

Form# P04

# DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK CITY OF PORTLAND

Please Read Application And Notes, If Any, Attached

## PERMIT

**PERMIT ISSUED**  
Permit Number: 041812  
JAN 21 2005  
CITY OF PORTLAND

This is to certify that 477 Congress Lic/Boulos Property Man  
has permission to tenant fit-up of 6,600 sf office for new tenants  
AT 477 Congress St 037-EG22001

provided that the person or persons, firm or corporation accepting this permit shall comply with all of the provisions of the Statutes of Maine and of the ordinances of the City of Portland regulating the construction, maintenance and use of buildings and structures, and of the application on file in this department.

Apply to Public Works for street line and grade if nature of work requires such information.

Notification of inspection must be given and when permission procured before this building or part thereof is placed or closed-in. **24 HOUR NOTICE IS REQUIRED.**

A certificate of occupancy must be procured by owner before this building or part thereof is occupied.

### OTHER REQUIRED APPROVALS

Fire Dept. [Signature]  
Health Dept. \_\_\_\_\_  
Appeal Board \_\_\_\_\_  
Other \_\_\_\_\_  
Department Name \_\_\_\_\_

[Signature] 1/20/05  
Director - Building & Inspection Services

**PENALTY FOR REMOVING THIS CARD**

**City of Portland, Maine - Building or Use Permit Application**

389 Congress Street, 04101 Tel: (207) 874-8703, Fax: (207) 874-8716

Permit No: 04-1812	Issue Date: <b>PERMIT ISSUED</b> JAN 21 2005	BL: 037 F022001
-----------------------	--	--------------------

<b>Location of Construction:</b> 477 Congress St	<b>Owner Name:</b> 477 Congress Llc	<b>Owner Address:</b> 477 Congress St	<b>Phone:</b> To77721333
<b>Business Name:</b>	<b>Contractor Name:</b> Boulos Property Management	<b>Phone</b>	
<b>Lessee/Buyer's Name</b>	<b>Phone:</b>	<b>Permit Type:</b> Alterations - Commercial	<b>Zone:</b> B-3
<b>Past Use:</b> commercial	<b>Proposed Use:</b> commercial tenant fit-up <i>4th floor</i>	<b>Permit Fee:</b> \$1,146.00	<b>Cost of Work:</b> \$125,000.00
		<b>CEO District:</b> 1	
		<b>Signature:</b> <i>[Signature]</i>	<b>Signature:</b> <i>[Signature]</i>
Action: <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied Signature: _____ Date: _____			
<b>Permit Taken By:</b> dmartin	<b>Date Applied For:</b> 12/08/2004	<b>Zoning Approval</b>	

Special Zone or Reviews	Zoning Appeal	Historic Preservation
<input type="checkbox"/> Shoreland	<input type="checkbox"/> Variance	<input type="checkbox"/> Not in District or Landmark
<input type="checkbox"/> Wetland	<input type="checkbox"/> Miscellaneous	<input type="checkbox"/> Does Not Require Review
<input type="checkbox"/> Flood Zone	<input type="checkbox"/> Conditional Use	<input type="checkbox"/> Requires Review
<input type="checkbox"/> Subdivision	<input type="checkbox"/> Interpretation	<input type="checkbox"/> Approved
<input type="checkbox"/> Site Plan	<input type="checkbox"/> Approved	<input type="checkbox"/> Approved w/Conditions
Maj <input type="checkbox"/> Minor <input type="checkbox"/> MM <input type="checkbox"/>	<input type="checkbox"/> Denied	<input type="checkbox"/> Denied
Date: <i>12/10/04</i>	Date: _____	Date: <i>Requires A.</i>

*Any exterior work  
Requires A.  
Separate review  
and approval*

**CERTIFICATION**

I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in the application is issued, I certify that the code official's authorized representative shall have the authority to enter all areas covered by such permit at any reasonable hour to enforce the provision of the code(s) applicable to such permit.

SIGNATURE OF APPLICANT	ADDRESS	DATE	PHONE
RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE		DATE	PHONE

**City of Portland, Maine - Building or Use Permit**

389 Congress Street, 04101 Tel: (207) 874-8703, Fax: (207) 874-8716

<b>Permit No:</b> 04-1812	<b>Date Applied For:</b> 12/08/2004	<b>CBL:</b> 037 F022001
------------------------------	--	----------------------------

<b>Location of Construction:</b> 477 Congress St	<b>Owner Name:</b> 477 Congress Llc	<b>Owner Address:</b> 477 Congress St	<b>Phone:</b>
<b>Business Name:</b>	<b>Contractor Name:</b> Boulos Property Management	<b>Contractor Address:</b> One Canal Plaza Portland	<b>Phone:</b> (207) 772-1333
<b>Tenant/Ressee/Buyer's Name</b>	<b>Phone:</b>	<b>Permit Type:</b> Alterations - Commercial	
<b>Proposed Use:</b> commercial tenant fit-up - 6th floor		<b>Proposed Project Description:</b> tenant fit-up of 6,600 sf office for new tenants - 6th floor	

**Dept:** Zoning      **Status:** Approved      **Reviewer:** Marge Schmuckal      **Approval Date:** 12/10/2004  
**Note:**      **OktoIssue:**

**Dept:** Building      **Status:** Approved with Conditions      **Reviewer:** Mike Nugent      **Approval Date:** 01/20/2005  
**Note:**      **OktoIssue:**

- 1) The engineer of record must inspect and certify the infill area between the 6th and 7th floors.
- 2) Must Obtain a Fire Marshall's permit as required.

**Dept:** Fire      **Status:** Approved with Conditions      **Reviewer:** Lt. MacDougal      **Approval Date:** 12/13/2004  
**Note:**      **OktoIssue:**

- 1) the mag locks shall release with the activation of the fire alarm system
- 2) the fire alarm system and sprinkler system shall be tested to the appropriate standard and the results submitted to the Portland Fire Department
- 3) the fire alarm system shall be maintained to NFPA 72 standards
- 4) the sprinkler system shall be installed in accordance with NFPA 13 standards

**Comments:**

1/6/2005-mjn: Faxed again this date, spoke w/ nancy B. And Kim F. Advised that work cannot continue

12/14/2004-mjn: need certification forms, Faxed to Nancy Barba

**City of Portland, Maine - Building or Use Permit**

389 Congress Street, 04101 Tel: (207) 874-8703, Fax: (207) 874-8716

<b>Permit No:</b> 04-1812	<b>Date Applied For:</b> 12/08/2004	<b>CBL:</b> 037 F022001
------------------------------	--	----------------------------

<b>Location of Construction:</b> 477 Congress St	<b>Owner Name:</b> 477 Congress Llc	<b>Owner Address:</b> 477 Congress St	<b>Phone:</b>
<b>Business Name:</b>	<b>Contractor Name:</b> Boulos Property Management	<b>Contractor Address:</b> One Canal Plaza Portland	<b>Phone</b> (207) 772-1333
<b>Licensee/Buyer's Name</b>	<b>Phone:</b>	<b>Permit Type:</b> Alterations - Commercial	

commercial tenant fit-up - 6th floor	tenant fit-up of 6,600sf office for new tenants - 6th floor
--------------------------------------	---

<b>Dept:</b> Zoning	<b>Status:</b> Approved	<b>Reviewer:</b> Marge Schmuckal	<b>Approval Date:</b> 12/10/2004
<b>Note:</b>	<b>Ok to Issue:</b> <input checked="" type="checkbox"/>		

<b>Dept:</b> Building	<b>Status:</b> Approved with Conditions	<b>Reviewer:</b> Mike Nugent	<b>Approval Date:</b> 01/20/2005
<b>Note:</b>	<b>Ok to Issue:</b> <input checked="" type="checkbox"/>		
1) The engineer of record must inspect and certify the infill area between the 6th and 7th floors.			
2) Must Obtain a Fire Marshall's permit as required.			

<b>Dept:</b> Fire	<b>Status:</b> Approved with Conditions	<b>Reviewer:</b> Lt. MacDougal	<b>Approval Date:</b> 12/13/2004
<b>Note:</b>	<b>Ok to Issue:</b> <input checked="" type="checkbox"/>		
1) the mag locks shall release with the activation of the fire alarm system			
2) the fire alarm system and sprinkler system shall be tested to the appropriate standard and the results submitted to the Portland Fire Department			
3) the fire alarm system shall be maintained to NFPA 72 standards			
4) the sprinkler system shall be installed in accordance with NFPA 13 standards			

<b>Comments:</b>
1/6/2005-mjn: Faxed again this date, spoke w/ nancy B. And Kim F. Advised that work cannot continue
12/14/2004-mjn: need certification forms, Faxed to Nancy Barba

<b>Location of Construction:</b> 477 Congress St	<b>Owner Name:</b> 477 Congress Llc	<b>Owner Address:</b> 477 Congress St	<b>Phone:</b>
<b>Business Name:</b>	<b>Contractor Name:</b> Boulos Property Management	<b>Contractor Address:</b> One Canal Plaza Portland	<b>Phone</b> 2077721333
<b>Lessee/Buyer's Name</b>	<b>Phone:</b>	<b>Permit Type:</b> Alterations - Commercial	<b>Zone:</b>
<b>Dept:</b> Zoning <b>Status:</b> Approved <b>Reviewer:</b> Marge Schmuckal <b>Approval Date:</b> 12/10/2004			
<b>Note:</b> <b>Ok to Issue:</b> <input type="checkbox"/>			
<b>Dept:</b> Building <b>Status:</b> Approved with Conditions <b>Reviewer:</b> Mike Nugent <b>Approval Date:</b> 01/20/2005			
<b>Note:</b> <b>Ok to Issue:</b> <input checked="" type="checkbox"/>			
1) The engineer of record must inspect and certify the infill area between the 6th and 7th floors.			
2) Must Obtain a Fire Marshall's permit as required.			
<b>Dept:</b> Fire <b>Status:</b> Approved with Conditions <b>Reviewer:</b> Lt. MacDougal <b>Approval Date:</b> 12/13/2004			
<b>Note:</b> <b>Ok to Issue:</b> <input checked="" type="checkbox"/>			
1) the mag locks shall release with the activation of the fire alarm system			
2) the fire alarm system and sprinkler system shall be tested to the appropriate standard and the results submitted to the Portland Fire Department			
3) the fire alarm system shall be maintained to NFPA 72 standards			
4) the sprinkler system shall be installed in accordance with NFPA 13 standards			
<b>Comments:</b>			
1/6/2005-mjn: Faxed again this date, spoke w/ nancy B. And Kim F. Advised that work cannot continue			
12/14/2004-mjn: need certification forms, Faxed to Nancy Barba			

### CERTIFICATION

I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in the application is issued, I certify that the code official's authorized representative shall have the authority to enter all areas covered by such permit at any reasonable hour to enforce the provision of the code(s) applicable to such permit.

---

SIGNATURE OF APPLICANT

ADDRESS

DATE

PHONE

---

RESPONSIBLE PERSON IN CHARGE OF WORK, TITLE

DATE

PHONE

**BARBĀ+WHEELOCK**

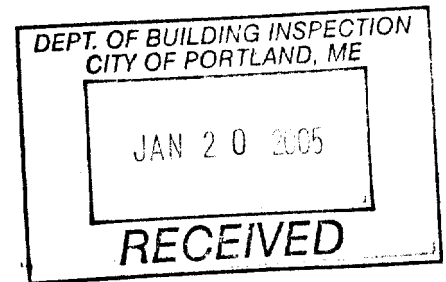
ARCHITECTURE  
PRESERVATION  
DESIGN

37 F 22  
041812

**TRANSMITTAL**

Date: 18 January 2005

To: Mike Nugent  
Code Enforcement Officer  
City of Portland  
Inspection Services  
389 Congress Street  
Portland, ME 04101



From: Nancy L. Barba, AIA

Re: 477 Congress Street, 5<sup>th</sup> and 6<sup>th</sup> Floor Renovations: Suite M

Enclosed: City of Portland Accessibility Certificate  
Letter from Paul Ureneck, CB Richard Ellis Boulos Co., dated January 12, 2005

cc: Paul Ureneck, Boulos Co.

Comments: Enclosed you will find a copy of the City of Portland Accessibility Certificate for renovations on the 5<sup>th</sup> and 6<sup>th</sup> Floors of 477 Congress Street. Also enclosed is a copy of a letter from Paul Ureneck following up on recent discussions between the three of us about ADA compliance on the project reference above.

Meanwhile, our office has submitted applications for a Construction Permit and a Barrier-Free Permit to the State Fire Marshall's office, and we look forward to commencing work on this project in the near future.

Please let me know if you require any additional materials from me at this time.

500 CONGRESS STREET  
PORTLAND, MAINE 04101  
FAX 207.772-3667  
TEL 207.772-2722

Ste M.  
12.14.04  
Code



CITY OF PORTLAND  
BUILDING CODE CERTIFICATE  
389 Congress St., Room 315  
Portland, Maine 04101

ACCESSIBILITY CERTIFICATE

Designer: Barba + Wheelock Architecture

Address of Project: 477 Congress Street

Nature of Project: Suite M: Sixth Floor Renovation

See attached letter from Boulos  
dated January 12, 2005

DEPT. OF BUILDING INSPECTION  
CITY OF PORTLAND, ME  
JAN 20 2005

The technical submissions covering the proposed construction work as described above have been designed in compliance with applicable referenced standards found in the Maine Human Rights Law and Federal Americans with Disability Act.

Signature: *Nancy L. Barba*

Title: President

Firm: Barba + Wheelock

Address: 500 Congress Street  
Portland, ME 04101

Phone: 207-772-2722

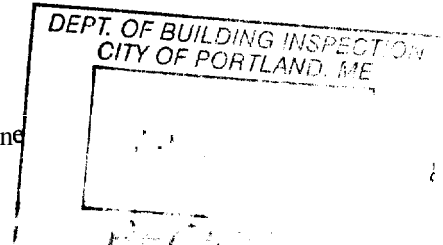
(SEAL)

**CB**  **Richard Ellis**  
Boulos Property Management

One Canal Plaza  
Portland, ME 04101  
207.871.1290 Tel  
207.772.2647 Fax  
www.boulos.com

January 12, 2005

Nancy Barba  
Barba + Wheelock  
500 Congress St.  
Portland, ME 04101



RE: 6<sup>th</sup> floor renovations, 477 Congress St., Portland, Maine

Dear Ms. Barba:

I am writing to follow up on the recent discussions between you, Mike Nugent (Portland - Inspections) and me regarding ADA Compliance for the referenced project. This building, constructed in 1917, has been undergoing multiple improvements to both ADA and Life Safety since our tenure as managing agent for the previous and current owners. Improvements are being initiated as funding allows. With respect to the current project noted above multiple improvements are being made; however, they will not result in full compliance to ADA criteria. More specifically, the bathrooms on this floor will not be compliant. Ownership has recently completed bathroom renovations on 4 floors bringing them into ADA compliance.

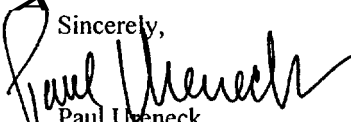
It is my understanding, in speaking with Mike Nugent, that a minimum of 20% of construction cost must be allocated towards ADA improvements even if full compliance is not achieved. Ownership has met that standard on this project. The cost of construction for this project is \$125,000. Twenty percent would equal \$25,000. Below is an approximate breakdown of costs that are related to increasing compliance:

- Demolition of existing partitions that resulted in non-compliant hallway widths and door sizes: \$11,500.00
- New compliant doors and hardware: \$16,590.00 (+ tax); installation of same: \$5,590
- Stairwell handrails: \$1,260.00

I have not included the cost of constructing the new partitions that will house the doors and revised hall widths but I would guess a percentage of that could be attributed also. I have also not included the cost for the installation of sprinklers and fire alarm, as I don't know if they are attributable to ADA compliance. These are significant life safety upgrades.

Please include this information with your Barrier Free Application that is to be filed with the State Fire Marshal's office.

Thank you.

Sincerely,  
  
Paul Ureneck  
VP Project Management

Received  
1/13/05



7 January 2005

**BARBĀ+WHEELOCK**

Mike Nugent  
Codes Enforcement Officer  
City of Portland  
Inspection Services  
389 Congress Street  
Portland, Maine 04101

Re: 477 Congress Street, 5<sup>th</sup> and 6<sup>th</sup> floor Renovations: Suite M

Dear **Mike**.

On Wednesday, October 06, 2004 we met at the Time & Temperature Building to review the proposed plans for Suite M, the fifth (5<sup>th</sup>) and sixth (6<sup>th</sup>) floor renovations. The following people were also in attendance:

Meeting with: Nancy Barba, Chad Reed of Barba + Wheelock (B+W)  
Lt. Gaylen McDougal, Portland Fire Department (FD)  
Mike Nugent, Portland Codes Enforcement Officer  
(CEO)

Paul Ureneck, Boulos Management (BM)  
Kim Farrar (Photoshop meeting), Boulos Management  
(BM)

**From that meeting you determined that the following items needed attention:**

- The recent ceiling infill of the wood floor at the former stair will need to be reconstructed of a similarly rated assembly made of materials similar to the original construction. FD/CEO would accept if structural engineer is comfortable with the construction and connections and if BM (or B+W) can find a way to meet the UL listing for the floor. Can see daylight to seventh floor.

*David Price, Structural Engineer, has prepared a packet of details and specs to address this issue. Boulos Property Management will provide you with a copy.*

- Add a two (2) hour access panel door to the existing shaft.  
*This does not show on the submitted drawings, but will be addressed during construction by the contractor.*

- Draft stopping for plaster ceiling penetrations.  
*This does not show on the submitted drawings, but will be addressed during construction by the contractor.*

ARCHITECTURE  
PRESERVATION  
DESIGN

500 CONGRESS STREET  
PORTLAND, MAINE 04101  
FAX 207.772-3667  
TEL 207.772-2722

**General**

Attached you'll find a completed copy of the forms requested of us. Please note that because this is an interior renovation much of the form is not relevant.

**Structural**

Structural concerns raised in the form are addressed as part of David Price's packet, which I understand you now have in-hand. Per your note to me of 1/6/05 you are requiring that the Structural Engineer "certify the steel floor patch" upon construction completion.

**Fire Suppression System**

By previous agreement with the City Inspection Services the fire suppression system will be extended to the sixth floor. Instead of NFPA 101 compliance as previously determined, it will now have to comply with Section 903.3.1 of the 2003 IRC. The sprinkler work is part of a design/build being handled by Eastern Fire Protection. I will pass this information along to them via Boulos Property Management as part of this letter.

**HVAC**

Per your note to me of 1/6/05 you are requesting that the design/build contractor submit HVAC plans for review.

**ADA Compliance**

This space is substantially but not completely compliant, for instance, new doors will be 3'-0" and are specified with lever handle hardware. All new construction is compliant, however, existing bathrooms will remain as is. The Owner of this property has, and continues to phase in the upgrade of bathrooms (to the extent the structure allows due to its age and structural configuration) as cash flow allows.

Please feel free to call if you have additional questions.

Sincerely,



Nancy L. Barba, AIA

Cc: Paul Ureneck, Boulos Property Management  
David Glaser, Jeffrey Cohen  
David Price

Enclosures: Building Code Certificate  
Criteria Evaluation Sheet



CITY OF PORTLAND  
 BUILDING CODE CERTIFICATE  
 389 Congress St., Room 315  
 Portland, Maine 04 101

TO: Inspector of Buildings City of Portland, Maine  
 Department of Planning & Urban Development  
 Division of Housing & Community Service

FROM: Barba + Wheelock Architecture

RE: Certificate of Design

DATE: Jan 6, 2005

These plans and / or specifications covering construction work on:

Suite M, 477 Congress St, 6<sup>th</sup> Floor + 5<sup>th</sup> Floor  
Renovations

Have been designed and drawn up by the undersigned, a Maine registered Architect / Engineer according to the 2003 International Building Code and local amendments.

(SEAL)

Signature: Nann. Vmm

Title: President

Firm: Barba + Wheelock Architecture

Address: 500 Congress Street  
Portland, ME  
04101

As per Maine State Law:

\$50,000.00 or more in new construction, repair expansion, addition, or modification for Building or Structures, shall be prepared by a registered design Professional.

FROM DESIGNER: BALBA + WHEELLOCK ARCHITECTURE  
 PATE: 6 JANUARY 2005  
 Job Name: SUITE M  
 Address of Construction: 6<sup>TH</sup> FLOOR + 5<sup>TH</sup> FLOOR ; 477 CONGRESS STREET, PORTLAND

**2003 International Building Code**

Construction project was designed according to the building code criteria listed below:

Building Code and Year 2003 IBC Use Group Classification(s) B Business

Type of Construction I

Will the Structure have a Fire suppression system in Accordance with Section 903.3.1 of the 2003 IBC YES

Is the Structure mixed use? NO If yes, separated or non separated (see Section 302.3)

Supervisory alarm system? YES Geotechnical/Soils report required? (See Section 1802.2) N/A

**STRUCTURAL DESIGN CALCULATIONS**

X Submitted for all structural members  
 (1003.1, 1003.1.1)  
 SEE

**DESIGN LOADS ON CONSTRUCTION DOCUMENTS (1803)**

Uniformly distributed floor live loads (1803.1.1, 1807)

Floor Area Use	Loads Shown

**Wind loads (1803.1.4, 1808)**

N/A Design option utilized (1809.1.1, 1809.5)  
 Basic wind speed (1808.3)  
 Building category and wind importance factor,  $I_w$  (Table 1804.5, 1809.5)  
 Wind exposure category (1808.4)  
 Internal pressure coefficient (ASCE 7)  
 Component and cladding pressures (1809.1.1, 1809.5.2.2)  
 Main force wind pressures (1809.1.1, 1809.5.2.1)

**Earthquake design data (1803.1.5, 1814 - 1823)**

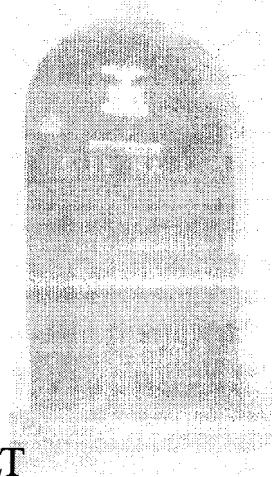
NA Design option utilized (1814.1)  
 Seismic use group ("Category") (Table 1804.5, 1816.2)  
 Spectral response coefficients,  $S_{DS}$  &  $S_{D1}$  (1815.1)

N/A Live load reduction (1803.1.1, 1807.8, 1807.10)  
N/A Roof live loads (1803.1.2, 1807.11)  
N/A Roof snow loads (1803.1.3, 1808)  
N/A Ground snow load,  $P_g$  (1806.2)  
 If  $P_g > 10$  psf, flat-roof snow load,  $P_f$  (1806.3)  
 If  $P_g > 10$  psf, snow exposure factor,  $C_e$  (Table 1803.3.1)  
 If  $P_g > 10$  psf, snow load importance factor,  $I_s$  (Table 1804.5)  
 Roof thermal factor,  $C_t$  (Table 1806.3.2)  
 Sloped roof snowload,  $P_s$  (1806.4)  
 Seismic design category (1816.3)  
 Basic seismic-force-resisting system (Table 1817.6.2)  
 Response modification coefficient,  $R$ , and deflection amplification factor,  $C_d$  (Table 1817.6.2)  
 Analysis procedure (1816.6, 1817.5)  
 Design base shear (1817.4, 1817.5.1)  
N/A Flood loads (1806.1.6, 1812)  
N/A Flood hazard area (1812.3)  
 Elevation of structure  
 Other loads  
N/A Concentrated loads (1807.4)  
 Partition loads (1807.5)  
 Impact loads (1807.8)  
 Misc. loads (Table 1807.6, 1807.8.1, 1807.7, 1807.12, 1807.13, 1810, 1811, 2404)

City of Portland  
**INSPECTION SERVICES**

Room 315  
389 Congress Street  
Portland, Maine 04101

Telephone: 207-874-8703 or 207-874-8693  
Facsimile: 207-874-8716




**FACSIMILE TRANSMISSION COVER SHEET**

TO: <u>VANCY BARBE</u>	FROM: <u>MIKE NUGENT</u>
FAXNUMBER: <u>772 3667</u>	NUMBER OF PAGES, WITH COVER: _____
TELEPHONE: _____	RE: _____
DATE: _____	_____

Comments: PLEASE FILL OUT + RETURN  
FOR 477 CONGRESS

ST



ALSO ENGINEER WILL HAVE  
TO CERTIFY STEEL FLOOR PATCH  
& NEED HVAC PLANS.

**CBRE** | Boulos Property Management  
 CB RICHARD ELLIS

FACSIMILE TRANSMITTAL SHEET

<b>To:</b> Mike Nugent	<b>From:</b> KIM FARRAR
<b>Company:</b> City of Portland	<b>Date:</b> 1/5/04
<b>Pax number:</b> 874-8716	<b>Total: no. of pages including cover:</b> 11
<b>Re:</b> 477 Congress St., 6 <sup>th</sup> Floor	

URGENT     FOR REVIEW     PLEASE COMMENT     PLEASE REPLY     PLEASE RECYCLE

NOTES/COMMENTS:

Mike, finally, here are the structural plans for the infill area at the former stair between the 6<sup>th</sup> and 7<sup>th</sup> floors.

Barba & Wheelock is working on the outline of how their BOCA-designed plans compare to IBC requirements. I will get that to you as soon as it's available.

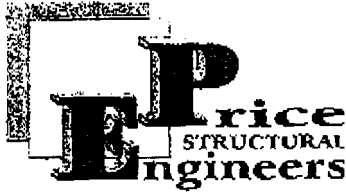
Thanks, Mike.

Happy New Year!

-37 F 22-

DEPT. OF BUILDING INSPECTION  
 CITY OF PORTLAND, ME  
 JAN 5 2005

ONE CANAL PLAZA  
 PORTLAND, ME 04101  
 PHONE 207-871-1290  
 FAX 207-772-2647  
 WWW.BOULOS.COM



75 Farms Edge Road  
 North Yarmouth, ME 04097  
 Tel: 207-846-0099  
 Fax: 207-846-1633  
 E-Mail: PriceEngrs@aol.com

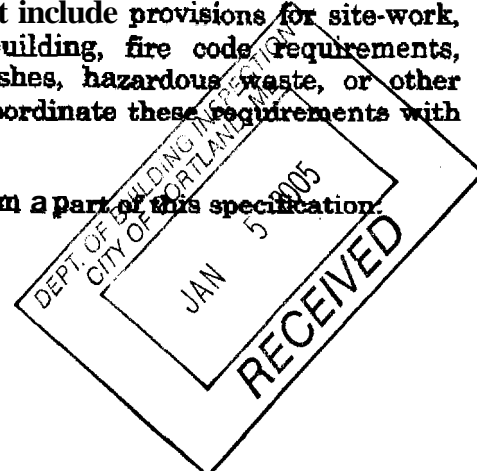
**SUITE M  
 INFILL OF EXISTING OPENING @ 7<sup>th</sup> FLOOR  
 477 CONGRESS ST.**

**STRUCTURAL SPECIFICATIONS**

**DIVISION 1 - GENERAL REQUIREMENTS**

1. Work and materials shall conform to the 2003 International Building Code, State of Maine Building Codes, and other applicable codes and standards and shall meet the requirements of local authorities having jurisdiction.
2. Prior to fabrication of W4 beams, contractor shall verify that the W4 beams can be installed without requiring an intermediate splice. Notify engineer immediately if this requirement cannot be met.
3. Reference to "Engineer" within these specifications refers to Price Structural Engineers, Inc.
4. Coordinate work schedule, daily hours of construction, location of material storage, access to utilities, security measures and final cleanup requirements with m e r prior to construction.
5. See attached page labeled "Abbreviations" for description of abbreviations used on sketches.
6. Structural drawings and specifications do not include provisions for site-work, ventilation, plumbing, water-tightness of building, fire code requirements, lighting, egress requirements, flashing, finishes, hazardous waste, or other architectural and environmental features. Coordinate these requirements with others as necessary.
7. The following list of drawings and sketches form a part of this specification.

SK-1 through SK-5

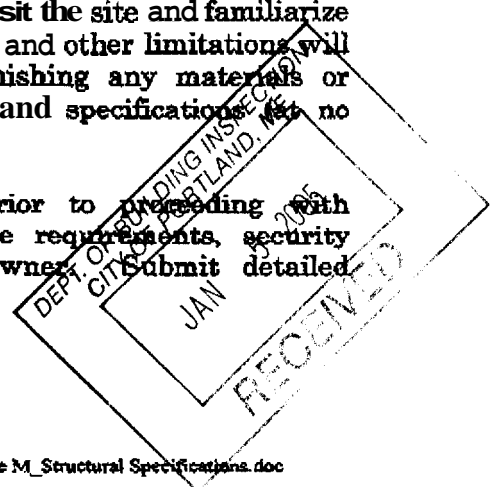


Project #:127-03  
November 2004

Price Structural Engineers, Inc.

7<sup>th</sup> Floor Opening Infill  
477 Congress Street

- 8. The structural design is baased on the full interaction of all its connected parts. NO provisions have been made for any temporary conditions that may arise during construction prior to the completion of the structure. The Contractor shall be responsible for adequate design and construction of all forms, shoring and temporary bracing during the progress of the project.
- 9. All work, including demolition, shall bo performed by experienced workman and coordinated with adequate supervision by the contractor's project supervisor.
- 10. Alternate details may be used only if such details are submitted in writing to the Structural Engineer for review and written acceptance is granted prior to construction. However, the Structural Engineer shall be the sole judge of acceptability and the Contractor's Bid shall anticipate the use of those specific details shown on the Drawings.
- 11. The Contractor shall be completely responsible for the safety of adjacent structures, property, and the public. The Contractor shall comply with all federal, state and local safety requirements,
- 12. Do not wale from Drawings.
- 13. All materials shall be new except those labeled "EXG" (existing). Contractor shall Verify in field ("VIF") any dimensions shown on attached sketches.
- 14. Work not indicated on a part of the Drawings but reasonably implied to be similar to that shown at corresponding places shall be included.
- 15. These structural documents shall be used for this project only and not for any other purpose. The Contractor shall not modify these documents or make changes in construction from the intent of these documents without written approval from the engineer. Use of part but not all of these documents is not permitted.
- 16. The Contractor is required to examine the Sketches and Specifications carefully, visit the site and fully inform themselves as to all existing conditions and limitations, prior to submitting their Bid. Failure to visit the site and familiarize themselves with the existing conditions, interferences and other limitations will in no way relieve the successful Bidder from furnishing any materials or performing any work in accordance with sketches and specifications. (At no additional cost to the Owner).
- 17. Contractor shall obtain all necessary permits prior to proceeding with construction. Coordinate temporary dust enclosure requirements, security requirements and use of on-site utilities with Owner. Submit detailed construction schedule to Owner prior to construction.
- 18. Remove and legally dispose of demolished materials.





Project #: 127-03  
November 2004

Price Structural Engineers, Inc.

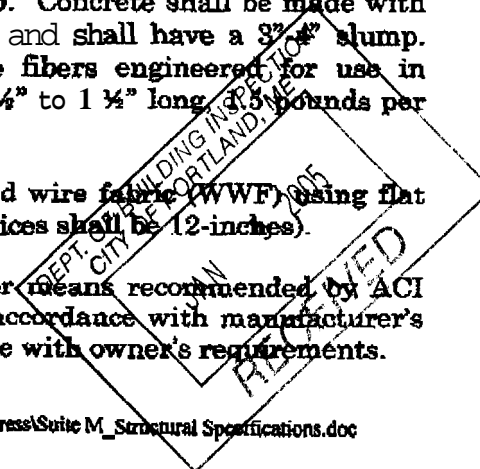
7<sup>th</sup> Floor Opening Infill  
477 Congress Street

- 19. Contractor shall take all necessary precautions to ensure that existing building components are not damaged during construction. All damaged materials shall be completely restored to the full satisfaction of the Owner at no additional cost to the Owner.
- 20. Stored materials shall be kept under cover and dry. Protect from weather and contact with damp or wet surfaces. Stack materials in such a manner that prevents warping or crushing.
- 21. Pre-manufactured materials shall be installed in accordance with manufacturer's requirements and recommendations.
- 22. Except where slope is specified, new materials shall be installed plumb, level, and square.
- 23. Substitutions for specified pre-manufactured materials may be made but only after specific written approval has been provided by the owner's engineer prior to installation.
- 24. Contractor shall not fabricate materials until all interferences have been identified and resolved. Notify Engineer immediately if interferences are discovered.
- 25. At areas where existing structural components are uncovered and found to be inadequate, the contractor shall either properly reinforce the components or contact the Engineer (PSE) for the structural design of the modifications.

**DIVISION 3 - CONCRETE**

**Section 03300 - Cast-in-Place Concrete**

- 1. All concrete work shall conform to the most recent edition of the American Concrete Institute (ACI) "Specifications for Structural Concrete for Buildings" (ACI 301) and "Building Code Requirements for Reinforced Concrete" (ACI 318).
- 2. All concrete slabs shall have a minimum compressive strength of 4000 psi at 28 days, with water/cement ratio not exceeding 0.45. Concrete shall be made with 3/4" stone aggregate; Type I or Type II cement; and shall have a 3" slump. Concrete for slabs shall contain polypropylene fibers engineered for use in concrete complying with ASTM-C116, Type III, 1/2" to 1 1/4" long, 3.5 pounds per cubic yd.
- 3. Reinforcement shall be 6x6 - W2.9 x W2.9 welded wire fabric (WWF) using flat sheets and shall conform to ASTM A185. (Lap splices shall be 12-inches).
- 4. Consolidate all concrete with a vibrator or other means recommended by ACI 301. Apply curing compound to slab surface in accordance with manufacturer's guidelines. Coordinate trowel finish of slab surface with owner's requirements.



Project #:127-03  
November 2004

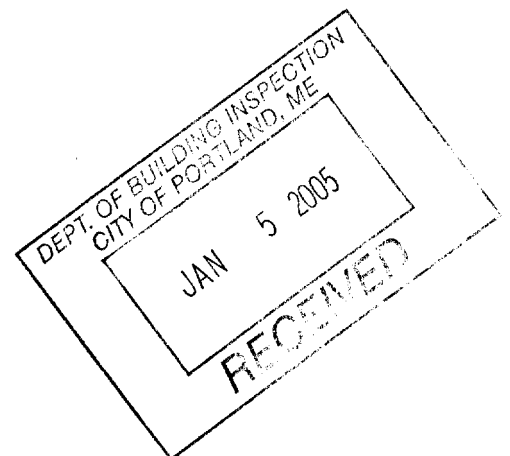
Price Structural Engineers, Inc.

7<sup>th</sup> Floor Opening Infill  
477 Congress Street

**DMSION 5 - METALS**

**Section 05120 - Structural Steel**

1. All structural steel work shall conform to the recommendations and requirements contained in the "Manual of Steel Construction, Load and Resistance Factor Design," AISC Third Edition (including AISC Code of Standard Practice for Steel Buildings and Bridges), and "Structural Steel Welding Code - Steel," (AWS D1.1, latest edition).
2. Contractor shall provide Owner with copies of welders' current AWS certification prior to construction.
4. All shop and field welds shall be made by certified welders, and shall conform to the American Welding Society Code, AWS D1.1, latest edition, using E70-18 electrodes. Carefully control welding technique to avoid distortion, including clamping prior to welding. Minimum weld size shall be 3/16 fillet.
5. Structural steel components shall be shop primed with fabricator's standard primer.
6. Structural steel rolled shapes, plates, bars and tubes shall conform to the following:  
  
 ASTM A-572, Grade 50: All wide flange sections ("W" shapes), Fy = 50 ksi  
 ASTM A-36                      Other rolled shapes, plates and bars, Fy = 36 ksi  
  
 Note: Bolts and rods exposed to weather shall be galvanized.
7. Metal deck shall be Vulcraft 1-inch deep 22 gauge form deck, 1.0C22, galvanized with G60 coating or approved equal. Deck shall be welded with 5/8-inch diameter puddle welds at 12-inches on center at supports. Sidelap fasteners are not required.



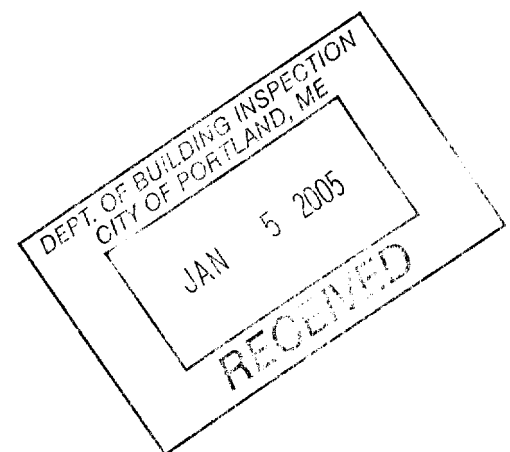
Project #:127-03  
November 2004

Price Structural Engineers, Inc.

7<sup>th</sup> Floor Opening Infill  
477 Congress Street

## ABBREVIATIONS

AB	Anchor Bolts	TOF	Top of Footing Elevation
BO	By Others	TOW	Top of Wall Elevation
CL	Centerline	TYP	Typical
CLR	Clear Distance	T & B	Top and Bottom
COL	Column	WON	Unless otherwise noted
CONC	Concrete	VERT	Vertical
CONT	continuous	W/	With
CIP	Cast-In-Place	VIF	Verify in Field
DIA	Diameter	VLAM	Versalam
EB	Expansion Bolt	@	At
EMBT	Embedment	&	And
EA	Each		
EQ	Equal		
EXG	Existing		
FB	Flat Bar		
FDN	Foundation		
FF	Finish Floor		
FT	Feet		
GA	Gauge		
GC	General Contractor		
GALV	Hot-Dip Galvanized		
HORIZ	Horizontal		
IN.	Inches		
MAX	Maximum		
MIN	Minimum		
MO	Masonry Opening		
NTS	Not To Scale		
N&W	Nut and Washer		
O.C.	On Center		
OPNG	Opening		
OH	Opposite Hand		
PL	Plate		
PT	Pressure Treated		
RO	Rough Opening		
REQ'D	Required		
SCH	Schedule		
SPECS	Specifications		
SS	stainless Steel		

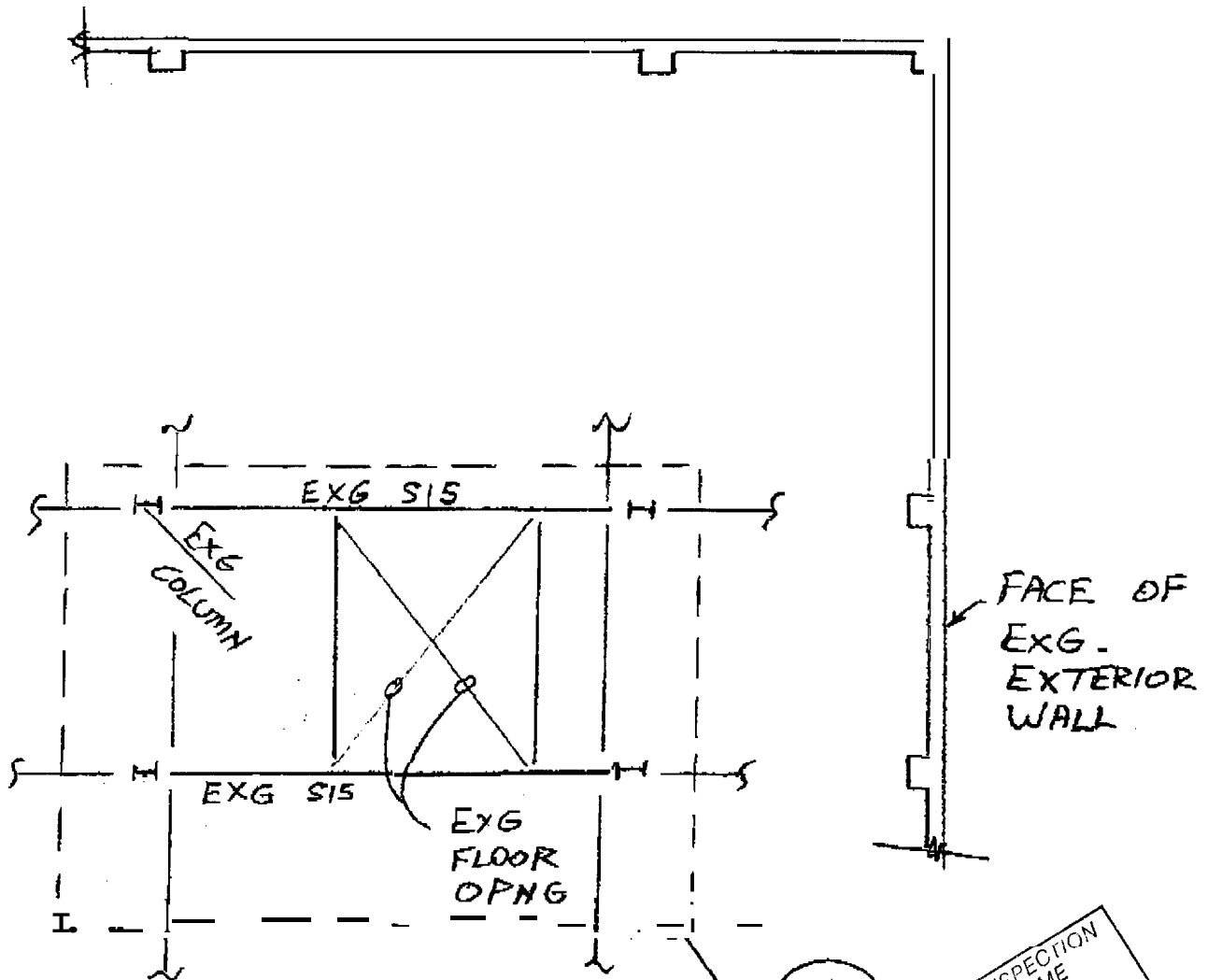




73 Farms Edge Road  
North Yarmouth, ME 04097  
Tel: (207) 846-0099  
Fax: (207) 846-1833

Project: 477 Congress St. - 7th Floor  
Subject: Suite M - Stair Opening Infill  
Date: 11/04  
Designed by: DAP

Portland SK-1  
Sheet: 6 of  
Job #: 127-03  
Checked by:



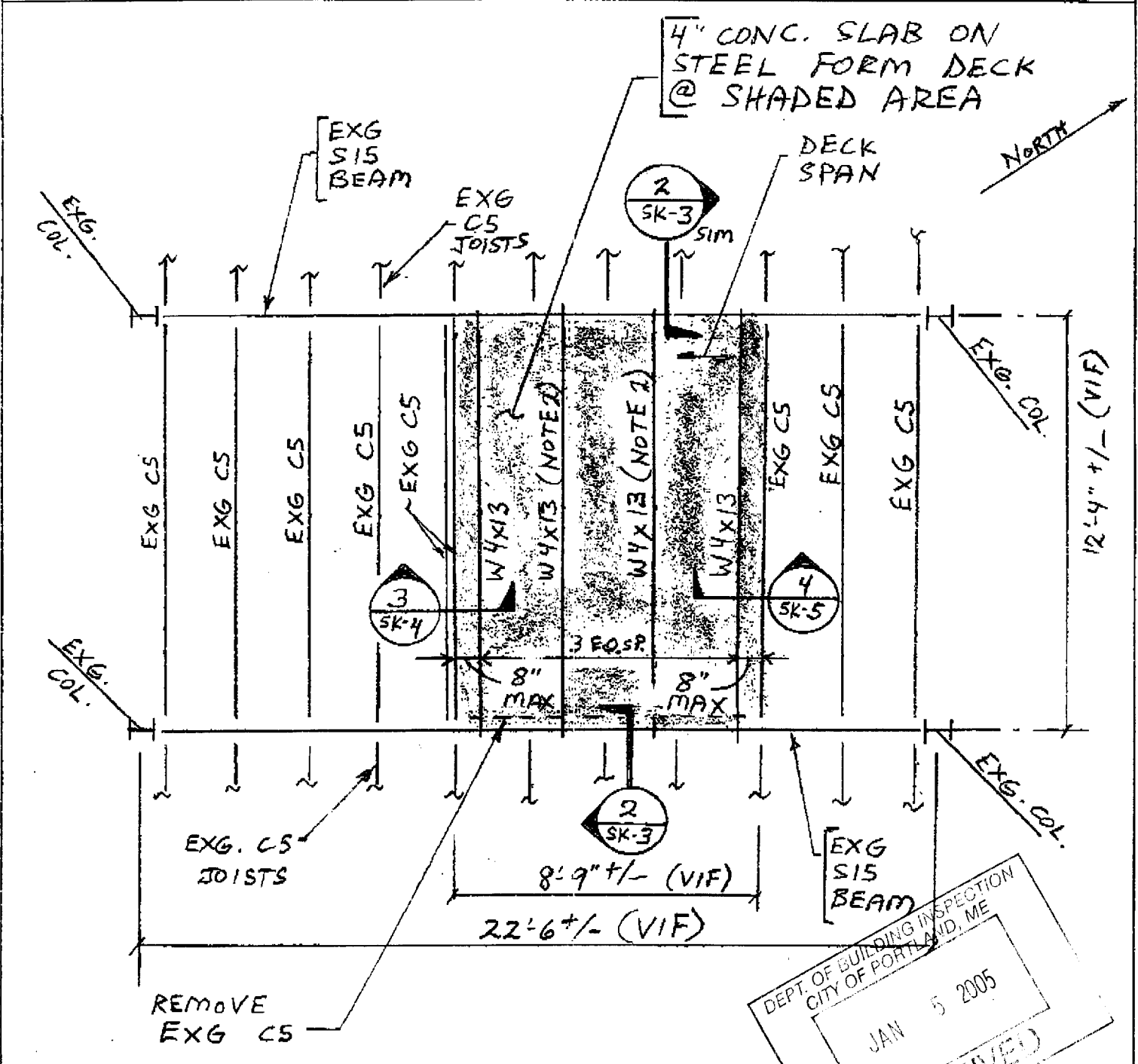
1  
SK-2  
DEPT. OF BUILDING INSPECTION  
CITY OF PORTLAND, ME  
JAN 5 2005  
RECEIVED

FLOOR OPENING  
LOCATION PLAN  
@ 7TH FLOOR - 477 CONGRESS ST.  
1/8" = 1'-0"



75 Farms Edge Road  
North Yarmouth, ME 04097  
Tel: (207) 846-0099  
Fax: (207) 846-1633

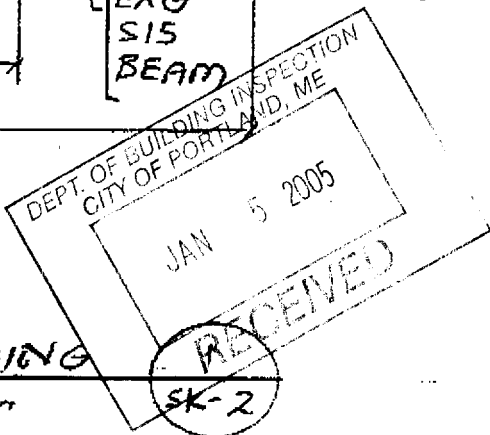
Project:	477 Congress St. - 7th Fl.	Portland, ME SK 2
Subject:	Suite M - Stair Opng Infill	Sheet: 7 of
Date:	11/04	Job #: 127-03
Designed by:	DAP	Checked by:



**NOTES:**

1. See attached "Structural Specifications" for additional requirements.
2. Location of W4's may be field adjusted if spacing is less than 3'-0".

7<sup>TH</sup> FLOOR FRAMING  
1/4" = 1'-0"

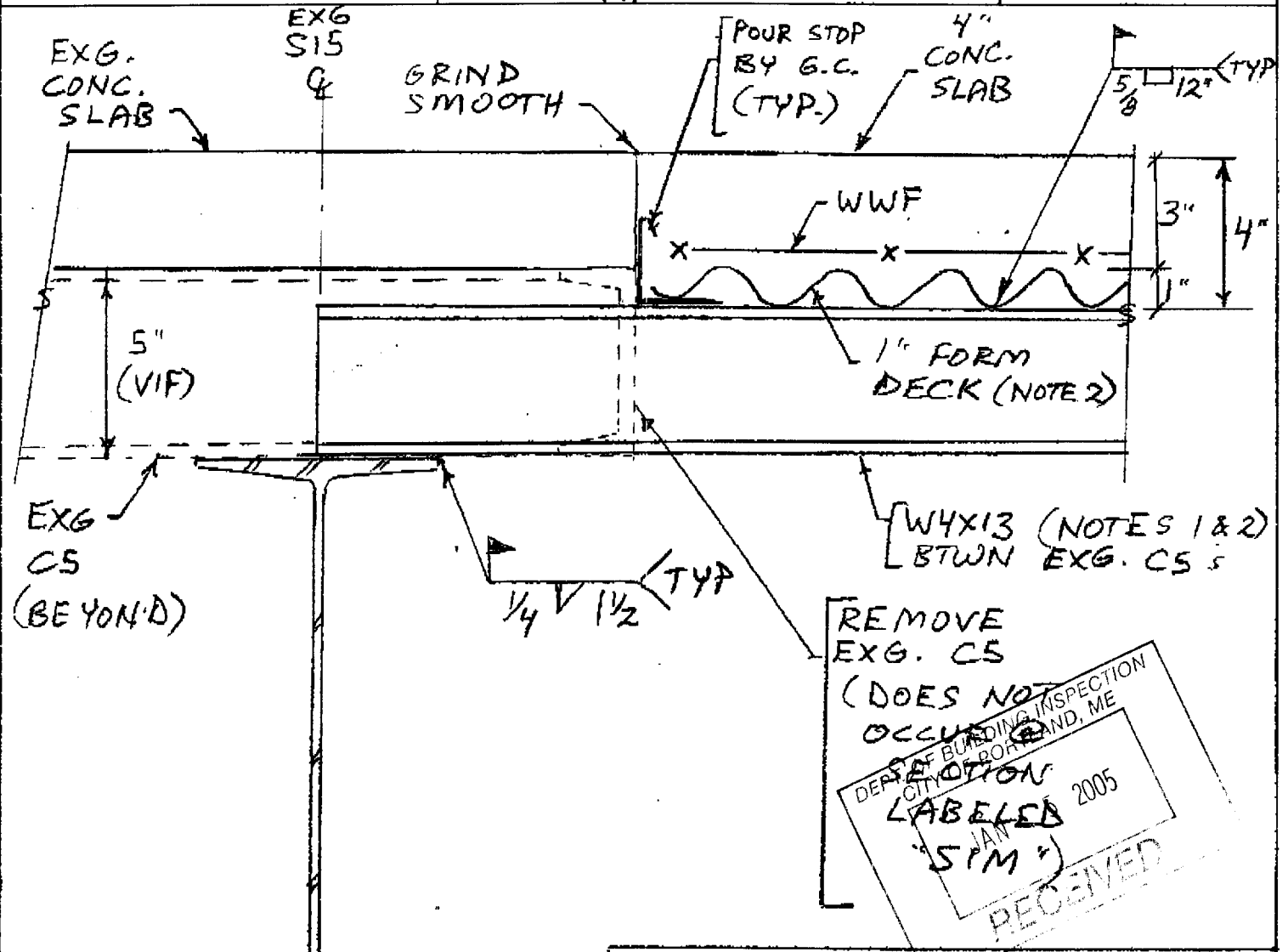




75 Farms Edge Road  
 North Yarmouth, ME 04097  
 Tel: (207) 846-0099  
 Fax: (207) 846-1633

Project: 477 Congress St. - 7th Flr  
 Subject: Suite M - Steel Infill  
 Date: 11/04  
 Designed by: DAP

Portland SK-3  
 Sheet: 8 of  
 Job #: 127-03  
 Checked by:



REMOVE EXG. CS  
 (DOES NOT OCCUR)  
 DEPT. OF BUILDING INSPECTION  
 CITY OF PORTLAND, ME  
 SECTION LABELED  
 'S1M'  
 JAN 2005  
 RECEIVED

**NOTES:**

1. Prior to fabrication of W4's, General Contractor (G.C.) shall field verify that it is physically possible to install the W4x13's without requiring a splice at midspan.
2. See Barba + Wheelock documents for fire-proofing and other requirements.

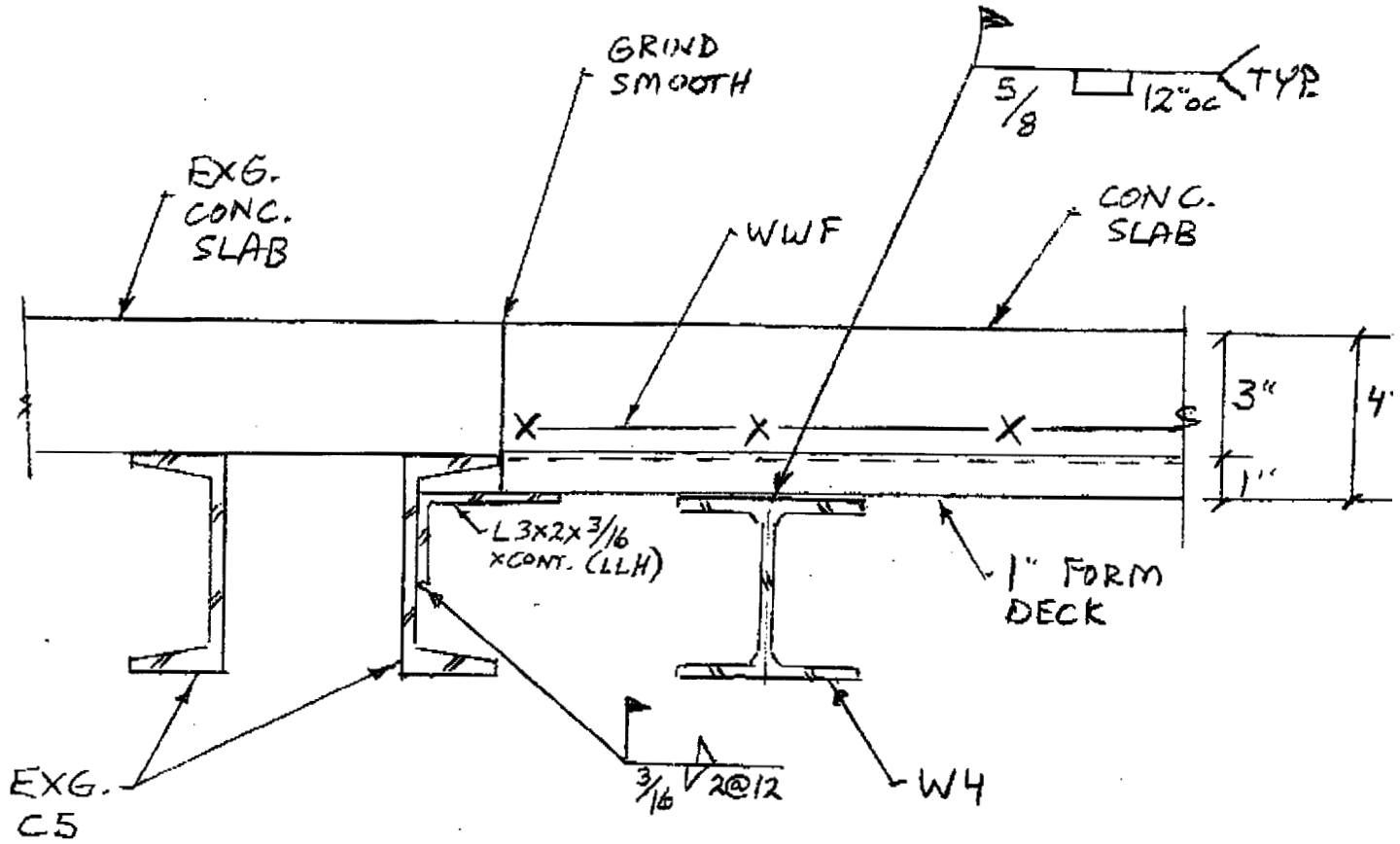
SECTION 2  
 3"=1'-0" SK-3



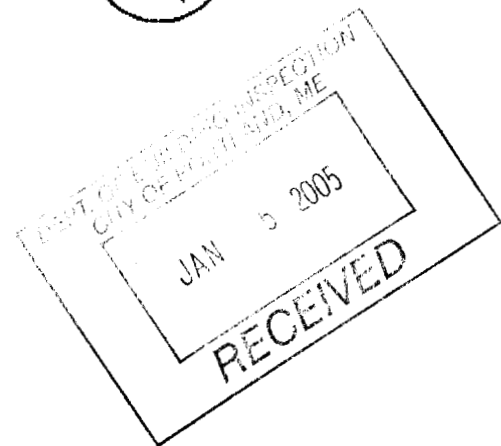
75 Farms Edge Road  
North Yarmouth, ME 04097  
Tel: (207) 846-0999  
Fax: (207) 846-1633


Project: 477 Congress St. - 7th FLOOR  
Subject: Suite M - Stair Infill  
Date: 11/04  
Designed by: DAA

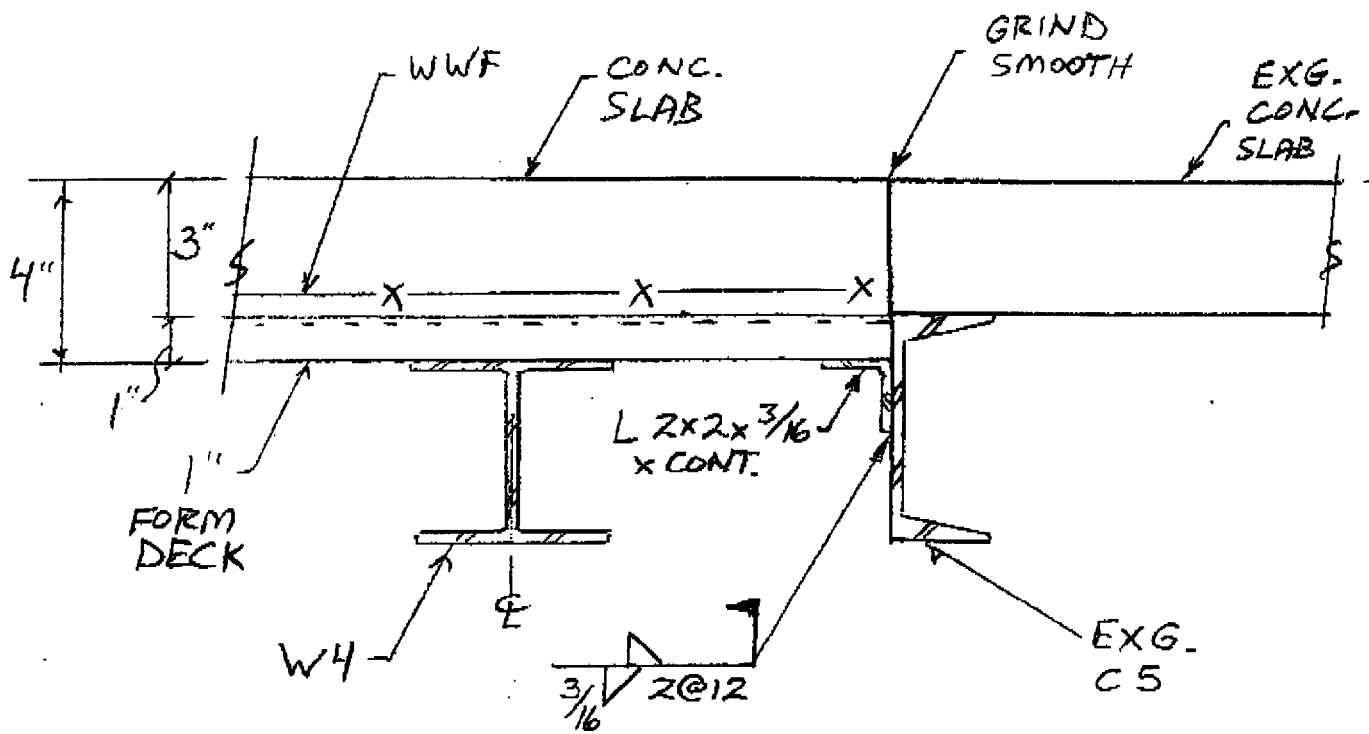
Portland SK-4  
Sheet: 9 of  
Job #: 127-03  
Checked by:



SECTION 3  
SK-4



 <p>Price STRUCTURAL Engineers</p>	75 Farms Edge Road North Yarmouth, ME 04097 Tel. (207) 846-0099 Fax: (207) 846-1633	Project: 477 Congress St. - 7th Flr Subject: Suite M1 - Stair I & B111 Date: 11/04 Designed by: DAP	Portland SK-5 Sheet: 10 of Job #: 127-03 Checked by:
--	--	--	---



SECTION 4  
3" = 1'-0" SK-5

DEPT. OF BUILDING INSPECTION  
CITY OF PORTLAND, ME  
JAN 5 2005  
RECEIVED



Total Square Footage of Proposed Structure N/A - EXISTING		Square Footage of Lot N/A	
Tax Assessor's Chart, Block & Lot Chart# 37 Block# F Lot# 18, 22, 23 022		Owner: 477 CONGRESS LLC	Telephone: 773-3477
Lessee/Buyer's Name (If Applicable) EOC LLC	Applicant name, address & telephone: EOC LLC 477 CONGRESS ST. PORTLAND, ME 04101		Cost Of Work: \$ 125 000 Fee: \$ 1,146.00
Current use: <u>office/vacant</u>			
If the location is currently vacant, what was prior use: <u>office</u>			
Approximately how long has it been vacant: <u>2 years ±</u>			
Proposed use: <u>office</u>			
Project description: <u>Interior renovation of 6,600 SF office space for new tenant (6th floor)</u>			
Contractor's name, address & telephone: <u>Boulos Property Management, One Canal Plaza Portland, ME 04101 207-871-1290</u>			
Who should we contact when the permit is ready: <u>Kim Farrar 871-1290</u> ↑			
Mailing address: <u>same as</u>			
We will contact you by phone when the permit is ready. You must come in and pick up the permit and review the requirements before starting any work, with a Plan Reviewer. A stop work order will be issued and a \$100.00 fee if any work starts before the permit is picked up. PHONE: 871-1290			

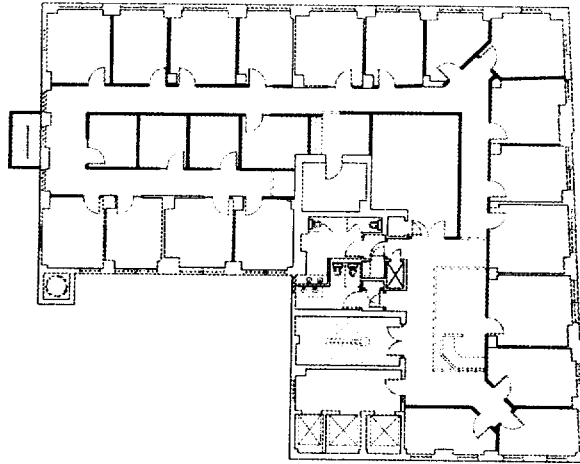
IF THE REQUIRED INFORMATION IS NOT INCLUDED IN THE SUBMISSIONS THE PERMIT WILL BE AUTOMATICALLY DENIED AT THE DISCRETION OF THE BUILDING/PLANNING DEPARTMENT, WE MAY REQUIRE ADDITIONAL INFORMATION IN ORDER TO APPROVE THIS PERMIT.

I hereby certify that I am the Owner of record of the named property, or that the owner of record authorizes the proposed work and that I have been authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the Code Official's authorized representative shall have the authority to enter all areas covered by this permit at any reasonable hour to enforce the provisions of the codes applicable to this permit.

Signature of applicant: <u>Kim A. Farrar, agent for EOC LLC</u>	Date: <u>12/8/04</u>
---	----------------------

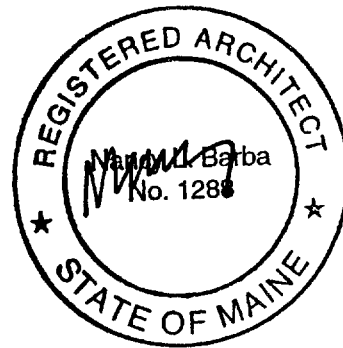
This is NOT a permit, you may not commence ANY work until the permit is issued.  
If You are in a Historic District you may be subject to additional permitting and fees with the Planning Department on the 4th floor of City Hall

Outline Specifications for  
**SUITE "M" TENANT IMPROVEMENTS -SIXTH FLOOR**  
**TIME & TEMPERATURE BUILDING**  
477 Congress Street  
Portland, Maine



**Issued for Permit**  
**October 4,2004**

**Barba + Wheelock**  
500 Congress Street  
Portland, Maine 04101  
Tel: 207-772-2722  
Fax: 207-772-3667



# Suite “M” Time & Temperature Building

477 Congress Street –Tenant Improvements-Sixth Floor  
Portland, Maine

## Outline Specifications

4 October 2004

### TABLE OF CONTENTS

DIVISION 1. — GENERAL INFORMATION (TBS denotes “to be selected”) .....	3
1.1. General Notes .....	3
1.2. Applicable Codes and Permits .....	4
1.3. General Drawing Notes: .....	4
1.4. Shop Drawings, Submittals and Samples:.....	4
1.5. Contracts .....	5
1.6. Payments and Communications .....	5
1.7. Abbreviations .....	5
1.8. Work by Tenant .....	5
DIVISION 2. —DEMOLITION .....	5
2.1. Cutting and Patching .....	5
DIVISION 3. CONCRETE –(NOT USED) .....	6
DIVISION 4. — MASONRY (NOT USED) .....	6
DIVISION 5. —METALS .....	6
5.1. Miscellaneous Metals .....	6
DIVISION 6. — WOODAND PLASTICS.....	6
6.1. Interior Woodworking.....	7
6.2. Cabinets.....	7
DIVISION 7. — INSULATIONAND CAULKING .....	7
7.1. Insulation.....	7
7.2. Caulking.....	7
DIVISION 8. —DOORS, WINDOWS, AND HARDWARE .....	7
8.1. Interior Doors (See Door Schedule on Drawings) .....	7
8.2. Locksets and Hardware. ....	8
8.3. Glazing (See Door Schedule).....	9
8.4. Hollow Metal Frames .....	9
8.5. Door Stops .....	9
DIVISION 9. —FINISHES .....	9
9.1. Drywall.....	9
9.2. Painting.....	9
9.3. Interior Finish Schedule. (See Appendix.) .....	10
9.4. Carpeting .....	10
9.5. Vinyl Wall Covering .....	10
9.6. Resilient Floor .....	10
9.7. Vinyl Base .....	10
9.8. Rubber Tread .....	10
DIVISION 10. — ACCESSORIES .....	10
10.1 Toilet Partitions .....	10
10.2 Fire Protection .....	10
DIVISION 11. —EQUIPMENT (N.I.C.).....	11
DIVISION 12. — FURNISHINGS (N.I.C) .....	11
DIVISION 13. — SPECIAL CONSTRUCTION (Not Used) .....	11

DIVISION 14. — CONVEYING SYSTEMS (Not Used) .....	11
DIVISION 15. — MECHANICAL (Design-Build) .....	11
15.1. Automatic Sprinkler .....	11
15.2. Ventilating.....	11
15.3. Plumbing.(Design-Build) .....	11
15.4. Heating, Ventilation and Air Conditioning (Design-Build) .....	12
DIVISION 16. — ELECTRICAL (Design-Build).....	13
16.1. General.....	13
16.2. Duplex and GFIC outlets.....	13
16.3. Outlets .....	13
16.5 Materials and Equipment.....	14
16.6 Electrical Fixture Schedule (See Drawings.).....	14
16.7 Telephone, Cable TV and Internet Service.....	14
16.8 Security Alarm System.....	14

APPENDIX

- Appendix A: Door Schedule
- Appendix B: Finish Schedule

**DIVISION 1. — GENERAL INFORMATION (TBS denotes “to be selected”)**

ARCHITECT: Barba + Wheelock  
500 Congress Street  
Portland, Maine **04101**  
Phone: (207) 772-2722  
Facsimile: (207) 772-3667  
E-mail: barba\_central@barbawheelock.com

GENERAL CONTRACTOR: Boulos Property Management  
Paul Ureneck  
1 Canal Plaza  
Portland, Maine **04101**  
Phone: (207) 871-1290

ELECTRICAL: Bay Electric  
Don Mailman  
Phone: (207) 799-0350

MECHANICAL TBS

BUILDING OWNER: 477 Congress Street LLC.

TENANT REPRESENTATIVE: David Glaser  
Suite “M”  
Executive Office Centers  
477 Congress Street  
Portland, Maine **04101**  
Phone: (207) 773-8890

**1.1. General Notes**

- A. This is a tenant improvement of the 6<sup>th</sup> floor of the Time & Temperature Building located at 477 Congress Street in ~~Portland~~, Maine.
- B. The work consists of demolition of selected partitions and elements to accommodate new layout of office. Build-out of office spaces and finishes. Electrical Contractor to provide and install lighting and power components to satisfy code requirement on design-build basis. Mechanical Contractor to provide mechanical systems on a design build basis. Sprinkler System to be added to this floor.

- C. Access to the site for large materials is via the main stairway and window / lift access. Coordinate with Guy Belliveau, Boulos Property Management for use of the stairway to allow for full public egress at all hours the building is open

1.2. Applicable Codes and Permits

- A. All construction is to be in compliance with BOCA, latest approved edition, which in the City of Portland is the 1999 Edition and NFPA Life Safety 101, latest approved edition which for the State of Maine is the 2000 Edition.
- B. Refer to the following measurements for construction criteria. Please contact the Architect if there are questions on these issues.

<u>Habitable Rooms</u>	Ceiling Height	7'-0" minimum
	Width	7'-0" minimum
	Floor Area	70 sf minimum

<u>Stairways</u>	Existing	
<u>Guardrails</u> (Decks and Stairs)	Height	42"
<u>Handrails</u>	Height	34" – 38" above nosing

- C. General Contractor and subcontractors by trade to apply for and obtain Building Permits as required.

1.3. General Drawing Notes:

- A. All dimensions are clear (ance) dimensions to face of finish, unless otherwise noted.
- B. All exterior dimensions are from face of masonry at the window sill height level unless otherwise noted.
- C. All angles are 90 degrees unless otherwise noted.
- D. Provide solid blocking behind all toilet accessories, grab bars and all wall-mounted equipment as specified for current or future installation. Coordinate with Tenant.

1.4. Shop Drawings, Submittals and Samples:

- A. List of Required Shop Drawings and Samples to be provided to the Architect for review:

1. Doors and hardware: Shop drawings: sample hardware finish and style.
  2. Cabinets: Provide drawings showing layout, dimensions, and **detail**. Provide sample door in selection **finish** and color.
  3. Wood Trim: Provide sample profiles.
- B. Provide to the architect a list of all subcontractors with names and contact information.
- 1.5. Contracts
- A. Contract form will be a determined agreement between Owner /Tenant and Contractor.
- 1.6. Payments and Communications
- A. G.C. to provide requisitions to Boulos Property Management for review and approval every three (3) weeks.
- B. Work to commence on or about **TBD** and progress expeditiously towards completion. Date of substantial completion: **3** months from date of commencement or **TBD**, whichever comes first.
- 1.7. Abbreviations
- TBS: To be selected.
- TBD: To be determined.
- NIC: Not in contract (of the G.C.).
- 1.8. Work by Tenant
- A. The Tenant will be responsible for furnishing and installing new flooring, painting and wall coverings as listed in this specification.

## **DIVISION 2. — DEMOLITION**

- 2.1. Cutting and Patching
- A. General: Cut existing construction to provide for installation of other components or performance of other construction, and subsequently patch as required to restore surfaces to their original conditions.

- B. Cutting: Cut existing construction by sawing, drilling, and similar operations, using methods least likely to damage elements retained or adjoining construction.
  - 1. In general, use hand or small power tools designed for sawing and grinding, not hammering and chopping. Cut holes and slots as small as possible, neatly to size required, and with minimum disturbance of adjacent surfaces. Temporarily cover openings when not in use.
- C. Patching: Patch construction by **filling**, repairing, **refinishing**, closing up, and similar operations following performance of other **Work**.
  - 1. Inspection: Where feasible, test and inspect patched areas after completion to demonstrate integrity of installation.
  - 2. Exposed finishes: Restore exposed finishes of patched areas and extend finish restoration into retained adjoining construction in a manner that will eliminate evidence of patching and refinishing.
  - 3. Floors and Walls: Where walls **or** partitions that are removed extend one finished area into another, patch and repair floor and wall surfaces to match the surrounding materials. Provide an even surface of uniform finish, color, texture and appearance to match surrounding materials.
    - a. Where patching occurs in a painted surface, apply primer and intermediate paint coats over the patch and apply final paint coat over entire unbroken surface containing the patch. Provide additional coats until patch blends with adjacent surfaces.
  - 4. **Ceilings**: Where exposed patch and repair existing ceiling surface to match the surrounding materials. Provide **an** even surface of uniform finish, color, texture and appearance to match surrounding materials.

### **DIVISION 3. CONCRETE –(NOT USED)**

### **DIVISION 4. — MASONRY (NOT USED)**

### **DIVISION 5. — METALS**

#### 5.1. Miscellaneous Metals.

- A. Painted Metal Pipe handrails and accessories, Color TBS

### **DIVISION 6. — WOOD AND PLASTICS**



**6.1. Interior Woodworking,**

**A. Interior Trim.**

1. Door and interior window casing: Eastern white pine, no. 2 or better, see drawings for profile, ptd. Note: Brass Tone decorative tape applied prior trim.
2. Chair Rail: Eastern white pine, no. 2 or better, see drawings for profile, ptd. Type 1 to be used in all office spaces. Type 2 to be used in Corridors, Conference Room and Reception.

**B. Countertops.**

1. *Coffee Station*: Plastic Laminate on substrate with **4"** backsplashes and side-splashes. Edge and color to be selected by Tenant.

**6.2. Cabinets.**

- A.** The cabinets are to be frame-less plastic laminate in full-overlay style. Plastic Laminate to be determined by Tenant.
- B.** Hinges are to be concealed and fully adjustable.
- C.** Pulls and knobs are TBS by Tenant.
- D.** Roll-out trays are to be provided in each base cabinet.
- E.** Each cabinet box to contain min. (2) adjustable shelves.
- F.** Each drawer box to have full extension hardware.

**DIVISION 7. — INSULATION AND CAULKING**

**7.1. Insulation.**

- A.** Acoustical batt insulation. Locate in **all** interior partition walls where new or exposed by demolition.

**7.2. Caulking.**

- A.** Dow **Coming** "Performance Plus" at all new exterior wall openings to insure **air** tightness.

**DIVISION 8. — DOORS, WINDOWS, AND HARDWARE**

**8.1. Interior Doors (See Door Schedule on Drawings)**

- A.** Interior Doors: Solid Core Flush Wood doors natural finish (Clear Coat). Mohawk 5-ply birch. See Schedule.

## 8.2. Locksets and Hardware.

The following to be provided by the Tenant and installed by Electrical Contractor:

### Hardware Set # 3 : Exit Stairs (PARTIAL)

- (2) Mag Locks - (1) on 5th Flr. Exit Stair Doors (pair) + (1) on 6th Flr. Exit Stair Doors (pair) **L1000SS**
- (2) Key Pads at each exit stair location - **212SE** International Elec.
- (2) Exit Motion Detectors- **tREX-LT2** Kantech
- (1)12v DC Power Supply w/ Case - **AL175ULX Altronix**
- (1) Timer Module

### Hardware Set #6 : 6th Flr. Lobby-(PARTIAL)

- (1) Mag Lock- **L1000SS**
- (1) Key Pad- **212SE** International Elec
- (1) Exit Motion detector- **tREX-LT2** Kantech
- (1)12v DC- **AL175ULX Altronix**
- (1) Timer Module

The following to be furnished and installed with this contract:

Hinges, strikes and pins **finish** to match hardware set of door.

### Hardware Set #1: Office Lockset

- (1)keyed entrance cylinder w/ **ADA** compliant lever handle
- Two master keys to be provided to Tenant.  
Finish : TBS

### Hardware Set #2 : Existing Door

- (1)keyed entrance cylinder w/ **ADA** compliant lever handle
- Door size and borings to be verified by contractor.  
Two master keys to be provided to Tenant.  
**Finish:TBS**

### Hardware Set #3 : Existing Exit Stair Doors

- Push Plates
  - Panic Bars & Throws
  - Finish: Oil-rubbed Bronze, **613**, US10B
- NOTE: this is a Rated Assembly

### Hardware Set #4 : Large Conference Room

- Slide Bolt for Passive Door
  - Dummy lever for Passive Door
  - Keyed entrance cylinder w/ **ADA** compliant lever handle
- Finish:TBS

### Hardware Set #5 : Toilet Rooms

- Push Plates
- Closers
- Pull Handle
- Kick Plate**

Finish:TBS

Hardware Set #6 :6<sup>th</sup> Floor Lobby

Push Plates

Closers

Pull Handle

Finish: Oil-rubbed Bronze 613, USIOB

NOTE: this is a Rated Assembly

8.3. Glazing (*See Door Schedule*)

- A. Tempered glass, single glazing to be provided in Hollow metal frame assemblies where indicated, as well as specific door types (see Door Schedule).

8.4. Hollow Metal Frames

- A. Primed knock-down Hollow Metal frames to be furnished and installed.

8.5. Door Stops

- A. Wall mounted Stops matching door hardware Manufactured by IVES.

## DMSION 9. — FINISHES

9.1. Drywall.

- A. Materials and installation.

1. New sheetrock **gypsum** walls: 5/8" thick, by U.S. Gypsum Co.
2. Full height metal stud partitions and soffit framing
3. Screws: As required by mfg.
4. Tape and Spackle. As required by mfg.
5. Plaster patching at various walls affected by new construction or demolition.
6. Prime-Coat to be provided to ensure proper surface for paint and paper.

9.2. Painting.

- A. All products to be from one manufacturer. Acceptable manufacturers include Sherwin-Williams, Pratt and Lambert, Muralo, Benjamin Moore, or Martin Senour.
- B. Prep and Prime all walls and trim to ensure proper surface for paint and paper .by Tenant
- C. Interior top-coat painting of wood trim, hollow metal frames and walls is by Tenant.

**9.3.** Interior Finish Schedule. (See Appendix.)

9.4. Carpeting

- A. Carpet furnished and installed by Tenant.

9.5. Acoustic Ceiling Tile

- A. Furnish and Install Acoustic Ceiling Tile: Armstrong #770 Cortega in white suspended grid

9.6. Vinyl Wall Covering

- A. **Wall** Covering furnished and installed by Tenant.

9.7. Resilient Floor

- A. Vinyl Composition Tile "VCT" as indicated on drawings, colors TBS, Manufacturer: Armstrong. "VCT" furnished and installed by Tenant.
- B. Leveling agent to be used in areas of uneven or variations in **flooring**.
- C. Transition Smps **to** be provided and installed where there is an interface of new and existing or differing materials.

9.8. Vinyl Base

- A. Vinyl Base, to be used as wall base where VCT **is** used, Color TBS Manufacturer: Johnsonite. Base **is** furnished and installed by tenant.

**9.9.** Rubber Tread

- A. Rubber Tread & Riser for Exit Stair Floors 5 to **6**, furnished and installed by **this** contract, Color TBS **by** Architect

## **DIVISION 10. — ACCESSORIES**

10.1. Toilet Partitions

- A. Toilet Partitions to be metal floor with braced baked enamel finish color TBS. Furnished and installed by contractor.

10.2. Fire Protection

- A. Bracket Mounted Portable Fire Extinguisher, as located on drawings, Extinguisher to be U.L. rated for general use.

## **DIVISION 11. — EQUIPMENT (N.I.C.)**

## **DMSION 12. — FURNISHINGS (N.I.C)**

## **DIVISION 13. — SPECIAL CONSTRUCTION (Not Used)**

## **DMSION 14. — CONVEYING SYSTEMS (Not Used)**

## **DMSION 15. — MECHANICAL (Design-Build)**

### **15.1. Automatic Sprinkler**

- A. Service to extend to Sixth Floor for Automatic Sprinkler Service. Coordinate requirements with CEO and Local Fire Chief.

### **15.2. Ventilating.**

- A. See electrical fixture schedule for exhaust fans. See drawings for approximate locations.

### **15.3. Plumbing.(Design-Build)**

#### **A. General.**

1. It is the intent of project drawings to give the plumbing contractor a general layout of the plumbing fixtures required for this project. It is the responsibility of the plumbing contractor to provide **all** indicated equipment fixtures and required materials, piping, tools, **and** related appurtenances for a complete safe plumbing system and per code.
2. Plumbing contractor shall coordinate electrical requirements for plumbing equipment requirements for plumbing equipment with electrical contractor.
3. Plumbing contractor shall provide Tenant with one complete maintenance and equipment manual including equipment product data, and service and operational instructions.
4. Provide a minimum 25 p.s.i. pressure at all fixtures.

B. Piping.

1. **Sanitary** piping shall be PVC/DWV schedule 40 or as approved by local codes. Connect to building's sanitary sewer system. (copper or Cast-iron).
2. Vent piping shall be PVC/DWV schedule 40 as approved by local codes. **All** vent piping to be combined where possible.
3. Domestic water piping shall be copper with sweated joints or CPVC with solvent welded joints as approved by local codes, with brass valves, 1" min. service. Include **all** connection fees required in contract.

C. Plumbing Fixtures.

1. Contractor to install tenant provided plumbing fixtures; unbox and dispose of irrelevant materials.
2. Tenant to provide fixtures to the site in a timely manner.
3. In the event that there are missing fixture components the Tenant will rectify as soon as practical.
4. The plumbing contractor shall provide and install all materials intended for a complete operation.
  - Toilet Room #629
    - a. **Wall** Mounted Urinal,, Color: white
    - b. Free **Standing** Pedestal Lavatory, Color White
  - Toilet Room #628
    - a. Free Standing Pedestal Lavatory, Color White
  - Coffee Station # 623
    - a. **Stainless** Steel Single bowl *sink* w/ lever handle controls and baskets to be provided and installed by contractor.

D. **Plumbing Fittings and Controls.** TBS by Tenant in consultation with plumbing contractor.

E. **Domestic Hot Water:** Per Mechanical Contractor recommendation.

15.4. **Heating, Ventilation and Air Conditioning (Design-Build)**

- A. Existing System is hot water heating with Fan Coil Units for the perimeter offices.
- B. New Fan Coil **Unit** to be provided and installed at Office # 601.
- C. Scope of Work. The "General Information" of this project is part of this Section. The **work** required shall include **all** labor, materials, services, and equipment to fulfill the intent of these specifications and are necessary for a complete and operable system. Mechanical contractor to evaluate entire existing heating system and propose alternative zones, if required.
- D. Contractor's Responsibility. The Contractor shall be responsible for properly laying out his own work and for the safety and good condition of all **work**, material, and equipment

included in his contract ~~until~~ the completion of his contract. Provide layout and equipment specs to Architect before **beginning** work. If this is not possible due to **scheduling** of work, Architect must be contacted to review layout on site prior to installation. Otherwise, the Contractor is at risk of incurring cost of field changes as directed by Tenant.

- E. *Codes and Regulations.* All work under this Section shall conform to all state and local codes and ordinances and such other statutory provisions that pertain to this class of work, but not less ~~than~~ the requirements of the following codes and standards: National Electric Code; National Fire Protection Association; American Society of Heating, Refrigeration, and Air Conditioning Engineers; Conditioning Contractors of America; and the BOCA Mechanical Code. The Contractor shall conform to **all** requirements of OSHA.
- F. *Materials.* All materials shall be new and be installed in a neat manner, consistent with the best trade practices and in accordance with the manufacturer's recommendations. Trade names used in these specifications or on the drawings are to indicate the **minimum** acceptable quality and type required. The Tenant reserves the right to reject any proposed substitution that, in his/her opinion, is not equal to the material or equipment specified.
- G. *Cleaning, Testing, and Adjusting.* Before acceptance of this work, the Contractor must adjust and balance the systems and each piece of equipment to assure the correct operation. Care shall be taken during construction to protect the finished material from damage and undue dirt. At the completion of the work, the Contractor shall clean each piece of equipment and ducts and replace any damaged equipment. A new set of filters (if applicable to furnace) shall be provided for the HVAC equipment after space is painted and cleaned.
- H. *Cutting and Patching.* The Contractor shall determine the size and location of **all** openings required for the installation of his work and shall lay out said openings. The Contractor shall be responsible for the proper size and location of **all** chases and openings. Should failure to accurately lay out openings at the proper time occur, the Contractor at his/her expense shall do all necessary cutting and patching.

## **DIVISION 16. — ELECTRICAL (Design-Build)**

### **16.1. General.**

**Notify** Architect in advance, of meeting on site, to review electrical and lighting layout before **beginning** work. Otherwise, the Contractor is at **risk** of incurring cost of field changes as directed by Architect or Tenant.

### **16.2. Duplex and GFIC outlets**

- A. Duplex and GFIC outlets as per code and as shown. Coffee Station to receive (2) GFIC Outlets. See plans.

### **16.3. Outlets**

- A. Provide additional outlets in each room where renovations occurring to meet code. See the Light Fixture/Reflected Ceiling Plans. Determine exact location in consultation with Architect or Tenant.

- B. Each office to receive one outlet per wall.
- C. Corridors: **each** run to require two outlets min. on separate circuit.

#### 16.4 Emergency Fixtures

- A. Smoke Detectors re-use and provide new where required by code and Reflected Ceiling Plans.
- B. Pull Stations: re-use and provide new where required by code.
- C. Horn / Strobe: Audio visual notification device to be installed per code and located (see Reflected Ceiling Plans)
- D. Egress Lighting: Emergency lighting to be provided and installed as required by code and located (see Reflected Ceiling Plans)
- E. Illuminated Exit signs: To be provided where required by code and as located (see Reflected Ceiling Plans)

#### 16.5 Materials **and** Equipment.

- A. *Panel.* Service in place. Confirm **viability** of existing service in consultation w/**Architect**.
- B. *Wiring.* Copper throughout.
- C. *Switches and Outlets* to be selected **by** Tenant from Electrical Contractor's Spec. **Books.** Ivory Color and matching **wall** plates.

#### 16.6 **Electrical** Fixture Schedule (See Drawings.)

- A. Provide overall light fixtures excluding **L2** Ceiling Mounted Light and **L7** Wall Sconce which will be provided by the Tenant. Contractor to figure cost of installation of **all** fixtures, switches, plates, junction boxes, and other wiring materials as part of the cost.

#### 16.7 Telephone, Cable TV **and** Internet Service

- A. Provided and installed by Tenant.

#### 16.8 **Security** Alarm System.

- A. By separate contract, Tenant to work directly with Security company to upgrade alarm system. Contractor to work with Tenant to coordinate for maximum concealed wiring.
- B. Door Locking Controls to be coordinated between Tenant and Electrician. Time Clock location to be determined by Tenant.

End of Outline Specifications.



FINISH SCHEDULE														
#	ROOM NAME	FLOORING		WALLS		FINISH					CEILING MATERIAL	HEIGHT	NOTES	
		MAT.	BASE	MATERIAL	MATERIAL	N	E	S	W	W				
528	EXIT STAIR		VCT-2	VB										
600	CORRIDOR		CPT-1	CPT-1								P-4		
601	OFFICE		CPT-2	CPT-2								2X2 ACT	7-8' AFF	PAINT ALL OF EXPOSED STAIR PARTS
602	OFFICE		CPT-2	CPT-2								2X2 ACT	7-8' AFF	
603	OFFICE		CPT-2	CPT-2								2X2 ACT	7-8' AFF	
604	OFFICE		CPT-2	CPT-2								2X2 ACT	7-8' AFF	
605	OFFICE		CPT-2	CPT-2								2X2 ACT	7-8' AFF	
606	OFFICE		CPT-2	CPT-2								2X2 ACT	7-8' AFF	
607	OFFICE		CPT-2	CPT-2								2X2 ACT	7-8' AFF	
608	OFFICE		CPT-2	CPT-2								2X2 ACT	7-8' AFF	
609	OFFICE		CPT-2	CPT-2								2X2 ACT	7-8' AFF	
610	OFFICE		CPT-2	CPT-2								2X2 ACT	7-8' AFF	
611	OFFICE		CPT-2	CPT-2								2X2 ACT	7-8' AFF	
612	OFFICE		CPT-2	CPT-2								2X2 ACT	7-8' AFF	
613	OFFICE		CPT-2	CPT-2								2X2 ACT	7-8' AFF	
614	OFFICE		CPT-2	CPT-2								2X2 ACT	7-8' AFF	
615	OFFICE		CPT-2	CPT-2								2X2 ACT	7-8' AFF	
616	OFFICE		CPT-2	CPT-2								2X2 ACT	7-8' AFF	
617	OFFICE		CPT-2	CPT-2								2X2 ACT	7-8' AFF	
618	OFFICE		CPT-2	CPT-2								2X2 ACT	7-8' AFF	
619	OFFICE		CPT-2	CPT-2								2X2 ACT	7-8' AFF	
620	OFFICE		CPT-2	CPT-2								2X2 ACT	7-8' AFF	
621	OFFICE		CPT-2	CPT-2								2X2 ACT	7-8' AFF	
622	OFFICE		CPT-2	CPT-2								2X2 ACT	7-8' AFF	
623	COFFEE		VCT-1	VB								2X2 ACT	7-8' AFF	
624	STORAGE VAULT		VCT-1	VB								P-4		
625	LARGE CONF.		VCT-3	CPT-3								2X2 ACT	7-8' AFF	
626	ELECTRIC		VCT-1	VB								P-4		
627	STORAGE		VCT-1	VB								2X2 ACT	7-8' AFF	EXIST.
628	TOILET		VCT-1	VB								2X2 ACT	7-8' AFF	EXIST.
629	TOILET		VCT-1	VB								2X2 ACT	7-8' AFF	EXIST.
630	JC		VCT-1	VB								P-4		EXIST.
631	RECEPT.		CPT-1	CPT-1								2X2 ACT	7-8' AFF	
632	EXIT STAIR		VCT-2	VB								P-4		PAINT ALL OF EXPOSED STAIR PARTS
633	ELEVATOR LOBBY		CPT-2	CPT-2								2X2 ACT	7-8' AFF	COORD. W/ EXISTING WAINSCOT
634	OFFICE		CPT-2	CPT-2								2X2 ACT	7-8' AFF	
NOTES:														
1. COLORS TBD														
KEY														
P PAINT														
CPT CARPET														
ACT ACOUSTICAL CEILING TILE														
V VINYL WALL COVERING														
VCT VINYL COMPOSITION TILE														
VB VINYL BASE														
R RUBBER														
CT CERAMIC TILE														
GWB GYPSUM WALL BOARD														

DOOR SCHEDULE										
DOOR #	ROOM NAME	DOOR TYPE	SIZE			FRAME		F.R.	HWS	REMARKS
			WIDTH	HEIGHT	THICKNESS	TYPE	SILL			
528	EXIT STAIR	-	-	-	-	-	-	1 HR	3	KEY PAD CONTROL, MAGNETIC LOCKING
601	OFFICE	A	3'-0"	7'-0"	1-3/4"	1	-	-	1	
602	OFFICE	A	3'-0"	7'-0"	1-3/4"	2	-	-	1	
603	OFFICE	A	3'-0"	7'-0"	1-3/4"	2	-	-	1	
604	OFFICE	A	3'-0"	7'-0"	1-3/4"	1	-	-	1	
605	OFFICE	A	3'-0"	7'-0"	1-3/4"	2	-	-	1	
606	O OFFICE	3'-0"	7'-0"	1-3/4"	1	-	-	-	1	
607	O OFFICE	3'-0"	7'-0"	1-3/4"	1	-	-	-	1	
608	OFFICE	A	3'-0"	7'-0"	1-3/4"	1	-	-	1	
609	OFFICE	A	3'-0"	7'-0"	1-3/4"	2	-	-	1	
610	OFFICE	A	3'-0"	7'-0"	1-3/4"	-	-	-	1	
611	OFFICE	A	3'-0"	7'-0"	1-3/4"	1	-	-	1	
612	OFFICE	A	3'-0"	7'-0"	1-3/4"	1	-	-	1	
613	OFFICE	A	3'-0"	7'-0"	1-3/4"	1	-	-	1	
614		A	3'-0"	7'-0"	1-3/4"	1	-	-	1	
615	OFFICE	A	3'-0"	7'-0"	1-3/4"	1	-	-	1	
616	OFFICE	A	3'-0"	7'-0"	1-3/4"	1	-	-	1	
617	OFFICE	A	3'-0"	7'-0"	1-3/4"	1	-	-	1	
618	OFFICE	A	3'-0"	7'-0"	1-3/4"	1	-	-	1	
619	OFFICE	A	3'-0"	7'-0"	1-3/4"	1	-	-	1	
620	OFFICE	A	3'-0"	7'-0"	1-3/4"	1	-	-	1	
621	OFFICE	A	3'-0"	7'-0"	1-3/4"	2	-	-	1	
622	OFFICE	A	3'-0"	7'-0"	1-3/4"	2	-	-	1	
624	STORAGE VAULT	-	-	-	-	-	-	-	2	EXISTING, DOOR & FRAME TO BE PAINTED, NEW HARDWARE
625	LARGE CONF.	B (2)	3'-0"	7'-0"	1-3/4"	1A	-	-	4	
626	ELECTRIC	A	3'-0"	7'-0"	1-3/4"	-	-	-	2	EXISTING OPENING, KEYING MASTER TO BUILDING
627	STORAGE	-	-	-	-	-	-	-	2	EXISTING, DOOR & FRAME TO BE PAINTED, NEW HARDWARE
628-A	TOILET	-	-	-	-	-	-	-	5	EXISTING, DOOR & FRAME TO BE PAINTED, NEW HARDWARE
628-B	TOILET	-	-	-	-	-	-	-	5	EXISTING, DOOR & FRAME TO BE PAINTED, NEW HARDWARE
629-A	TOILET	-	-	-	-	-	-	-	6	EXISTING, DOOR & FRAME TO BE PAINTED, NEW HARDWARE
629-B	TOILET	-	-	-	-	-	-	-	5	EXISTING, DOOR & FRAME TO BE PAINTED, NEW HARDWARE
630	JC	-	-	-	-	-	-	-	2	EXISTING, DOOR & FRAME TO BE PAINTED, NEW HARDWARE
632	EXIT STAIR	-	-	-	-	-	-	1 HR	3	KEY PAD CONTROL, MAGNETIC LOCKING
633	ELEVATOR LOBBY	C	3'-0"	6'-8"	1-3/4"	1	-	S	6	EXISTING OPENING, KEYPAD CONTROL, PUSH PLATE, CURVED HANDLE PULL
634	OFFICE	A	3'-0"	7'-0"	1-3/4"	2	-	-	1	

NOTES:  
 1. F. R. REFERS TO FIRE / SMOKE RATING ASSEMBLY OF OPENING NOT INDIVIDUAL COMPONENTS  
 2. HWS REFERS TO HARDWARE SETS, SEE SPEC. FOR FURTHER INFORMATION  
 3. HWS #3 TIES INTO BUILDING FIRE ALARM SYSTEM.