

## SECTION 230100 - MECHANICAL GENERAL

### 1 GENERAL

- 1.1 The work covered by this division consists of providing all labor, equipment and materials and performing all operations necessary for the installation of the mechanical work as herein called for and shown on the drawings.
- 1.2 Related Documents:
- 1.2.1 Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification sections, apply to work of this section.
- 1.2.2 This is a Basic Mechanical Requirements Section. Provisions of this section apply to work of all Division 23 sections.
- 1.2.3 Review all other contract documents to be aware of conditions affecting work herein.
- 1.2.4 Definitions:
- 1.2.4.1 Provide: Furnish and install, complete and ready for intended use.
- 1.2.4.2 Furnish: Supply and deliver to project site, ready for subsequent requirements.
- 1.2.4.3 Install: Operations at project site, including unloading, unpacking, assembly, erection, placing, anchoring, applying, working to dimension, finishing, curing, protecting, cleaning, and similar requirements.
- 1.3 Permits and Fees: Contractor shall obtain all necessary permits, meters, and inspections required for his work and pay all fees and charges incidental thereto.
- 1.4 Verification of Owner's Data: Prior to commencing any work the Contractor shall satisfy himself as to the accuracy of all data as indicated in these plans and specifications and/or as provided by the Owner. Should the Contractor discover any inaccuracies, errors, or omissions in the data, he shall immediately notify the Architect/Engineer in order that proper adjustments can be anticipated and ordered. Commencement by the Contractor of any work shall be held as an acceptance of the data by him after which time the Contractor has no claim against the Owner resulting from alleged errors, omissions or inaccuracies of the said data.
- 1.5 Delivery and Storage of Materials: Materials delivered to site shall be inspected for damage, unloaded, and stored with a minimum of handling. All material shall be stored to provide protection from the weather and accidental damage.
- 1.6 Extent of work is indicated by the drawings, schedules, and the requirements of the specifications. Singular references shall not be constructed as requiring only one device if multiple devices are shown on the drawings or are required for proper system operation.
- 1.7 Field Measurements and Coordination:
- 1.7.1 The intent of the drawings and specifications is to obtain a complete and satisfactory installation. Separate divisional drawings and specifications shall not relieve the Contractor or subcontractors from full compliance of work of his trade indicated on any of the drawings or in any section of the specifications.

- 1.7.2 Verify all field dimensions and locations of equipment to insure close, neat fit with other trades' work. Make use of all contract documents and approved shop drawings to verify exact dimension and locations.
- 1.7.3 Coordinate work in this division with all other trades in proper sequence to insure that the total work is completed within contract time schedule and with a minimum cutting and patching.
- 1.7.4 Locate all apparatus symmetrical with architectural elements. Install to exact height and locations when shown on architectural drawings. When locations are shown only on mechanical drawings, be guided by architectural details and conditions existing at job and correlate this work with that of others.
- 1.7.5 Install work as required to fit structure, avoid obstructions, and retain clearance, headroom, openings and passageways. Cut no structural members without written approval.
- 1.7.6 Carefully examine any existing conditions, piping, and premises. Compare drawings with existing conditions. Report any observed discrepancies. It shall be the Contractor's responsibility to properly coordinate the work and to identify problems in a timely manner. Written instructions will be issued to resolve discrepancies.
- 1.7.7 Because of the small scale of the drawings, it is not possible to indicate all offsets and fittings or to locate every accessory. Drawings are essentially diagrammatic. Study carefully the sizes and locations of structural members, wall and partition locations, trusses, and room dimensions and take actual measurements on the job. Locate piping, ductwork, equipment and accessories with sufficient space for installing and servicing. Contractor is responsible for accuracy of his measurements and for coordination with all trades. Contractor shall not order materials or perform work without such verification. No extra compensation will be allowed because field measurements vary from the dimensions on the drawings. If field measurements show that equipment or piping cannot be fitted, the Architect/Engineer shall be consulted. Remove and relocate, without additional compensation, any item that is installed and is later found to encroach on space assigned to another use.
- 1.8 Guarantee:
- 1.8.1 The Contractor shall guarantee labor, materials and equipment for a period of ~~five (5)~~ *one (1)* years from Final Completion, or from Owner's occupancy, whichever is earlier. Contractor shall make good any defects and shall include all necessary adjustments to and replacement of defective items without expense to the Owner.
- 1.8.2 Owner reserves right to make emergency repairs as required to keep equipment in operation without voiding Contractor's Guarantee Bond nor relieving Contractor of his responsibilities during guarantee period.
- 1.9 Approval Submittals:
- 1.9.1 When approved, the submittal control log and submittals shall be an addition to the specifications herewith, and shall be of equal force in that no deviation will be permitted except with the approval of the Architect/Engineer.
- 1.9.1.1 Shop drawings, product literature, and other approval submittals will only be reviewed if they are submitted in full accordance with the General and Supplementary Conditions and Division 1 Specification sections and the following.
- 1.9.1.1.1 Submittals shall be properly organized in accordance with the approved submittal control log.
- 1.9.1.1.2 Submittals shall not include items from more than one specification section in the same submittal package unless approved in the submittal control log.

- 1.9.1.1.3 Submittals shall be properly identified by a cover sheet showing the project name, Architect and Engineer names, submittal control number, specification section, a list of products or item names with model numbers in the order they appear in the package, and spaces for approval stamps. A sample cover sheet is included at the end of this section.
- 1.9.1.1.4 Submittals shall have been reviewed and approved by the General Contractor (or Prime Contractor). Evidence of this review and approval shall be an "Approved" stamp with a signature and date on the cover sheet.
- 1.9.1.1.5 Submittals that include a series of fixtures or devices (such as plumbing fixtures or valves) shall be organized by the fixture number or valve type and be marked accordingly. Each fixture must include all items associated with that fixture regardless of whether or not those items are used on other fixtures.
- 1.9.1.1.6 The electrical design shown on the drawings supports the mechanical equipment basis of design specifications at the time of design. If mechanical equipment is submitted with different electrical requirements, it is the responsibility of the mechanical contractor to resolve all required electrical design changes (wire and conduit size, type of disconnect or overload protection, point(s) of connection, etc.) and clearly show the new electrical design on the mechanical submittal with a written statement that this change will be provided at no additional cost. Mechanical submittals made with no written reference to the electrical design will be presumed to work with the electrical design. Any corrections required will be at no additional cost.
- 1.9.2 If the shop drawings show variation from the requirements of contract because of standard shop practice or other reasons, the Contractor shall make specific mention of such variation in writing in his letter of transmittal and on the submittal cover sheet in order that, if acceptable, Contractor will not be relieved of the responsibility for executing the work in accordance with the contract.
- 1.9.3 Review of shop drawings, product literature, catalog data, or schedules shall not relieve the Contractor from responsibility for deviations from contract drawings or specifications, unless he has in writing called to the attention of the Architect/Engineer each such deviation in writing at the time of submission, nor shall it relieve him from responsibility for errors of any sort in shop drawings, product literature, catalog data, or schedules. Any feature or function specified but not mentioned in the submittal shall be assumed to be included per the specification.
- 1.9.4 Submit shop drawings as called for in other sections after award of the contract and before any material is ordered or fabricated. Shop drawings shall consist of plans, sections, elevations and details to scale (not smaller than 1/4" per foot), with dimensions clearly showing the installation. Direct copies of small scale project drawings issued to the Contractor are not acceptable. Drawings shall take into account equipment furnished under other sections and shall show space allotted for it. Include construction details and materials.
- 1.10 Test Reports and Verification Submittals: Submit test reports, certifications and verification letters as called for in other sections. Contractor shall coordinate the required testing and documentation of system performance such that sufficient time exists to prepare the reports, submit the reports, review the reports and take corrective action within the scheduled contract time.
- 1.11 O&M Data Submittals: Submit Operation and Maintenance data as called for in other sections. When a copy of approval submittals is included in the O&M Manual, only the final "Approved" or "Approved as Noted" copy shall be used. Contractor shall organize these data in the O&M Manuals tabbed by specification number. Prepare O&M Manuals as required by Division 1 and as described herein. Submit manuals at the Substantial Completion inspection.

## 2 PRODUCTS

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2.1 All materials shall be new or Owner-supplied reused as shown on the drawings, the best of their respective kinds, suitable for the conditions and duties imposed on them at the building and shall be of reputable manufacturers. The description, characteristics, and requirements of materials to be used shall be in accordance with qualifying conditions established in the following sections.

2.2 Equipment and Materials:

2.2.1 Shall be new and the most suitable grade for the purpose intended. Equipment furnished under this division shall be the product of a manufacturer regularly engaged in the manufacture of such items for a period of three years. Where practical, all of the components shall be products of a single manufacturer in order to provide proper coordination and responsibility. Where required, Contractor shall furnish proof of installation of similar units or equipment.

2.2.2 Each item of equipment shall bear a name plate showing the manufacturer's name, trade name, model number, serial number, ratings and other information necessary to fully identify it. This plate shall be permanently mounted in a prominent location and shall not be concealed, insulated or painted.

2.2.3 The label of the approving agency, such as UL, IBR, ASME, ARI, AMCA, by which a standard has been established for the particular item shall be in full view.

2.2.4 The equipment shall be essentially the standard product of a manufacturer regularly engaged in the production of such equipment and shall be a product of the manufacturer's latest design.

2.2.5 A service organization with personnel and spare parts shall be available within two hours for each type of equipment furnished.

2.2.6 Install in accordance with manufacturer's recommendations. Place in service by a factory trained representative where required.

2.2.7 Materials and equipment are specified herein by a single or by multiple manufacturers to indicate quality, material and type of construction desired. Manufacturer's products shown on the drawings have been used as basis for design; it shall be the Contractor's responsibility to ascertain that alternate manufacturer's products, or the particular products of named manufacturers, meet the detailed specifications and that size and arrangement of equipment are suitable for installation.

2.2.8 Model Numbers: Catalog numbers and model numbers indicated in the drawings and specifications are used as a guide in the selection of the equipment and are only listed for the contractor's convenience. The contractor shall determine the actual model numbers for ordering materials in accordance with the written description of each item and with the intent of the drawings and specifications.

2.3 Requests for Substitution:

2.3.1 Where a particular system, product or material is specified by name, consider it as standard basis for bidding, and base proposal on the particular system, product or material specified.

2.3.2 Requests by Contractor for substitution will be considered only when reasonable, timely, fully documented, and qualifying under one or more of the following circumstances.

2.3.2.1 Required product cannot be supplied in time for compliance with Contract time requirements.

2.3.2.2 Required product is not acceptable to governing authority, or determined to be non-compatible, or cannot be properly coordinated, warranted or insured, or has other recognized disability as certified by Contractor.

2.3.2.3 Substantial cost advantage is offered Owner after deducting offsetting disadvantages including delays, additional compensation for redesign, investigation, evaluation and other necessary services and similar considerations.

2.3.3 All requests for substitution shall contain a "Comparison Schedule" and clearly and specifically indicate any and all differences or omissions between the product specified as the basis of design and the product proposed for substitution. Differences shall include but shall not be limited to data as follows for both the specified and substituted products:

Principal of operation.  
Materials of construction or finishes.  
Thickness of gauge of materials.  
Weight of item.  
Deleted features or items.  
Added features or items.  
Changes in other work caused by the substitution.  
Performance curves.

If the approved substitution contains differences or omissions not specifically called to the attention of the Architect/Engineer, the Owner reserves the right to require equal or similar features to be added to the substituted products (or to have the substituted products replaced) at the Contractor's expense.

### 3 EXECUTION

3.1 Workmanship: All materials and equipment shall be installed and completed in a first-class workmanlike manner and in accordance with the best modern methods and practice. Any materials installed which do not present an orderly and reasonably neat and/or workmanlike appearance, or do not allow adequate space for maintenance, shall be removed and replaced when so directed by the Architect/Engineer.

#### 3.2 Coordination:

3.2.1 The Contractor shall be responsible for full coordination of the mechanical systems with shop drawings of the building construction so the proper openings and sleeves or supports are provided for piping, ductwork, or other equipment passing through slabs or walls.

3.2.2 Any additional steel supports required for the installation of any mechanical equipment, piping, or ductwork shall be furnished and installed under the section of the specifications requiring the additional supports.

3.2.3 It shall be the Contractor's responsibility to see that all equipment such as valves, dampers, filters and such other apparatus or equipment that may require maintenance and operation are made easily accessible, regardless of the diagrammatic location shown on the drawings.

3.2.4 All connections to fixtures and equipment shown on the drawings shall be considered diagrammatic unless otherwise indicated by detail. The actual connections shall be made to fully suit the requirements of each case and adequately provide for expansion and servicing.

3.2.5 The contractor shall protect equipment, material, and fixtures at all times. He shall replace all equipment, material, and fixtures which are damaged as a result of inadequate protection.

3.2.6 Prior to starting and during progress of work, examine work and materials installed by others as they apply to work in this division. Report conditions which will prevent satisfactory installation.

3.2.7 Start of work will be construed as acceptance of suitability of work of others.

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- 3.3 Interruption of Service: Before any equipment is shut down for disconnecting or tie-ins, arrangements shall be made with the Architect/Engineer and this work shall be done at the time best suited to the Owner. This will typically be on weekends and/or holidays and/or after normal working hours. Services shall be restored the same day unless prior arrangements are made. All overtime or premium costs associated with this work shall be included in the base bid.
- 3.4 Phasing: Provide all required temporary valves, piping, ductwork, equipment and devices as required. Maintain temporary services to areas as required. Remove all temporary material and equipment on completion of work unless Engineer concurs that such material and equipment would be beneficial to the Owner on a permanent basis.
- 3.5 Cutting and Patching: Notify General Contractor to do all cutting and patching of all holes, chases, sleeves, and other openings required for installation of equipment furnished and installed under this section. Utilize experienced trades for cutting and patching. Obtain permission from Architect/Engineer before cutting any structural items.
- 3.6 Equipment Setting: Bolt equipment directly to concrete pads or vibration isolators as required, using hot-dipped galvanized anchor bolts, nuts and washers. Level equipment.
- 3.7 Painting: Touch-up factory finishes on equipment located inside and outside shall be done under Division 23. Obtain matched color coatings from the manufacturer and apply as directed. If corrosion is found during inspection on the surface of any equipment, clean, prime, and paint, as required.
- 3.8 Clean-up: Thoroughly clean all exposed parts of apparatus and equipment of cement, plaster, and other materials and remove all oil and grease spots. Repaint or touch up as required to look like new. During progress of work, contractor is to carefully clean up and leave premises and all portions of building free from debris and in a clean and safe condition.
- 3.9 Start-up and Operational Test: Start each item of equipment in strict accordance with the manufacturer's instructions; or where noted under equipment specification, start-up shall be done by a qualified representative of the manufacturer. Alignment, lubrication, safety, and operating control shall be included in start-up check.
- 3.10 Climate Control: Operate heating and cooling systems as required after initial startup to maintain temperature and humidity conditions to avoid freeze damage and warping or sagging of ceilings and carpet.
- 3.11 Record Drawings:
- 3.11.1 During the progress of the work the Contractor shall record on their field set of drawings the exact location, as installed, of all piping, ductwork, equipment, and other systems which are not installed exactly as shown on the contract drawings.
- 3.11.2 Upon completion of the work, record drawings shall be prepared as described in the General Conditions, Supplementary Conditions, and Division 1 sections.
- 3.12 Acceptance:
- 3.12.1 Punch List: Submit written confirmation that all punch lists have been checked and the required work completed.
- 3.12.2 Instructions: At completion of the work, provide a competent and experienced person who is thoroughly familiar with project, for one day to instruct permanent operating personnel in operation of

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equipment and control systems. This is in addition to any specific equipment operation and maintenance training.

- 3.12.3 Operation and Maintenance Manuals: Furnish four complete manuals bound in ring binders with Table of Contents, organized, and tabbed by specification section. Manuals shall contain:

Detailed operating instructions and instructions for making minor adjustments.

Complete wiring and control diagrams.

Routine maintenance operations.

Manufacturer's catalog data, service instructions, and parts lists for each piece of operating equipment.

Copies of approved submittals.

Copies of all manufacturer's warranties.

Copies of test reports and verification submittals.

- 3.12.4 Record Drawings: Submit record drawings.

- 3.12.5 Test and Balance Report: Submit four certified copies. The Report shall be submitted for review prior to the Substantial Completion Inspection unless otherwise required by Division 1.

- 3.12.6 Acceptance will be made on the basis of tests and inspections of job. A representative of firm that performed test and balance work shall be in attendance to assist. Contractor shall furnish necessary mechanics to operate system, make any necessary adjustments and assist with final inspection.

END OF SECTION 230100

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