SUNSHINE CT.  
- 1 STORY SLAB ON GRADE

**B** 2 BEDROOM ACCESSIBLE  
DUPLEX FLOOR PLAN

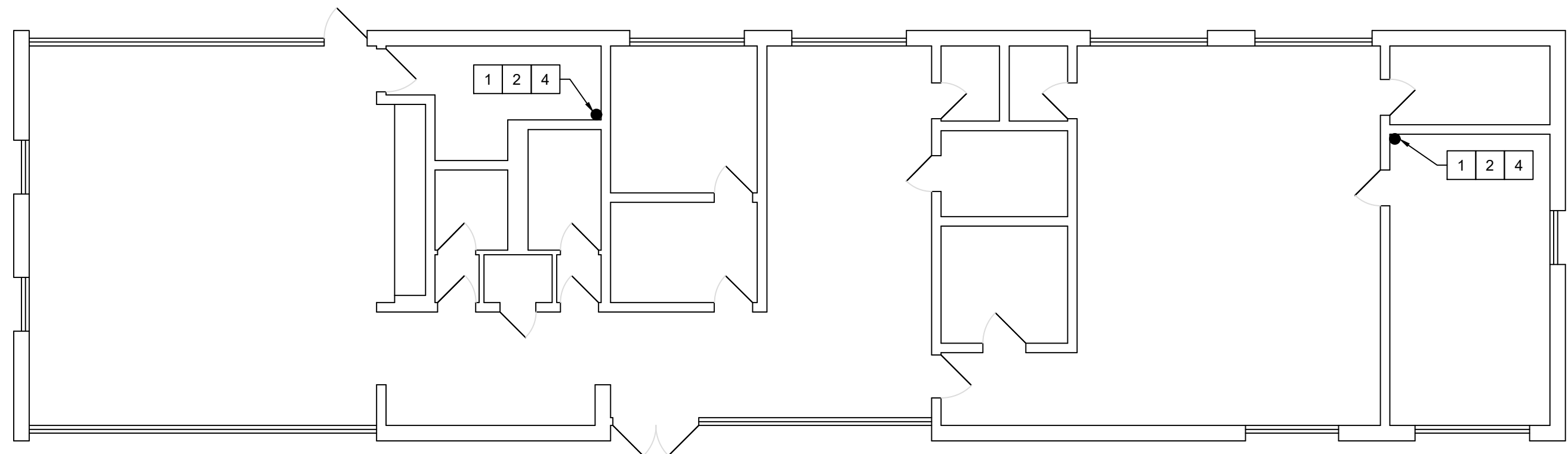
SCALE: 1/8" = 1'-0" 0 4 8 16



SHADED UNITS ARE THOSE UNITS TO RECEIVE NEW ACTIVE RADON SYSTEMS - REFER TO UNIT PLANS

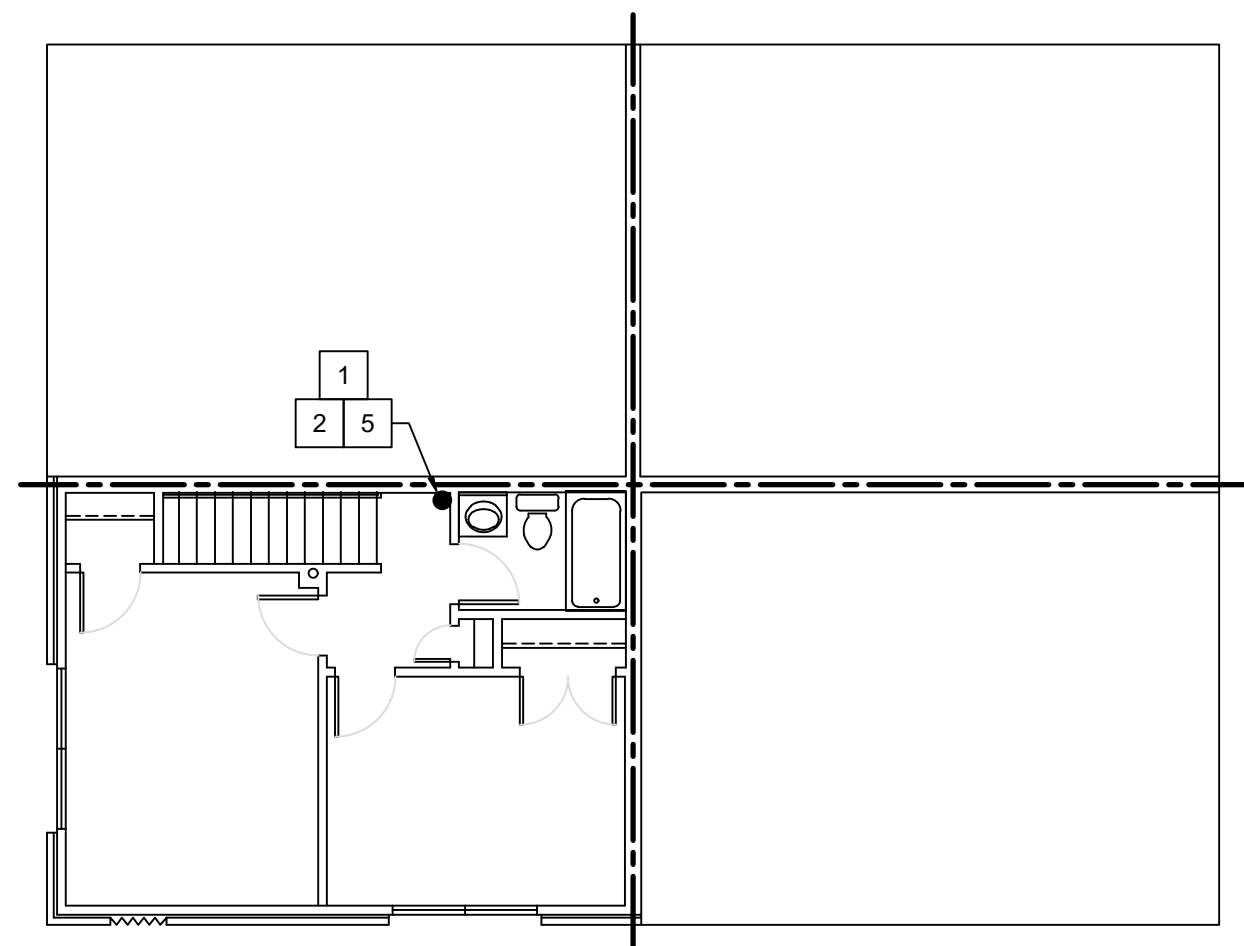
**A** WOODVIEW  
REFERENCE SITE PLAN

SCALE: 1" = 60'-0" 0 30 60 120 N

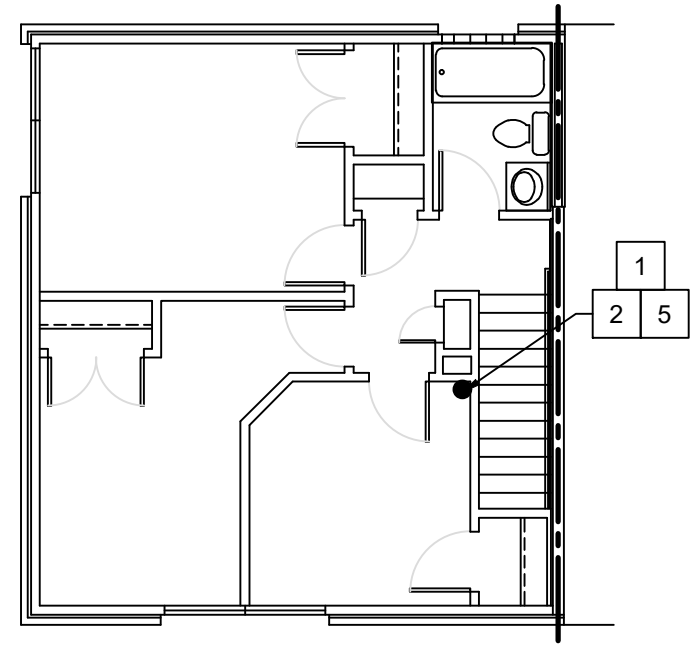


110 MELBA ST.  
- 1 STORY SLAB ON GRADE

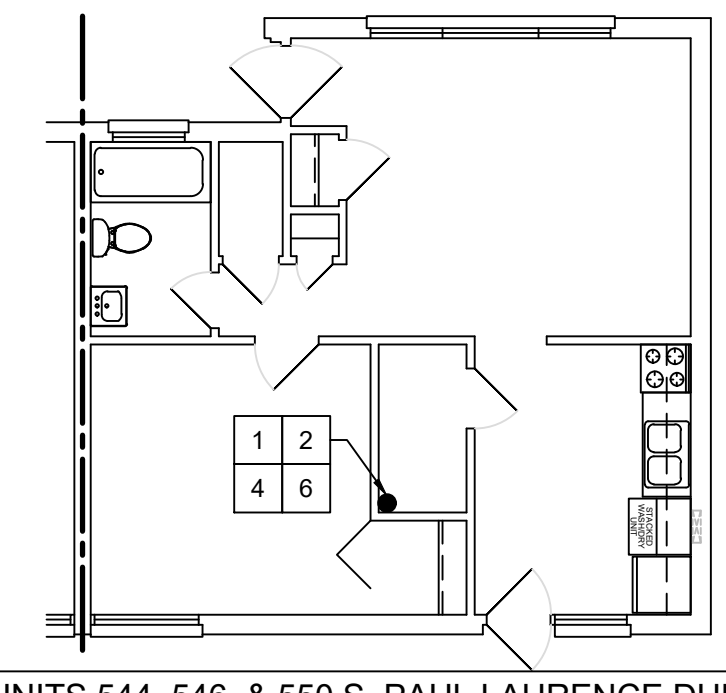
**H** COMMUNITY BUILDING FLOOR PLAN  
SCALE: 1/8" = 1'-0"



**C** TWO BEDROOM TOWNHOUSE  
SECOND FLOOR PLAN  
SCALE: 1/8" = 1'-0"



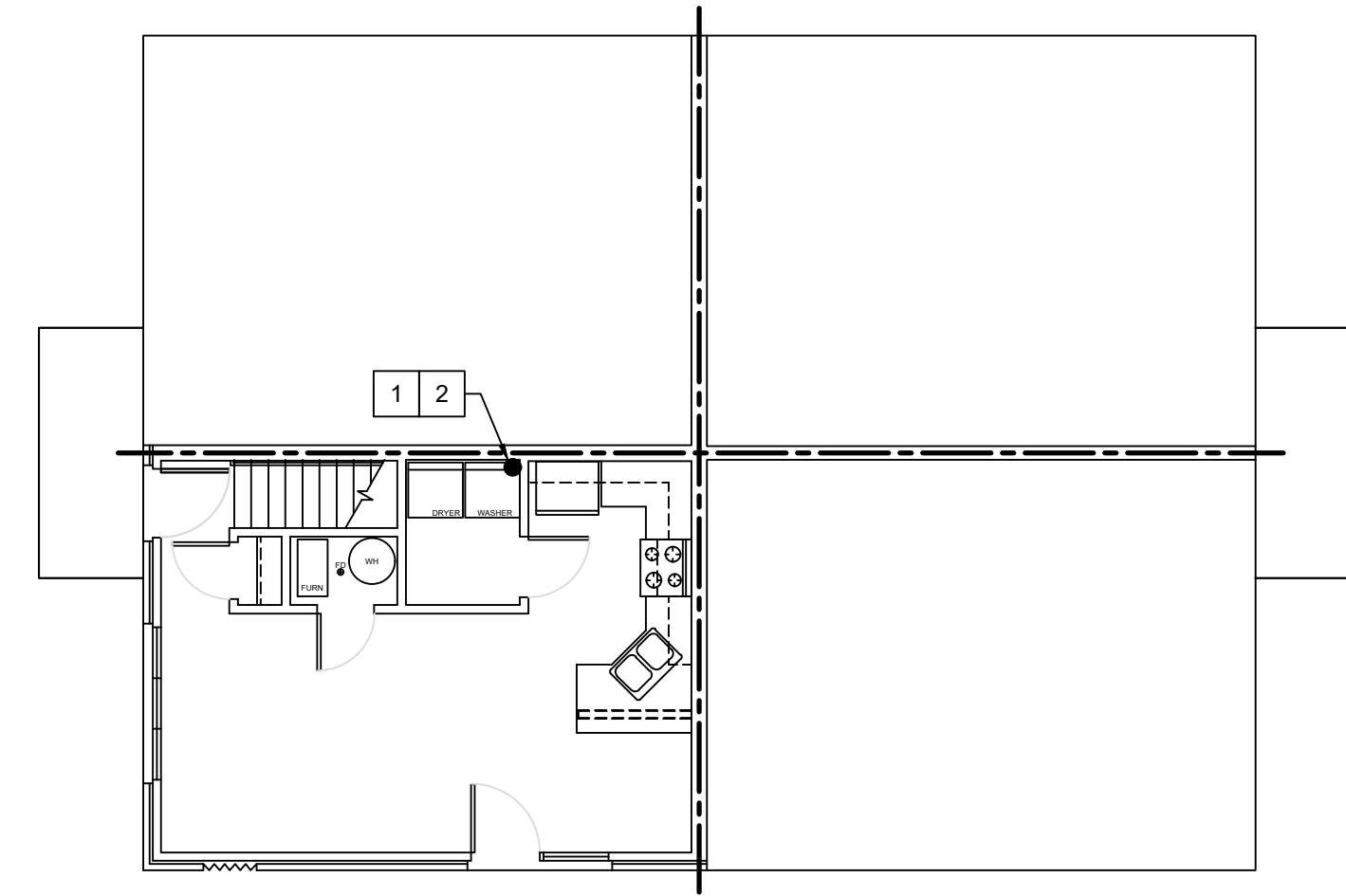
**E** THREE BEDROOM TOWNHOUSE  
SECOND FLOOR PLAN  
SCALE: 1/8" = 1'-0"



**G** TWO BEDROOM FLAT  
FLOOR PLAN  
SCALE: 1/8" = 1'-0"

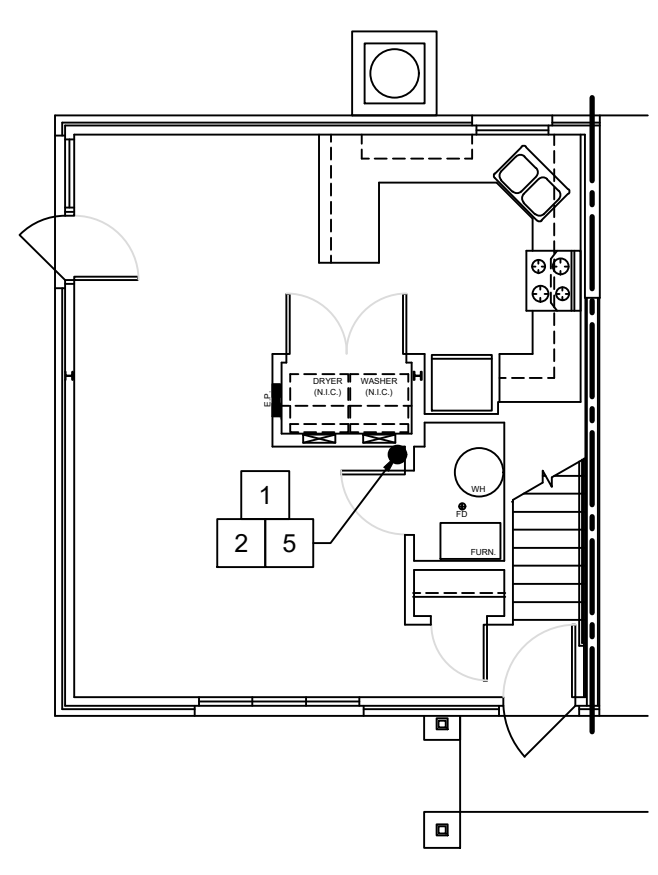
- # NEW CONSTRUCTION KEY NOTES**
1. LOCATION OF ACTIVE RADON SYSTEM - INSTALL PER TYPICAL INSTALLATION DETAILS.
  2. FRAME AROUND RADON SYSTEM W/ 1x FINISH TRIM [PAINTED]
  3. EXPOSED RADON PIPING IN UNFINISHED BASEMENT [PAINT EXPOSED PIPING GREEN & LABEL]
  4. RADON SYSTEM UP THRU ROOF - INSTALL INLINE FAN, LIGHT, & SERVICE RECEPTACLE IN ATTIC ABOVE.
  5. FRAME AROUND RADON SYSTEM W/ WOOD STUDS & GYP. BD. FINISHES.
  6. MODIFY EXISTING HANGING ROD AND SHELF AS REQUIRED.

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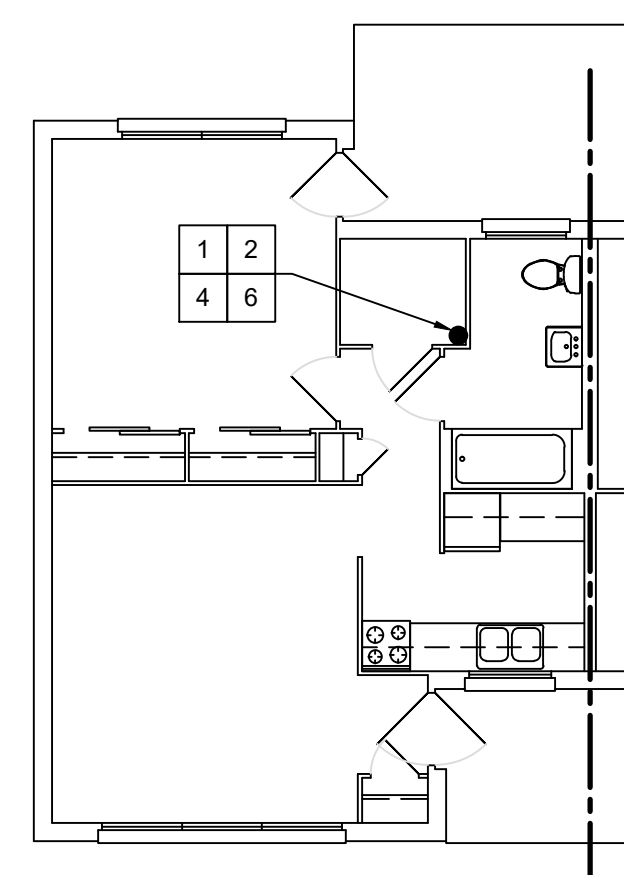
**B** TWO BEDROOM TOWNHOUSE  
FIRST FLOOR PLAN  
SCALE: 1/8" = 1'-0"

UNITS 514 & 516 S. PAUL LAURENCE DUNBAR ST.  
UNITS 200, 202, 204, 206, 213, 214, 219, 221, 223, & 233 WESTDALE CT.  
- 2 STORY TOWNHOUSE SLAB ON GRADE



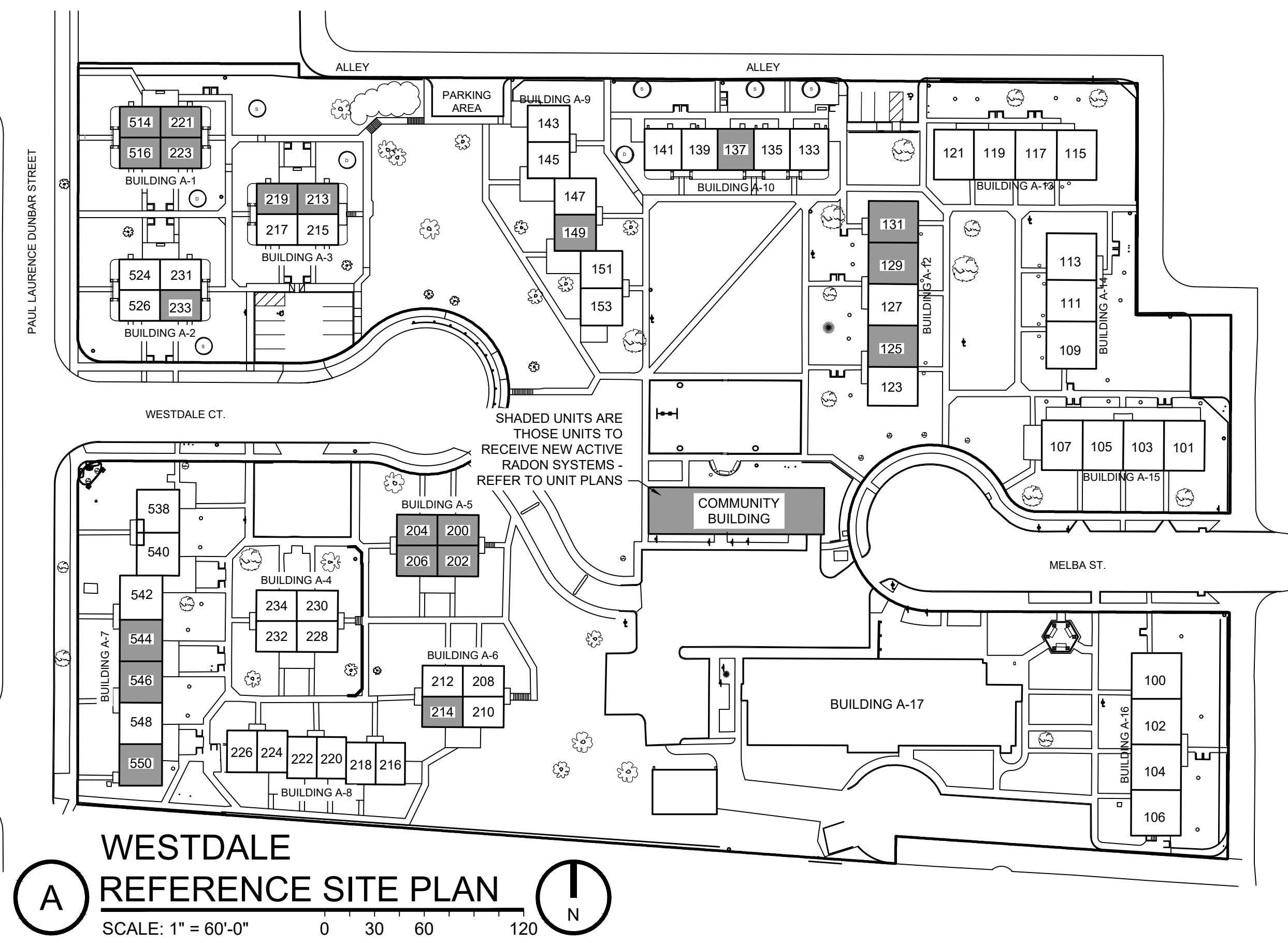
**D** THREE BEDROOM TOWNHOUSE  
FIRST FLOOR PLAN  
SCALE: 1/8" = 1'-0"

UNITS 137 & 149 MELBA ST.  
- 2 STORY TOWNHOUSE SLAB ON GRADE



**F** ONE BEDROOM FLAT  
FLOOR PLAN  
SCALE: 1/8" = 1'-0"

UNITS 125, 129, & 131 MELBA ST.  
- 1 STORY SLAB ON GRADE



**A** WESTDALE  
REFERENCE SITE PLAN  
SCALE: 1" = 60'-0"

SHADED UNITS ARE  
THOSE UNITS TO  
RECEIVE NEW ACTIVE  
RADON SYSTEMS -  
REFER TO UNIT PLANS



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Active Radon System Installations for:  
**Greater Dayton  
Premier Management**

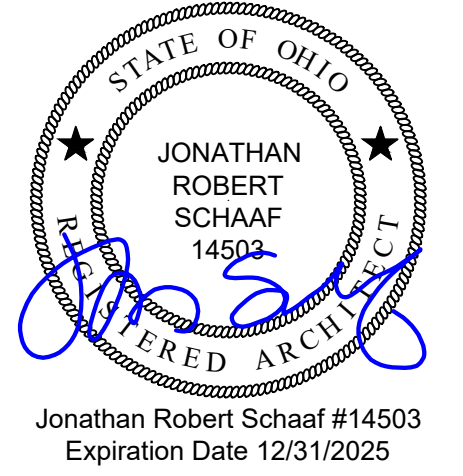
Project Number	2025-129
Date	October 27, 2025
Date	Issue
10.01.25	80% Review
10.27.25	Bid / Construction

Sheet Title  
Westdale Plans

Sheet Number  
**A1.3**

- # NEW CONSTRUCTION KEY NOTES
1. LOCATION OF ACTIVE RADON SYSTEM - INSTALL PER TYPICAL INSTALLATION DETAILS.
  2. FRAME AROUND RADON SYSTEM W/ 1x FINISH TRIM (PAINTED)
  3. EXPOSED RADON PIPING IN UNFINISHED BASEMENT (PAINT EXPOSED PIPING GREEN & LABEL)
  4. RADON SYSTEM UP THRU ROOF - INSTALL INLINE FAN, LIGHT, & SERVICE RECEPTACLE IN ATTIC ABOVE.
  5. FRAME AROUND RADON SYSTEM W/ WOOD STUDS & GYP. BD. FINISHES.
  6. MODIFY EXISTING HANGING ROD AND SHELF AS REQUIRED.

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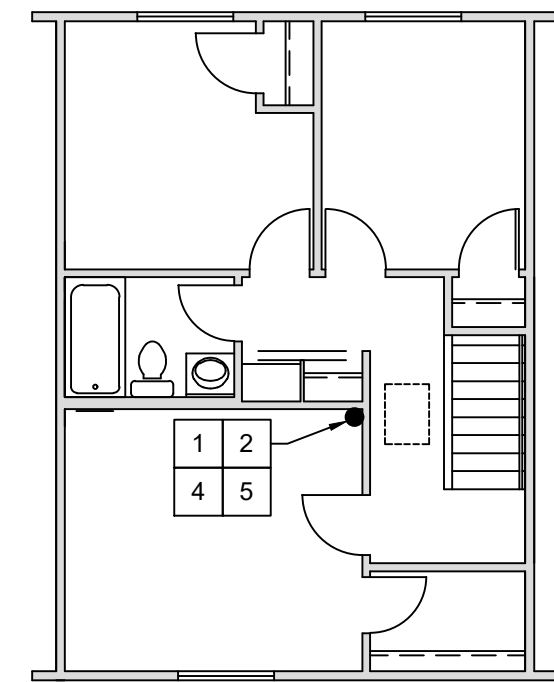
Active Radon System Installations for:  
**Greater Dayton Premier Management**

Project Number	2025-129
Date	October 27, 2025
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10.01.25	80% Review
10.27.25	Bid / Construction

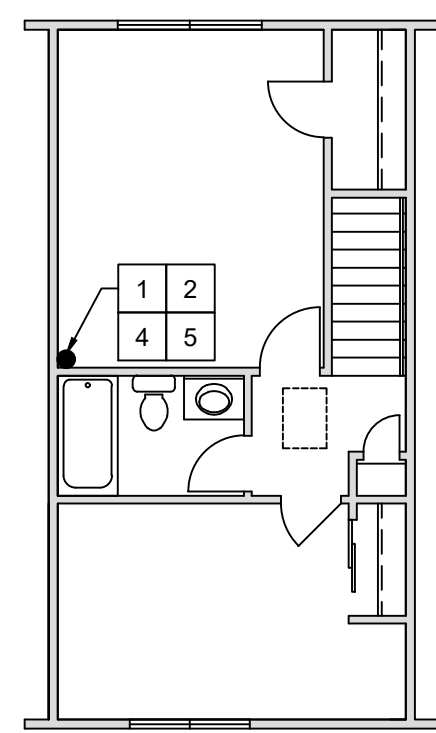
Sheet Title  
Limestone - Modena Plans

Sheet Number

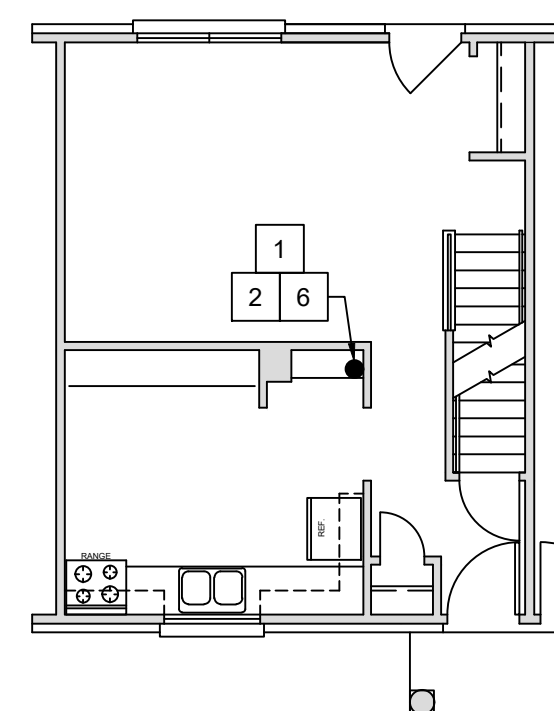
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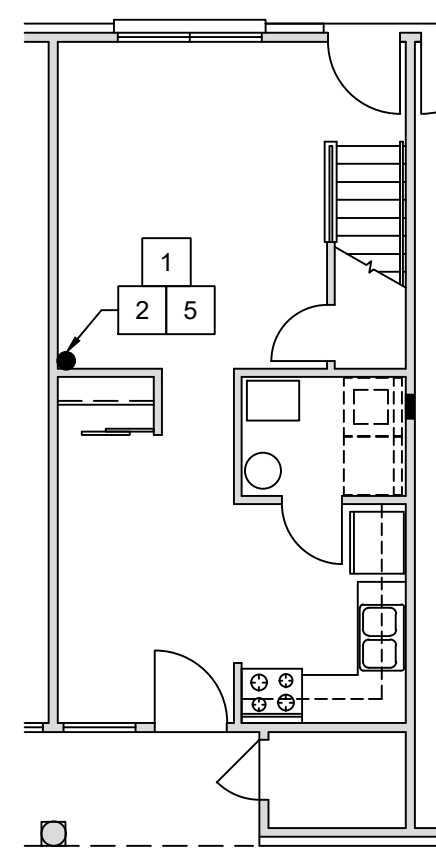
**F** 3 BEDROOM UNIT  
SECOND FLOOR PLAN  
SCALE: 1/8" = 1'-0" 0 4 8 16



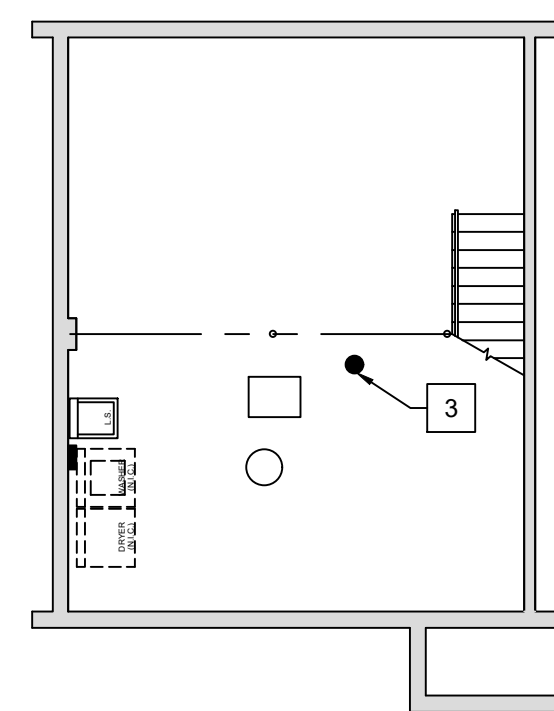
**C** 2 BEDROOM UNIT  
SECOND FLOOR PLAN  
SCALE: 1/8" = 1'-0" 0 4 8 16



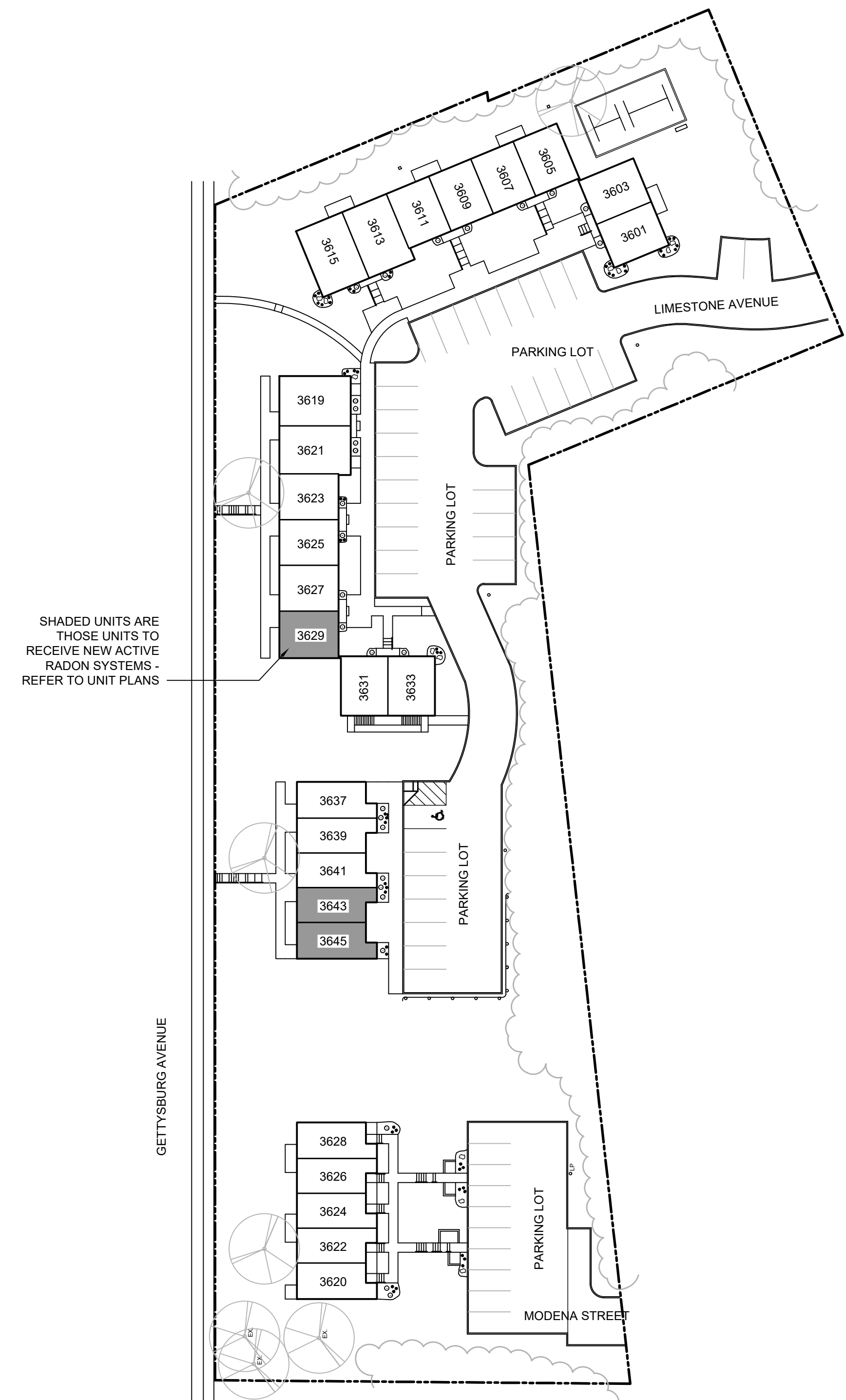
**E** 3 BEDROOM UNIT  
FIRST FLOOR PLAN  
SCALE: 1/8" = 1'-0" 0 4 8 16



**B** UNITS 3643 & 3645 MODENA ST.  
- 2 STORY TOWNHOUSE SLAB ON GRADE  
2 BEDROOM UNIT  
FIRST FLOOR PLAN  
SCALE: 1/8" = 1'-0" 0 4 8 16



**D** UNIT 3629 LIMESTONE AVE.  
- 2 STORY TOWNHOUSE ON FULL BASEMENT  
3 BEDROOM UNIT  
BASEMENT PLAN  
SCALE: 1/8" = 1'-0" 0 4 8 16



**A** LIMESTONE - MODENA  
REFERENCE SITE PLAN  
SCALE: 1" = 40'-0" 0 20 40 80 N

- # NEW CONSTRUCTION KEY NOTES
1. LOCATION OF ACTIVE RADON SYSTEM - INSTALL PER TYPICAL INSTALLATION DETAILS.
  2. FRAME AROUND RADON SYSTEM W/ 1x FINISH TRIM [PAINTED]
  3. EXPOSED RADON PIPING IN UNFINISHED BASEMENT [PAINT EXPOSED PIPING GREEN & LABEL]
  4. RADON SYSTEM UP THRU ROOF - INSTALL INLINE FAN, LIGHT, & SERVICE RECEPTACLE IN ATTIC ABOVE.
  5. FRAME AROUND RADON SYSTEM W/ WOOD STUDS & GYP. BD. FINISHES.
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Active Radon System Installations for:  
**Greater Dayton Premier Management**

Project Number  
2025-129

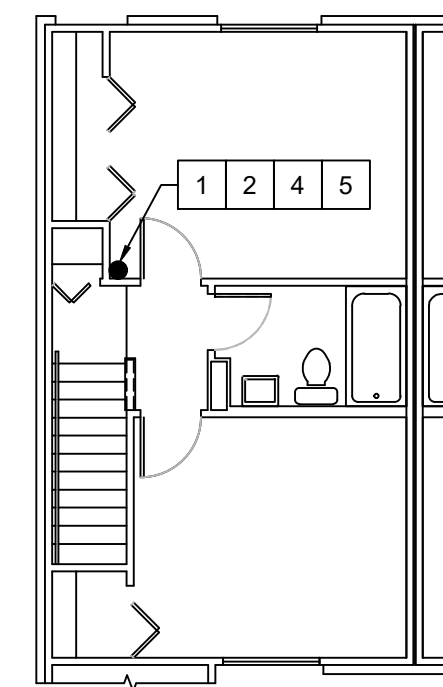
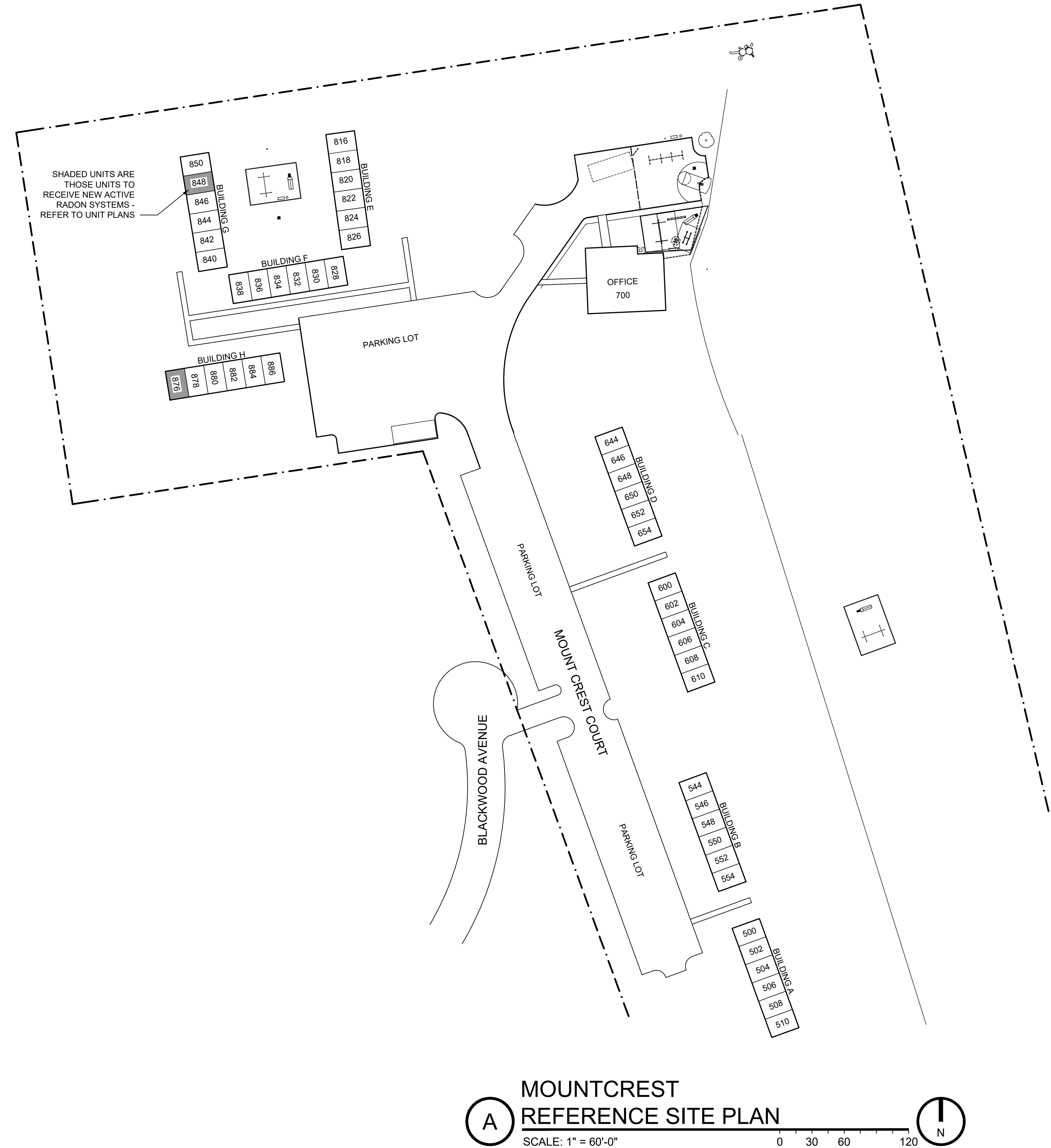
Date  
October 27, 2025

Date	Issue
10.01.25	80% Review
10.27.25	Bid / Construction

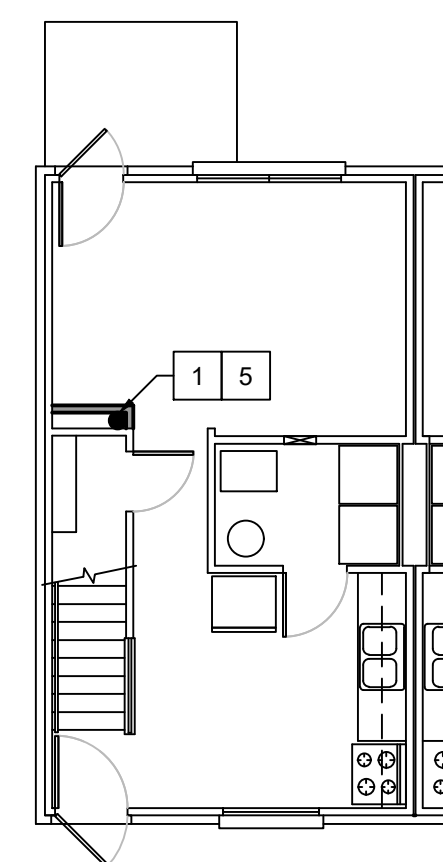
Sheet Title  
Mount Crest Plans

Sheet Number

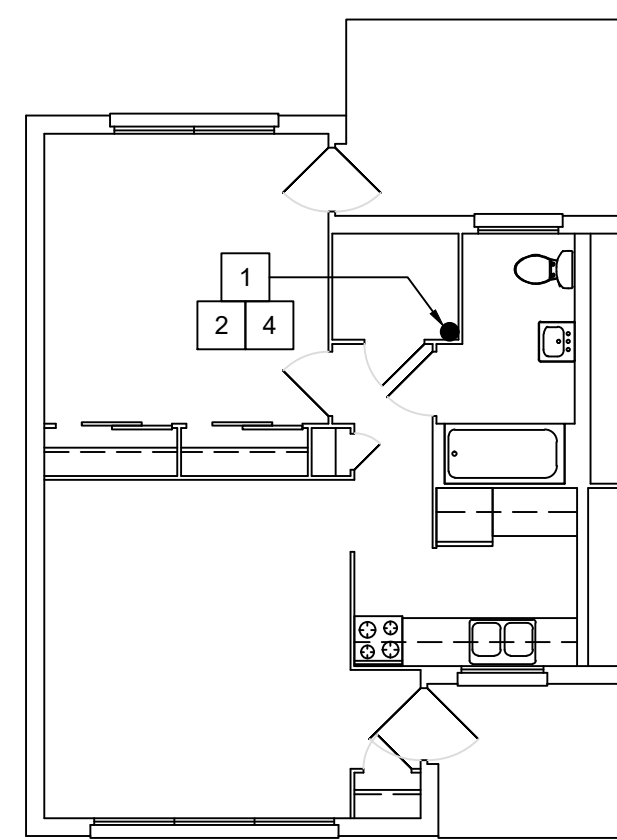
**A1.5**



**C** 2 BEDROOM UNIT  
SECOND FLOOR PLAN  
SCALE: 1/8" = 1'-0"

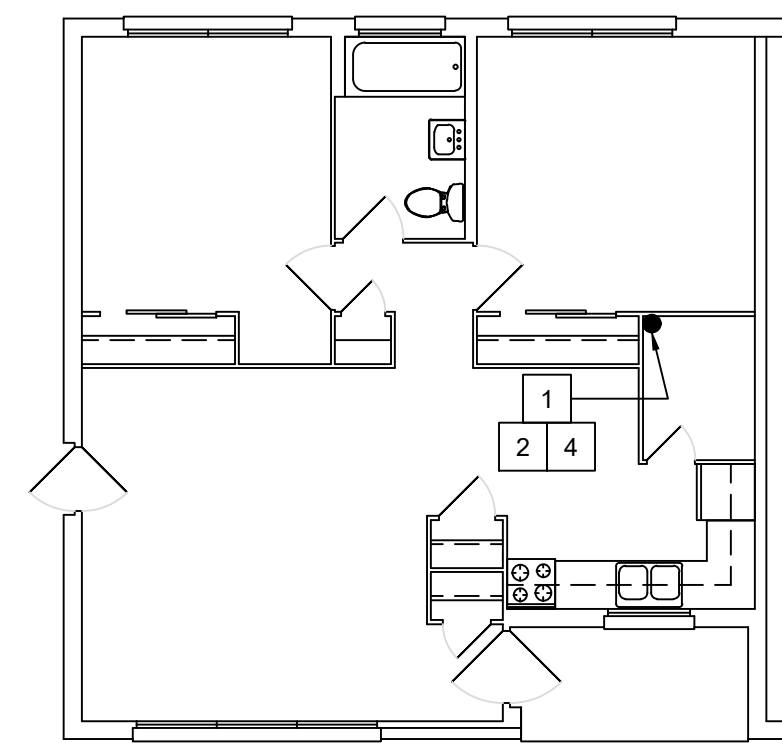


UNITS 848 & 876 MOUNT CREST CT.  
- 2 STORY TOWNHOUSE SLAB ON GRADE  
**B** 2 BEDROOM UNIT  
FIRST FLOOR PLAN  
SCALE: 1/8" = 1'-0"



UNITS 208 JACKSON ST., 305 CASS ST.,  
314, 316, 318, 320, 322, & 324 PARK MANOR DR.  
- 1 STORY SLAB ON GRADE

**B** 1 BEDROOM UNIT  
FLOOR PLAN  
SCALE: 1/8" = 1'-0" 0 4 8 16 N

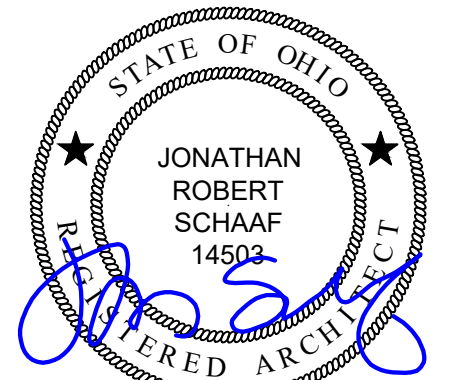


UNITS 323 & 337 JONES ST.  
- 1 STORY SLAB ON GRADE

**C** 2 BEDROOM UNIT  
FLOOR PLAN  
SCALE: 1/8" = 1'-0" 0 4 8 16 N

- # NEW CONSTRUCTION KEY NOTES
1. LOCATION OF ACTIVE RADON SYSTEM - INSTALL PER TYPICAL INSTALLATION DETAILS.
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  5. FRAME AROUND RADON SYSTEM W/ WOOD STUDS & GYP. BD. FINISHES.
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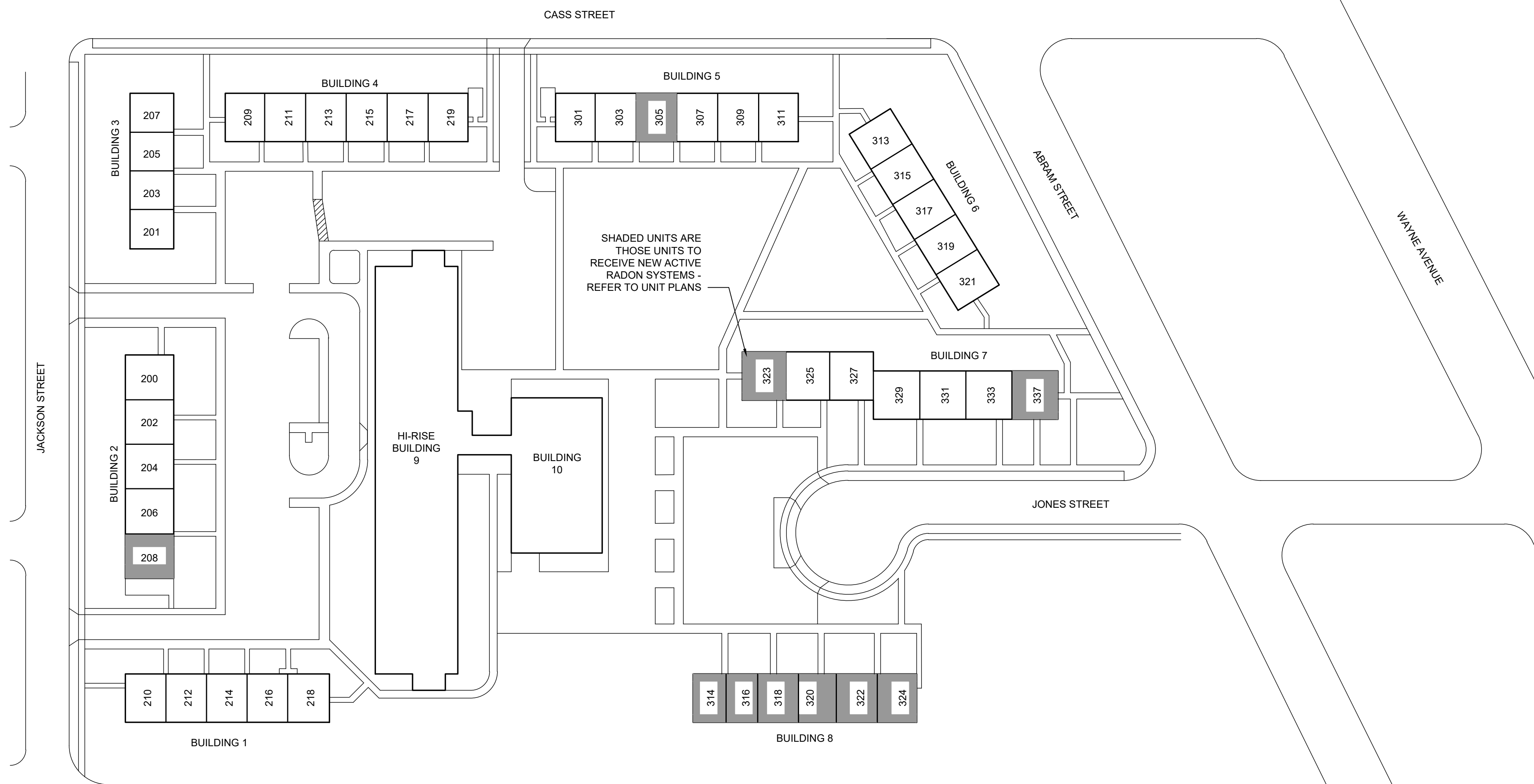
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Jonathan Robert SchAAF #14503  
Expiration Date 12/31/2025

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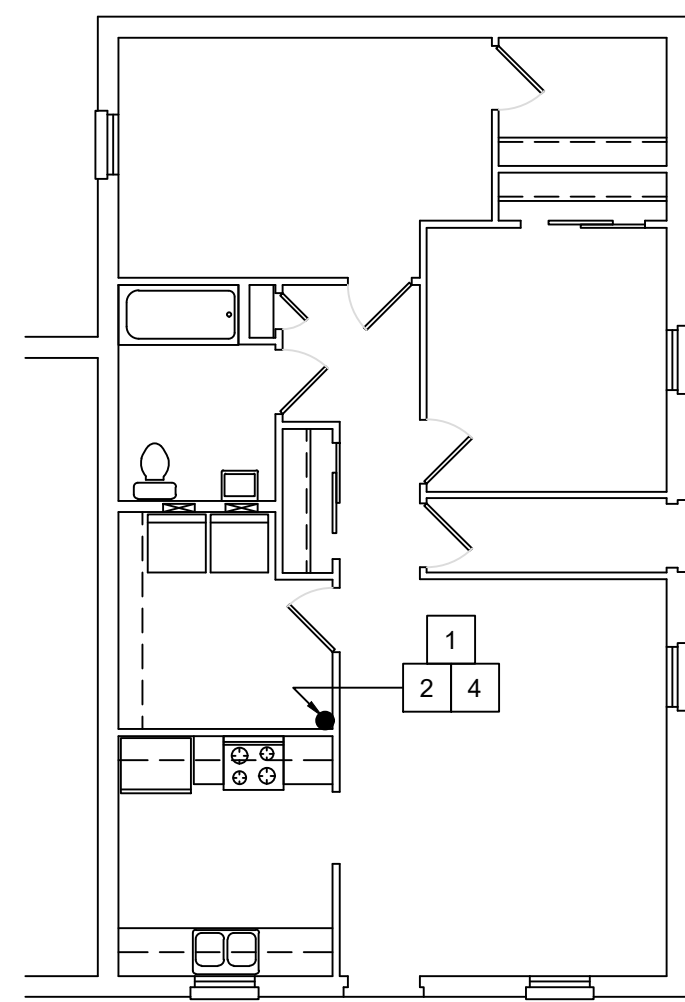
**A** PARK MANOR  
REFERENCE SITE PLAN  
SCALE: 1" = 50'-0" 0 25 50 100 N

Active Radon System Installations for:  
**Greater Dayton  
Premier Management**

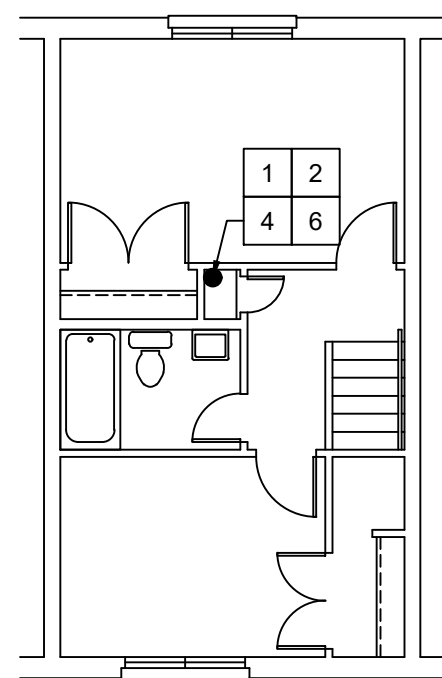
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Date	October 27, 2025
Date	Issue
10.01.25	80% Review
10.27.25	Bid / Construction

Sheet Title  
Park Manor Plans

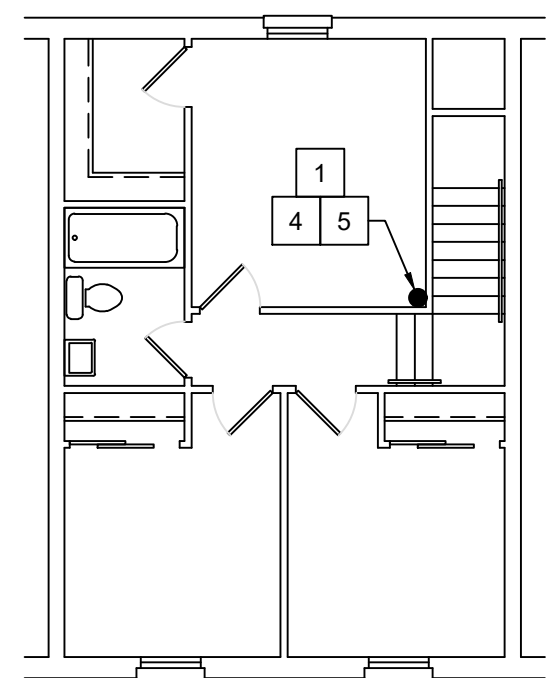
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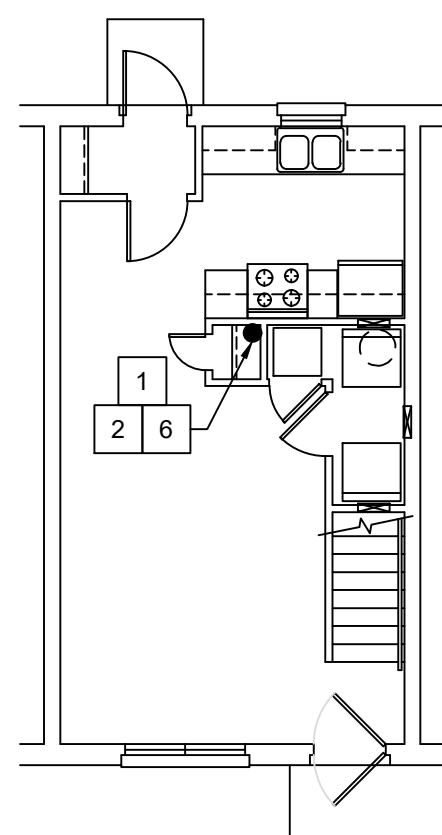
**F** 2 BEDROOM ACCESSIBLE UNIT FIRST FLOOR PLAN  
SCALE: 1/8" = 1'-0"



**C** 2 BEDROOM UNIT SECOND FLOOR PLAN  
SCALE: 1/8" = 1'-0"

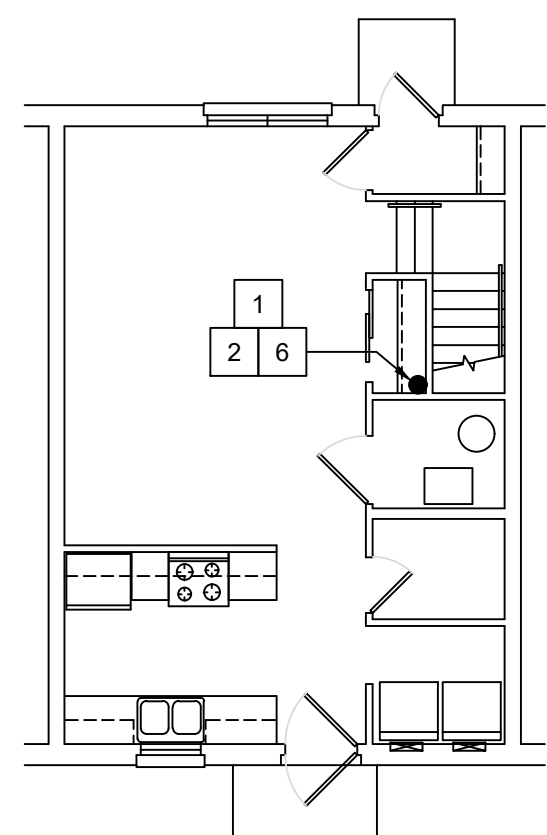


**E** 3 BEDROOM UNIT SECOND FLOOR PLAN  
SCALE: 1/8" = 1'-0"



**B** 2 BEDROOM UNIT FIRST FLOOR PLAN  
SCALE: 1/8" = 1'-0"

UNITS 4035, 4017, & 4019 IDDINGS DR.  
- 2 STORY TOWNHOUSE SLAB ON GRADE



**D** 3 BEDROOM UNIT FIRST FLOOR PLAN  
SCALE: 1/8" = 1'-0"

UNIT 4029 IDDINGS DR.  
- 2 STORY TOWNHOUSE SLAB ON GRADE

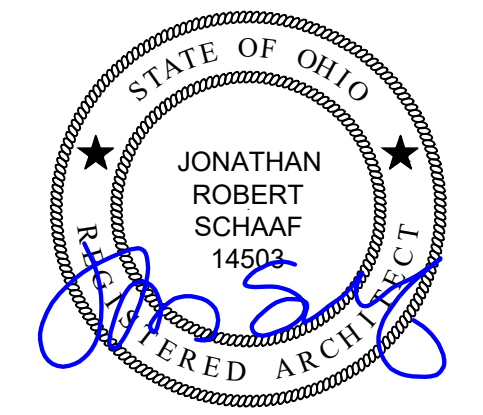


**A** RIVERSIDE REFERENCE SITE PLAN  
SCALE: 1" = 40'-0"

SHADED UNITS ARE THOSE UNITS TO RECEIVE NEW ACTIVE RADON SYSTEMS - REFER TO UNIT PLANS

- # NEW CONSTRUCTION KEY NOTES
1. LOCATION OF ACTIVE RADON SYSTEM - INSTALL PER TYPICAL INSTALLATION DETAILS.
  2. FRAME AROUND RADON SYSTEM W/ 1x FINISH TRIM (PAINTED)
  3. EXPOSED RADON PIPING IN UNFINISHED BASEMENT (PAINT EXPOSED PIPING GREEN & LABEL)
  4. RADON SYSTEM UP THRU ROOF - INSTALL INLINE FAN, LIGHT, & SERVICE RECEPTACLE IN ATTIC ABOVE.
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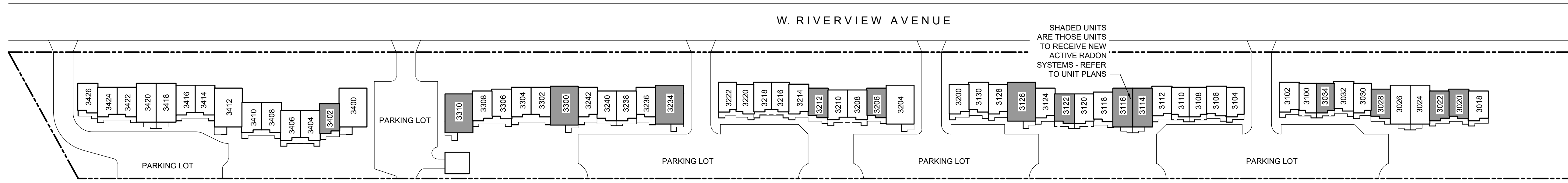


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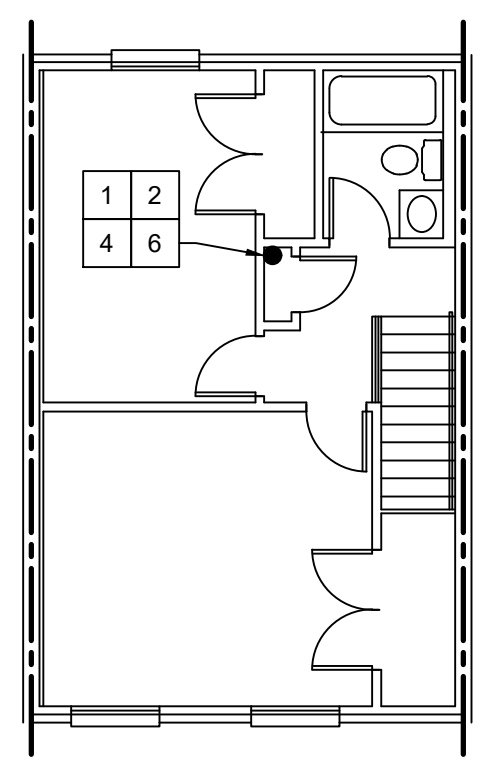
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Riverside Plans

Sheet Number  
**A1.7**

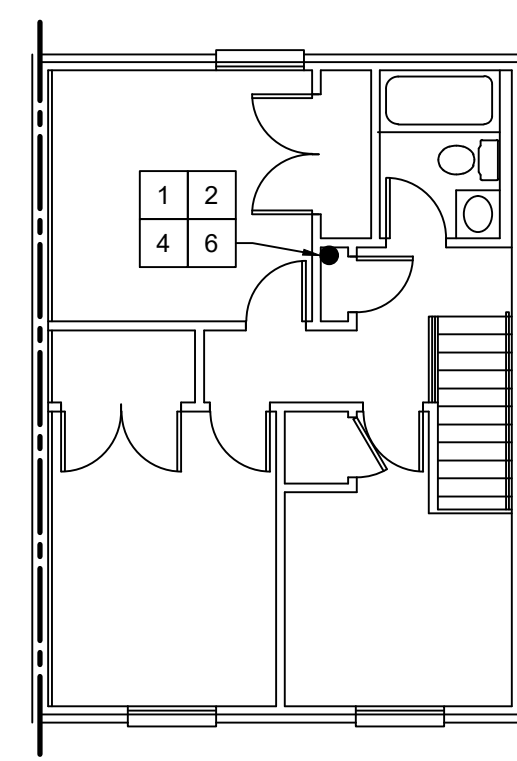


**A RIVERVIEW REFERENCE SITE PLAN**  
 SCALE: 1" = 60'-0"  
 0 30 60 120 N

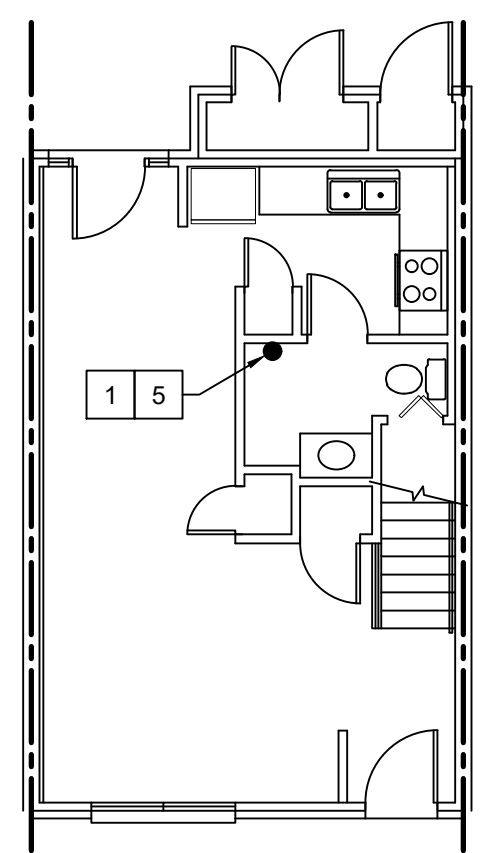
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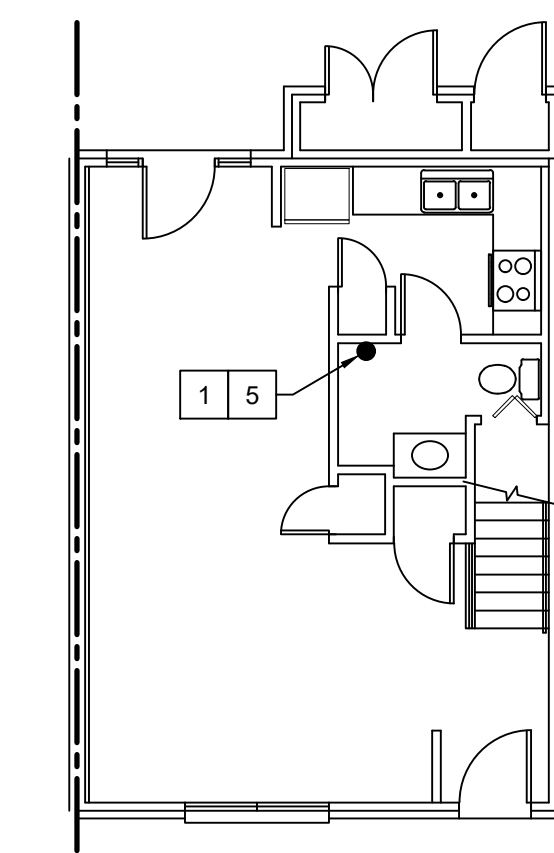
**H TWO BEDROOM TOWNHOUSE SECOND FLOOR PLAN**  
 SCALE: 1/8" = 1'-0"  
 0 4 8 16



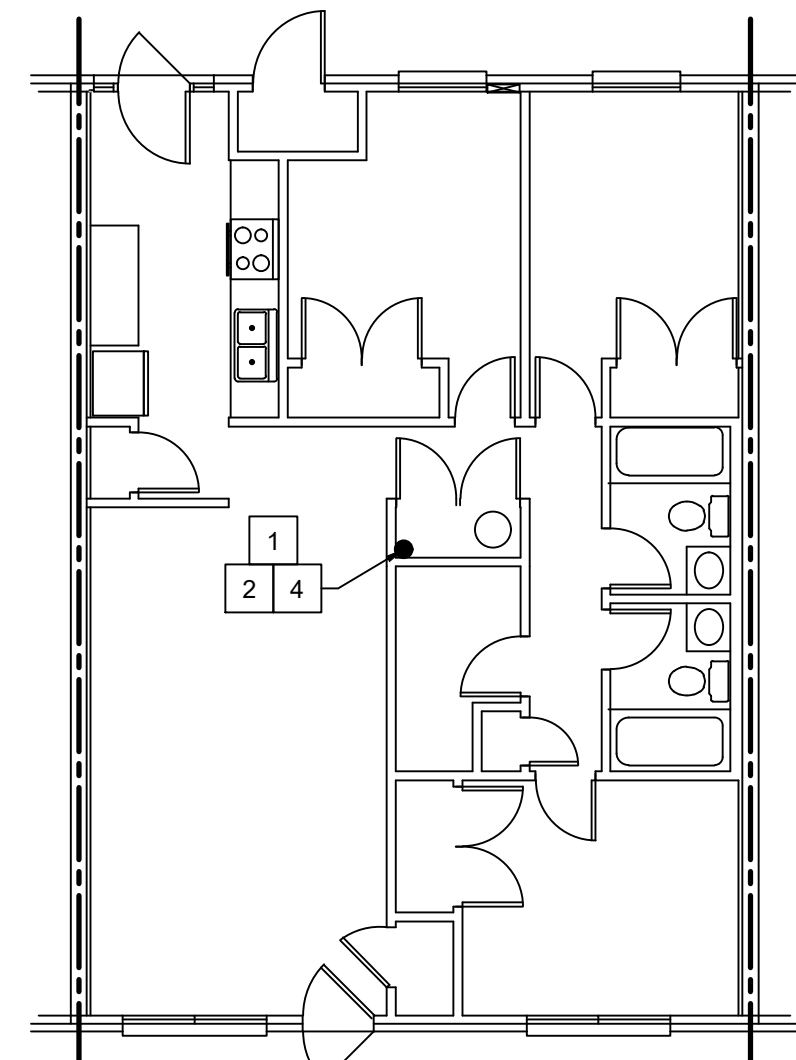
**F TWO BEDROOM TOWNHOUSE SECOND FLOOR PLAN**  
 SCALE: 1/8" = 1'-0"  
 0 4 8 16



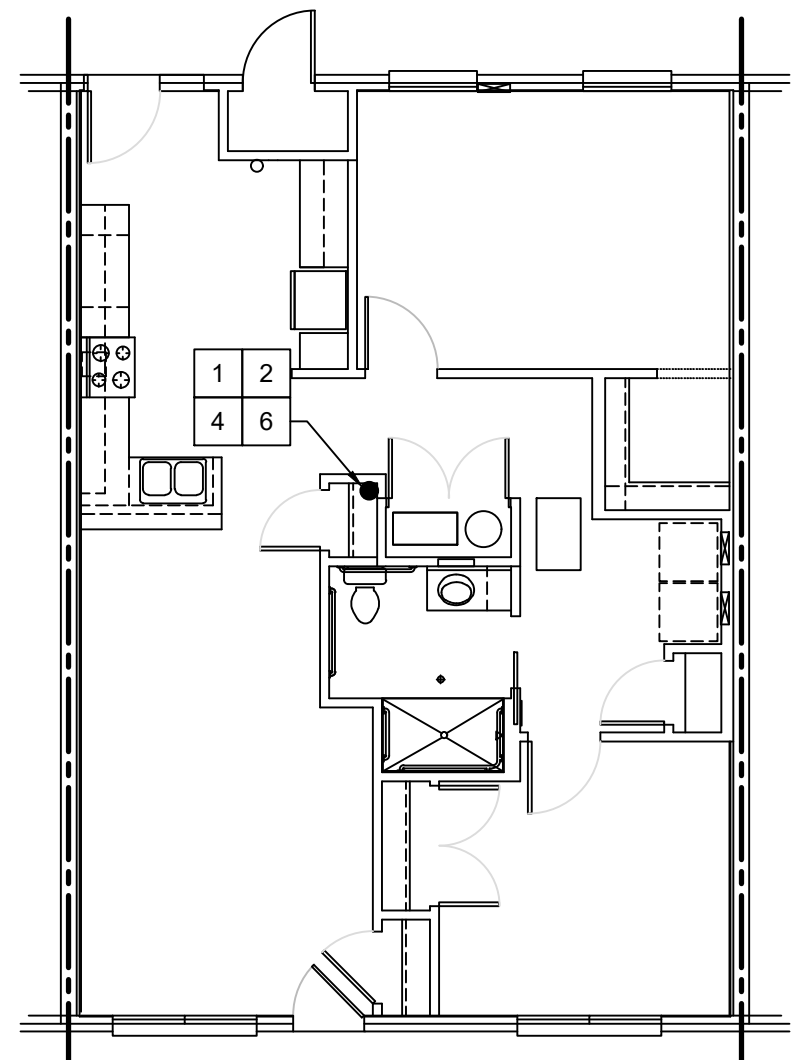
**G TWO BEDROOM TOWNHOUSE FIRST FLOOR PLAN**  
 SCALE: 1/8" = 1'-0"  
 0 4 8 16



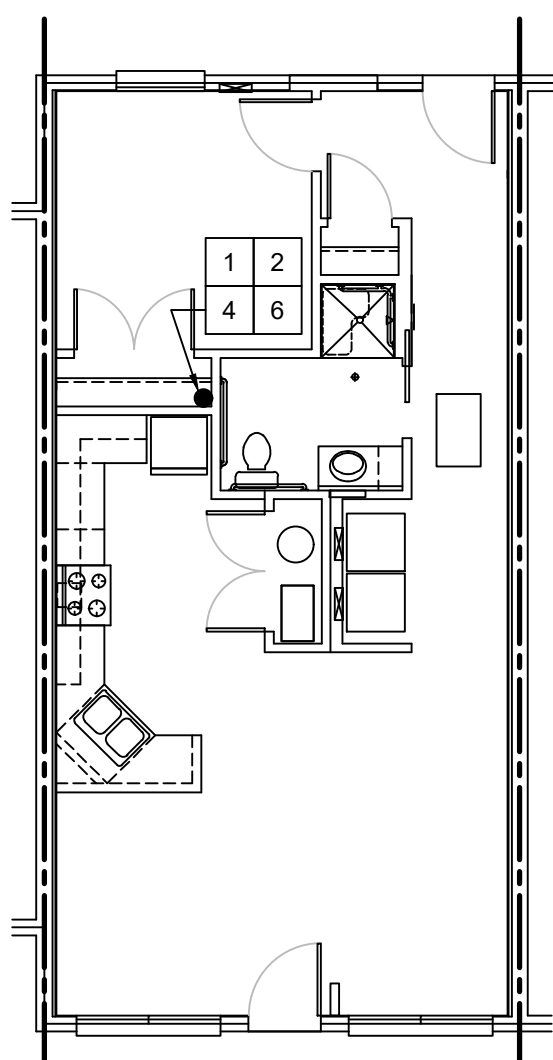
**E TWO BEDROOM TOWNHOUSE FIRST FLOOR PLAN**  
 SCALE: 1/8" = 1'-0"  
 0 4 8 16



**D THREE BEDROOM UNIT FIRST FLOOR PLAN**  
 SCALE: 1/8" = 1'-0"  
 0 4 8 16



**C TWO BEDROOM UNIT ACCESSIBLE FLOOR PLAN**  
 SCALE: 1/8" = 1'-0"  
 0 4 8 16



**B ONE BEDROOM UNIT ACCESSIBLE FLOOR PLAN**  
 SCALE: 1/8" = 1'-0"  
 0 4 8 16

UNIT 3034 W. RIVERVIEW AVE.  
 - 2 STORY TOWNHOUSE SLAB ON GRADE

UNITS 3020, 3022, 3028, 3122, 3206, 3212, & 3402 W. RIVERVIEW AVE.  
 - 2 STORY TOWNHOUSE SLAB ON GRADE

UNITS 3126 & 3234 W. RIVERVIEW AVE.  
 - 1 STORY SLAB ON GRADE

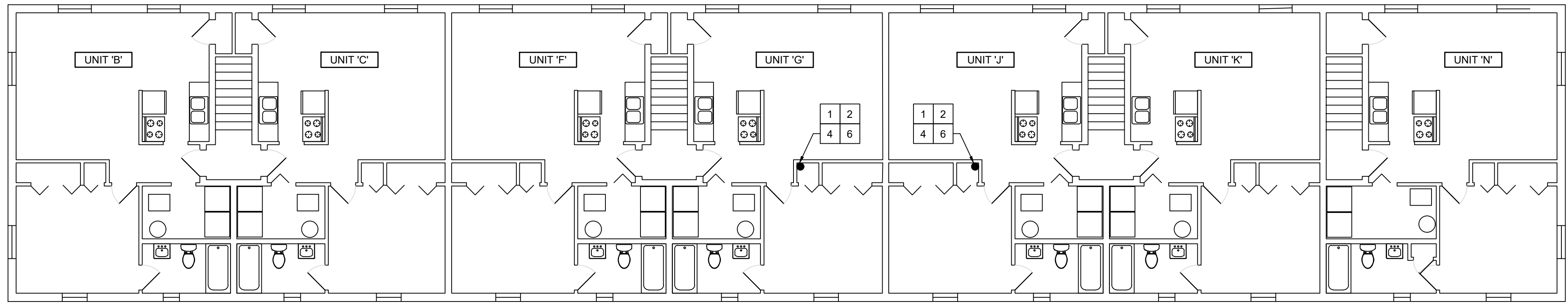
UNITS 3300 & 3310 W. RIVERVIEW AVE.  
 - 1 STORY SLAB ON GRADE

UNITS 3114 & 3116 W. RIVERVIEW AVE.  
 - 1 STORY SLAB ON GRADE

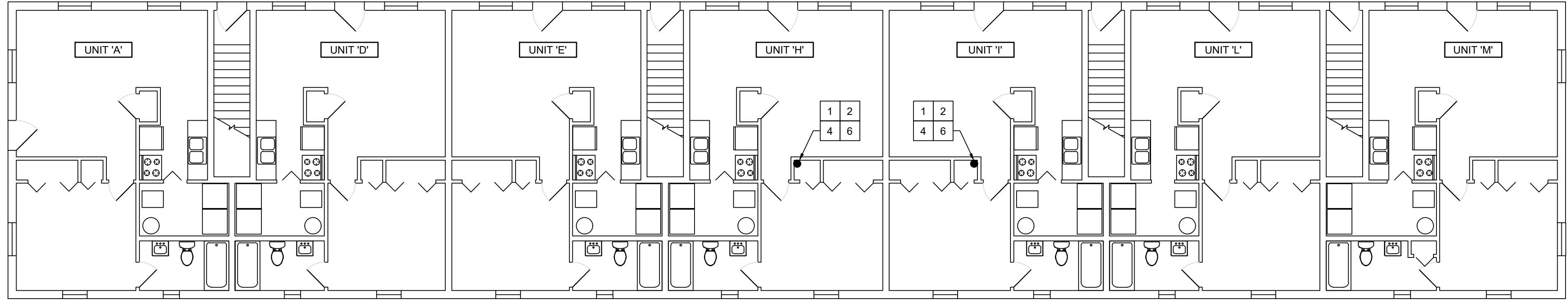
Project Number	2025-129
Date	October 27, 2025
Date	Issue
10.01.25	80% Review
10.27.25	Bid / Construction

Sheet Title  
 Riverview Plans

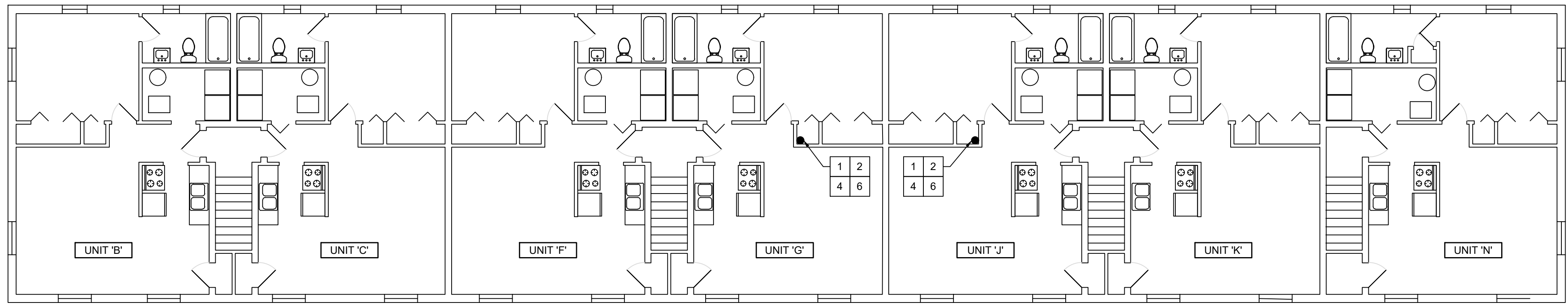
Sheet Number  
**A1.8**



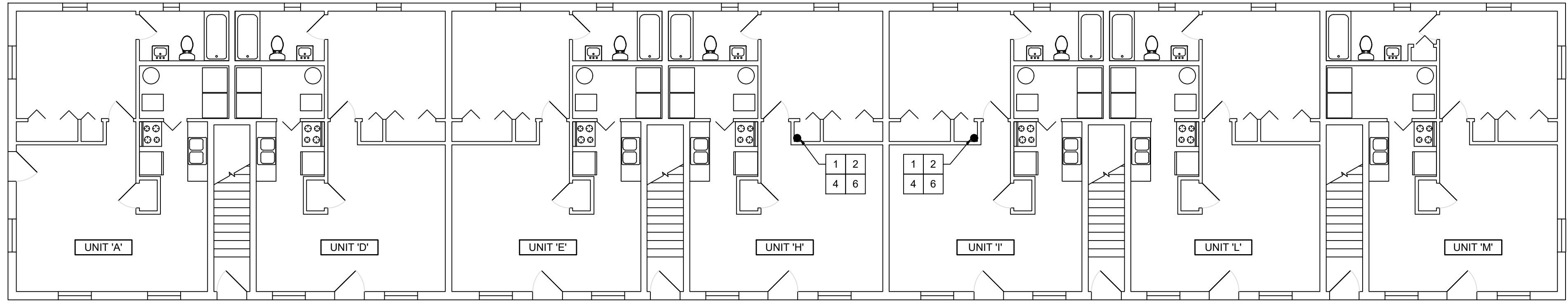
**E** 1432 SECOND FLOOR PLAN  
SCALE: 1/8" = 1'-0"



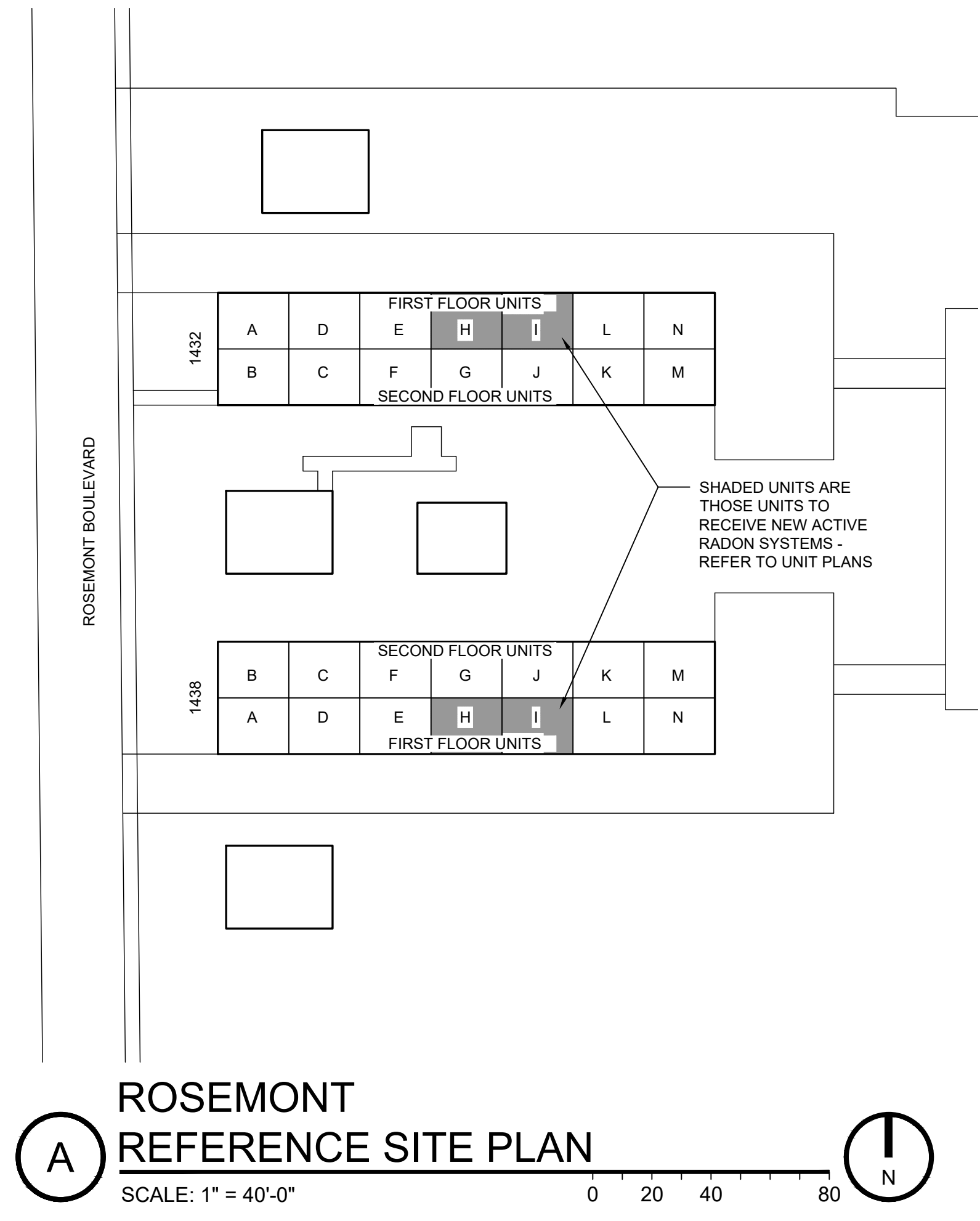
**D** 1432 FIRST FLOOR PLAN  
SCALE: 1/8" = 1'-0"



**C** 1438 SECOND FLOOR PLAN  
SCALE: 1/8" = 1'-0"



**B** 1438 FIRST FLOOR PLAN  
SCALE: 1/8" = 1'-0"

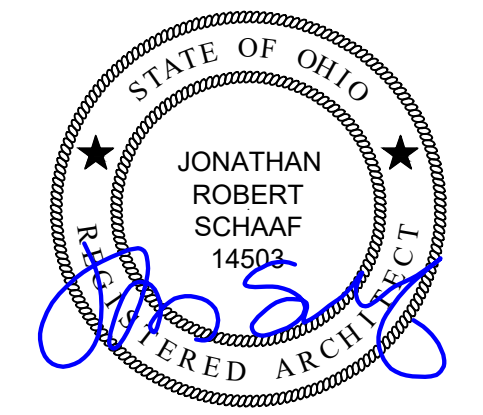


**A** ROSEMONT REFERENCE SITE PLAN  
SCALE: 1" = 40'-0"

- # NEW CONSTRUCTION KEY NOTES**
1. LOCATION OF ACTIVE RADON SYSTEM - INSTALL PER TYPICAL INSTALLATION DETAILS.
  2. FRAME AROUND RADON SYSTEM W/ 1x FINISH TRIM [PAINTED]
  3. EXPOSED RADON PIPING IN UNFINISHED BASEMENT [PAINT EXPOSED PIPING GREEN & LABEL]
  4. RADON SYSTEM UP THRU ROOF - INSTALL INLINE FAN, LIGHT, & SERVICE RECEPTACLE IN ATTIC ABOVE.
  5. FRAME AROUND RADON SYSTEM W/ WOOD STUDS & GYP. BD. FINISHES.
  6. MODIFY EXISTING HANGING ROD AND SHELF AS REQUIRED.

NOTE: LOCATIONS IDENTIFIED ARE SCHEMATIC ONLY. RDA HAS NOT FULLY INVESTIGATED THE EXACT ROUTING, FRAMING, UTILITY CONFLICTS, ETC. CONTRACTOR TO FIELD VERIFY ALL EXISTING CONDITIONS AND ADJUST INSTALLATION TO SUIT CONDITIONS FOR A COMPLETE FUNCTIONING SYSTEM. PROVIDE ALL ANCILLARY WORK REQUIRED [MINOR DEMOLITION, FINISH REPAIRS, CARPENTRY, SEALANT, ETC.].

NOTE: SEAL RATED FLOOR / CEILING PENETRATIONS BETWEEN DWELLING UNITS IN ACCORDANCE WITH UL DETAILS.



Jonathan Robert SchAAF #14503  
Expiration Date 12/31/2025

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**RDA GROUP ARCHITECTS**  
7662 PARAGON ROAD | DAYTON, OH 45459 | 937.610.3440



Active Radon System Installations for:  
**Greater Dayton Premier Management**

Project Number  
2025-129

Date  
October 27, 2025

Date	Issue
10.01.25	80% Review
10.27.25	Bid / Construction

Sheet Title  
Rosemont Plans

Sheet Number  
**A1.9**

Specifications for:

# Active Radon System Installations for Greater Dayton Premier Management

Caliph Court

Woodview

Westdale

Limestone-Modena

Mount Crest

Park Manor

Riverside

Riverview

Rosemont



Prepared for:

**Greater Dayton Premier Management**

400 Wayne Avenue

Dayton, Ohio 45410

937.910.7500

Website posting at [www.gdpm.org](http://www.gdpm.org)

Prepared by:



**RDA** GROUP ARCHITECTS

7662 PARAGON ROAD | DAYTON, OH 45459 | 937.610.3440

**Bid / Construction Set**

**October 27, 2025**

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## DOCUMENT 00 01 10 - TABLE OF CONTENTS

### TECHNICAL SPECIFICATIONS

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01 10 00	Summary
01 20 00	Price and Payment Procedures
01 25 00	Substitutions
01 30 00	Administrative Procedures
01 33 00	Submittal Procedures
01 40 00	Quality Requirements
01 50 00	Temporary Utilities and Controls
01 60 00	Product Requirements
01 73 00	Execution
01 77 00	Closeout Requirements
01 78 00	Operation and Maintenance Data
02 41 16	Selective Demolition
02 50 00	Hazardous Materials Specifications
06 10 00	Rough Carpentry
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07 84 00	Firestopping
07 90 00	Joint Protection
09 21 16	Gypsum Board Assemblies
09 90 00	Painting and Coating
31 21 13	Radon Mitigation

### DRAWINGS

G1.1	Project Title Sheet
G1.2	General Specifications & Typical Details
A1.1	Caliph Court Plans
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A1.8	Riverview Plans
A1.9	Rosemont Plans

**END OF DOCUMENT**

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## SECTION 01 10 00 - SUMMARY

### PART 1 GENERAL

#### 1.1 DESCRIPTION OF THE PROJECT DOCUMENTS / SCOPE OF WORK

- A. The work covered by these specifications consists of furnishing all labor, materials, and equipment necessary in connection with the installation of Active Radon Systems at Various Locations / Units as indicated for Greater Dayton Premier Management.
  - 1. Work includes items as shown, subject to the terms and conditions of the contract, specifications and the drawings as listed.
- B. Provide all materials and labor for work as noted herein for a complete project.
  - 1. **IMPORTANT:** Field verify all existing conditions, and coordinate all applicable requirements as related to the scope of the work.
  - 2. Drawings indicate general diagrammatic areas/extent of work, but in no way indicate the intricate nature of the work required for the successful completion of the project.
- C. Provide any and all ancillary work related to the above work scope including repair of any Contractor damaged finishes within the work area.
- D. Perform Work of Contract under a stipulated sum contract with Owner in accordance with Conditions of Contract.

#### 1.2 CONTRACT / TEAM IDENTIFICATION

- A. Project Identification: Active Radon Systems Installation
- B. Project Locations: Caliph Court [selected units]  
Woodview [selected units]  
Westdale [selected units]  
Limestone-Modena [selected units]  
Mount Crest [selected units]  
Park Manor [selected units]  
Riverside [selected units]  
Riverview [selected units]  
Rosemont [selected units]
- C. Owner: Greater Dayton Premier Management [GDPM]  
400 Wayne Avenue  
Dayton, OH 45410  
937.910.7550 phone
- D. Architect: RDA Group Architects, LLC  
7662 Paragon Road  
Dayton, OH 45459  
937.610.3440 phone

#### 1.3 SPECIFICATION CONVENTIONS

- A. These specifications are written in imperative mood and streamlined form. This imperative language is directed to the Contractor, unless specifically noted otherwise. The words "shall be" are included by inference where a colon (:) is used within sentences or phrases.
- B. The term 'RDA' or 'Architect' as referenced in these contract documents is RDA Group Architects.
- C. The term 'Owner' as referenced in this specification is Greater Dayton Premier Management.

#### 1.4 SCOPE OF WORK

- A. Work of the Project includes the installation of active radon systems at selected dwelling units at various housing sites. The work includes the installation of the radon system as well as the ancillary architectural repairs, electrical improvements, etc. which are required to make a fully functioning system. Units / sites as outlined / located on the Drawings.
  - 1. The housing sites as part of this project have been previously tested for the level of radon. The units specifically identified for the installation of active radon systems tested at or above 4 pCi/L [picocuries per liter of air].
  - 2. All work shall be in accordance with the Ohio Department of Health, ANSI / AARST SGM-SF-2023 and ANSI / AARST SGM-MFLB-2023.
  - 3. All specific scope items shall be coordinated and reviewed on the drawings and specifications as applicable.
  - 4. Repair holes in floors and walls created from the installation of the new active radon system. Prep and paint impacted walls / ceilings / finishes as is applicable to the work.
  - 5. Install firestopping at wall / ceiling penetrations as is applicable to the work.
  - 6. Ancillary work required to accomplish the work scope as intended.

#### 1.5 CONTRACTOR'S USE OF SITE[S] / SITE CONTROL

- A. Provide and maintain a safe living environment for Residents of each of the buildings at all times during the course of work. Each of the dwelling units / buildings will remain OCCUPIED throughout the duration of the work.
- B. Coordinate work to allow continued Occupancy of all dwelling units, adjacent parking lots, driveways, access points, etc. throughout the duration of the project. Minimize impact to Owner / Resident. Sequence the project to allow continued occupancy of all dwelling units. Develop a plan and strategy to accomplish the goal. Include all additional efforts, scheduling, construction duration, etc. in the bid amount.
- C. All units will be OCCUPIED throughout the duration of the project. Take all measures necessary to minimize the impact on the residents, provide protective measures at areas of work.
  - 1. Work must be undertaken and scheduled to allow continued occupancy.
  - 2. All existing work removed in a day must have new work installed completely the same day as required to maintain life safety systems in place.
- D. Assist in relocation of Resident equipment and furnishings, etc. as is applicable to the scope of the project and to allow the scheduled work.
- E. Provide temporary protection to minimize the spread of dust, dirt, and debris to other portions of the building, in particular during dusty activities such as core drilling concrete floors, concrete / concrete block walls, etc.
- F. Provide temporary protection of adjacent finishes at the work areas as well as any areas traversed to the building entrances, etc.
- G. Coordinate with Owner any activities which have the potential to affect continued operations of the facilities or impact life safety, security, etc.
- H. Work Schedules: Perform all work between the hours of 8 AM and 5 PM Monday through Friday, unless work outside these hours and days is requested and granted.
  - 1. No work outside these hours is permitted without explicit Owner approval.
  - 2. Coordinate and schedule all aspects of the work, including how various disciplines work together, are sequenced, etc.
  - 3. Weekend and overtime work or increasing crew size may be required by the Owner at no additional cost if the Contractor fails to meet projected dates as prescribed in the contract and the progress schedule.
  - 4. Coordinate schedule / activities so as not to inconvenience the Owner unnecessarily.

5. Coordinate schedule / activities with holidays, etc. so as not to inconvenience the Owner or Residents unnecessarily over holidays, weekends, etc.
- I. Provide appropriate notification of Owner and Residents prior to starting work and throughout the duration of the project.
  1. Resident notification to provide directive to have Resident relocate any resident belongings, furniture, etc. away from the work areas if they are able as necessary to facilitate the work of the contract. Notify Owner of any concerns or conflicts received. Assist in relocation of resident belongings as necessary.
- J. Daily work wrap up:
  1. Plan the work and provide enough manpower to this contract to ensure that work progresses in an orderly manner and the existing fire alarm system remains in operation until such time of the system changeover after installation of the new fire alarm system. All life safety systems shall continue to be in operation throughout the duration of the project.
  2. Plan the work and provide enough manpower to this contract to ensure that the work is accomplished and life safety systems are in full operation at the end of each day's work.
  3. Functional use shall mean that the bathroom, kitchen, living room, and bedrooms are usable at the end of the day. Functional also means the ability to secure the unit.
- K. Staff project every day with a full crew capable of timely completion of work. Confirm that all materials, accessories, and other components are on-site and ready for installation prior to beginning work for each work day. Advise project team if there are issues with scheduling prior to starting of work.

#### 1.6 CONTRACT PERIOD / TIME OF COMPLETION

- A. Notice to Proceed: anticipated award in **January 2026** from the Owner.
  1. Architect will issue notice to proceed with the agreed upon dates / contract period.
- B. Date of Commencement: to be determined.
  1. Owner-Contractor Agreement or Notice to Proceed will be issued establishing the agreed upon construction start date.
  2. Final schedule will be coordinated with the Contractor.
- C. Contract Period: **ONE HUNDRED EIGHTY [180] Calendar Days** from Date of Commencement.
  1. Provide a work start date within [7] calendar days upon issuance of the Owner-Contractor Agreement. A start date and completion date will be negotiated and a notice to proceed will be issued stating those dates.
  2. Consideration of material lead-times and fire alarm permit issuance will be given for establishing the NTP dates as applicable.
  3. Notify the RDA, in writing, upon determination of any delay in material delivery or the issuance of building permits.
  4. Coordinate schedule, phasing, and implementation of the work.
- D. A contract will be issued in **January 2026**, after approval of the project by the Owner.
  1. The Contractor will be responsible to execute the project to allow shop drawings and product submittals to be prepared as quickly as possible such that the materials can be ordered with sufficient lead time to permit the work to be executed as scheduled prior to the date of substantial completion.
- E. Notify Owner in writing fourteen [14] days prior to the Contract Completion date if an extension of contract time is necessary with a request for the extension and the reasoning for such request.
- F. Liquidated Damages will be enforced for the failure to complete work in the specified contract period per Owner requirements.

### **1.7 WORK BY THE OWNER**

- A. Owner will separately contract for the following: **None / Not Applicable**
- B. Coordinate any / all aspects of Work by Owner as they interface with Work.

### **1.8 PERMITS**

- A. Apply for applicable building and trade permits as applicable to the work scope.
- B. Pickup and pay for all applicable building and trade permits.
- C. Furnish all required contractor trade permits as well as any other required permits for work in the right of way, etc.

### **1.9 APPLICABLE REFERENCES AND CODES**

- A. References will be found in each section that applies to that section.
- B. Conform to reference standards by date of issue current as of date of Contract Documents.
- C. When specified reference standard conflict with Contract Documents, request clarification from Architect before proceeding.
- D. Comply with Ohio Department of Health, ANSI/AARST SGM-SF-2023 and SGM-MFLB-2023 standards.
- E. Comply with the 2019 Residential Code of Ohio and Ohio Building Code 2024 requirements as they relate to the work.

### **1.10 CONTRACTOR / GENERAL REQUIREMENTS**

- A. Protect all finishes and equipment scheduled to remain.
- B. Commence and complete work as noted in the contract.
- C. Coordinate equipment delivery and equipment staging with Owner prior to start of project. Anticipate no on-site storage being provided by Owner.
- D. Pre-determine work phases with Owner to minimize disruption to operations.
- E. Furnish labor, materials, equipment, and management required to complete the project.
- F. Furnish all required logistics required to accomplish the work – including lifts, scaffolding, ladders, trash chutes, safety equipment, temporary protection, daily night seals / weather protection, etc.
  - 1. Coordinate and receive Owner approval for all staging and laydown areas, contractor parking, etc. prior to the start of work.
  - 2. Provide protection of all existing pavement, turf, landscaping, etc. from damage during construction. Restore site to original / like new condition upon completion of the work.
- G. Visit the site to become thoroughly familiar with all working conditions, check and verify all dimensions, and site conditions. Any dimensions given or referred to in the specification or drawing are to be used purely as approximate and not as a basis for exact amounts for bidding. Promptly advise Architect of any discrepancies, errors with the specifications and drawings before bidding the work.
- H. Provide a valid Certificate of Insurance, follow all Workman's Compensation requirements and regulations.
- I. Provide all bonds, payment schedule, insurance as noted in the contract documents.
- J. Pay for all building permits, trade permits, ROW permits, and any other required permits and inspections necessary to complete all work related to these specifications. Comply with Federal, State, and Local Codes.

- K. Provide dumpsters or trash containers needed for construction purposes. Do not use Owner dumpsters or trash containers at any time for removal of materials, trash, or debris related to the Contractor's work. Remove debris from the site regularly and be placed within appropriate trash receptacles. Keep all work areas neat at all times. Take all considerations for safety. Do not leave trash or debris on the ground / around the project site.
  - 1. Run magnet around work areas daily to pickup stray nails, etc. when appropriate.
- L. Take special care not to allow dust and debris to fall onto any equipment, material, personnel, or any room below the deck.
- M. Safety: Take all safety precautions necessary or directed to ensure public safety.
  - 1. Neither Architect nor Owner are safety consultants. Any and all safety provisions shall be managed and coordinated by the Contractor.
  - 2. Safety is paramount and all personnel on site must wear appropriate personal protection equipment [PPE]. The Contractor is responsible for means and methods to ensure that proper PPE is provided. Failure to comply may result in dismissal from site.
  - 3. Barricade work area with appropriate construction grade barriers to establish boundaries of work area and assure safety for all workers and general public. All work areas must be properly barricaded from the general public prior to starting any work.
  - 4. Maintain job site in a neat and orderly fashion at all times.
- N. Conduct all work according to OSHA recognized safe work practices. **COMPLY WITH APPLICABLE OSHA STANDARDS, INCLUDING 1926 - REGULATIONS FOR CONSTRUCTION.**
  - 1. Non-compliance shall be a basis for making a bid non-responsive.
  - 2. If Contractor or sub-contractor is found to be in **VIOLATION (NON-COMPLIANCE) AT ANY TIME**, this could be a basis for termination of the purchase order/contract.
- O. **IMPORTANT: Failure to show or mention petty details shall not be warranted for the omission of anything necessary for the proper completion of the work.**
- P. **The plans and specifications are intended to depict the general scope, layout and quality of workmanship required. The documents are not an "instruction manual" to execute the work nor are they intended to show or describe in detail every item necessary for the proper installation of the work. The means and methods required to execute the work described is the sole responsibility of the Contractor. The Contractor shall include the ancillary work required, whether explicitly stated or not, for the proper completion of the work as intended. The Contractor is required to meet or exceed building code requirements, applicable industry standards, ASTM standards, and/or manufacturer installation requirements as they relate to the work.**
- Q. **The plans and specifications represent a single complete design package indicating the intended scope of the project in its entirety. As such, the project is structured to be awarded to a single Prime Contractor. The documents do not delineate bid packages or assign responsibilities to any subsequent subcontractors, dictate construction sequencing, nor provide coordination between any "trades". Such activities are the responsibility of the holder of the construction contract. In the event of a discrepancy within the drawings or between the drawings and the specifications, the more stringent requirement represented in the documents shall prevail.**
- R. Do not take advantage of any clerical errors, omissions, contradictions, or conflicts that may develop in plans, specifications, or details. Report such errors, ambiguities and discrepancies to the Architect immediately for clarification, revision, or correction prior to the submission of bids. If no notification is given, it shall be assumed that all specifications and conditions will be met.
- S. Submission of a bid shall be considered the Contractor's Certification that the bid is based upon equipment and/or materials that meet or exceed the standards set forth by specification or equipment and/or materials identification. Should a Contractor's product be determined not

equal to that specified, the Contractor shall be required to provide and install a product acceptable as equal by the Architect at no additional cost to the Owner.

- T. The submission of a bid shall indicate that the Contractor has visited the project sites and is familiar with the conditions as they exist, and the modifications that may be necessary to provide a complete and professional finished project.
- U. There is a strict **NO SMOKING** policy for all work. Any worker found smoking on the jobsite will be subject to removal from the project. No exceptions. Habitual offenders may be subject to a fine in the amount of \$500 per occurrence.
- V. Security: Contractor's Liability for Vandalism
  - 1. Secure and protect the project which is under the control of the Contractor. Include all such expenses for the securement and protection of the project, and for the repair and replacement of the work until that portion of the work is accepted as complete by the Owner. Take all measures necessary to provide such security.
  - 2. Promptly repair or otherwise remedy any and all damages, at Contractor's expense, to said portion of the project and of the accepted construction work caused by vandalism.
  - 3. Indemnify and hold the Owner harmless from and against all damages, liabilities, costs and expenses, including, without limitation, reasonable attorney fees, which may be imposed upon or incurred by the Owner as a result of the Contractor's failure to comply with the requirements of this section.
- W. Insurance: **Refer to GDPM Terms and Conditions.**
  - 1. Provide copy of Certificate of Insurance to Owner.
  - 2. Submit evidence of Worker's Compensation Insurance coverage
  - 3. Submit evidence of Builder's Risk Insurance.
- X. Damages: Any and all damages to Owner Property or resident property shall be repaired equivalent to the existing by the Contractor at no cost to Owner. **NO EXCEPTIONS.**

#### 1.11 CONTRACTOR QUALIFICATIONS

- A. Establish and provide qualifications to Owner for their ability to complete this type of work. Qualifications may be established by:
  - 1. Provide references of similar projects, past performance, financial disclosures, etc. in the interest of selection of the lowest and best bidder for the project.
  - 2. Provide a letter of approval for the installation of the products from the manufacturer.
    - a. Contractor must be properly trained and approved by the manufacturer for the installation of the products.
  - 3. Provide a recommendation from the supplier of the products.
  - 4. Demonstrating to Owner the capability to do the work. Contractor must have a minimum of five years documented experience in similar work.
- B. Contractor is responsible for all work performed by the Sub-contractors.
- C. Owner has the final authority to request a particular sub-contract not be engaged in the project. If this occurs, Owner and Contractor shall determine if there is an impact to the Contract amount, and negotiate, if necessary, to an adjustment in the Contract amount.
  - 1. No change to the Contract amount will be permitted if there is a change to the sub-contractor due to them utilizing alternate manufacturers or products that were not approved substitution requests.

#### 1.12 JOB SUPERINTENDENT/EMPLOYEES

- A. Each prime contractor and subcontractor shall have a qualified foreman on the project at all times when work is being accomplished.
- B. Refrain from fraternization with building occupants other than specifically designated Owner's representatives.

- C. Furnish the Owner with a list of personnel with phone numbers that will be working on the project and emergency contacts names and numbers that has the authority to handle emergencies on a 24 hour/seven days a week.

## **PART 2 PRODUCTS**

### **2.1 GENERAL REQUIREMENTS**

- A. Follow all applicable requirements of HUD-5370 General Conditions for Construction Contracts and Owner's Terms and Conditions. If there should be a conflict between the Owner Requirements and those herein, the higher standard shall apply.

## **PART 3 EXECUTION**

### **3.1 CONTRACT ADMINISTRATION**

- A. Architect is providing contract administration services for this project to the Owner. However, it shall be the responsibility of the Contractor and Owner to coordinate the proposed work, schedules, installations, permits, inspections, etc. as Architect is not on-site every day.
- B. Contact Architect for clarification should there be questions regarding the interpretation or intent of the documents, field discovery, etc. that would impact or affect the work as proposed. Architect shall not be liable for deviations, field changes, and Owner changes during construction.
- C. Field confirm all existing conditions, proposed installations and how they interface to ensure the systems can be installed per the intent of the documents and to meet applicable building and zoning codes, local requirements, Owner requirements, provide a watertight detail, meet aesthetic requirements, etc.
- D. Meet all applicable building and zoning codes requirements whether specifically noted herein or not. Building codes represent the minimum acceptable standard.
- E. Install all products, materials, installations, and the like in accordance with applicable industry standards, applicable manufacturer's details and instructions, in accordance with best practices, and building code provisions. The manufacturer details / requirements are the minimum acceptable standard, Architect's drawings may require additional work.

### **3.2 GENERAL PROJECT REQUIREMENTS**

- A. Safety is paramount and all personnel on site must wear appropriate personal protection equipment [PPE]. The Contractor is responsible for means and methods to ensure that proper PPE is provided. Failure to comply may result in dismissal from site.
- B. Barricade work area with appropriate construction grade barriers to establish boundaries of work area and assure safety for all workers and general public. All work areas must be properly barricaded from the general public prior to starting any work.
- C. Job sites will be maintained in an orderly and neat fashion at all times.

**END OF SECTION**

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## **SECTION 01 20 00 - PRICE AND PAYMENT PROCEDURES**

### **PART 1 GENERAL**

#### **1.1 SECTION INCLUDES**

- A. Schedule of values.
- B. Applications for payment.
- C. Change procedures.
- D. Unit prices.
- E. Alternates.
- F. Project Allowances.
- G. Defect assessment.

#### **1.2 PREVAILING WAGE / PAYROLL REPORT REQUIREMENTS**

- A. The work of this project is subject to Davis-Bacon Prevailing Wages and applicable reporting requirements. Include in the bid amount all applicable prevailing wages.
- B. Refer to the Prevailing Wage Rates included with the Bid documents. Certified Payroll Reports will be required.
- C. Provide Certified payroll reports indicating compliance to the Owner on a monthly basis.
  - 1. Pay Applications will not be processed without approved payroll reports submitted to the Owner.
- D. Employee interviews to confirm compliance with the prevailing wage requirements may be accomplished at any time by the Owner. Do not obstruct or otherwise prevent employee interviews.

#### **1.3 TAXES**

- A. Pay all applicable taxes, including applicable sales and use taxes, and other taxes as required by governing law.
  - 1. Owner is a tax-exempt entity.
  - 2. Owner will provide tax exempt forms upon request.
  - 3. Owner will not compensate or reimburse Contractor for any taxes paid on the project.

#### **1.4 RETAINAGE**

- A. Owner will withhold retainage in the amount of ten percent [10%] from the payment otherwise due [for both labor and materials] of each progress Application for Payment up to a total project completion of 50%, after which no further retainage will be withheld providing work is performing satisfactorily. Refer to HUD Form 5370.
- B. Retainage will be released in accordance with the Terms of HUD Form 5370.

#### **1.5 STORED MATERIALS [ON OR OFF SITE]**

- A. Owner will pay for materials stored on-site.
- B. Owner will pay for materials stored off-site providing proper documentation of the stored materials is provided, including documentation of location of stored materials, supporting invoices, shipping / bill of lading, photo documentation, and proper insurance [paid for by the Contractor] is in place at the location of stored materials.

## 1.6 SCHEDULE OF VALUES

- A. Submit schedule of values on HUD Form 51000 or AIA G702 / G703 forms.
- B. Submit Schedule of Values three [3] days prior to the Pre-Construction meeting for approval by Architect and Owner.
- C. Approved Schedule of Values will be signed at the Pre-Construction meeting.
- D. Format:
  - 1. Utilize Table of Contents of this Project Manual [CSI Divisions].
  - 2. Identify each line item with number and title of major specification Section.
  - 3. Identify each applicable CSI division / defined work scope / component.
  - 4. Identify site mobilization, general conditions, bonds and insurance.
  - 5. Identify separate line item for each allowance and alternate [as applicable]
- E. Schedule of values should be broken down by building / address.
- F. Revise schedule to list approved Change Orders, with each Application for Payment.

## 1.7 APPLICATIONS FOR PAYMENT

- A. Submit each application for payment on HUD Form 51001 or AIA G702/G703 forms.
  - 1. Provide an invoice number on the application for payment, or provide a cover letter invoice on company letterhead with an invoice number.
- B. Content and Format: Utilize Schedule of Values for listing items in Application for Payment.
  - 1. Complete every entry, notarize and execute by a person authorized to sign document on behalf of the Contractor. Include amounts for work completed following previous Application for Payment whether or not payment has been received, include amounts of Change Orders issued before last day of construction period covered by application.
  - 2. Stored materials included in application must have supporting documentation that verifies amount required, do not include overhead and profit on stored material.
  - 3. Each application for payment following the initial Application for Payment shall be consistent for payment with previous applications.
- C. Payment Period: Monthly.
- D. "Pencil Copy": Submit one week prior to application for payment for review and approval by Architect and Owner. Submit Electronically to Architect in PDF format unless directed otherwise.
- E. "Application for Payment": Upon acceptance of the "Pencil Copy", submit the "Application for Payment. Submit Electronically to Architect in PDF format unless directed otherwise. Architect will review, certify for payment, and submit to Owner.
  - 1. Submit updated construction schedule with each Application for Payment as applicable to the work.
  - 2. Submit all required waivers of lien / partial release of lien [including applicable subcontractors] in accordance with Owner requirements.
  - 3. Submit certified payroll reports for all contractors.
- F. Failure to submit required paperwork, including supporting documents can delay the processing of the Application for Payment.

## 1.8 CHANGE PROCEDURES

- A. Construction Bulletin: Architect / Owner may issue a Construction Bulletin [Proposal Request] including a detailed description of proposed change with supplementary or revised Drawings and specifications. Prepare and submit estimate within 7 days.

- B. Stipulated Sum/Price Change Order: Based on Proposal Request / Construction Bulletin and Contractor's fixed price quotation.
- C. Unit Price Change Order: For contract unit prices and quantities, the Change Order must be executed prior to beginning any work. The Change Order will be based on fixed unit price basis provided in the Bid Form.
- D. Architect will advise of minor changes in the Work not involving adjustment to Contract Sum/Price or Contract Time by issuing supplemental instructions on Architect's approved forms.
- E. Architect will issue a Change Order for all changes to Contract Sum and for all changes to the Contract Time upon Owner's approval of a proposal from Contractor.
- F. Change Order Forms: HUD / AIA G701 or other approved forms with all required backup documentation.
  - 1. No "change order" will be prepared for costs expended from project allowances which do not require a change to contract sum or time.
- G. Correlation Of Contractor Submittals:
  - 1. Promptly revise Schedule of Values and Application for Payment forms to record each authorized Change Order as separate line item and adjust Contract Sum/Price.
  - 2. Promptly revise construction progress schedules to reflect change in Contract Time, revise sub-schedules to adjust times for other items of work affected by the change, and resubmit.
  - 3. Promptly enter changes in Project Record Documents.
- H. **Important: All change orders must be fully executed prior to beginning any work. Failure to comply will result in contractor request being denied and completed at no cost to Owner.**

#### 1.9 UNIT PRICES

- A. Document unit price quantities. Architect / Owner will confirm quantities as required. Contractor may not be paid for unit cost work without documentation of the work accomplished.
- B. Unit Price Includes: Full compensation for required labor, products, tools, equipment, plant and facilities, transportation, services and incidentals; erection, application or installation of item of the Work; overhead and profit.
- C. Final payment for Work governed by unit prices will be made on basis of actual measurements and quantities accepted by Architect / Owner multiplied by unit price for Work incorporated in or made necessary by the Work.

#### 1.10 UNIT PRICE SCHEDULE

- A. None

#### 1.11 ALTERNATES

- A. Alternates listed on Bid Form will be reviewed and accepted or rejected at Owner's option. Accepted Alternates will be identified in Owner-Contractor Agreement.
- B. Coordinate related work and modify surrounding work.

#### 1.12 SCHEDULE OF ALTERNATES

- A. None

### 1.13 PROJECT ALLOWANCES

- A. Contingency Allowance:
  - 1. Provide in bid a draw down allowance in the amount of **\$20,000 [twenty thousand dollars]** for use as a project contingency allowance.
- B. Contractor's costs for Products, delivery, installation, labor, insurance, payroll, taxes, bonding, equipment rental, overhead and profit are included in Change Orders authorizing expenditure of funds from this Contingency Allowance.
- C. Do not expend or proceed with work outside of the scope of the project which utilizes the contingency allowance without authorization and approval of Architect and Owner.
- D. Identify and track actual expenditures as they occur over the duration of the project not afterward. Any work commenced without Owner approval is at Contractor's risk. Maintain a running tally of the remaining balance of each allowance.
- E. Credit back to the Owner any unused funds at the end of the project via a Change Order.

### 1.14 FINAL APPLICATION FOR PAYMENT

- A. Refer to provisions in Section 01 77 00 for Application for Payment at Substantial Completion.

### PART 2 PRODUCTS

Not Used.

### PART 3 EXECUTION

#### 3.1 DEFECT ASSESSMENT

- A. Replace the Work, or portions of the Work, not conforming to specified requirements.
- B. If, in the opinion of the Architect / Owner, it is not practical to remove and replace the Work, the Architect / Owner will direct appropriate remedy.
- C. Authority of Architect / Owner to assess defects and identify payment adjustments is final.
- D. Non-Payment For Rejected Products: Payment will not be made for rejected products.

**END OF SECTION**

## SECTION 01 25 00 – SUBSTITUTION PROCEDURES

### PART 1 GENERAL

#### 1.1 WORK INCLUDES

- A. Includes administration and procedural requirement for Substitutions.
  - 1. Substitutions' for Cause: Changes due to project conditions, such as unavailable of product.
  - 2. Substitutions' for Convenience: Changes that may offer advantages to the Owner.

#### 1.2 PRODUCT OPTIONS

- A. Products Specified by Reference Standards or by Description Only: Any Product meeting those standards or description.
- B. Products Specified by Naming One or More Manufacturers: Products of manufacturers named and meeting specifications, no options or substitutions allowed.
- C. Products Specified by Naming One or More Manufacturers with Provision for Substitutions / Approved Equal: Submit request for substitution as outlined in this section for manufacturers not named.
  - 1. Architect / Owner is the decision maker if the proposed "approved equal" is in fact equal and approved. Any decision rendered is final.
  - 2. Any Contractor, Sub-contractor, or Supplier who makes their own judgement as to "approved equal" and includes within their bid without a formal approval is doing so at their own risk.

#### 1.3 SUBSTITUTIONS PROCEDURES

- A. The materials, products, and equipment described in the Bid Documents establish a standard of required function, dimension, appearance and quality to be met by any proposed substitution. The burden of proof of the merit of the proposed substitution is upon the Bidder. Absolutely no substitutions shall be considered after the Contract award unless specifically noted in the Contract Documents. All substitution requests must come from a bidding Contractor [not materials suppliers, etc].
- B. Document each request with complete data substantiating compliance of proposed Substitution with Contract Documents.
- C. A request constitutes a representation that the Bidder:
  - 1. Has investigated proposed product and determined that it meets or exceeds quality level of specified product.
  - 2. Will provide same warranty for Substitution as for specified product.
  - 3. Will coordinate installation and make changes to other Work which may be required for the Work to be complete with no additional cost to Owner.
  - 4. Waives claims for additional costs or time extension which may subsequently become apparent.
- D. Substitution Procedure
  - 1. **Submit copy of request for Substitution for consideration to Architect no later than seven [7] days before bid opening date.**
  - 2. Submit shop drawings, product data, and applicable certified test results attesting to proposed product equivalence. Burden on proof is on proposer.
  - 3. Architect will notify Contractor in writing of decision to accept or reject request within five [5] days of receipt of request or request additional information or documentation for evaluation.
  - 4. Limit each request to one proposed Substitution.
  - 5. Requests shall include the name of the material or equipment for which it is to be substituted and a completed description of the proposed substitution.
  - 6. Architect/Owner will notify Contractor in writing of decision to accept or reject request.
  - 7. Substitution requests shall only be submitted by registered bidders for the project.

- E. Substitutions will not be considered when they are indicated or implied on Submittals, without written request or when acceptance will require revision to the Contract Documents.
- F. If the Substitution requires modifications to the Contract / Bidding Documents, the cost for updating the documents shall be paid by the Contractor making the request.
- G. Substitutions will not be considered after award of the project without justification.
- H. Approved substitutions will be identified by Addenda.
  - 1. Bidders shall not rely upon approvals made in any other manner.
- I. In submission of substitutions to Products specified, Bidders shall include in their Bid, changes required in the Work and Contract Price to accommodate such approved substitutions. Later claims by the Bidder for an addition to the Contract Time or Contract Price because of changes in Work necessitated by use of substitutions will not be considered.

**END OF SECTION**

## **SECTION 01 30 00 - ADMINISTRATIVE REQUIREMENTS**

### **PART 1 GENERAL**

#### **1.1 SECTION INCLUDES**

- A. Coordination and project conditions.
- B. Construction Progress Schedules
- C. Preconstruction meeting.
- D. Progress meetings.
- E. Pre-installation meetings.
- F. Daily Job Logs.
- G. Cutting and patching.
- H. Special procedures.

#### **1.2 COORDINATION AND PROJECT CONDITIONS**

- A. Coordinate scheduling, submittals, and Work of various sections of Project Manual / Specifications and Drawings to ensure efficient and orderly sequence of installation of interdependent construction elements.
- B. Verify utility requirements and characteristics of operating equipment are compatible with building utilities. Coordinate work of various sections having interdependent responsibilities for installing, connecting to, and placing in service, operating equipment.
- C. Coordinate space requirements, supports, and installation of mechanical and electrical Work indicated diagrammatically on Drawings. Follow routing shown for pipes, ducts, and conduit, as closely as practicable; place runs parallel with lines of building. Utilize spaces efficiently to maximize accessibility for other installations, for maintenance, and for repairs.
  - 1. Coordination Drawings: Prepare as required to coordinate all portions of Work.
  - 2. Coordination Meetings: In addition to other meetings specified, hold coordination meetings with personnel and subcontractors to ensure coordination of Work.
- D. In finished areas, conceal pipes, ducts, and wiring within construction. Coordinate locations of fixtures and outlets with finish elements. Coordinate rough in locations for accessibility, clearances, maneuvering, etc.
- E. Coordinate completion and clean-up of Work of separate sections in preparation for Substantial Completion.
- F. After Owner occupancy of premises, coordinate access to site for correction of defective Work and Work not in accordance with Contract Documents, to minimize disruption of Owner's activities.

#### **1.3 FIELD VERIFICATION**

- A. Prior to ordering materials, verify the actual dimensions of existing conditions and assume responsibility for workable solutions for all new work. Verification that new work and items are workable for existing conditions while providing adequate clearances is the responsibility of the Contractor.

#### **1.4 CONSTRUCTION PROGRESS SCHEDULES**

- A. Illustrate order and interdependence of activities and sequence of work; how start of given activity depends on completion of preceding activities, and how completion of activity may restrain start of subsequent activities. Illustrate complete sequence of construction by activity.

Arrange schedule on a weekly basis identifying the first work day of each week. [Critical Path Schedule]

1. Work Sequences, order of operations, constraints, and milestones for the project, including all applicable Subcontract Work.
  2. Material / equipment lead times.
  3. Punchlist Activities
  4. Substantial Completion and Contract Completion Dates.
  5. Move-in and other preliminary activities.
  6. Equipment and equipment system test and startup activities.
  7. Project closeout and cleanup.
- B. Submit initial progress schedule within seven [7] days after date of Owner-Contractor Agreement for Architect / Owner review.
1. Include written certification that major subcontractors have reviewed and accepted proposed schedule.
- C. Submit revised and updated schedules with each Application for Payment and as appropriate throughout the duration of the project.
1. Indicate estimated percentage of completion for each item of Work at each submittal.
- D. Review and Evaluation
1. Participate in joint review and evaluation of schedules with Architect / Owner at each submittal.
  2. Evaluate Project status to determine Work behind schedule and Work ahead of schedule.
  3. Indicate changes required to maintain Date of Substantial Completion.
  4. After review, revise schedules incorporating results of review, and resubmit within three [3] days.
- E. Distribute copies of updated schedules to Subcontractors, suppliers, Architect, Owner, and other concerned parties.

## 1.5 PRECONSTRUCTION MEETING

- A. Architect / Owner will schedule preconstruction meeting after Notice of Award for affected parties.
- B. Attendance: Architect, Owner, Contractor Project Manager, Foreman / Superintendent
- C. Agenda:
1. Execution of Owner-Contractor Agreement.
  2. Submission of executed bonds and insurance certificates.
  3. Distribution of Contract Documents.
  4. Submission of list of Subcontractors, list of products, schedule of values, and progress schedule.
  5. Designation of personnel representing parties in Contract, and Architect.
  6. Procedures and processing of field decisions, submittals, substitutions, applications for payments, proposal request, Change Orders, and Contract closeout procedures.
  7. Scheduling.
  8. Use of premises by Owner and Contractor.
  9. Owner requirements for procedures and inspections
  10. Construction facilities and controls provided by Owner.
  11. Security and housekeeping procedures.
  12. Application for payment procedures.
  13. Procedures for maintaining record documents.
  14. Requirements for start-up of equipment.
  15. Inspection and acceptance of equipment put into service during construction period.

- D. Architect will record minutes and distribute copies via email after meeting to participants and those affected by decisions made.

#### **1.6 PROGRESS MEETINGS**

- A. Architect will be providing periodic observation of the work. Architect will issue field reports at each site visit. Architects will be observing the work for compliance with the specifications and will not be responsible for the ways, means and methods of constructing the project or managing the day to day operations.
- B. Schedule and administer meetings throughout progress of the Work at bi-weekly intervals.
  - 1. Provide suitable accommodations for holding meetings on-site with a layout table, chairs, etc.
- C. Architect will make arrangements for meetings, prepare agenda with copies for participants, and preside at meetings.
- D. Attendance Required: Job superintendent, major subcontractors and suppliers, Architect, Owner, as appropriate to agenda topics for each meeting.
- E. Agenda:
  - 1. Review minutes of previous meetings.
  - 2. Review of Work progress.
  - 3. Field observations, problems, and decisions.
  - 4. Identification of problems impeding planned progress.
  - 5. Review of submittals schedule and status of submittals.
  - 6. Review of off-site fabrication and delivery schedules.
  - 7. Maintenance of progress schedule.
  - 8. Corrective measures to regain projected schedules.
  - 9. Planned progress during succeeding work period.
  - 10. Coordination of projected progress.
  - 11. Maintenance of quality and work standards.
  - 12. Effect of proposed changes on progress schedule and coordination.
  - 13. Other business relating to Work.
- F. Architect will record minutes and distribute copies via email after meeting to participants and those affected by decisions made.

#### **1.7 PRE-INSTALLATION MEETINGS**

- A. Determine any and all necessary pre-installation meetings and schedule the same.
- B. When required in individual specification sections, convene pre-installation meetings at Project site prior to commencing work of specific section.
- C. Require attendance of parties directly affecting, or affected by, Work of specific section.
- D. Notify Architect / Owner one week in advance of meeting date.
- E. Prepare agenda and preside at meeting:
  - 1. Review conditions of installation, preparation and installation procedures.
  - 2. Review coordination with related work.
- F. Record minutes and distribute to participants after meeting, and those affected by decisions made.

#### **1.8 DAILY JOB LOGS**

- A. Maintain a daily job log that indicates the personnel on-site and activities performed (including all sub-contractors)

- B. Indicate any safety concerns and incidents.
- C. Indicate weather conditions.
- D. Indicate any visitors or other personnel visiting the project site.
- E. Job log shall be accessible to Architect / Owner upon request.
- F. Coordinate activities / work progress with Architect / Owner.

## **PART 2 PRODUCTS**

Not Used.

## **PART 3 EXECUTION**

### **3.1 CUTTING AND PATCHING**

- A. Employ skilled and experienced installer to perform cutting and patching; restore Work with new Products.
- B. Submit written request in advance of cutting or altering elements affecting:
  - 1. Structural integrity of element.
  - 2. Integrity of weather-exposed or moisture-resistant elements.
  - 3. Efficiency, maintenance, or safety of element.
  - 4. Visual qualities of sight exposed elements.
  - 5. Work of Owner or separate contractor.
- C. Execute cutting, fitting, and patching [including excavation and fill,] to complete Work, and to:
  - 1. Fit the several parts together, to integrate with other Work.
  - 2. Uncover Work to install or correct ill-timed Work.
  - 3. Remove and replace defective and non-conforming Work.
  - 4. Remove samples of installed Work for testing.
  - 5. Provide openings in elements of Work for penetrations of mechanical and electrical Work.
- D. Execute work by methods to avoid damage to other Work, and to provide proper surfaces to receive patching and finishing.
- E. Cut masonry and concrete materials using masonry saw or core drill.
- F. Restore Work with new products in accordance with requirements of Contract Documents.
- G. Fit Work tight to adjacent elements. Maintain integrity of wall, ceiling, or floor construction; completely seal voids.
- H. Fit Work tight to pipes, sleeves, ducts, conduit, and other penetrations through surfaces.
- I. Maintain integrity of wall, ceiling, or floor construction; completely seal voids.
- J. At penetrations of fire rated walls, partitions, ceiling, or floor construction, completely seal voids with fire rated materials, to full thickness of penetrated element. Follow applicable UL assemblies.
- K. Refinish surfaces to match adjacent finishes.
  - 1. For continuous surfaces, refinish to nearest intersection; for assembly, refinish entire unit.
  - 2. For painted surfaces, paint entire wall from corner to corner, floor to ceiling.
- L. Identify hazardous substances or conditions exposed during the Work to Architect for decision or remedy.

### **3.2 SPECIAL PROCEDURES**

- A. Materials: As specified in product sections; match existing with new products for patching and extending work.
- B. Employ skilled and experienced installer to perform alteration work.
- C. Cut, move, or remove items as necessary for access to alterations and renovation Work. Replace and restore at completion.
- D. Remove unsuitable material not marked for salvage, including rotted wood, corroded metals, and deteriorated masonry and concrete. Replace materials as specified for finished Work.
- E. Remove debris and abandoned items from area and from concealed spaces.
- F. Prepare surface and remove surface finishes to permit installation of new work and finishes.
- G. Remove, cut, and patch Work in manner to minimize damage and to permit restoring products and finishes to original or specified condition.
- H. Refinish existing visible surfaces to remain in renovated rooms and spaces, to renewed condition for each material, with neat transition to adjacent finishes.
- I. Where new Work abuts or aligns with existing, provide smooth and even transition. Patch Work to match existing adjacent Work in texture and appearance.
- J. When finished surfaces are cut so that smooth transition with new Work is not possible, terminate existing surface along straight line at natural line of division and submit recommendation to Architect for review.
- K. Patch or replace portions of existing surfaces which are damaged, lifted, discolored, or showing other imperfections.
- L. Finish surfaces as specified in individual product sections.

**END OF SECTION**

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## SECTION 01 33 00 - SUBMITTAL PROCEDURES

### PART 1 GENERAL

#### 1.1 SECTION INCLUDES

- A. Submittal procedures.
- B. Proposed products list.
- C. Product data.
- D. Shop drawings.
- E. Samples.
- F. Safety Data Sheets
- G. Manufacturer's Instructions
- H. Manufacturer's Certificates
- I. Construction Photographs

#### 1.2 SUBMITTAL PROCEDURES

- A. Submit product data and shop drawings for all applicable components of the project. Refer to individual sections for additional requirements.
  - 1. Provide a submittal log at the beginning of the project for review by Architect / Owner. Identify proposed submittals by Spec Section.
  - 2. Architect / Owner review of the submittals will be general in nature and does not relieve the Contractor in any way of the responsibility in compliance with the contract requirements, manufacturer requirements, and/or applicable codes.
- B. Accomplish all submittals in a digital [PDF format].
  - 1. Any hard copies received will be scanned and returned electronically.
  - 2. Provide those submittals required to maintain orderly progress of the work and those required for early lead time for manufacturer fabrication.
  - 3. Do not simply download information directly from a manufacturer's website without a review of the information and **identifying the particular products being utilized**.
  - 4. Mark each component to identify applicable products, models, options, and other data. Supplement manufacturer's standard data to provide information unique to this project. Non-identified submittals will be rejected.
- C. Provide a Submittal form / cover sheet to identify Project, Contractor, subcontractor or supplier; and pertinent Contract Document references.
  - 1. Allow space on submittal form / cover sheet for Contractor and Architect review stamps.
  - 2. Sequentially number transmittal forms.
  - 3. Mark revised submittals with original number and sequential alphabetic suffix.
  - 4. Sign off on submittals indicating Contractor review of the data provided.
- D. Apply Contractor's stamp, signed or initialed, certifying that review, verification of Products required, field dimensions, adjacent construction Work, and coordination of information is in accordance with requirements of the Work and Contract Documents.
- E. Identify variations from Contract Documents and Product or system limitations which may be detrimental to successful performance of completed Work.
- F. Revise and resubmit submittals as required; identify changes made since previous submittal.
- G. Schedule / complete all submittals at the beginning of the project / with adequate time to allow the proper ordering of materials for the project.

1. Failure by the Contractor to provide submittals in a timely fashion does not change the project start date nor contract period.
  2. Failure by the Contractor to order materials timely is not a reason for selection of an alternate material.
- H. Any materials on the job site that have not been reviewed as part of the submittal process are subject to rejection / removal from the job-site. Any work undertaken without review of the submittal data is at the Contractor's risk and subject to rejection or replacement at no cost to the Owner if submittals are not in conformance with the project documents.
- I. For each submittal for review, allow seven [7] days excluding delivery time to and from Contractor.
- J. Architect will return the annotated submittal file via email as PDF electronic files.
- K. Submittals will be marked as follows:
1. NO EXCEPTIONS TAKEN: Distribute copies to subcontractors and related trades.
  2. NOTE MARKINGS: Final Release; Proceed with fabrication, taking into account the necessary corrections on submittal and with Contract Documents.
  3. NOTE MARKINGS/RESUBMIT: Proceed with fabrication, taking into account the necessary corrections. Resubmit corrected shop drawings before fabrication of this work is complete to obtain a different action marking. Do not allow drawings marked "Resubmit" to be used in connection with installation of the Work.
  4. REJECTED: Resubmit shop drawings in their entirety. No fabrication or installation shall be started until shop drawings so marked have been completely revised, resubmitted, and marked by Architect according to preceding Paragraphs.
- L. Distribute copies of reviewed submittals as appropriate [electronically as appropriate]. Instruct parties to promptly report inability to comply with requirements.

### 1.3 PROPOSED PRODUCTS LIST

- A. Within fourteen [14] days after date of Notice to Proceed, submit list of major products proposed for use, with name of manufacturer, trade name, and model number of each product.
- B. For products specified only by reference standards, give manufacturer, trade name, model or catalog designation, and reference standards.

### 1.4 SUBMITTALS / PRODUCT DATA / SHOP DRAWINGS

- A. Product Data/Shop Drawings:
1. Submitted to Architect for review for limited purpose of checking for conformance with information given and design concept expressed in Contract Documents.
  2. All shop drawings shall be to scale, submit drawings on sheets no larger than 24-inch x 36 inch, all other product data can be on 8 ½ X 11-inch sheets.
- B. Samples for Review:
1. Submitted to Architect for review and selection for aesthetic, color, or finish.
  2. Submit samples of finishes from full range of manufacturer's standard colors, textures, and patterns for Owners selection.
  3. Submit samples to illustrate functional and aesthetic characteristics of Product.
- C. Personnel/Other Contractors
1. Submit a list of all subcontractors and on-site personnel with the list of lead contact and associated phone numbers.
  2. Submit emergency contact sheet with contacts for an emergency – 24/7 call list.
- D. Contract Items:

1. Submit Certificate of Insurance, Worker's Comp Certificates as required by Owner.
  2. Submit bonds if applicable to the contract.
  3. Submit a written Construction Schedule / Implementation and Sequencing Plan outlining starting points and length of time to complete work in each section.
- E. Site Specific Safety Plan
1. Provide to Owner for their Review.
- F. Site Logistics Plan
1. Provide to Owner for their Review.

## **1.5 SAMPLES**

- A. Physical Samples: Submit to Architect for review for limited purpose of checking for conformance with information given and design concept expressed in Contract Documents.
1. Physical samples are required to allow Architect to make selections for color and finish. Electronic images of colors/finishes, etc. are not sufficient.
- B. Samples For Selection as Specified in Product Sections:
1. Submit to Architect for aesthetic, color, or finish selection.
  2. Submit samples of finishes from full range of manufacturers' standard colors, textures, and patterns for Architect selection.
- C. Submit samples to illustrate functional and aesthetic characteristics of Products, with integral parts and attachment devices. Coordinate sample submittals for interfacing work.
- D. Include identification on each sample, with full Project information.
- E. Submit 2 copies of each sample, Architect will retain 1 copy.
- F. Reviewed samples which may be used in the Work are indicated in individual specification sections.

## **1.6 SAFETY DATA SHEETS**

- A. Submit Safety Data Sheets [SDS] on all products directly to the Owner – DO NOT submit to Architect.
1. Safety Data Sheets [SDS] shall not be submitted to the Architect for review.
  2. Any SDS submitted to Architect will be returned with no action taken. Architect does not review / approve any SDS sheets. Any submittals provided to Architect with SDS will be rejected, or have the SDS removed / crossed out from the submittal.
- B. Safety Data Sheets relate directly to construction safety, which is the sole responsibility of the Contractor.
- C. In compliance with the OSHA Hazard Communication Standard (1910.1200, 08-24-1987), Post at the site SDS [Safety Data Sheets] for ALL products classified as hazardous that their firm has knowledge that they will be furnishing, using, or storing on the jobsite during the duration of this Project in accordance with OSHA standards.

## **1.7 MANUFACTURER'S INSTRUCTIONS**

- A. When specified in individual specification sections, submit manufacturer printed instructions for delivery, storage, assembly, installation, [start-up,] adjusting, and finishing, in quantities specified for Product Data.
- B. Indicate special procedures, conditions requiring special attention, and special environmental criteria required for application or installation.

## 1.8 MANUFACTURER'S CERTIFICATES

- A. When specified in individual specification sections, submit certifications by manufacturer to Owner, in quantities specified for Product Data.
- B. Indicate material or Product conforms to or exceeds specified requirements. Submit supporting reference data, affidavits, and certifications as appropriate.
- C. Certificates may be recent or previous test results on material or Products, but must be acceptable to Architect / Owner.

## 1.9 CONSTRUCTION PHOTOGRAPHS

- A. Provide digital photographs of construction throughout progress of Work as taken by project superintendent as applicable to document the existing conditions, work in progress, completed work, project wrap up, etc. It is in the best interest of the contractor to document the conditions as this is an occupied unit project.
- B. Deliver photographs to Architect / Owner upon request. Catalog and index in chronological sequence with date indexed.

## PART 2 PRODUCTS

Not Used.

## PART 3 EXECUTION

### 3.1 ELECTRONIC CAD FILES OF PROJECT DRAWINGS

- A. Electronic CAD Files of Project Drawings: May only be used to expedite production of Submittal / Shop Drawings for the Project. Use for other Projects or purposes is not allowed.
- B. Electronic CAD Files of Project Drawings: Distributed only under the following conditions:
  - 1. Use of files is solely at receiver's risk. Architect does not warrant accuracy of files. Receiving files in electronic form does not relieve receiver of responsibilities for measurements, dimensions, and quantities set forth in Contract Documents. In the event of ambiguity, discrepancy, or conflict between information on electronic media and that in Contract Documents, notify Architect of discrepancy and use information in hard-copy Drawings and Specifications.
  - 2. CAD files do not necessarily represent the latest Contract Documents, existing conditions, and as-built conditions. Receiver is responsible for determining and complying with these conditions and for incorporating addenda and modifications.
  - 3. User is responsible for removing information not normally provided on Shop Drawings and removing references to Contract Documents. Shop Drawings submitted with information associated with other trades or with references to Contract Documents will not be reviewed and will be immediately returned.
  - 4. Receiver shall not hold Architect responsible for data or file clean-up required to make files usable, nor for error or malfunction in translation, interpretation, or use of this electronic information.
  - 5. Receiver shall understand that even though Architect has computer virus scanning software to detect presence of computer viruses, there is no guarantee that computer viruses are not present in files or in electronic media.
  - 6. Receiver shall not hold Architect responsible for such viruses or their consequences, and shall hold Architect harmless against costs, losses, or damage caused by presence of computer virus in files or media.
  - 7. Architect reserves the right to assess a fee for the release of the electronic CAD files. Coordinate with Architect as appropriate.

**END OF SECTION**

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## SECTION 01 40 00 - QUALITY REQUIREMENTS

### PART 1 GENERAL

#### 1.1 SECTION INCLUDES

- A. Quality control.
- B. Construction Procedures
- C. Tolerances
- D. References.
- E. Labeling
- F. Mock-up requirements.
- G. Examination & Inspection.
- H. Testing and Inspection Services [Special Inspections]

#### 1.2 QUALITY CONTROL

- A. Monitor quality control over suppliers, manufacturers, products, services, site conditions, and workmanship, to produce Work of specified quality.
- B. Comply with manufacturers' instructions, including each step in sequence.
- C. When manufacturers' instructions conflict with Contract Documents, request clarification from Architect before proceeding.
- D. Comply with specified standards as minimum quality for the Work except where more stringent tolerances, codes, or specified requirements indicate higher standards or more precise workmanship.
- E. Perform Work by persons qualified to produce required and specified quality.
- F. Verify field measurements are as indicated on Shop Drawings or as instructed by manufacturer.
- G. Secure products in place with positive anchorage devices designed and sized to withstand stresses, vibration, physical distortion, or disfigurement.

#### 1.3 CONSTRUCTION PROCEDURES

- A. Architect / Owner intends to routinely monitor the Contractor's work and progress. Quality control is an important element which is the responsibility of the Contractor. Provide full cooperation with all inspection steps through the construction process and include such coordination in the base bid of the project.
- B. Provide accessibility to the work, including but not limited to ladders, scaffolding, hoisting, etc in order to make all areas of the work available to Architect / Owner. Provide staffing to support these operations.
- C. Inspect the Work prior to requesting a punchlist inspection. Address / correct any deficiencies and provide written confirmation of such with the request to schedule the punchlist inspection by the Architect / Owner. Refer to Section 01 77 00.
- D. Owner will coordinate and schedule an anniversary inspection for the one year interval following acceptance of the project.

#### **1.4 TOLERANCES**

- A. Monitor fabrication and installation tolerance control of products to produce acceptable Work. Do not permit tolerances to accumulate.
- B. Comply with manufacturers' tolerances. When manufacturers' tolerances conflict with Contract Documents, request clarification from Architect before proceeding.
- C. Adjust products to appropriate dimensions; position before securing products in place.

#### **1.5 REFERENCES**

- A. For products or workmanship specified by association, trade, or other consensus standards, comply with requirements of standard, except when more rigid requirements are specified or are required by applicable codes.
- B. Conform to reference standard by date of issue current on date of Contract Documents, except where specific date is established by code.
- C. Obtain copies of standards where required by product specification sections.
- D. When specified reference standards conflict with Contract Documents, request clarification from Architect before proceeding.
- E. Neither contractual relationships, duties, nor responsibilities of parties in Contract nor those of Architect shall be altered from Contract Documents by mention or inference otherwise in reference documents.

#### **1.6 LABELING**

- A. Attach label from agency approved by Authority having Jurisdiction for products, assemblies, and systems required to be labeled by Applicable Code.
- B. Label information: include manufacturer's or fabricator's identification, approved agency information, and the following information, as applicable, on each label.
  - 1. Model number
  - 2. Serial number
  - 3. Performance characteristics
- C. Manufacturer's Nameplates, Trademarks, Logos, and Other Identifying Marks on Products: Not allowed on surfaces exposed to view in public areas, interior or exterior.

#### **1.7 MOCK-UP REQUIREMENTS**

- A. Assemble and erect specified items with specified attachment and anchorage devices, flashings, seals, and finishes as directed by Architect / Owner.
- B. Accepted mock-ups shall be comparison standard for remaining Work follow requirements of individual sections.
- C. Where mock-up has been accepted by Architect / Owner and is specified in product specification sections to be removed; remove mock-up and clear area when directed to do so.

#### **1.8 TESTING AND INSPECTION SERVICES [SPECIAL INSPECTIONS]**

- A. Owner will employ and pay for specified services of on an independent firm to accomplish Third Party Special Inspections as outlined on the Drawings.
- B. Cooperate with independent firm; furnish samples of materials, design mix, equipment, tools, storage, safe access, and assistance by incidental labor as requested.
  - 1. Notify independent firm **24** hours before expected time for operations requiring services.
  - 2. Make arrangements with independent firm and pay for additional Samples and tests required for Contractor's use.

- C. Employment of testing agency or laboratory shall not relieve Contractor of obligation to perform Work according to requirements of Contract Documents.
- D. Retesting or re-inspection required because of nonconformance with specified or indicated requirements shall be performed by same independent firm on instructions from Architect. Payment for retesting or re-inspection will be charged to Contractor by deducting testing charges from Contract Sum.
- E. Agency Reports: After each test, promptly submit an electronic copy of report to Architect, Contractor, and Owner. When requested by Architect, provide interpretation of test results.
- F. Limits on Testing Authority:
  - 1. Agency or laboratory may not release, revoke, alter, or enlarge on requirements of Contract Documents.
  - 2. Agency or laboratory may not approve or accept any portion of the Work.
  - 3. Agency or laboratory may not assume duties of Contractor.
  - 4. Agency or laboratory has no authority to stop the Work.

## **PART 2 PRODUCTS**

Not Used.

## **PART 3 EXECUTION**

### **3.1 EXAMINATION**

- A. Verify existing site conditions and substrate surfaces are acceptable for subsequent Work. Beginning new Work means acceptance of existing conditions.
- B. Verify existing substrate is capable of structural support or attachment of new Work being applied or attached.
- C. Examine and verify specific conditions described in individual specification sections.
- D. Verify utility services are available, of correct characteristics, and in correct locations.
- E. Contact Utility Protection Services [Call 811] a minimum of 48 hours prior to beginning work to verify location of existing utilities, coordinate requirements as applicable.
  - 1. Contact private utility locating services as required by the conditions. Locate all public and private utilities that may be impacted by the work.

### **3.2 PREPARATION**

- A. Clean substrate surfaces prior to applying next material or substance.
- B. Seal cracks or openings of substrate prior to applying next material or substance.
- C. Apply manufacturer required or recommended substrate primer, sealer, or conditioner prior to applying new material or substance in contact or bond.

**END OF SECTION**

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## **SECTION 01 50 00 - TEMPORARY FACILITIES AND CONTROLS**

### **PART 1 GENERAL**

#### **1.1 SECTION INCLUDES**

- A. Temporary Utilities
- B. Construction Facilities
- C. Temporary Controls
- D. Removal of utilities, facilities, and controls

#### **1.2 TEMPORARY ELECTRICITY**

- A. Refer to GDPM's Terms and Conditions
- B. Utilize existing utilities at the building as required to facilitate work. Maintain existing utilities operational throughout the duration of the project. If systems need to be out of service, schedule this work for off-hours, coordinate with Owner.

#### **1.3 TEMPORARY LIGHTING FOR CONSTRUCTION PURPOSES**

- A. Provide temporary lighting for construction operations as required by conditions and where existing lighting has been removed to facilitate work.

#### **1.4 TEMPORARY HEATING / COOLING / VENTILATION**

- A. Shut down HVAC systems during dusty activities. Provide and maintain filtration media at all HVAC systems.
- B. Ventilate enclosed areas to achieve curing of materials, to dissipate humidity, and to prevent accumulation of dust, fumes, vapors, or gases.
- C. Provide temporary fan units as required to maintain clean air for construction operations.

#### **1.5 TEMPORARY WATER SERVICE**

- A. Not Applicable.

#### **1.6 TEMPORARY PROTECTION OF FIRE SPRINKLER / FIRE ALARM SYSTEMS**

- A. Coordinate with fire sprinkler system and fire alarm system / monitoring company to maintain systems operational. This includes temporary protection and coordination of monitoring company to put system in test mode as applicable to the work.
  - 1. Provide and maintain a proper fire watch within the building at any time when systems are in test mode.

#### **1.7 TEMPORARY SANITARY FACILITIES**

- A. Provide temporary sanitary facilities for use during construction. Maintain daily in clean and sanitary condition.
  - 1. Do not use building toilet facilities for temporary facilities unless specifically authorized.
  - 2. Do not use new plumbing fixtures for temporary facilities.
  - 3. Do not use other Owner facilities without explicit approval.
  - 4. Protect temporary facilities from vandalism.
- B. Provide potable drinking water for workers.

#### **1.8 TEMPORARY BARRICADES**

- A. Erect temporary barricades as applicable to the work to maintain security, dust control, protect residents, etc.

- B. Provide additional barricades, barriers, or protection necessary to protect work areas at traffic lanes, parking lots, etc.
- C. Provide all applicable signage to limit non-construction personnel from entering the construction area.
- D. Provide temporary emergency egress and exit signage as required by conditions and where existing has been temporarily removed to facilitate work.

#### **1.9 STAGING AREA / MATERIAL STORAGE**

- A. Coordinate with Owner on acceptable location of project staging and material storage area.
- B. Do not anticipate any space for storage of materials in the building / work areas or adjacent building areas.
- C. Provide secured, portable storage containers for temporary / construction storage as required by the Contractor.
  - 1. Do not anticipate any space for storage of materials in the building / work areas or adjacent building areas.
  - 2. Coordinate location of storage containers with Owner.
  - 3. Protect / restore site as applicable to the conditions to original conditions.
- D. Owner will make reasonable effort to provide suitable space on the site for the Contractor to set up operations. Moving from this space may be necessary when instructed by the Owner and shall be accomplished without charge to the Owner. Cooperate with Owner to minimize conflict from Owner's operations.

#### **1.10 FIELD OFFICE**

- A. Provide securable on-site space for storage as required by the Contractor. Coordinate with Owner for approved location of such storage space.
- B. Provide field office for construction operations as deemed necessary by Contractor. Pay for field offices and related expenses.

#### **1.11 VEHICULAR ACCESS**

- A. Utilize existing street parking / driveways / parking areas for construction activities. Do not block or prohibit vehicular access to adjacent buildings / parking areas. Do not allow driving/parking in turf areas.
- B. Provide unimpeded access for emergency vehicles. Maintain 20 feet wide driveways with turning space between and around combustible materials.
- C. Provide and maintain access to fire hydrants and control valves free of obstructions.

#### **1.12 CONSTRUCTION ACCESS DRIVE**

- A. Not Applicable.

#### **1.13 PARKING**

- A. Park Contractor vehicles in areas designated by the Owner. Construct temporary gravel parking areas as necessary to accommodate construction personnel.
- B. Use of designated existing on-site driveways, parking areas, and / or street parking used for construction traffic is permitted. Tracked vehicles not allowed on paved areas.
  - 1. Do not block access to existing parking lots, driveways, etc. with construction equipment, material laydown, or storage areas.
  - 2. Do not block resident vehicles or those of adjacent buildings with a shared driveway.
- C. Do not allow heavy vehicles or construction equipment in parking areas.

- D. Maintenance:
  - 1. Maintain traffic and parking areas in sound condition free of excavated material, construction equipment, products, mud, snow, and ice.
  - 2. Maintain existing and permanent paved areas used for construction; promptly repair breaks, potholes, low areas, standing water, and other deficiencies, to maintain paving and drainage in original, or specified, condition.
- E. Removal, Repair:
  - 1. Repair existing and permanent facilities damaged by use, to original or specified condition.

#### **1.14 PROGRESS CLEANING AND WASTE REMOVAL**

- A. Collect and maintain areas free of waste materials, debris, and rubbish. Maintain site in clean and orderly condition to the satisfaction of the Owner. Clean up shall occur on a DAILY basis.
  - 1. Failure to provide routine and daily cleanup may result in a back charge from the Owner to accomplish this work.
- B. Remove debris and rubbish from pipe chases, plenums, attics, crawl spaces, and other closed or remote spaces, prior to enclosing spaces.
- C. Broom and vacuum clean interior areas prior to start of surface finishing, and continue cleaning to eliminate dust.
- D. Collect and remove waste materials, debris, and rubbish from site daily and dispose off-site. Sort and recycle as applicable.
- E. Provide dumpsters or trash containers needed for the proper removal of project materials, trash, or debris related to the work. Keep all work areas and project sites neat and free of trash and clutter at all times. Project site consists of occupied apartment units. Do not leave trash around the project site. Take all considerations necessary for safety.

#### **1.15 PROTECTION OF INSTALLED WORK**

- A. Protect installed Work and provide special protection where specified in individual specification sections. Restore any damaged work to new condition.
- B. Provide temporary and removable protection for installed products. Control activity in immediate work area to prevent damage.
- C. Protect finished pavement, concrete, stairs, finish flooring, and other surfaces from traffic, dirt, wear, damage, or movement of heavy objects, by protecting with durable sheet materials.
- D. Prohibit traffic or storage upon waterproofed or roofed surfaces, finished surfaces, etc as is applicable to the work. When traffic or activity is necessary, obtain recommendations for protection from the material manufacturer and provide all required protection as determined necessary. Any damage caused shall be repaired to like new condition.
- E. Prohibit traffic from landscaped areas.

#### **1.16 FIRE PREVENTION FACILITIES**

- A. Prohibit smoking within building or on site under construction. **NO SMOKING IS PERMITTED ON HUD PROPERTY [INTERIOR OR EXTERIOR]. NO EXCEPTIONS.**
  - 1. Contractor / Crew found to be smoking will be subject to a \$500 fine per occurrence. Any habitual offenders will be dismissed from the project.
- B. Establish fire watch for cutting and welding and other hazardous operations capable of starting fires. Maintain fire watch before, during, and after hazardous operations until threat of fire does not exist.

- C. Portable Fire Extinguishers: NFPA 10; 10 pound capacity, 4A-60B: C UL rating.
  - 1. Provide one fire extinguisher at each building under construction.
  - 2. Provide minimum one fire extinguisher in storage shed.
  - 3. Supplement as necessary per the local fire department requirements for construction operations.

#### **1.17 BARRIERS**

- A. Provide barriers [construction fencing] to prevent unauthorized entry to construction areas.
- B. Protect non-owned vehicular traffic, stored materials, site, and structures from damage.
- C. Protect Work existing premises from theft, vandalism, and unauthorized entry.

#### **1.18 SECURITY**

- A. Security Program:
  - 1. Protect Work and existing premises from theft, vandalism, and unauthorized entry.
  - 2. Maintain program throughout construction period until Owner occupancy
- B. Entry Control:
  - 1. Restrict entrance of persons into Project site.
  - 2. Allow entrance only to authorized persons with proper identification.
  - 3. Maintain log of workers and visitors, make available to Owner on request.

#### **1.19 DAILY JOB LOGS**

- A. Maintain a daily job log that indicates the personnel on-site and activities performed (including all sub-contractors)
- B. Indicate any safety concerns and incidents.
- C. Indicate weather conditions.
- D. Indicate any visitors or other personnel visiting the project site.
- E. Job log shall be accessible to Owner and Architect upon request.

#### **1.20 DUST CONTROL**

- A. Execute work by methods to minimize raising dust from Construction operations.
- B. Provide positive means to prevent air-borne dust from dispensing into atmosphere and to other areas of the project as applicable.
- C. Provide temporary visqueen dust control measures to minimize the spread of dust and debris. Provide drop cloths, protective coverings as necessary.
- D. Provide protection of existing HVAC / distribution systems.

#### **1.21 POLLUTION AND ENVIRONMENTAL CONTROL**

- A. Provide methods, means, and facilities to prevent contamination of soil, water, and atmosphere from discharge of noxious, toxic substances, and pollutants produced by construction operations.
- B. Provide dust control, erosion and sediment control, etc. to allow for proper execution of the Work.
- C. Provide protective coverings, etc. as necessary to protect work.

#### **1.22 EROSION AND SEDIMENT CONTROL**

- A. Not Applicable.

**1.23 REMOVAL OF UTILITIES, FACILITIES, AND CONTROLS**

- A. Remove existing utilities, connections, finishes, etc. as applicable to the work. Remove back to the nearest termination, junction box, etc. as applicable to the work. Coordinate with requirements on the drawings.
- B. Remove temporary utilities, equipment, facilities, materials, prior to Substantial Completion inspection.
- C. Clean and repair damage caused by installation or use of temporary work.
- D. Restore existing and permanent facilities used during construction to original condition. Restore permanent facilities used during construction to specified condition.

**PART 2 PRODUCTS**

Not Used.

**PART 3 EXECUTION**

Not Used.

**END OF SECTION**

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## SECTION 01 60 00 - PRODUCT REQUIREMENTS

### PART 1 GENERAL

#### 1.1 SECTION INCLUDES

- A. Product requirements.
- B. Product options and substitution procedures.
- C. Equipment electrical characteristics and components.

#### 1.2 PRODUCTS

- A. Products: Means new material, machinery, components, equipment, fixtures, and systems forming the Work, but does not include machinery and equipment used for preparation, fabrication, conveying and erection of the Work.
  - 1. All products used on this project shall be new, unless otherwise noted on the drawings or as specified herein as salvaged or reused.
- B. Do not use materials and equipment removed from existing premises, except as specifically identified or allowed by the Contract Documents.
- C. Provide interchangeable components of same manufacturer for components being replaced.
- D. Furnish products of qualified manufacturers suitable for intended use. Furnish products of each type by single manufacturer unless specified otherwise.
- E. Do not use materials and equipment removed from existing premises, except as specifically permitted by Contract Documents.
- F. Furnish interchangeable components from same manufacturer for components being replaced.
- G. **Order Products in the first 30 days of the contract. Provide documentation of orders upon request.**
- H. **It shall be solely the Contractor's responsibility to order products to allow timely delivery for installation. The failure to order materials early in the project shall not be a reason for a contract time extension or additional costs related to expedited shipping and/or delivery. Nor shall this be a reason for a product substitution.**

#### 1.3 BUILD AMERICA, BUY AMERICA [BABA] REQUIREMENTS

- A. BABA is the Build America, Buy America Act. BABA requires any "infrastructure project" funded by any "Federal Financial Assistance" (FFA) apply a domestic content procurement preference, meaning that all iron, steel, manufactured products, and construction materials used in the infrastructure project have been produced in the United States, unless the awarding agency has issued a waiver of this requirement. This is called the "Buy American Preference" (BAP)
- B. HUD Hyperlink:  
[https://www.hud.gov/program\\_offices/general\\_counsel/build\\_america\\_buy\\_america](https://www.hud.gov/program_offices/general_counsel/build_america_buy_america)
- C. BAP is not applicable to projects less than \$250,000.

#### 1.4 LABELING

- A. Attach label from agency approved by authority having jurisdiction for products, assemblies, and systems required to be labeled by applicable code.
- B. Label Information: Include manufacturer's or fabricator's identification, approved agency identification, and the following information, as applicable, on each label.
  - 1. Model number.

2. Serial number.
3. Performance characteristics.

#### **1.5 PRODUCT DELIVERY REQUIREMENTS**

- A. Transport and handle products in accordance with manufacturer's instructions.
- B. Promptly inspect shipments to ensure products comply with requirements, quantities are correct, and products are undamaged.
- C. Provide equipment and personnel to handle products by methods to prevent soiling, disfigurement, or damage.
- D. Coordinate material delivery to minimize Owner involvement.

#### **1.6 PRODUCT STORAGE AND HANDLING REQUIREMENTS**

- A. Store and protect products in accordance with manufacturers' instructions.
  1. Remove any damaged materials from the site.
- B. Store with seals and labels intact and legible.
- C. Store sensitive products in weather tight, climate controlled, enclosures in an environment favorable to product.
- D. For exterior storage of fabricated products, place on sloped supports above ground.
- E. Cover products subject to deterioration with impervious sheet covering. Provide ventilation to prevent condensation and degradation of products.
- F. Store loose granular materials on solid flat surfaces in well-drained area. Prevent mixing with foreign matter.
- G. Provide equipment and personnel to store products by methods to prevent soiling, disfigurement, or damage.
- H. Secure all products to prevent blow off / blow over during weather events, wind, etc.
- I. Arrange storage of products to permit access for inspection. Periodically inspect to verify products are undamaged and are maintained in acceptable condition.

#### **1.7 PRODUCT OPTIONS**

- A. Products Specified by Reference Standards or by Description Only: Any Product meeting those standards or description.
- B. Products Specified by Naming One or More Manufacturers: Products of manufacturers named and meeting specifications, no options or substitutions allowed.
- C. Products Specified by Naming One or More Manufacturers with Provision for Substitutions / Approved Equal: Submit request for substitution as outlined in this section for manufacturers not named.
  1. Architect / Owner is the decision maker if the proposed "approved equal" is in fact equal and approved. Any decision rendered is final.
  2. Any Contractor, Sub-contractor, or Supplier who makes their own judgement as to "approved equal" and includes within their bid without a formal approval is doing so at their own risk.

#### **1.8 PRODUCT SUBSTITUTION PROCEDURES – REFER TO SECTION 01 25 00**

### **PART 2 PRODUCTS**

#### **2.1 EXTRA MATERIALS**

- A. Provide attic stock of finish materials totaling 5% [or as noted herein] of the total installation.

- B. Provide minimum of [1] gallon of each finish paint color.
- C. Coordinate turnover of extra materials to Owner, assist in placing materials in a location suitable to the Owner.

## **2.2 SPARE PARTS AND MAINTENANCE PRODUCTS**

- A. Furnish spare parts, maintenance, and extra products in quantities specified in individual specification sections.
- B. Deliver to Owner and place in location as directed; obtain receipt prior to final payment. Items shall be boxed and labeled with contents.

## **2.3 EQUIPMENT ELECTRICAL CHARACTERISTICS AND COMPONENTS**

- A. Wiring Terminations: Furnish terminal lugs to match branch circuit conductor quantities, sizes, and materials indicated. Include lugs for terminal box.
- B. Cord and Plug: Furnish minimum 6 foot cord and plug including grounding connector for connection to electric wiring system. Cord of longer length is specified in individual specification sections.

## **2.4 TOLERANCES**

- A. Monitor fabrication and installation tolerance control of installed Products over suppliers, manufacturers, Products, site conditions, and workmanship, to produce acceptable Work. Do not permit tolerances to accumulate.
- B. Comply fully with manufacturer's tolerances.
- C. Adjust products to appropriate conditions. Position before securing products in place.

## **PART 3 EXECUTION**

Not Used.

**END OF SECTION**

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## SECTION 01 73 00 - EXECUTION

### PART 1 GENERAL

#### 1.1 SECTION INCLUDES

- A. Construction Safety / Safety Program
- B. Construction Layout
- C. General Installation of Products
- D. Starting of Systems
- E. Demonstration and Training
- F. Removals and Cleanup
- G. Protection of Installed Construction

#### 1.2 QUALITY ASSURANCE

- A. Land Surveyor Qualifications: A professional land surveyor who is legally qualified to practice in jurisdiction where Project is located and who is experienced in providing land-surveying services of the kind indicated.
- B. Professional Engineer Qualifications: A professional engineer who is legally qualified to practice in jurisdiction where project is located and who is experienced in providing engineering services of the kind indicated. Engineering services are defined as those performed for installations of the system, assembly, or product that are similar to those indicated for this project in material, design, and extent.
- C. Manufacturer's Installation Instructions: Obtain and maintain on-site manufacturers written recommendations and instructions for installation of products and equipment.

### PART 2 PRODUCTS

Not Used.

### PART 3 EXECUTION

#### 3.1 EXAMINATION

- A. Verify existing site conditions and substrate surfaces are acceptable for subsequent Work. **Beginning new Work means acceptance of existing/job-site conditions.**
- B. Existing Conditions: The existence and location of site improvements, utilities, and other construction indicated as existing are not guaranteed. Before beginning work, investigate and verify the existence and location of mechanical and electrical systems and other construction affecting the Work.
- C. Existing Utilities: The existence and location of underground and other utilities and construction indicated as existing are not guaranteed. Before beginning sitework, investigate and verify the existence and location of underground utilities and other construction affecting the Work.
  - 1. Verify the location and invert elevation at points of connection of sanitary sewer, storm sewer, and water service piping.
  - 2. Verify the location of underground electrical services, natural gas piping and other utilities.
  - 3. Furnish location data for work related to Project that must be performed by public utilities serving Project site.

- D. Contact OUPS a minimum of 48 hours prior to beginning work to verify location of existing utilities, coordinate requirements as applicable.
  - 1. Contact private utility locating services as required by the conditions. It is the Contractor's responsibility to locate all public and private utilities that may be impacted by the work.
- E. Verify existing substrate is capable of structural support or attachment of new Work being applied or attached.
- F. Examine and verify specific conditions described in individual specification sections.

### **3.2 PREPARATION**

- A. Existing Utility Information: Furnish information to Architect / Owner that is necessary to adjust, move, or relocate existing utility structures, utility poles, lines, services, or other utility appurtenances located in or affected by construction. Coordinate with authorities having jurisdiction.
- B. Field Measurements: Take field measurements as required to fit the Work properly. Recheck measurements before installing each product. Where portions of the Work are indicated to fit to other construction, verify dimensions of other construction by field measurements before fabrication. Coordinate fabrication schedule with construction progress to avoid delaying the Work.
- C. Space Requirements: Verify space requirements and dimensions of items shown diagrammatically on Drawings.
- D. Review of Contract Documents and Field Conditions: Immediately on discovery of the need for clarification of the Contract Documents, submit a RFI request to Architect. Include a detailed description of problem encountered, together with recommendations for changing the Contract Documents.
- E. Clean substrate surfaces prior to applying next material or substance.
- F. Apply manufacturer required or recommended substrate primer, sealer, or conditioner prior to applying new material or substance in contact or bond.

### **3.3 FIELD VERIFICATION**

- A. Prior to ordering materials, Contractor shall verify the actual dimensions of existing conditions and assume responsibility for workable solutions for all new work. Verification that the new work and items are workable for existing conditions while providing adequate clearances is the responsibility of the Contractor.

### **3.4 CONSTRUCTION SAFETY / SAFETY PROGRAM**

- A. Develop, implement, and maintain a written safety program for all operations/ work performed on this project. Keep these documents at the job site and make available to the Architect / Owner upon request.
- B. Assume all responsibility for project safety, ways, and means and methods of constructing the project. Engage safety consultant as may be necessary for the execution of the work.
- C. In addition, the Owner may require special safety requirements to be performed by the Contractor, these requirements will be provided prior to commencement of work.

### **3.5 CONSTRUCTION LAYOUT**

- A. Verification: Before proceeding to lay out the Work, verify layout information shown on Drawings, in relation to the property survey and existing benchmarks. If discrepancies are discovered, notify Architect / Owner promptly.
  - 1. Locate and protect existing benchmarks and control points. Preserve permanent reference points during construction. Do not change or relocate benchmarks or control

- points without prior written approval. Promptly report lost or destroyed reference points or requirements to relocate reference points because of necessary changes in grades or locations.
2. Promptly replace lost or destroyed project control points. Base replacements on the original survey control points.
- B. General: Engage a land surveyor or professional engineer to lay out the Work using accepted surveying practices.
1. Establish permanent benchmarks and control points to set lines and levels at each story of construction and elsewhere as needed to locate each element of Project.
  2. Verify setbacks and easements.
  3. Establish limits on use of Project Site.
  4. Establish dimensions within tolerances indicated. Do not scale Drawings to obtain required dimensions.
  5. Inform installers of lines and levels to which they must comply.
  6. Check the location, level and plumb, of every major element as the Work progresses.
  7. Notify Architect / Owner when deviations from required lines and levels exceed allowable tolerances.
  8. Site Improvements: Locate and lay out site improvements, including pavements, grading, fill and topsoil placement, utility slopes, and invert elevations.
- C. Building Lines and Levels: Locate and lay out control lines and levels for structures, building foundations, column grids, and floor levels, including those required for mechanical and electrical work. Transfer survey markings and elevations for use with control lines and levels. Level foundations and piers from two or more locations.

### **3.6 INSTALLATION, GENERAL**

- A. Locate the Work and components of the Work accurately, in correct alignment and elevation, as indicated.
1. Make vertical work plumb and make horizontal work level.
  2. Where space is limited, install components to maximize space available for maintenance and ease of removal for replacement.
  3. Conceal pipes, ducts, and wiring in finished areas, unless otherwise indicated.
  4. Maintain minimum headroom clearance, coordinate with Architect.
- B. Comply with manufacturer's written instructions and recommendations for installing products in applications indicated.
- C. Install products at the time and under conditions that will ensure the best possible results. Maintain conditions required for product performance until Contract Completion.
- D. Conduct construction operations so no part of the Work is subjected to damaging operations or loading in excess of that expected during normal conditions of occupancy of type expected for Project.
- E. Sequence the work and allow adequate clearances to accommodate movement of construction items on-site and placement in permanent locations.
- F. Templates: Obtain and distribute to the parties involved templates for work specified to be factory prepared and field installed. Check Shop Drawings of other work to confirm that adequate provisions are made for locating and installing products to comply with indicated requirements.
- G. Attachment: Provide blocking and attachment plates and anchors and fasteners of adequate size and number to securely anchor each component in place, accurately located and aligned with other portions of the Work. Where size and type of attachments are not indicated, verify size and type required for load conditions.
1. Mounting Heights: Coordinate with Architect as applicable.
  2. Allow for building movement, including thermal expansion and contraction.

3. Coordinate installation of anchorages. Furnish setting drawings, templates, and directions for installing anchorages, including sleeves, concrete inserts, anchor bolts, and items with integral anchors, that are to be embedded in concrete or masonry. Deliver such items to Project site in time for installation.
  4. Electrical wiring and associated metallic conduit shall not be embedded within roof assemblies or placed directly below roof decks. Electrical wiring or metallic conduit located near roof assemblies shall be positioned and supported at least 10 inches away from the bottom side of the metal roof deck or other substrate to which a roof system has been or will be applied.
  5. Suspension wires, straps, chains, and metal framing such as those used to support the following shall not be attached to or through steel roof decks.
    - a. Bulkheads.
    - b. Suspended ceilings.
    - c. Fire-suppression systems.
    - d. Ductwork.
    - e. Lighting.
    - f. Similar items.
- H. Joints: Make joints of uniform width. Where joint locations in exposed work are not indicated, arrange joints for the best visual effect. Fit exposed connections together to form hairline joints.

### **3.7 PROTECTION**

- A. Accomplish all work in accordance with the provision of Federal, State American Standard Safety Code for Building Construction and OSHA safety requirements.
  1. Provide all aspects of project safety including protective railings and guards, tie-offs, fall protection, and other safety measures as required by OSHA, even if not specified. Fall protection is required. Architect is not a safety consultant and as such does not direct the means and methods of compliance with safety regulations.
- B. Protect and maintain all building entrances, interior contents, building exterior and grounds.
  1. Return all surfaces to their original condition after all work is complete.
- C. Replace / Repair any damages [including interior or exterior equipment / finishes] at no expense to the Owner in the event of damages of any kind caused by improper protection.
- D. Comply with all regulations of the Local Fire Department and the Owner's requirement regarding storage and handling of flammable materials, etc. Comply with the safety provisions of the National Fire Code pertaining to such hot work. Contractor is responsible for all damage or fines resulting from failure to comply.

### **3.8 STARTING OF SYSTEMS**

- A. Coordinate schedule for startup of various equipment and systems.
- B. Notify Architect / Owner seven [7] days prior to startup of each item.
- C. Verify that each piece of equipment or system has been checked for proper lubrication, drive rotation, belt tension, control sequence, and for conditions which may cause damage.
- D. Verify tests, meter readings, and specified electrical characteristics agree with those required by equipment or system manufacturer.
- E. Verify wiring and support components for equipment are complete and tested.
- F. Start equipment and operating components to confirm proper operation. Remove malfunctioning units, replace with new units, and retest.
- G. Adjust operating components for proper operation to ensure smooth and unhindered operation in accordance with manufacturer requirements.

- H. Test each piece of equipment to verify proper operation. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.

### **3.9 TESTING, ADJUSTING, AND BALANCING**

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

### **3.10 DEMONSTRATION AND TRAINING**

- A. Demonstrate operation and maintenance of Products to Owner's personnel two weeks prior to date of Substantial Completion.
- B. For equipment or systems requiring seasonal operation, perform demonstration for other season within six months.
- C. Demonstrate start-up, operation, control, adjustment, trouble-shooting, servicing, maintenance, and shutdown of each item of equipment at scheduled times, at equipment location.
- D. Utilize operation and maintenance manuals as basis for instruction. Review contents of manual with Owner's personnel in detail to explain all aspects of operation and maintenance.
  - 1. Prepare and insert additional data into the operations and maintenance manuals when the need for additional data becomes apparent during instruction.

### **3.11 REMOVALS AND CLEANUP**

- A. Remove and demolish of items that are required for proper completion of the work as applicable in each section. All debris resulting from the work not designated for reuse becomes the property of the Contractor unless stated otherwise.
- B. Keep all work areas and project sites neat and free of trash and clutter at all times.
- C. Maintain the work areas, including all subcontractor's work, clean of all debris to the satisfaction of the Owner at the completion of each work day [daily cleanup].
- D. Provide dumpsters or trash containers needed for the proper removal of project materials, trash, or debris related to the work.
  - 1. No Debris, materials, etc. may be left unprotected on the grounds.
  - 2. All exterior staging / dumpster areas must be fenced / protected.

### **3.12 PROTECTION OF INSTALLED CONSTRUCTION**

- A. Provide final protection and maintain conditions that ensure installed Work is without damage or deterioration at time of Contract Completion.
- B. Comply with manufacturer's written instructions for temperature and relative humidity.
- C. Provide temporary and removable protection for installed products. Control activity in immediate work area to prevent damage.
- D. Provide protective coverings at walls, projections, jambs, sills, and soffits of openings.
- E. Protect finished pavement, concrete, floors, stairs, and other surfaces from traffic, dirt, wear, damage, or movement of heavy objects, by protecting with durable sheet materials.
- F. Prohibit traffic or storage upon waterproofed or roofed surfaces, finished surfaces, etc as is applicable to the work. When traffic or activity is necessary, obtain recommendations for protection from waterproofing or roofing material manufacturer and provide all required protection as determined necessary. Any damage caused shall be repaired to like new condition.
- G. Prohibit traffic from landscaped areas.

### **3.13 CORRECTION OF WORK**

- A. Repair or remove and replace damaged, defective, or nonconforming work. Restore damaged substrates and finishes.
  - 1. Repairing includes replacing defective parts, refinishing damaged surfaces, touching up with matching materials, and properly adjusting operating equipment.
- B. Repair work previously completed and subsequently damaged during construction period. Repair to like-new condition.
- C. Restore permanent facilities used during construction to their specified condition.
- D. Remove and replace damaged surfaces that are exposed to view if surfaces cannot be repaired without visible evidence of repair.
- E. Repair components that do not operate properly. Remove and replace operating components that cannot be repaired.
- F. Remove and replace chipped, scratched, and broken glass or reflective surfaces.

**END OF SECTION**

## SECTION 01 77 00 - CLOSEOUT REQUIREMENTS

### PART 1 GENERAL

#### 1.1 WORK INCLUDES

- A. Punchlist Requirements
- B. Substantial Completion
- C. Final Contract Completion
- D. Project Record Documents
- E. Warranties
- F. Final Cleaning
- G. Repair of Work

#### 1.2 PUNCHLIST REQUIREMENTS

- A. Review and inspect all Work prior to notifying Architect / Owner for a Punchlist inspection of the work.
  - 1. Provide seven [7] day notice prior to work being complete to establish desired inspection date. Architect / Owner will either proceed with the inspection or notify Contractor of unfulfilled requirements.
  - 2. Submit written certification that Contract Documents have been reviewed, Work has been inspected, and that Work is complete in accordance with Contract Documents and ready for punch list inspection.
- B. Architect / Owner will inspect the completed project and notify the Contractor of any deficiencies. Deficiencies will form 'punch list' for final acceptance.
- C. **If work is clearly not complete, the Punchlist will be suspended until such time that it is evident that the Contractor has completed and reviewed / inspected their own work.**
  - 1. Architect anticipates [1] punchlist inspection and [1] back-punch / final inspection as part of services to the Owner.
  - 2. Failures by the Contractor to complete the work, complete punchlists, etc. may result in a backcharge to the Contractor for the additional time to closeout the project.
- D. Review and provide the noted repairs and corrective work necessary at each of the Punchlist inspections to allow project close out.
  - 1. Back-punch walk through may result in additional punchlist items which need to be addressed by the Contractor.
- E. Provide / allow adequate time in the construction schedule to accomplish punchout work within the overall contract period indicated within the bid documents.
- F. The failure to identify any punchlist item during a walk through / inspection does not release the Contractor from contractual responsibility to address any item during the warranty period.

#### 1.3 SUBSTANTIAL COMPLETION

- A. A Certificate of Substantial Completion [AIA Form G704] will be issued upon completion of all the work. Certificate of Substantial Completion will set forth the date of warranty commencement, work yet to be completed, timeline for completion of that incomplete work, and value of that incomplete work.

#### 1.4 FINAL CONTRACT COMPLETION

- A. Provide the following items to the Owner prior to acceptance and final payment
  - 1. Evidence that any open claims or disputes are resolved.

2. Notarized affidavit of waiver of liens [contractor of record], sub-contractors and material suppliers
3. Final Permit approval / inspection / Certificate of Occupancy from authorities having jurisdiction
4. Final Application for Payment.
  - a. Submit a final Application for Payment according to Section 01 29 00, Payment Procedures.
5. Documented evidence of completing 'punch list' as applicable.
6. Manufacturer's original warranties, including contractor maintenance agreements and warranties as applicable.
7. O+M Manuals
8. Manufacturer's maintenance and repair instructions.
9. As-Built / Record Drawings.
10. Final cleaning.
11. Restore all work staging and lay-out areas to pre-construction conditions, including but not limited to, removal of debris, temporary facilities, grading and grass seeding and cleaning or repair of impacted structures.

#### **1.5 PHOTOGRAPHIC DOCUMENTATION**

- A. When requested by the Owner, photos of the completed punch list along with any supporting documentation can be submitted, in lieu of a final walkthrough.

#### **1.6 PROJECT RECORD DOCUMENTS**

- A. Maintain on site one set of the following record documents; record actual revisions to the Work:
  1. Drawings.
  2. Specifications.
  3. Addenda.
  4. Construction Bulletins / Change Orders and other modifications to the Contract.
  5. Reviewed Shop Drawings, Product Data, and Samples.
  6. Manufacturer's instruction for assembly, installation, and adjusting.
- B. Ensure entries are complete and accurate, enabling future reference by Owner.
- C. Store record documents separate from documents used for construction.
- D. Record information concurrent with construction progress, not less than weekly.
- E. Specifications: Legibly mark and record at each product section description of actual products installed, including the following:
  1. Manufacturer's name and product model and number.
  2. Product substitutions or alternates utilized.
  3. Changes made by Addenda and modifications.
- F. Record Drawings: Legibly mark each item to record actual construction as follows:
  1. Include Contract modifications such as Addenda, supplementary instructions, change directives, field orders, minor changes in the Work, and change orders.
  2. Include locations of concealed elements of the Work.
  3. Identify depth of buried utility lines and provide dimensions showing distances from permanent facility components that are parallel to utilities.
  4. Dimension ends, corners, and junctions of buried utilities to permanent facility components using triangulation.
  5. Identify and locate existing buried or concealed items encountered during Project.
  6. Measured depths of foundations in relation to finish first floor datum.
  7. Measured horizontal and vertical locations of underground utilities and appurtenances, referenced to permanent surface improvements.

8. Measured locations of internal utilities and appurtenances concealed in construction, referenced to visible and accessible features of the Work.
  9. Field changes of dimension and detail.
  10. Details not on original Drawings.
- G. Submit documents to Architect / Owner upon completion of Work.

## **1.7 WARRANTIES AND GUARANTEES**

- A. Refer to Owner Contract Requirements / Terms and Conditions for Additional information and requirements.
- B. General: The warranty and guarantee provisions of the General Conditions apply to all work of the contract, including but not limited to the following specific categories related to individual units of work specified in various sections of these specifications:
1. Special Project Warranty (Guarantee): A warranty specifically written and signed by the Contractor for a defined portion of the work, and, where required, countersigned by sub-contractor, installer, manufacturer, or other entity engaged by the Contractor.
  2. Specified Product Warranty: A warranty which is required by the contract documents, to be provided for a manufactured product incorporated in the Work, regardless of whether manufacturer has published a similar warranty without regard for specific incorporation into the work, or has written and executed a special project warranty as a direct result of contract document requirements.
  3. Coincidental Product Warranty: A warranty which is not specifically required by the Contract Documents (other than as specified in this Section); but which is available on a product incorporated into the work, by virtue of the fact that the manufacturer of the product has published a warranty in connection with purchases and users of the product without regard for specific applications except as otherwise limited by terms of the warranty.
- C. All work undertaken as part of the project shall be warranted for a period of not less than [1] year. Individual sections / products may have specific additional warranty requirements.
- D. Provide notarized copies of warranty documents to the Owner.
1. Execute and assemble transferable warranty documents from subcontractors, suppliers, and manufacturers.
- E. Original warranties are required to be provided to the Owner prior to final payment.

## **PART 2 PRODUCTS**

Not Required

## **PART 3 EXECUTION**

### **3.1 FINAL CLEANING AND SITE REPAIR**

- A. Provide final cleaning of all work areas:
1. Execute final cleaning prior to final inspection.
  2. Clean Project site, yard, and grounds in areas disturbed by Construction activities.
  3. Sweep paved areas broom clean. Remove all spills, stains, and foreign deposits.
  4. Rake grounds that are neither planted or paved to a smooth, even textured surface.
  5. Clean exposed exterior and interior hard-surfaced finishes to a dirt-free condition, free of stains, films, and foreign substances. Avoid disturbing natural weathering of exterior surfaces. Restore reflective surfaces to their original condition.
  6. Remove debris and surface dust from roofs, plenums, values, attics, and similar spaces.
  7. Sweep concrete floors broom clean in non-occupied spaces.
  8. Vacuum carpet and soft surfaces to remove debris. Shampoo if conditions warrant.

9. Clean transparent materials including glass in doors and windows. Remove glazing compounds.
  10. Remove all labels which are not permanent.
  11. Clean plumbing fixtures to sanitary condition, free of all stains.
  12. Replace air filters.
  13. Clean ductwork if utilized during construction without proper protection.
  14. Clean light fixtures, globes, reflectors.
  15. Clean interiors of all cabinetry.
  16. Remove waste and surplus materials, rubbish, and construction facilities from site.
- B. Restore all work staging and lay-out areas to pre-construction conditions, including but not limited to, removal of debris, temporary facilities, grading and grass seeding and cleaning or repair of impacted structures.

### **3.2 REPAIR OF THE WORK**

- A. Complete repair and restoration operations before requesting inspection for determination of Contract Completion.
- B. Repair or remove and replace defective construction. Repairing includes replacing defective parts, refinishing damaged surfaces, touching up with matching materials, and properly adjusting operating equipment. Where damaged or worn items cannot be repaired or restored, provide replacements. Remove and replace operating components that cannot be repaired. Restore damaged construction and permanent facilities used during construction to specified condition.

**END OF SECTION**

## SECTION 01 78 00 – OPERATION AND MAINTENANCE DATA

### PART 1 GENERAL

#### 1.1 SECTION INCLUDES

- A. Operation and Maintenance Manuals.

#### 1.2 OPERATION AND MAINTENANCE MANUALS

- A. Organize each manual into a separate section for each system and subsystem, and a separate section for each piece of equipment not part of a system.
- B. Binder cover: printed title "OPERATION AND MAINTENANCE INSTRUCTIONS" and title of project. Label on the front and spine of the binder.
- C. Title Page: Include the following information:
  - 1. Subject matter included in manual.
  - 2. Name and address of Project.
  - 3. Name and address of Owner.
  - 4. Date of submittal.
  - 5. Name and contact information for Contractor.
  - 6. Name and contact information for all Sub-Contractors.
  - 7. Name and contact information for all Major Suppliers.
  - 8. Names and contact information for major consultants to the Architect that designed the systems contained in the manuals.
- D. Table of Contents: List each product included in manual, identified by product name, indexed to the content of the volume, and cross-referenced to Specification Section number in Project Manual.
  - 1. If operation or maintenance documentation requires more than one volume to accommodate data, include comprehensive table of contents for all volumes in each volume of the set.
- E. Manual Organization:
  - 1. Organize into sets of manageable size. Arrange contents by CSI division. If possible, assemble instructions for subsystems, equipment, and components of one system into a single binder.
  - 2. Internally subdivide binder contents with permanent page dividers, logically organized, with tab titles legibly printed under reinforced laminated plastic tabs.
- F. Identification: In the documentation directory and in each operation and maintenance manual, identify each system, subsystem, and piece of equipment with same designation used in the Contract Documents.
- G. Submit O+M manuals prior to Contract Completion.
  - 1. Bind one [1] hard copy in 8-1/2 x 11 inch text pages, three D side ring binders with durable plastic covers.
  - 2. Create [2] digital copies in PDF format in a format and organization to match the hard copy.
- H. Content:
  - 1. Title Page
  - 2. Table of Contents
  - 3. Permit and Inspection Information
  - 4. Project submittals, organized by CSI division
  - 5. Operation and maintenance instructions, arranged by CSI division and system.
    - a. Building Products, Equipment, Applied Materials, and Finishes: Include product data, with catalog number, size, composition, and color and texture designations.

- b. Each Item of Equipment and Each System: Include description of unit or system, and component parts. Identify function, normal operating characteristics, and limiting conditions. Include performance curves, with engineering data and tests, and complete nomenclature and model number of replaceable parts.
  - c. Operating Procedures: Include start-up, break-in, and routine normal operating instructions and sequences. Include regulation, control, stopping, shut-down, and emergency instructions. Include summer, winter, and special operating instructions.
  - d. Instructions for Care and Maintenance: Include manufacturer's recommendations for cleaning agents and methods, precautions against detrimental agents and methods, and recommended schedule for cleaning and maintenance.
  - e. Maintenance Requirements: Include routine procedures and guide for preventative maintenance and trouble shooting; service schedule, disassembly, repair, and reassembly instructions; and alignment, adjusting, balancing, and checking instructions.
  - f. Include original manufacturer's parts list, illustrations, assembly drawings, and diagrams required for maintenance.
  - g. Spare Parts List and Source Information.
  - h. Maintenance Service Contracts.
- 6. Project documents and certificates.
    - a. Obtain warranties and bonds executed in duplicate by responsible subcontractors, suppliers, and manufacturers.
  - 7. Colors / finishes / samples
  - 8. Other documentation required.

## **PART 2 PRODUCTS**

Not Used.

## **PART 3 EXECUTION**

Not Used.

**END OF SECTION**

## SECTION 02 41 16 - SELECTIVE DEMOLITION

### PART 1 GENERAL

#### 1.1 SUMMARY

- A. Section Includes:
  - 1. Demolishing designated building equipment and fixtures.
  - 2. Demolishing designated construction.
  - 3. Cutting and alterations for completion of the Work.
  - 4. Removing designated items for salvage by Owner.
  - 5. Protecting items designated to remain.
  - 6. Removing demolished materials.

#### 1.2 CLOSEOUT SUBMITTALS

- A. Project Record Documents: Record actual locations of capped utilities, concealed utilities, discovered during demolition and any subsurface obstructions or conditions that require noting.

#### 1.3 QUALITY ASSURANCE

- A. Conform to applicable code for demolition work, dust control, protection, products requiring electrical disconnection and re-connection
- B. Conform to applicable code for procedures when hazardous or contaminated materials are discovered.
- C. Obtain required permits from authorities having jurisdiction.

#### 1.4 SCHEDULING

- A. Schedule Work to coincide with proposed alterations and improvements.
- B. Coordinate Work with Work by Others and Work by Owner as needed.
- C. Coordinate utility and building service interruptions with Owner.
  - 1. Do not disable or disrupt site fire or life safety systems without three days prior written notice to Owner.
- D. Schedule tie-ins to existing systems to minimize disruption.

#### 1.5 PROJECT CONDITIONS

- A. Cease operations immediately if structure appears to be in danger and notify Architect. Do not resume operations until directed.

### PART 2 PRODUCTS

Not Used

### PART 3 EXECUTION

#### 3.1 PREPARATION

- A. Notify affected utility companies before starting work and comply with their requirements.
- B. Call Local Utility Line Information service not less than three working days before performing Work.
  - 1. Request underground utilities to be located and marked within and surrounding construction areas. Supplement with private locator company as is applicable and required to fully locate and identify existing underground utilities, including both public and private.

- C. Mark location and termination of utilities.
- D. Erect, and maintain temporary barriers and security devices including warning signs and lights, and similar measures, for protection of the public, Owner, and existing improvements indicated to remain.
- E. Erect and maintain weatherproof closures for exterior openings as applicable to work/scope.
- F. Erect and maintain temporary partitions.
- G. Prevent movement of structure; provide temporary bracing and shoring as required.
- H. Provide appropriate temporary signage.
- I. Do not close or obstruct building egress path.
- J. Do not disable or disrupt building fire or life safety systems without **three** days prior written notice to Owner. Coordinate with Fire Department / Building Official.
- K. Protect existing structure / items to remain.

### **3.2 SALVAGE REQUIREMENTS**

- A. Coordinate with Owner to identify building components and equipment required to be removed and delivered to Owner.
- B. Tag components and equipment Owner designates for salvage.
- C. Protect designated salvage items from demolition operations until items can be removed.
- D. Carefully remove building components and equipment indicated to be salvaged.
- E. Disassemble as required to permit removal from building.
- F. Package small and loose parts to avoid loss.
- G. Mark equipment and packaged parts to permit identification and consolidation of components of each salvaged item.
- H. Prepare assembly instructions consistent with disassembled parts. Package assembly instructions in protective envelope and securely attach to each disassembled salvaged item.
- I. Deliver salvaged items to location identified by Owner. Obtain signed receipt from Owner.

### **3.3 DEMOLITION**

- A. Provide all demolition and removals necessary for the proposed work. Field coordinate all conditions with the design intended on the drawings.
  - 1. Drawings are diagrammatic and may not reflect the full extent of demolition / removals required to accomplish the proposed scope of work.
  - 2. The Contractor shall coordinate design intent and verify that all demolition work and restoration / repair work required is included in the scope of the project, regardless of specifically being noted on the drawings.
  - 3. Work includes abandoned furnishings, equipment, and building components that are required to be removed to render rent ready.
  - 4. Confirm with GDPM personnel prior to demolition to verify any items to be salvaged and turned over to GDPM.
- B. Provide abatement of hazardous materials from the buildings as applicable for the completion of the work.
- C. Conduct demolition to minimize interference with adjacent and occupied buildings/units.
- D. Maintain protected egress from and access to adjacent existing buildings/units at all times.

- E. Cease operations immediately when structure appears to be in danger and notify Architect/Engineer.
- F. Disconnect and remove utilities within demolition areas, refer to Drawings.
- G. Cap and identify abandoned utilities at termination points when utility is not completely removed.
- H. Do not close or obstruct roadways or sidewalks without permits.
- I. Demolish in orderly and careful manner. Protect existing improvements.
- J. Carefully remove building components indicated to be reused.
- K. Disassemble components as required to permit removal.
- L. Box and label contents for all items scheduled to salvage. Obtain sign off.
- M. Remove demolished materials from site except where specifically noted otherwise. Do not burn or bury materials on site.
- N. Remove materials as Work progresses.
- O. Upon completion of Work, leave areas in clean condition.
- P. Remove temporary Work.

#### **3.4 CLEAN UP**

- A. Remove demolished materials from site as work progresses.
- B. Leave areas of work in clean condition.

**END OF SECTION**

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## SECTION 02 50 00 - HAZARDOUS MATERIALS SPECIFICATIONS

### PART 1 GENERAL

#### 1.1 HAZARDOUS MATERIALS

- A. RDA, nor the Owner, has evaluated the existing units / buildings for any potential hazardous materials in the area of work of this project. It should be noted that due to the age of a number of these buildings, that is it possible to encounter asbestos containing materials and / or lead based paint. The contractor is responsible for any and all tested which may be required to confirm existing conditions.

#### 1.2 SUMMARY

- A. Contractors must comply with Occupational Safety and Health Administration regulation 29 CFR 1926.62 "Lead in Construction Standard" as well as the Environmental Protection Agency Lead, Renovation, Repair and Painting Rule.
- B. Contractor shall follow all applicable EPA rules and regulations when working with hazardous materials. It shall be the contractor's responsibility to remain in compliance at all times during the project.
- C. If any work person encounters any material which they suspect may be hazardous or toxic, they shall immediately advise the Owner. The Contractor shall take immediate and appropriate action to protect the building users and workers in accordance with federal, state, and local laws, codes and regulations. The architect and architect's consultants shall have no responsibility for the discovery, presence, handling, removal or disposal of or exposure of persons to hazardous materials in any form at the project site, including but not limited to asbestos, asbestos products, polychlorinated biphenyl (pcb) or other toxic substances.
  - 1. The contractor is hereby advised that RDA Group Architects, LLC is not a design professional in the determination of the presence of hazardous materials, nor is RDA a design professional involved in making recommendations regarding the testing, removal, encapsulation or other corrective measures pertaining to hazardous materials.
  - 2. If the work which is to be performed under the contract interfaces in any way with the existing components which contain hazardous materials, it is the contractor's responsibility to contact the owner's environmental consultant regarding the proper means & methods to be utilized in dealing with hazardous materials.
  - 3. By execution of the contract for construction, the contractor hereby agrees to bring no claim for negligence, breach of contract, indemnity or otherwise against the architect, his principles, employees, agents or consultants if such a claim in any way would involve the investigation of or remedial work related to hazardous materials in the project.
  - 4. By execution of the contract for construction, the contractor further agrees to defend, indemnify and hold the architect, his principles, employees, agents or consultants harmless from any such asbestos or other hazardous materials related claims that may be brought by the contractor's subcontractors, suppliers or other third parties who may be acting under the direction of the contractor pursuant to this project.

**END OF SECTION**

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## SECTION 06 10 00 - ROUGH CARPENTRY

### PART 1 GENERAL

#### 1.1 SUMMARY

- A. Section includes non-structural interior wall framing; blocking and related furring and framing materials.

#### 1.2 REFERENCES

- A. American National Standards Institute:
  - 1. ANSI A135.4 - Basic Hardboard.
  - 2. ANSI A208.1 - Mat-Formed Wood Particleboard.
- B. American Wood-Preservers' Association:
  - 1. AWPA M4 - Standard for the Care of Preservative-Treated Wood Products.
  - 2. AWPA U1 - Use Category System: User Specification for Treated Wood.
- C. ASTM International:
  - 1. ASTM C1396/C1396M - Standard Specification for Gypsum Board.
  - 2. ASTM E84 - Standard Test Method for Surface Burning Characteristics of Building Materials.
  - 3. ASTM E119 - Standard Test Methods for Fire Tests of Building Construction and Materials.
  - 4. ASTM F1667 - Standard Specification for Driven Fasteners: Nails, Spikes, and Staples.
- D. Forest Stewardship Council:
  - 1. FSC Guidelines - Forest Stewardship Council Guidelines.
- E. Green Seal:
  - 1. GS-36 - Aerosol Adhesives.
- F. National Lumber Grades Authority:
  - 1. NLGA - Standard Grading Rules for Canadian Lumber.
- G. Northeastern Lumber Manufacturers Association:
  - 1. NELMA - Standard Grading Rules for Northeastern Lumber.
- H. South Coast Air Quality Management District:
  - 1. SCAQMD Rule 1168 - Adhesive and Sealant Applications.
- I. Southern Pine Inspection Bureau:
  - 1. SPIB - Standard Grading Rules for Southern Pine Lumber.
- J. U.S. Department of Commerce National Institute of Standards and Technology:
  - 1. DOC PS 1 - Construction and Industrial Plywood.
  - 2. DOC PS 2 - Performance Standard for Wood-Based Structural-Use Panels.
  - 3. DOC PS 20 - American Softwood Lumber Standard.
- K. West Coast Lumber Inspection Bureau:
  - 1. WCLIB - Standard Grading Rules for West Coast Lumber.
- L. Western Wood Products Association:
  - 1. WWPA G-5 - Western Lumber Grading Rules.

#### 1.3 QUALITY ASSURANCE

- A. Perform Work in accordance with the following agencies:
  - 1. Lumber Grading Agency: Certified by DOC PS 20.

2. Wood Structural Panel Grading Agency: Certified by EWA - The Engineered Wood Association.
  3. Plywood Grading Agency: Certified by APA.
  4. Lumber: DOC PS 20.
  5. Wood Structural Panels: DOC PS 1 or DOC PS 2.
- B. Perform Work in accordance with Ohio Building Code.
- C. Apply label from agency approved by authority having jurisdiction to identify each preservative treated and fire retardant treated material.

## **PART 2 PRODUCTS**

### **2.1 LUMBER MATERIALS**

- A. Lumber Grading Rules: SPIB, ASLS.
- B. Beam Framing: southern yellow pine species, No. 1 grade, 2" and wider size classification, 19 percent maximum moisture content.
- C. Joist Framing: southern yellow pine species, No. 1 grade, 2" and wider size classification, 19 percent maximum moisture content.
- D. Columns: southern yellow pine species, No. 2 grade, 4" and wider size classification, 19 percent maximum moisture content.
- E. Non-structural Light Framing: Stress Group D, spruce, pine, fir species, 19 percent maximum moisture content.
- F. Studding: Stress Group D, spruce, pine, fir species, 19 percent maximum moisture content.
- G. Sill Plate: AWPA C2 Lumber, Stress Group D, spruce, pine, and fir species, and 19 percent maximum moisture content, pressure preservative treated.

### **2.2 SHEATHING MATERIALS**

- A. Wall Sheathing: ANSI A208.1, Oriented Strand Board [OSB]; wood chips set with waterproof resin binder; unsanded faces; 7/16 inch thickness; 48x96 inch sized sheets
- B. Roof Sheathing: ANSI A208.1, Oriented Strand Board [OSB]; wood chips set with waterproof resin binder; unsanded faces; 7/16 inch thickness; 48x96 inch sized sheets [match existing conditions]
- C. Subfloor Sheathing: APA Rated Sheathing Structural I, Span Rating 24/16, Exposure Durability 1, unsanded; 3/4 inch thickness; 48x96 inch sized sheets.

### **2.3 UNDERLAYMENT**

- A. Plywood Underlayment: Rated Sheathing Structural I, Span Rating 24/16, Exposure Durability 1, sanded; 1/4 or 1/2 inch thickness [conform to flooring installation requirements]; 48x96 inch sized sheets.
- B. Cement Board: Refer to Section 09 21 16.
- C. Luan Plywood Underlayment: 1/4 inch Thickness, sanded, 48x96 inch sized sheets.

### **2.4 FIREBLOCKING AND FIRESTOPPING**

- A. Fireblocking: Solid lumber, structural wood panel, or particleboard.
  1. Solid lumber nominal 2 inches thick.
  2. Structural wood panel 23/32 inch thick with joints backed by structural wood panel.
- B. Draftstopping: Gypsum board or OSB

1. Gypsum board: 1/2 inch thick.
2. OSB: 7/16 inch thick.

## **2.5 ACCESSORIES**

- A. Fasteners and Anchors:
  1. Fasteners: ASTM A153/A153M, hot dipped galvanized steel for high humidity and treated wood locations, unfinished steel elsewhere.
  2. Nails and staples: ASTM F1667.
- B. Die Stamped Connectors: galvanized steel, specific type/profile as applicable
- C. Structural Framing Connectors: Galvanized steel, sized to suit framing conditions.
  1. Simpson or Equal.
- D. Anchors: Toggle bolt type for anchorage to hollow masonry. Expansion shield and lag bolt type for anchorage to solid masonry or concrete. Powder actuated fasteners into slab. Hilti or Equal. All anchors sized to suit application and loads.
- E. Sill Gasket: Plate width, closed cell foam strip.
- F. Sill Flashing: Polyethylene Sheet or Galvanized Steel.
- G. Subfloor Glue: ASTM D3498, water base, waterproof.
- H. Weather Resistive Barrier / Building Paper: ASTM D226; spun bonded polyethylene, Tyvek or Equal. Coordinate with existing conditions as appropriate.

## **2.6 WOOD TREATMENT**

- A. Wood Preservative (Pressure Treatment): AWWA U1, Commodity Specification A-Sawn Products or F-Wood Composites using water-borne preservative with .25 pcf retention.
- B. Fire Retardant Treatment: Chemically treated and pressure impregnated, having flame spread of 25 or less when tested in accordance with ASTM E 84 and showing no evidence of significant progressive combustion when test is continued for an additional 20 minute period, Exterior or Interior Type.
- C. Moisture Content After Treatment: Kiln dried (KDAT).
  1. Lumber: Maximum 19 percent.
  2. Structural Panels: Maximum 15 percent.

## **PART 3 EXECUTION**

### **3.1 FRAMING**

- A. Set structural members level and plumb, in correct position.
- B. Fasten framing in accordance with Ohio Building Code.
- C. Place horizontal members crown side up.
- D. Make provisions for erection loads, and for sufficient temporary bracing to maintain structure safe, plumb, and in alignment until completion of erection and installation of permanent bracing.
- E. Provide all required shoring and temporary bracing required to support structure prior to removing any load-bearing components.
- F. Construct load bearing framing members full length without splices.
- G. Double members at openings. Space short studs over and under opening to stud spacing.

- H. Place full width continuous sill flashings under framed walls on cementitious foundations. Lap flashing joint 4 inches.
- I. Place sill gasket directly on cementitious foundation. Puncture gasket clean and fit tight to protruding foundation anchor bolts.
- J. All exterior framing intended to be left exposed to weather shall be pressure treated and anchored with galvanized fasteners and appropriate connectors.
- K. All framing in contact with concrete shall be treated. Interior or exterior walls.
- L. Frame new walls, partitions, and openings to suit conditions and as designed.
- M. Install solid 2x bearing at each end of beams and headers. Ensure that blocking is positioned with full support/blocking under to existing bearing conditions. Install supplemental blocking as required between joists, framing, etc.
- N. Bridge joists at mid-space with solid 2x blocking.

### 3.2 SHEATHING

- A. Install sheathing over framing members in full size sheets in accordance with APA Construction Guide.
- B. Fasten sheathing in accordance with Ohio Building Code.
- C. Install subfloor sheathing with longer edge perpendicular to floor framing with end joints staggered. Secure sheet edges over firm bearing. Attach sheathing with subfloor glue and appropriate fasteners.
- D. Install underlayment in accordance with APA Construction Guide.
  - 1. 3d x 1 1/4" ring shank nails at 3" at perimeter and 6" in field. **No staples permitted.**
  - 2. Glue to subfloor as applicable by condition.
- E. Secure wall sheathing with ends staggered, over firm bearing.
- F. Install new underlayment at areas of wood framed floor systems where required for new finish flooring. Remove all existing underlayment down to original subfloor as required.
- G. Place WRB/building paper over wall sheathing, weather lap joints and end laps, staple in place. Coordinate flashing installation to ensure continuous water resistant barrier.

### 3.3 FIREBLOCKING AND DRAFTSTOPPING

- A. Install fireblocking to cut off concealed draft openings as required.
  - 1. Concealed Framed Wall and Furred Spaces: Install fireblocking vertically at floor and ceiling levels and horizontally.
  - 2. Connections Between Horizontal and Vertical Spaces: Install fireblocking between vertical walls and partitions and the following:
    - a. Horizontal floor and roof framing.
    - b. Soffits, dropped ceilings, cove ceilings and other horizontal concealed spaces.

### 3.4 SITE APPLIED WOOD TREATMENT

- A. Treat site sawn cuts. Brush apply one coat of preservative treatment on untreated wood in contact with cementitious materials.
- B. Allow preservative to cure prior to erecting members.

### 3.5 TOLERANCES

- A. Framing members: 1/4 inch from indicated position, maximum.

**END OF SECTION**

## SECTION 06 20 00 - FINISH CARPENTRY

### PART 1 GENERAL

#### 1.1 SUMMARY

- A. Section includes interior finish carpentry items.

#### 1.2 SUBMITTALS

- A. Shop Drawings: Indicate materials, component profiles, fastening methods, jointing details, finishes, and accessories.
- B. Samples: Submit two samples illustrating wood grain, colors/finishes and profiles.

#### 1.3 QUALITY ASSURANCE

- A. Perform Work in accordance with AWI Quality Standards, Custom Grade.
- B. Surface Burning Characteristics: Maximum 25/450 flame spread/smoke developed index when tested in accordance with ASTM E84.

### PART 2 PRODUCTS

#### 2.1 INTERIOR FINISH CARPENTRY

- A. Interior Running Trim for Opaque [Painted] finish:
  - 1. Grade: Custom
  - 2. Finger jointing: permitted
  - 3. Species: pine, poplar, or any close grained hardwood lumber. [MDO, MDF, PVC or other composite materials not permitted]
- B. Interior Finish Carpentry Components:
  - 1. Base Trim: match existing
  - 2. Shoe mold Trim: match existing
  - 3. Door / Window Casing Trim: match existing
  - 4. Shelving Cleats: match existing
  - 5. Miscellaneous Trim: Size and profile to suit conditions.
- C. Plywood: Graded in accordance with AWI Custom veneer with lumber core; birch face species, rotary cut, primed for painted finish.

#### 2.2 INTERIOR FINISH COMPONENTS

- A. Non-Rated Access Panels [located within individual dwelling units]:
  - 1. Access panels: sized as required by conditions or equipment requiring servicing.
    - a. 1/2 inch thick finish A / C grade plywood, painted.
    - b. 2-1/4 inch colonial / ranch profile trim surround, installed to overlap the perimeter of opening.
    - c. Screwed into framing.
    - d. Plastic access panels secured to framing may be permitted at interior partitions in inaccessible locations [cabinets, closets, etc.] for plumbing access points, etc.
  - 2. Attic Access Panels: 22 inch x 30 inch opening
    - a. 1/2 inch thick finish A / C grade plywood, or gypsum board, painted.
    - b. 2-1/4 inch colonial / ranch profile trim surround, installed to overlap the perimeter of opening.

#### 2.3 ACCESSORIES

- A. Fasteners and Anchors:
  - 1. Fasteners: Size and type to suit application, stainless steel for exterior, high humidity and treated wood locations, plain finish elsewhere.

2. Nails and Staples: ASTM F1667.
- B. Contact Adhesives: Water Base type.
- C. Wall Adhesive: Cartridge type, compatible with wall substrate, capable of achieving durable bond.
- D. Primer: Alkyd primer sealer type.
- E. Hardware: as required to suit application.

#### **2.4 FABRICATION**

- A. Fabricate to AWI Custom standards.

#### **2.5 SHOP FINISHING**

- A. Sand work smooth and set exposed nails and screws.
- B. Apply wood filler in exposed nail and screw indentations.
- C. On items to receive transparent finishes, use wood filler matching surrounding surfaces and of types recommended for applied finishes.
- D. Stain, seal, and varnish exposed to view surfaces, refer to Section 09 90 00.
- E. Seal internal surfaces and semi-concealed surfaces.
- F. Seal surfaces in contact with cementitious materials.

### **PART 3 EXECUTION**

#### **3.1 EXAMINATION**

- A. Verify field conditions are acceptable and are ready to receive work.

#### **3.2 PREPARATION**

- A. Prime paint surfaces of items or assemblies in contact with cementitious materials, before installation.

#### **3.3 INSTALLATION**

- A. Install work in accordance with AWI Custom quality standard.
  1. Set and secure materials and components in place, plumb and level.
  2. Install trim by nails.
  3. Miter trim and return to wall where applicable.
  4. Install hardware.
- B. Preparation For Finish:
  1. Sand work smooth and set exposed fasteners. Apply wood filler in exposed fastener indentations.
  2. Site Finishing: Refer to Section 09 90 00.

**END OF SECTION**

## SECTION 07 84 00 - FIRESTOPPING

### PART 1 GENERAL

#### 1.1 SUMMARY

- A. Section Includes:
  - 1. Firestopping through-penetrations of fire rated assemblies.
  - 2. Firestopping joints in fire rated assemblies.
  - 3. Smoke sealing at joints between floor slabs and exterior walls.
  - 4. Smoke sealing penetrations and joints of smoke partitions.

#### 1.2 REFERENCES

- A. ASTM International:
  - 1. ASTM E84 - Standard Test Method for Surface Burning Characteristics of Building Materials.
  - 2. ASTM E119 - Standard Test Methods for Fire Tests of Building Construction and Materials.
  - 3. ASTM E814 - Standard Test Method for Fire Tests of Through-Penetration Fire Stops.
  - 4. ASTM E1966 - Standard Test Method for Fire-Resistive Joint Systems.
- B. Forest Stewardship Council:
  - 1. FSC Guidelines - Forest Stewardship Council Guidelines.
- C. Intertek Testing Services (Warnock Hersey Listed):
  - 1. WH - Certification Listings.
- D. South Coast Air Quality Management District:
  - 1. SCAQMD Rule 1168 - Adhesive and Sealant Applications.
- E. Underwriters Laboratories Inc.:
  - 1. UL 263 - Fire Tests of Building Construction and Materials.
  - 2. UL 1479 - Fire Tests of Through-Penetration Firestops.
  - 3. UL 2079 - Tests for Fire Resistance of Building Joint Systems.
  - 4. UL - Fire Resistance Directory.

#### 1.3 DEFINITIONS

- A. Firestopping (Through-Penetration Protection System): Sealing or stuffing material or assembly placed in spaces between and penetrations through building materials to arrest movement of fire, smoke, heat, and hot gases through fire rated construction.

#### 1.4 PERFORMANCE REQUIREMENTS

- A. Conform to UL for fire resistance ratings and surface burning characteristics.

#### 1.5 SUBMITTALS

- A. Product Data: Submit data on product characteristics, performance and limitation criteria.
- B. Manufacturer's Installation Instructions: Submit preparation and installation instructions.
- C. Manufacturer's Certificate: Certify products meet or exceed specified requirements and applicable code requirements.

#### 1.6 QUALITY ASSURANCE

- A. Through Penetration Firestopping of Fire Rated Assemblies: UL 1479 or ASTM E814 with 0.10 inch water gage minimum positive pressure differential to achieve fire F-Ratings and temperature T-Ratings as indicated on Drawings, but not less than 1-hour.
  - 1. Floor / Wall Penetrations: Fire F-Ratings as indicated on Drawings, but not less than 1-hour.

- B. Through Penetration Firestopping of Non-Fire Rated Floor and Roof Assemblies: Materials to resist free passage of flame and products of combustion.
- C. Fire Resistant Joints in Fire Rated Floor, Roof, and Wall Assemblies: ASTM E1966 or UL 2079 to achieve fire resistant rating as indicated on Drawings for assembly in which joint is installed.
- D. Surface Burning Characteristics: Maximum 25/450 flame spread/smoke developed index when tested in accordance with ASTM E84.

## **1.7 ENVIRONMENTAL REQUIREMENTS**

- A. Maintain this minimum temperature before, during, and for minimum 3 days after installation of materials.
- B. Provide ventilation in areas to receive solvent cured materials.

## **PART 2 PRODUCTS**

### **2.1 FIRESTOPPING**

- A. Manufacturers:
  - 1. 3M Fire Protection Products
  - 2. United States Gypsum Co.
  - 3. Equal.
- B. Product Description: Different types of products by multiple manufacturers are acceptable as required to meet specified system description and performance requirements; provide only one type for each similar application.
  - 1. Silicone Firestopping Elastomeric Firestopping: Single component silicone elastomeric compound and compatible silicone sealant.
    - a. Interior Sealants and Sealant Primers: Maximum volatile organic compound content in accordance with SCAQMD Rule 1168.
  - 2. Foam Firestopping Compounds: Single component foam compound.
  - 3. Fiber Stuffing and Sealant Firestopping: Composite of mineral fiber stuffing insulation with silicone elastomer for smoke stopping.
  - 4. Intumescent Firestopping: Intumescent putty compound which expands on exposure to surface heat gain.

### **2.2 ACCESSORIES**

- A. Primer: Type recommended by firestopping manufacturer for specific substrate surfaces and suitable for required fire ratings.
- B. Installation Accessories: Provide clips, collars, fasteners, temporary stops or dams, and other devices required to position and retain materials in place.

## **PART 3 EXECUTION**

### **3.1 EXAMINATION**

- A. Verify openings are ready to receive firestopping.

### **3.2 PREPARATION**

- A. Clean substrate surfaces of dirt, dust, grease, oil, loose material, or other matter affecting bond of firestopping material.
- B. Remove incompatible materials affecting bond.
- C. Install backing materials to arrest liquid material leakage.

### **3.3 APPLICATION**

- A. Install material at fire rated construction perimeters and openings containing penetrating sleeves, piping, ductwork, conduit and other items, requiring firestopping.
- B. Apply primer where recommended by manufacturer for type of firestopping material and substrate involved, and as required for compliance with required fire ratings.
- C. Apply firestopping material in sufficient thickness to achieve required fire and smoke rating to uniform density and texture.
- D. Place foamed material in layers to ensure homogenous density, filling cavities and spaces. Place sealant to completely seal junctions with adjacent dissimilar materials.

### **3.4 FIELD QUALITY CONTROL**

- A. Inspect installed firestopping for compliance with specifications and submitted schedule.

### **3.5 PROTECTION OF INSTALLED CONSTRUCTION**

- A. Protect adjacent surfaces from damage by material installation.

**END OF SECTION**

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## SECTION 07 90 00 - JOINT PROTECTION

### PART 1 GENERAL

#### 1.1 SUMMARY

- A. Section includes sealants and joint backing.

#### 1.2 SUBMITTALS

- A. Product Data: Submit data indicating sealant chemical characteristics, performance criteria, substrate preparation, limitations, and color availability.

#### 1.3 ENVIRONMENTAL REQUIREMENTS

- A. Maintain temperature and humidity recommended by sealant manufacturer during and after installation.

#### 1.4 QUALITY ASSURANCE

- A. Sealant shall be installed by a qualified sealant applicator for any/all joint sealant exposed to view. Owner reserves the right to request a mockup of the quality for the joint sealant installation.

### PART 2 PRODUCTS

#### 2.1 JOINT SEALERS

- A. Manufacturers:
  - 1. Tremco [basis of design]
  - 2. Sika
  - 3. GE Silicones.
  - 4. Pecora Corp.
  - 5. DAP
- B. Compatibility: Provide joint sealants, backings, and other related materials that are compatible with one another and with joint substrates under conditions of service and application, as demonstrated by sealant manufacturer, based on testing and field experience.
- C. Low-Emitting Interior Sealants: Sealants and sealant primers used inside the weatherproofing system shall comply with the testing and product requirements of the California Department of Health Services' "Standard Practice for the Testing of Volatile Organic Emissions from Various Sources Using Small-Scale Environmental Chambers."
- D. Liquid-Applied Sealants: Comply with ASTM C920 and other requirements indicated for each liquid-applied chemically curing sealant specified, including those referencing ASTM C920 classifications for type, grade, class, and uses related to exposure and joint substrates.
- E. Suitability for Contact with Food: Where elastomeric sealants are indicated for joints that will come in repeated contact with food, provide products that comply with 21 CFR 177.2600.
- F. Additional Movement Capability: Where additional movement capability is specified, provide products with the capability, when tested for adhesion and cohesion under maximum cyclic movement per ASTM C719, to withstand the specified percentage change in the joint width existing at the time of installation and remain in compliance with other requirements of ASTM C920 for uses indicated.
- G. Colors of Exposed Joint Sealants: As selected by Architect from manufacturer's full range, unless otherwise noted.

#### 2.2 SILICONE JOINT SEALANTS:

- A. **Type S-1:** Single component, nonsag, Silicone Joint Sealant: ASTM C920, Type S, Grade NS, Class 100/50, Use NT

1. Tremco Spectrem 1 or Spectrem 800 or Equal
- B. **Type S-2:** Single Component, nonsag, Silicone Joint Sealant: ASTM C920, Type S, Grade NS, Class 50, use NT
  1. Tremco Spectrem 2 or Spectrem 3 or Equal
- C. **Type S-3:** Multi-Component, Nonsag, Silicone Joint Sealant: ASTM C920, Type M, Grade NS, Class 50, Use NT
  1. Tremco Spectrem 4-TS or Equal
- D. **Type S-4:** Single Component, nonsag, Traffic-Grade, Silicone Joint Sealant: ASTM C920, Type S, Grade NS, Class 100/50, Use T
  1. Tremco Spectrem 800 or Equal
- E. **Type S-5:** Mildew Resistant, Single Component, Silicone Joint Sealant: ASTM C920, Type S, Grade NS, Class 25, Use NT
  1. Tremco Tremsil 200 Sanitary or Equal

### 2.3 URETHANE JOINT SEALANTS

- A. **Type U-1:** Single Component, nonsag, Urethane Joint Sealant: ASTM C920, Type S, Grade NS, Class 25 or 35, Use NT:
  1. Tremco Dymonic or Dymonic FC or Equal
- B. **Type U-2:** Single Component, nonsag, Traffic Grade, Urethane Joint Sealant: ASTM C920, Type S, Grade NS, Class 25, Use T.
  1. Tremco Vulkem 116 or Equal.
- C. **Type U-3:** Multi-Component, nonsag, Urethane Joint Sealant: ASTM C920, Type M, Grade NS, Class 25, Use T.
  1. Tremco Dymeric 240 or Dymeric 240 FC or Equal
- D. **Type U-4:** Multi-Component, nonsag, Urethane Joint Sealant: ASTM C920, Type M, Grade NS, Class 25, Use NT.
  1. Tremco Vulken 227 or Equal
- E. **Type U-5:** Multi-Component, nonsag, Traffic Grade, Urethane Joint Sealant: ASTM C920, Type M, Grade NS, Class 25, Use T.
  1. Tremco Vulken 227 or Equal

### 2.4 BUTYL JOINT SEALANTS

- A. **Type B-1:** Butyl Rubber based Joint Sealants: ASTM C 1311
  1. Tremco General Purpose Butyl Sealant or Equal

### 2.5 LATEX JOINT SEALANTS

- A. **Type L-1:** Latex Joint Sealant: Acrylic latex or Siliconized Acrylic Latex: ASTM C834, Type OP, Grade NF or better
  1. Tremco Tremflex 834 or Equal.
- B. **Type L-2:** Paintable Mildew-Resistant Latex Joint Sealant: Acrylic Latex or Siliconized Acrylic Latex: ASTM C834, Type OP, Grade NF or better.
  1. Tremco Tremflex 834 or Equal.

### 2.6 ACCESSORIES

- A. General: Provide sealant backings of material and type that are nonstaining; are compatible with joint substrates, sealants, primers, and other joint fillers; and are approved for applications indicated by sealant manufacturer based on field experience and laboratory testing.
- B. Cylindrical Sealant Backings: ASTM C1330, Type C (closed-cell material with a surface skin) as approved in writing by joint-sealant manufacturer for joint application indicated, and of size and

density to control sealant depth and otherwise contribute to producing optimum sealant performance:

1. Oversized to 30 to 50 percent larger than joint width.
- C. Elastomeric Tubing Sealant Backings: Neoprene, butyl, EPDM, or silicone tubing complying with ASTM D1056, nonabsorbent to water and gas, and capable of remaining resilient at temperatures down to minus 26 deg F. Provide products with low compression set and of size and shape to provide a secondary seal, to control sealant depth, and to otherwise contribute to optimum sealant performance.
  - D. Bond-Breaker Tape: Polyethylene tape or other plastic tape recommended by sealant manufacturer for preventing sealant from adhering to rigid, inflexible joint-filler materials or joint surfaces at back of joint where such adhesion would result in sealant failure. Provide self-adhesive tape where applicable.
  - E. Primer: Material recommended by joint-sealant manufacturer where required for adhesion of sealant to joint substrates indicated. Non-staining type, recommended by sealant manufacturer to suit application.
  - F. Joint Cleaner: Non-corrosive and non-staining type, recommended by sealant manufacturer; compatible with joint forming materials.
  - G. Bond Breaker: Pressure sensitive tape recommended by sealant manufacturer to suit application.

## **PART 3 EXECUTION**

### **3.1 EXAMINATION**

- A. Verify substrate surfaces and joint openings are ready to receive work.
- B. Verify joint backing and release tapes are compatible with sealant.

### **3.2 PREPARATION**

- A. Remove loose materials and foreign matter impairing adhesion of sealant.
- B. Clean and prime joints.
- C. Perform preparation in accordance with ASTM C1193.

### **3.3 INSTALLATION**

- A. Perform installation in accordance with ASTM C1193.
- B. Measure joint dimensions and size joint backers to achieve width-to-depth ratio, neck dimension, and surface bond area as recommended by manufacturer.
- C. Install bond breaker where joint backing is not used.
- D. Install sealant free of air pockets, foreign embedded matter, ridges, and sags.**
- E. Apply sealant within recommended application temperature ranges. Consult manufacturer when sealant cannot be applied within these temperature ranges.
- F. Tool joints concave.

### **3.4 SCHEDULE**

- A. Joint-Sealant Application: Exterior joints in vertical surfaces and non-traffic horizontal surfaces.
  1. Joint locations such as, but not limited to:
    - a. Construction joints in cast-in-place concrete.
    - b. Control joints in unit masonry.
      - 1) Provide joint sealants slightly darker than the adjacent masonry units. Provide multiple colors as may be required for match.

- c. Perimeter joints between masonry, concrete, or stone and frames of doors, windows, storefronts, louvers, and similar openings.
  - d. Lintels and shelf angles to masonry construction.
  - e. Butt joints between metal panels.
  - f. Control and expansion joints in ceiling/soffit and similar overhead surfaces.
  - g. Exterior joints between dissimilar materials where the joining of the two surfaces leaves a gap between the meeting materials or components as may be dictated by various methods of construction to make building watertight.
  - h. Other joints as indicated on Drawings.
  2. Provide one of the following acceptable sealants as approved by manufacturer for substrates and uses indicated: **Type S-1, Type S-2, Type S-3**
  3. Color: As selected by Architect from manufacturer's full range of colors.
- B. Joint-Sealant Application: Interior joints in horizontal traffic surfaces.
1. Joint locations such as, but not limited to:
    - a. Isolation joints in cast-in-place concrete slabs.
    - b. Perimeter of floor slabs or concrete curbs which abut vertical surfaces.
    - c. Areas around all piping systems that penetrate the slab or foundation walls below grade (utility trenches, electrical conduits, plumbing penetrations, etc.).
    - d. Control and expansion joints in tile flooring.
    - e. Other joints as indicated on Drawings.
  2. Provide one of the following acceptable sealants as approved by manufacturer for substrates and uses indicated: **Type S-4**
  3. Color: As selected by Architect from manufacturer's full range of colors.
- C. Joint-Sealant Application: Interior joints in vertical surfaces and horizontal non-traffic surfaces, subject to movement, unless otherwise noted.
1. Joint locations such as, but not limited to:
    - a. Control joints on exposed interior surfaces of exterior walls.
    - b. Interior joints where interior partitions meet exterior walls of dissimilar materials and components.
    - c. Other joints as indicated on Drawings.
  2. Provide one of the following acceptable sealants as approved by manufacturer for substrates and uses indicated: **Type U-1**
  3. Color: As selected by Architect from manufacturer's full range of colors. Paintable Sealant, prep for painted finish.
- D. Joint-Sealant Application: Interior joints in vertical surfaces subject to abuse and movement.
1. Joint locations such as, but not limited to:
    - a. Vertical joints, including control joints and joints between masonry and structural support members, on exposed surfaces of interior unit masonry walls and partitions.
  2. Provide one of the following acceptable sealants as approved by manufacturer for substrates and uses indicated: **Type U-2**
  3. Color: As selected by Architect from manufacturer's full range of colors.
- E. Joint-Sealant Application: Interior joints in vertical surfaces not subject to movement.
1. Joint locations such as, but not limited to:
    - a. Interior perimeter joints of exterior openings.
    - b. Perimeter joints between interior wall surfaces and frames of interior doors, windows, and elevator entrances.
    - c. Interior joints between dissimilar materials where a gap is created where materials meet, unless otherwise noted.
  2. Provide one of the following acceptable sealants as approved by manufacturer for substrates and uses indicated: **Type L-1, Type L-2**
  3. Color: As selected by Architect from manufacturer's full range of colors.

- F. Joint-Sealant Application: Mildew-resistant interior joints in non-painted vertical surfaces and horizontal nontraffic surfaces.
  - 1. Joint locations such as, but not limited to:
    - a. Interior joints between plumbing fixtures and adjoining floors and counters.
    - b. Joints between countertops and backsplashes.
    - c. For interior joints in non-painted vertical and horizontal surfaces where incidental food contact may occur.
    - d. Tile control and expansion joints where indicated.
    - e. Other joints as indicated on Drawings.
  - 2. Provide one of the following acceptable sealants as approved by manufacturer for substrates and uses indicated: **Type S-5**
    - a. For potable water storage sealant shall be certified by National Sanitation Foundation as conforming to the requirements of NSF Standard 61 – Drinking Water System Components – Health Effect.
    - b. For surfaces where incidental food contact may occur sealant must comply with United States Department of Agriculture (USDA) guidelines for incidental food contact with cured sealant.
  - 3. Color: As selected by Architect from manufacturer’s full range of colors.
- G. Joint-Sealant Application: Mildew-resistant interior joints in painted vertical surfaces and horizontal non-traffic surfaces.
  - 1. Joint locations such as, but not limited to:
    - a. Interior joints between plumbing fixtures and adjoining painted walls.
    - b. Joints where countertops or backsplashes intersect painted walls.
    - c. For interior joints in painted vertical and horizontal surfaces where incidental food contact may occur.
  - 2. Provide one of the following acceptable sealants as approved by manufacturer for substrates and uses indicated: **Type L-2**
  - 3. Color: As selected by Architect from manufacturer’s full range of colors.
- H. Joint-Sealant Application: Interior or exterior joints in vertical surfaces between laps in fabrications of sheet metal.
  - 1. Provide one of the following acceptable sealants as approved by manufacturer for substrates and uses indicated: **Type U-1**
  - 2. Color: As selected by Architect from manufacturer’s full range of colors.
- I. Joint-Sealant Application: Exterior joints under metal thresholds and saddles, sill plates, or as bedding sealant for sheet metal flashing and frames of metal or wood.
  - 1. Provide one of the following acceptable sealants as approved by manufacturer for substrates and uses indicated: **Type S-1, Type U-1, Type B-1**
  - 2. Color: As selected by Architect from manufacturer’s full range of colors.

**END OF SECTION**

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## SECTION 09 21 16 - GYPSUM BOARD ASSEMBLIES

### PART 1 GENERAL

#### 1.1 SUMMARY

- A. Section includes gypsum board with joint treatment; tile backer board.

#### 1.2 SUBMITTALS

- A. Product Data: Submit data on each type of gypsum board, backer board, joint tape and accessories.

#### 1.3 QUALITY ASSURANCE

- A. Perform Work in accordance with GA-201 - Gypsum Board for Walls and Ceilings. GA-214 - Recommended Specification: Levels of Gypsum Board Finish. GA-216 - Recommended Specifications for the Application and Finishing of Gypsum Board. GA-600 - Fire Resistance Design Manual.
- B. Surface Burning Characteristics:
1. Textile Wall Coverings: Comply with one of the following:
    - a. Maximum 25/450 flame spread/smoke developed index when tested in accordance with ASTM E84.
- C. Mock-up:
1. Provide mockup of the quality of finishes for one wall that indicates the level of finish quality. Approved mockup will become standard for comparing other work.
  2. Provide mockup of the quality of finishes for one ceiling area that indicates the level of finish quality for knockdown stomped ceiling finishes. Approved mockup will become standard for comparing other work.

### PART 2 PRODUCTS

#### 2.1 GYPSUM BOARD ASSEMBLIES

- A. Manufacturers:
1. United States Gypsum Co.
  2. BPB Americas Inc.
  3. G-P Gypsum Corp.
  4. National Gypsum Co.
  5. Certainteed.
- B. General Requirements: Comply with ASTM C 1396. Provide in maximum lengths and widths available that will minimize joints in each area, and will correspond to the supporting structure / framing.
1. Long Edges: Tapered
  2. Ends: Square
  3. Size: Provide maximum lengths and widths available that will minimize joints in each area and that correspond with support system indicated.

#### 2.2 GYPSUM BOARD TYPES

- A. Gypsum Board [Type GB-1]: "standard drywall"
1. Thickness: 1/2 inch
- B. Mold-Resistant Gypsum Board [Type GB-2]:
1. Core: mold-moisture resistant core and surfaces
  2. Thickness: 1/2 inch
  3. Mold Resistance: ASTM D 3273, score of 10 according to ASTM D 3274.

- C. Non-Paper Faced Gypsum Board [Type GB-3]:
  - 1. Core: mold-moisture resistant core and surfaces
  - 2. Facer: fiberglass matt facer laminated to both sides, designed for interior use.
  - 3. Thickness: 1/2 inch
  - 4. Mold Resistance: ASTM D 3273, score of 10 according to ASTM D 3274.
- D. Fire-Resistant Gypsum Board [Type GB-4]:
  - 1. Type X fire resistant type, high density
  - 2. Thickness: 5/8 inch.
- E. Mold-Resistant, Fire-Resistant Gypsum Board [Type GB-5]:
  - 1. Core: mold-moisture resistant core and surfaces
  - 2. Type X fire resistant type, high density
  - 3. Thickness: 5/8 inch
  - 4. Mold Resistance: ASTM D 3273, score of 10 according to ASTM D 3274.
- F. Non-Paper Faced, Fire-Resistant Gypsum Board [Type GB-6]:
  - 1. Core: mold-moisture resistant core and surfaces
  - 2. Facer: fiberglass matt facer laminated to both sides, designed for interior use.
  - 3. Type X fire resistant type, high density
  - 4. Thickness: 5/8 inch
  - 5. Mold Resistance: ASTM D 3273, score of 10 according to ASTM D 3274.
- G. Abuse-Resistant Gypsum Board [Type GB-7]: Level 1
  - 1. Thickness: 5/8 inch
  - 2. Surface Abrasion: ASTM C1629, meets or exceeds Level 2 requirements.
  - 3. Indentation: ASTM C1629, meets or exceeds Level 1 requirements.
  - 4. Soft-Body Impact: ASTM C1629, meets or exceeds Level 1 requirements.
- H. Impact-Resistant Gypsum Board [Type GB-8]: Level 2
  - 1. Thickness: 5/8 inch
  - 2. Surface Abrasion: ASTM C 1629, meets or exceeds Level 2 requirements.
  - 3. Indentation: ASTM C 1629, meets or exceeds Level 1 requirements.
  - 4. Soft-Body Impact: ASTM C 1629, meets or exceeds Level 3 requirements.
  - 5. Hard-Body Impact: ASTM C 1629, meets or exceeds Level 2 requirements.

### **2.3 CEMENTITIOUS BACKER BOARDS**

- A. Tile / Shower Backer Boards [Type TB-1]:
  - 1. ASTM A118.9; high density, glass fiber reinforced; ends and edges cut square and finished smooth; formed in a continuous process of aggregated Portland-cement slurry, and reinforced with vinyl coated, woven glass-fiber mesh embedded in both surfaces.
  - 2. Thickness: 1/2 inch
  - 3. Mold Resistance: ASTM D 3273, score of 10 according to ASTM D 3274.
- B. Tile Backer Board Joint Tape: 2 inch wide, coated glass fiber tape for joints and corners.

### **2.4 ACCESSORIES**

- A. Gypsum Board Accessories: ASTM C 1047; metal, metal and paper combination; corner beads, edge trim, and expansion joints.
  - 1. Metal Accessories: Galvanized steel.
  - 2. Edge Trim: Type LC or U bead.
- B. Joint Materials: ASTM C475/C475M, reinforcing tape, joint compound, and water.
- C. Joint Compound for Interior Gypsum Wallboard: For each coat use formulation that is compatible with other compounds applied on previous or for successive coats. Pre-mixed compounds shall be free of antifreeze, vinyl adhesives, preservatives, biocides, and other slow releasing

compound. All-purpose type compound will not be acceptable for prefilling, embedding, first coat, or fill coat.

- D. Joint Compound for Cementitious Backer Board: Material recommended by cementitious backer unit manufacturer.
- E. Fasteners: ASTM C1002; Type S12 hardened screws, length to suit application.
- F. Gypsum Board Screws: ASTM C1002; Type W or S hardened screws, length to suit application.

## **PART 3 EXECUTION**

### **3.1 EXAMINATION**

- A. Verify site conditions are ready to receive work.

### **3.2 INSTALLATION**

- A. Gypsum Board:
  - 1. Install gypsum board in accordance with GA-216 and GA-600.
  - 2. Fasten gypsum board to furring or framing with screws.
  - 3. Place corner beads at external corners. Use longest practical length. Place edge trim where gypsum board abuts dissimilar materials.
  - 4. Seal cut edges and holes in moisture resistant gypsum board with sealant.
- B. Levels of Finish: The following levels of finish are established as a guide for specific final finishes in accordance with GA-214 and ASTM C840, for locations as indicated.
  - 1. Level 1: Joints and interior angles shall have tape embedded in joint compound. Surface shall be free of excess joint compound. Tool marks and ridges are acceptable.
    - a. This finish level shall be used in plenum areas above ceilings, in attics, and in areas where the assembly is concealed.
    - b. Where a fire-resistance rating is required for the gypsum board assembly, details of construction shall be in accordance with reports of fire tests of assemblies that have met the fire-rating requirement. Tape and fastener heads need not be covered with joint compound.
  - 2. Level 2: All joints and interior angles shall have tape embedded in joint compound and wiped with a joint knife leaving a thin coating of joint compound over all joints and interior angles. Fastener heads and accessories shall be covered with a coat of joint compound. Surface shall be free of excess joint compound. Tool marks and ridges are acceptable. Joint compound applied over the body of the tape at the time of tape embedment shall be considered a separate coat of joint compound and shall satisfy the conditions of this level.
    - a. This level may be used as a substrate for tile.
  - 3. Level 3: Not Used.
  - 4. Level 4: All joints and interior angles shall have tape embedded in joint compound and shall be immediately wiped with a joint knife leaving a thin coating of joint compound over all joints and interior angles. Two separate coats of joint compound shall be applied over all flat joints and one separate coat of joint compound shall be applied over interior angles. Fastener head and accessories shall be covered with three separate coats of joint compound. All joint compound shall be smooth and free of tool marks and ridges.
    - a. This level is to be used at areas to receive flat paints are to be applied typically only horizontal surfaces.
  - 5. Level 5: All joints and interior angles shall have tape embedded in joint compound and shall be immediately wiped with a joint knife leaving a thin coating of joint compound over all joints and interior angles. Two separate coats of joint compound shall be applied over all flat joints and one separate coat of joint compound shall be applied over interior angles. Fastener heads and accessories shall be covered with three separate coats of joint compound. A thin skim coat of joint compound trowel applied, or a material manufactured especially for this

purpose and applied in accordance with manufacturer's recommendations, applied to the entire surface. The surface shall be smooth and free of tool marks and ridges.

- a. This level is to be used at areas to receive eggshell and semi-gloss and gloss paint and areas subject to severe lighting, where indicated.

C. Level of Finishes:

1. Unless noted otherwise, provide Level 4 Finish at all gypsum board finishes.
2. Provide Level 5 finish at areas receiving tile backer board or non-paper faced gypsum board.
3. Tape, fill, and sand exposed joints, edges, and corners to produce smooth surface ready to receive finishes.
4. Feather coats onto adjoining surfaces so camber is maximum 1/32 inch.

**3.3 SCHEDULE [COORDINATE WITH DRAWINGS AS APPLICABLE]**

General: Match existing / adjacent finishes as applicable to the conditions. General intent is skim coat and repair existing gypsum board finishes to a Level 4 standard finish. Prep, repair, and skim as required to achieve desired finish.

- A. Interior walls [except where noted otherwise]: GB-1. Level 4 finish.
- B. Interior Demising Walls: GB-4 [GB-5 where applicable]. Level 4 Finish.
- C. Interior Ceilings: GB-1. Level 4 finish.
- D. Interior Walls at "Wet" Areas in Kitchens, Bathrooms, Laundry Rooms as defined on Drawings: GB-2 and GB-3. Level 4 Finish at GB-2 and Level 5 Finish at GB-3.
- E. Interior Ceilings at "Wet" Areas in Kitchens, Bathrooms, Laundry Rooms as defined on Drawings: GB-2 and GB-3. Level 4 Finish at GB-2 and Level 5 Finish at GB-3.
- F. Interior walls to receive tile / solid surface finishes: TB-1 or GB-2 / GB-3 as applicable and per manufacturer installation instructions.

**END OF SECTION**

## SECTION 09 90 00 - PAINTING AND COATING

### PART 1 GENERAL

#### 1.1 SUMMARY

- A. Section includes surface preparation and field application of paints and other coatings.
- B. Paint/Stain all exposed surfaces, new and existing, unless otherwise indicated where they interface with the proposed work.
  - 1. Interior Work
    - a. Walls and ceilings.
    - b. Interior trim and casing
    - c. Shelving and miscellaneous components.
- C. Do not paint prefinished items, finished metal surfaces, operating parts, labels, and materials obviously intended to be left exposed such as brick and tile.
- D. Unless otherwise indicated do not paint concealed surfaces.
- E. Obtain primers and undercoat materials for each coating system from the same manufacturer as the finish coats. Primer and finish coat shall be factory applied, finish coat shall be field applied.
- F. **Extra Materials:** Deliver to Owner **any extra materials**, properly labeled, factory sealed, of each color and type of finish coat paint used on project for each building in contract.
- G. Minimum surface temperature of 50 degrees required for all coating systems.
- H. Store all materials in tightly closed containers when not in use, away from heat, electrical equipment, sparks and open flames. Use approved bonding and grounding procedures. Keep out of the reach of children and residents.
- I. Transfer materials to approved containers with complete and appropriate labeling.

#### 1.2 APPLICATORS QUALIFICATIONS

- A. Engage an experienced applicator with a minimum of five years experience and who has completed painting systems application similar in materials and extend to those indicated for the Project and that have resulted in a construction record of successful in-service performance.

#### 1.3 SUBMITTALS

- A. Product Data and Color Samples: Provide product data on each coating system component indicating VOC and environmental requirements. Coordinate coating systems for each material/substrate.

#### 1.4 REFERENCES AND REGULATIONS:

- A. Standards: Comply with applicable provisions and recommendations of the following, except when otherwise shown or specified:
  - 1. OSHA Safety Standards for the Construction Industry, Title 29 - Labor, Subtitle B – Regulations Relating to Labor, Occupational Safety and Health Administration (OSHA) 1926, 07/01/93 editions.
  - 2. OSHA Worker Safety and Health Act Regulation 29 CFR No. Parts 1900 through 1910.1400, 07/01/93 and later editions.
  - 3. SSPC Volume 1, Good Painting Practice, 1989 edition.
  - 4. SSPC Volume 2, Systems and Specifications, 1991 edition, Surface Preparation Guide and Paint Application Specifications of the Steel Structures Painting Council.
  - 5. NACE Standards, Volume I and II, 1992 editions of the National Association of Corrosion Engineers.

6. SSPC and NACE Painter Safety Guidelines, latest editions.
- B. Requirements of Regulatory Agencies, conform with the following:
  1. Clean Air Act (CAA) – hazardous Air Emissions by U.S. EPA or State Agency under Regulation 40 CFR 61 or state equivalent.
  2. Clean Water Act (CWA) – hazardous Water Releases by U.S. EPA or State Agency under Regulation 40 CFR 116 through 117 or state equivalent.
  3. Toxic Substances Control Act (TSCA) – Toxic substance by U.S. EPA under Regulation 40 CFR 761.
  4. Comprehensive Environmental Response, Compensation and Liability Act (CERCLA or “SuperFund”) – Uncontrolled Hazardous Waste Sites and Hazardous Substance Release by U.S. EPA under Regulation 40 CFR 302.
  5. Resource Conservation and Recovery Act (RCRA) – Generation, Transportation, Treatment, Storage and Disposal of hazardous waste by U.S. EPA or State Agency under Regulation 40 CFR 260 through 267 or state equivalent.
  6. Hazardous and Solid Waste Amendments (HSWA) – Further regulation of hazardous waste by U.S. EPA or State Agency under Regulation 40 CFR through 267 or state equivalent.
  7. Hazardous Material Transportation Act (HMTA) – Transportation of Hazardous Material by DOT or State Agency under Regulation 49 CFR 171 through 179 or state equivalent.

#### **1.5 CLOSEOUT SUBMITTALS**

- A. Operation and Maintenance Data: Submit maintenance and cleaning instructions.

#### **1.6 QUALITY ASSURANCE**

- A. Surface Burning Characteristics:
  1. Fire Retardant Finishes: Maximum 25/450 flame spread/smoke developed index when tested in accordance with ASTM E84.

#### **1.7 ENVIRONMENTAL REQUIREMENTS**

- A. Store and apply materials in environmental conditions required by manufacturer's instructions.

#### **1.8 DELIVERY, STORAGE, AND HANDLING**

- A. Delivery: Deliver manufacturer's unopened containers to the work site. Packaging shall bear the manufacturer's name, label, and the following list of information:
  1. Product name and type (description)
  2. Application & use instructions
  3. Surface preparation
  4. VOC content
  5. Environmental handling and an SDS
  6. Batch date
  7. Color number
- B. Storage: Store and dispose of solvent-based materials, and materials used with solvent-based materials, in accordance with requirements of local authorities having jurisdiction. Store materials in an area that is within the acceptable temperature range, per manufacturer's instructions. Protect from freezing.
- C. Handling: Maintain a clean, dry storage area to prevent contamination or damage to the coatings.

#### **1.9 PROJECT CONDITIONS**

- A. Maintain environmental conditions (temperature, humidity, and ventilation) within limits recommended by manufacturer for optimum results. Do not apply coatings under environmental conditions outside manufacturer's absolute limits.

## 1.10 MOCKUP

- A. Apply benchmark samples of each paint system indicated and each color and finish selected to verify preliminary selections and demonstrate aesthetic effects and set quality standards for materials and execution.

## PART 2 PRODUCTS

### 2.1 PAINT AND COATINGS

- A. Manufacturer
  - 1. Sherwin-Williams (SW) – Basis of Design
  - 2. PPG Porter
  - 3. Benjamin Moore
- B. Paints and Coatings - General:
  - 1. Unless otherwise indicated, provide factory-mixed coatings. When required, mix coatings to correct consistency in accordance with manufacturer's instructions before application. Do not reduce, thin, or dilute coatings or add materials to coatings unless such a procedure is specifically described in manufacturer's product instructions. VOCs need to be confirmed by using the products EDS sheets.
- C. Primers:
  - 1. Where the manufacturer offers options on primers for a particular substrate, use primer categorized as "best" by the manufacturer.
- D. Coating Application Accessories:
  - 1. Provide all primers, sealers, cleaning agents, cleaning cloths, sanding materials, and clean-up materials required per manufacturer's specifications.
- E. Colors: As selected from a full range of manufacturer's offerings, including premium colors.
- F. Color Pigments: Pure, non-fading, applicable types to suit substrates and service indicated.
  - 1. Lead: Measurable lead content in either the pigment or binder will not be permitted.
  - 2. The finish coats shall match colors selected.
- G. Finish Quality:
  - 1. Finishes shall exhibit a high quality, commercial grade appearance of uniform thickness.
  - 2. Finishes shall be free of runs, sags, drips, waves, orange peel, festoons, dry spray, cloudiness, spotting, ropiness, brush marks, roller marks, fish eyes or other surface imperfections, voids, discontinuities, pinholes, holidays and overspray.
  - 3. Final coat shall be uniform in texture, color and gloss, and shall provide an acceptable match with the approved drawdown sample sheet.
- H. Provide for a minimum of the following:
  - 1. Exterior Finishes: 3 colors [allow for different colors at different buildings]
  - 2. Interior Finishes: 4 colors – ceiling, walls, accent wall, and trim

### 2.2 INTERIOR PAINT APPLICATION SCHEDULE

- A. Painted Wood Trim, Trim Components, Doors, and Frames: [Semi-Gloss Finish]
  - 1. 1st Coat: S-W Premium Wall & Wood Latex Primer, B28W8111
  - 2. 2nd Coat: S-W ProMar® HP 200 Zero VOC Latex Semi-Gloss, B31-1900 Series
  - 3. 3rd Coat: S-W ProMar® HP 200 Zero VOC Latex Semi-Gloss, B31-1900 Series
- B. Gypsum Board Walls: [Eg-Shel/Satin Finish]
  - 1. 1st Coat: S-W ProMar® 200 Zero VOC Latex Primer, B28W2600
  - 2. 2nd Coat: S-W ProMar® 200 HP Zero VOC Latex Eg-Shel, B20-1900
  - 3. 3rd Coat: S-W ProMar® 200 HP Zero VOC Latex Eg-Shel, B20-1900
- C. Gypsum Board Ceilings: [Flat Finish]

1. 1st Coat: S-W ProMar® 200 Zero VOC Latex Primer, B28W2600
2. 2nd Coat: S-W ProMar® 200 Zero VOC Latex Flat, B30-12600 Series
3. 3rd Coat: S-W ProMar® 200 Zero VOC Latex Flat, B30-12600 Series

### **2.3 PRE-CLEANING AND SURFACE PREPARATION PRODUCTS**

- A. Pre-cleaning Agents
  1. SW No Rinse Prepaint Cleaner
  2. Krud Kutter
  3. Potable water
- B. Pre-cleaning (Power Wash) Equipment
  1. Capacity to continuously deliver 3-5 gpm at 2,500 psig of 180-200 degree F hot water.
  2. Cleaning system shall affect the 32-ounce per gallon dilution.
  3. Manufacturer: Alkota, Model 565T with model 520 water heater or approved equal.
  4. Power wash with 15 degree tip capable of delivering hot water at 2500 psig.
- C. Power Tool Surface Preparation Media:
  1. Scotch Brite No. 07451 by 3 M Corporation, Surface Conditioning disc.
    - a. Properties
    - b. Texture: A Medium
    - c. Maximum Speed: 18,000 RPM
  2. Clean 'N' Strip Disco No CSD2 by 3 M Corporation
    - a. Texture: Course
    - b. Maximum Speed: 8,000 RPM
    - c. Or approved equal.

## **PART 3 EXECUTION**

### **3.1 EXAMINATION**

- A. Do not begin application of coatings until substrates have been properly examined and prepared. Notify Architect of unsatisfactory conditions before proceeding.
- B. If substrate preparation is the responsibility of another installer, notify Architect of unsatisfactory preparation before proceeding.
- C. Proceed with work only after conditions have been corrected, and approved by all parties, otherwise application of coatings will be considered as an acceptance of surface conditions.
- D. Previously Painted Surfaces: Verify that existing painted surfaces do not contain lead based paints, notify Architect immediately if lead based paints are encountered.

### **3.2 SURFACE PREPARATION**

- A. Comply with paint manufacturer's written instructions for surface preparation, environmental and substrate conditions, product mixing, and application.
- B. Perform all surface preparation in accordance with SSPC specifications, guidelines and good painting practices.
- C. Proper product selection, surface preparation, and application affect coating performance. Coating integrity and service life will be reduced because of improperly prepared surfaces. Selection and implementation of proper surface preparation ensures coating adhesion to the substrate and prolongs the service life of the coating system.
- D. Selection of the proper method of surface preparation depends on the substrate, the environment, and the expected service life of the coating system. Economics, surface contamination, and the effect on the substrate will also influence the selection of surface preparation methods.

- E. The surface must be dry and in sound condition. Remove oil, dust, dirt, loose rust, peeling paint or other contamination to ensure good adhesion. Recognize that any surface preparation short of total removal of the old coating may compromise the service length of the system.
- F. Prior to attempting to remove mildew, it is always recommended to test any cleaner on a small, inconspicuous area prior to use. Bleach and bleaching type cleaners may damage or discolor existing paint films. Bleach alternative cleaning solutions may be advised.
- G. Mildew may be removed before painting by washing with a solution of 1 part liquid bleach and 3 parts water. Apply the solution and scrub the mildewed area. Allow the solution to remain on the surface for 10 minutes. Rinse thoroughly with water and allow the surface to dry before painting. Wear protective eyewear, waterproof gloves, and protective clothing. Quickly wash off any of the mixture that comes in contact with your skin. Do not add detergents or ammonia to the bleach/water solution.
- H. No exterior painting should be done immediately after a rain, during foggy weather, when rain is predicted, or when the temperature is below 50°F, unless products are designed specifically for these conditions. On large expanses of metal siding, the air, surface and material temperatures must be 50°F or higher to use low temperature products.
- I. Methods:
  - 1. Aluminum: Remove all oil, grease, dirt, oxide and other foreign material by cleaning per SSPC-SP1, Solvent Cleaning.
  - 2. Block (Cinder and Concrete): Remove all loose mortar and foreign material. Surface must be free of laitance, concrete dust, dirt, form release agents, moisture curing membranes, loose cement, and hardeners. Concrete and mortar must be cured at least 30 days at 75°F unless the manufacturer's products are designed for application prior to the 30-day period. The pH of the surface should be between 6 and 9 unless the products are designed to be used in high pH environments. On tilt-up and poured-in-place concrete, commercial detergents and abrasive blasting may be necessary to prepare the surface. Fill bug holes, air pockets, and other voids with a cement patching compound.
  - 3. Concrete, SSPC-SP13 or NACE 6: This standard gives requirements for surface preparation of concrete by mechanical, chemical, or thermal methods prior to the application of bonded protective coating or lining systems. The requirements of this standard are applicable to all types of cementitious surfaces including cast-in-place concrete floors and walls, precast slabs, masonry walls, and shotcrete surfaces. An acceptable prepared concrete surface should be free of contaminants, laitance, loosely adhering concrete, and dust, and should provide a sound, uniform substrate suitable for the application of protective coating or lining systems.
  - 4. Cement Composition Siding/Panels: Remove all surface contamination by washing with an appropriate cleaner, rinse thoroughly and allow to dry. Existing peeled or checked paint should be scraped and sanded to a sound surface. Pressure clean, if needed, with a minimum of 2100 psi pressure to remove all dirt, dust, grease, oil, loose particles, laitance, foreign material, and peeling or defective coatings. Allow the surface to dry thoroughly. The pH of the surface should be between 6 and 9, unless the products are designed to be used in high pH environments.
  - 5. Drywall—Exterior: Must be clean and dry. All nail heads must be set and spackled. Joints must be taped and covered with a joint compound. Spackled nail heads and tape joints must be sanded smooth and all dust removed prior to painting. Exterior surfaces must be spackled with exterior grade compounds.
  - 6. Exterior Composition Board (Hardboard): Some composition boards may exude a waxy material that must be removed with a solvent prior to coating. Whether factory primed or unprimed, exterior composition board siding (hardboard) must be cleaned thoroughly and primed with an alkyd primer.
  - 7. Galvanized Metal: Clean per SSPC-SP1 using detergent and water or a degreasing cleaner to remove greases and oils. Apply a test area, priming as required. Allow the

- coating to dry at least one week before testing. If adhesion is poor, Brush Blast per SSPC-SP16 is necessary to remove these treatments.
8. Steel: Structural, Plate, etc.: Should be cleaned by one or more of the surface preparations described below. These methods are used throughout the world for describing methods for cleaning structural steel. Visual standards are available through the Society of Protective Coatings. A brief description of these standards together with numbers by which they can be specified follow.
  9. Solvent Cleaning, SSPC-SP1: Solvent cleaning is a method for removing all visible oil, grease, soil, drawing and cutting compounds, and other soluble contaminants. Solvent cleaning does not remove rust or mill scale. Change rags and cleaning solution frequently so that deposits of oil and grease are not spread over additional areas in the cleaning process. Be sure to allow adequate ventilation.
  10. Hand Tool Cleaning, SSPC-SP2: Hand Tool Cleaning removes all loose mill scale, loose rust, and other detrimental foreign matter. It is not intended that adherent mill scale, rust, and paint be removed by this process. Before Hand Tool Cleaning, remove visible oil, grease, soluble welding residues, and salts by the methods outlined in SSPC-SP1.
  11. Power Tool Cleaning, SSPC-SP3: Power Tool Cleaning removes all loose mill scale, loose rust, and other detrimental foreign matter. It is not intended that adherent mill scale, rust, and paint be removed by this process. Before Power Tool Cleaning, remove visible oil, grease, soluble welding residues, and salts by the methods outlined in SSPC-SP1.
  12. White Metal Blast Cleaning, SSPC-SP5 or NACE 1: A White Metal Blast Cleaned surface, when viewed without magnification, shall be free of all visible oil, grease, dirt, dust, mill scale, rust, paint, oxides, corrosion products, and other foreign matter. Before blast cleaning, visible deposits of oil or grease shall be removed by any of the methods specified in SSPC-SP1 or other agreed upon methods.
  13. Commercial Blast Cleaning, SSPC-SP6 or NACE 3: A Commercial Blast Cleaned surface, when viewed without magnification, shall be free of all visible oil, grease, dirt, dust, mill scale, rust, paint, oxides, corrosion products, and other foreign matter, except for staining. Staining shall be limited to no more than 33 percent of each square inch of surface area and may consist of light shadows, slight streaks, or minor discoloration caused by stains of rust, stains of mill scale, or stains of previously applied paint. Before blast cleaning, visible deposits of oil or grease shall be removed by any of the methods specified in SSPC-SP1 or other agreed upon methods.
  14. Brush-Off Blast Cleaning, SSPC-SP7 or NACE 4: A Brush-Off Blast Cleaned surface, when viewed without magnification, shall be free of all visible oil, grease, dirt, dust, loose mill scale, loose rust, and loose paint. Tightly adherent mill scale, rust, and paint may remain on the surface. Before blast cleaning, visible deposits of oil or grease shall be removed by any of the methods specified in SSPC-SP 1 or other agreed upon methods.
  15. Brush-Off Blast Cleaning of Coated and Uncoated Galvanized Steel, Stainless Steels, and Non-Ferrous Metals, SSPC-SP16: This standard covers the requirements for brush-off blast cleaning of uncoated or coated metal surfaces other than carbon steel by the use of abrasives. These requirements include visual verification of the end condition of the surface and materials and procedures necessary to achieve and verify the end condition. A brush-off blast cleaned non-ferrous metal surface, when viewed without magnification, shall be free of all visible oil, grease, dirt, dust, metal oxides (corrosion products), and other foreign matter. Intact, tightly adherent coating is permitted to remain. A coating is considered tightly adherent if it cannot be removed by lifting with a dull putty knife.
  16. Power Tool Cleaning to Bare Metal, SSPC-SP11: Metallic surfaces that are prepared according to this specification, when viewed without magnification, shall be free of all visible oil, grease, dirt, dust, mill scale, rust, paint, oxide corrosion products, and other foreign matter. Slight residues of rust and paint may be left in the lower portions of pits if the original surface is pitted. Prior to power tool surface preparation, remove visible deposits of oil or grease by any of the methods specified in SSPC-SP1, Solvent Cleaning, or other agreed upon methods.

17. Near-White Blast Cleaning, SSPC-SP10 or NACE 2: A Near White Blast Cleaned surface, when viewed without magnification, shall be free of all visible oil, grease, dirt, dust, mill scale, rust, paint, oxides, corrosion products, and other foreign matter, except for staining. Staining shall be limited to no more than 5 percent of each square inch of surface area and may consist of light shadows, slight streaks, or minor discoloration caused by stains of rust, stains of mill scale, or stains of previously applied paint. Before blast cleaning, visible deposits of oil or grease shall be removed by any of the methods specified in SSPC-SP1 or other agreed upon methods.
18. Water Blasting, NACE Standard RP-01-72: Removal of oil grease dirt, loose rust, loose mill scale, and loose paint by water at pressures of 2,000 to 2,500 psi at a flow of 4 to 14 gallons per minute.
19. Stucco: Must be clean and free of any loose stucco. If recommended procedures for applying stucco are followed, and normal drying conditions prevail, the surface may be painted in 30 days. The pH of the surface should be between 6 and 9, unless the products are designed to be used in high pH environments such as Loxon.
20. Wood—Exterior: Must be clean and dry. Knots and pitch streaks must be scraped, sanded, and spot primed before a full priming coat is applied. Patch all nail holes and imperfections with a wood filler or putty and sand smooth.
21. Vinyl Siding, Architectural Plastics & Fiberglass or other PVC, plastic building products. Clean the surface thoroughly by scrubbing with warm, soapy water. Rinse thoroughly, prime with appropriate white primer. Do not paint vinyl with any color darker than the original color. Do not paint vinyl with a color having a Light Reflective Value (LRV) of less than 56 unless VinylSafe® Colors are used. If VinylSafe® Colors are not used and darker colors lower than an LRV of 56 are, the vinyl may warp. Follow all painting guidelines of the vinyl manufacturer when painting. Only paint properly installed vinyl siding. Deviating from the manufacturer's painting guidelines may cause the warranty to be voided.

### 3.3 APPLICATION

- A. Examination and Verification of Condition: Contractor shall verify the areas and conditions under which the work is to be performed and notify the Owner in writing of conditions detrimental to the proper and timely completion of the Work. Do not proceed with the Work until satisfactory conditions have been corrected. Do not coat over chalk, dirt, scale, moisture, oil, surface contaminants, coatings that have exceeded the manufacturer's re-coat guidelines, or conditions otherwise detrimental to the formation of a durable high quality coating system.
- B. Comply with manufacturer's instructions and SSPC Good Paint Practices Volumes 1 and 2.
- C. Comply with OSHA regulations, State of Ohio and Federal laws, ordinances, and guidelines.
- D. Follow manufacturer's requirements for temperature and humidity at time of application.
- E. Refer to SDS sheets before using any product.
- F. All surfaces must be thoroughly dry before coating applications. Do not apply to wet or damp surfaces.
  1. Wait at least 30 days before applying to new concrete or masonry or follow manufacturer's procedures to apply appropriate coatings prior to 30 days.
  2. Test new concrete for moisture content.
  3. Wait until wood is fully dry after rain or morning fog or dew.
- G. Apply coatings using brush or roller only.
- H. Apply all coatings and materials with the manufacturer's specifications in mind. Mix and thin coatings according to manufacturer's recommendation.
- I. Apply coatings using methods recommended by manufacturer.
- J. Uniformly apply coatings without runs, drips, or sags, without brush marks, and with consistent sheen.

- K. Apply coatings at spreading rate required to achieve the manufacturer's recommended dry film thickness.
- L. Regardless of number of coats specified, apply as many coats as necessary for complete hide.
- M. Exterior Woodwork: If final painting must be delayed more than 2 weeks after installation of woodwork, apply primer within 2 weeks and final coating within 2 weeks.
- N. Inspection: The coated surface must be inspected and approved by the Architect or Engineer just prior to the application of each coat.

#### **3.4 CLEAN UP**

- A. Clean site and remove debris and empty cans daily. Remove all paint from adjacent surfaces. Clean spills and splatters immediately.
- B. Clean hands and tools immediately after use with soap and water for water based products and with mineral spirits for oil based products.
- C. Follow manufacturer's safety recommendations when using mineral spirits.

#### **3.5 ENVIRONMENTAL REQUIREMENTS**

- A. Store and apply materials in environmental conditions required by manufacturer's instructions.

**END OF SECTION**

## SECTION 31 21 13 - RADON MITIGATION

### PART 1 GENERAL

#### 1.1 SUMMARY

- A. Section Includes:
  - 1. Active Building Radon Venting system. [Active Soil Depressurization [ASD]]. Provide all design and work necessary to reduce and maintain radon concentration levels below 4.0 picocuries per Liter. Perform mitigation system installation and perform post-mitigation testing and monitoring for radon.

#### 1.2 SYSTEM DESCRIPTION

- A. ASD Radon venting system consists of the following:
  - 1. Permeable floor slab base course [existing].
  - 2. Sealing joints, cracks, and other penetrations through floor slab.
  - 3. Piping to exhaust underslab air to above the roofline, including in-line exhaust fan.

#### 1.3 QUALITY ASSURANCE

- A. Perform Work in accordance with Ohio Department of Health, ANSI/AARST Standards [SGM-SF-2023 and SGM-MFLB-2023].
- B. Qualified Radon Mitigation Professional: Individual with the appropriate technical knowledge and skills specific to design and installation of systems that mitigate occupant exposure to radon gas in existing dwelling units in accordance with the certification standards of a national program such as National Radon Proficiency Program [NRPP] or Ohio Department of Health.
  - 1. Qualified Mitigation Professionals shall establish, maintain, and follow a written quality management program.
  - 2. Qualified Mitigation Professionals shall have a minimum of [3] years of experience in the design and installation of radon systems similar to the types required herein.

#### 1.4 ENVIRONMENTAL REQUIREMENTS

- A. Maintain temperature and humidity recommended by sealant manufacturer during and after installation.

### PART 2 PRODUCTS

#### 2.1 PERFORMANCE REQUIREMENTS

- A. Installation of the gas venting and membrane barrier layer, riser pipe, and sealing methods for the slab perimeters and penetrations for the building concrete in contact with the soil, is to comply with manufacturer's requirements, system design, and the requirements of this specification.
- B. All system components are to be chemically compatible with the soil environment.
- C. Gas venting and radon membrane barrier system is to be sealed at all joints, perimeters, and floor slab penetrations to provide a continuous seal of the building area in contact with the soil, as per manufacturer requirements, system design and the requirements of this specification.
- D. Install and seal floor drains, void space venting layer and riser pipes in accordance with EPA standards as well as AARST standards.
- E. Gas tight seals are to be provided around the surfaces of all vertical penetrations. Such surfaces are to be prepared as per manufacturer's requirements to facilitate membrane adherence. Use an air/vapor barrier membrane (self-adhering type) of minimum 2mm thick, sealants and construction tape as required providing a continuous seal between radon membrane and any pipe, conduit or other item that penetrates the floor slab.

- F. Do not allow radon mitigation systems to cause back drafting of building chimneys.
- G. Do not use air cleaners as a radon reduction method.
- H. Once concrete floor slab has cured sufficiently to allow work to proceed on it, apply sealant to all penetration junctions on the top side of the finished floor slab.

## **2.2 VOID SPACE VENTING LAYER AND MEMBRANE BARRIER SYSTEM**

- A. Certified Mitigation Professional shall sign off on the void space venting layer and membrane barrier system.
- B. Ensure that vertical collection riser pipe extends to 12 inches above the finished floor slab. Horizontal collection / extension pipes may be required in the system design.
- C. All venting layer and membrane barrier system seams are to be prepared, overlapped, and sealed per the manufacturer's recommendations.

## **2.3 COLLECTION, EXTENSION, AND RISER PIPES**

- A. The collection, extension and riser pipe locations are to be designed by the Certified Mitigation Professional. Collection pipes having a minimum thickness of 3 inches are to be placed into the void space venting & membrane barrier system layer. Size pipes per conditions.
- B. The collection, extension and riser pipes are to consist of a minimum Schedule 40 nonperforated smooth walled 3 inches [inside] diameter rigid pipe of PVC, High Density PE or ABS construction. Size pipes per conditions.
- C. The collection, extension and riser pipes are to be installed in accordance with the AARST requirements.
- D. A single vertical riser pipe is to be installed at each location and extend from the void space to a minimum of 12 inches above the finished floor slab.

## **2.4 ACCESSORIES**

- A. Joint Cement: ASTM D2564, solvent type.
- B. Fittings: Polyvinyl chloride.
- C. Hangers, strapping, supports: as required to support the piping, but no more than 10' on center vertical and 4' on center horizontal.
- D. Penetration Boot: Form using vapor retarder with stainless steel clamping ring.
- E. Roof Flashing: Boot type for a steep slope shingle roof system.
- F. Vent Cap: Plastic with screen to prevent insect intrusion.
- G. Joint Filler: Compressible PVC foam type with recovery rate of minimum 95 percent.
- H. Tape: Self-adhering type, 2 inch wide, compatible with vapor retarder.
- I. Electrical Junction Box: As required for electrical connection to fan.
- J. Active Soil Depressurization In-Line Tubular Centrifugal Fan: AMCA 210, UL Listed, continuous duty operation, sized for the application.
- K. System Failure Warning Monitor: Provide a means to detect and announce a radon system failure with an audible or visual annunciator device. The annunciator device shall be installed in an occupied space.
- L. System Monitor: Viewable operating range monitor.
- M. Labels: labels for application to piping indicating "radon system piping"

- N. Sealants: ASTM C920, polyurethane, Type S, Grade P for horizontal application; Grade NS for vertical application, Class 25, Use T.

### **PART 3 EXECUTION**

#### **3.1 EXAMINATION**

- A. Verify existing conditions and that existing conditions are suitable for the proposed work.

#### **3.2 ACTIVE RADON SYSTEM INSTALLATION**

- A. Provide radon mitigation systems as indicated herein and as specified in ANSO / AARST SGM-MFLB.
- B. All work is to be inspected, tested, documented, and signed off by the Certified Mitigation Professional.
- C. Drill concrete slab where indicated on drawings, or otherwise approved by Architect and Contractor.
- D. Install active radon vent piping [ASD] from below slab to above roof line. Field verify routing, placement, etc. with existing building conditions, framing, ductwork, etc. Adjust layout as required to provide a complete and functioning system. Install piping plumb and parallel to existing walls, partitions, and ceilings as appropriate, slope horizontal runs to drain, and secure in place in a rigid and substantial manner.
- E. Seal slab penetrations in accordance with EPA 402-R-93-078. Prevent entry of oil gas into the building and exhausting of conditioned air via the radon mitigation system. Seal cracks and openings around the floor slab penetrations with polyurethane sealant. Provide backer rod as required. Ensure that all penetrations to the building exterior are weathertight.
- F. Extend electrical junction box to location to suit installation for ASD in-line fan.

#### **3.3 POST INSTALLATION RADON TESTING**

- A. In conjunction with activating an ASD system, the suction in system piping must be measured and recorded along with at least one PFE measurement that is conducted under closed-building or normal operating conditions. It is recommended that both measurements be made under conditions that reflect normal building operation when significantly occupied and include consideration for worst-case conditions.
- B. PFE Measurement: Obtain PFE measurements at more than one point distant from each suction point(s) to verify intended design using a differential pressure gauge capable of reading to 0.25 Pa 1/1000 in water column. Record PFE test location and close in a nonpermanent fashion to facilitate any future needs (e.g. diagnosing a system when radon tests do not indicate success in achieving mitigation goals).
- C. Conduct post-installation radon testing in accordance with ANSI / AARST MAH Protocol for Conducting Measurements of Radon and Radon Decay Products in Homes.

**END OF SECTION**

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