

DISPLAY THIS CARD ON PRINCIPAL FRONTAGE OF WORK
CITY OF PORTLAND

Please Read
 Application And
 Notes, If Any,
 Attached

BU **PERMIT** ICTION

Permit Number: 090129

This is to certify that RREEF AMERICA REIT III C P Z4 /L Construction Co /

has permission to Suite 501 - Tenant fit-up of vac space for B.C. uses

AT 2 PORTLAND SQ SUITE 501

CE 038 B002001

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 written permission procured before this building or part thereof is lath or other ed-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. CAPT. K. Harteau

Health Dept. _____

Appeal Board _____

Other _____

Department Name

Deanne Bouke 3/4/09
 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: 09-0129	Issue Date:	CBL: 038 B002001
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Location of Construction: 2 PORTLAND SQ SUITE 501	Owner Name: RREEF AMERICA REIT III CORP	Owner Address: PO BOX 4900 DEPT 207	Phone:
Business Name:	Contractor Name: Landry Construction Corp /Denis La	Contractor Address: P.O. Box 1039 Lewiston	Phone: 2077821909
Lessee/Buyer's Name	Phone:	Permit Type: Alterations - Commercial	Zone: B-3

Past Use: Vacant Commercial - Suite 501 <i>5th Floor</i>	Proposed Use: Commercial - office - Suite 501 - Tenant fit-up of vacant space for R.B.C. Offices	Permit Fee: \$2,045.00	Cost of Work: \$195,000.00	CEO District: 1
Proposed Project Description: Suite 501 - Tenant fit-up of vacant space for R.B.C. Offices		FIRE DEPT: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <i>*See Conditions</i>	INSPECTION: Use Group: <i>B</i> Type: <i>1B</i> <i>IBC-2003</i>	
		Signature: <i>(KG)</i>	Signature: <i>JMB 3/4/09</i>	
PEDESTRIAN ACTIVITIES DISTRICT (P.A.D.)				
Action: <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied				
Signature: _____ Date: _____				

Permit Taken By: Ldobson	Date Applied For: 02/18/2009	Zoning Approval		
1. This permit application does not preclude the Applicant(s) from meeting applicable State and Federal Rules. 2. Building permits do not include plumbing, septic or electrical work. 3. Building permits are void if work is not started within six (6) months of the date of issuance. False information may invalidate a building permit and stop all work..	Special Zone or Reviews <input type="checkbox"/> Shoreland <input type="checkbox"/> Wetland <input type="checkbox"/> Flood Zone <input type="checkbox"/> Subdivision <input type="checkbox"/> Site Plan <input type="checkbox"/> Minor <input type="checkbox"/> MM	Zoning Appeal <input type="checkbox"/> Variance <input type="checkbox"/> Miscellaneous <input type="checkbox"/> Conditional Use <input type="checkbox"/> Interpretation <input type="checkbox"/> Approved <input type="checkbox"/> Denied	Historic Preservation <input checked="" type="checkbox"/> Not in District or Landmark <input type="checkbox"/> Does Not Require Review <input type="checkbox"/> Requires Review <input type="checkbox"/> Approved <input type="checkbox"/> Approved w/Conditions <input type="checkbox"/> Denied	
	Date: <i>2/18/09</i>		Date: _____	
	<i>OK with conditions</i>		<i>(Signature)</i>	

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

Permit No: 09-0129	Date Applied For: 02/18/2009	CBL: 038 B002001
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Location of Construction: 2 PORTLAND SQ SUITE 501	Owner Name: RREEF AMERICA REIT III CORP	Owner Address: PO BOX 4900 DEPT 207	Phone:
Business Name:	Contractor Name: Landry Construction Corp /Denis La	Contractor Address: P.O. Box 1039 Lewiston	Phone (207) 782-1909
Lessee/Buyer's Name	Phone:	Permit Type: Alterations - Commercial	

Proposed Use: Commercial - office - Suite 501 - Tenant fit-up of vacant space for R.B.C. Offices	Proposed Project Description: Suite 501 - Tenant fit-up of vacant space for R.B.C. Offices
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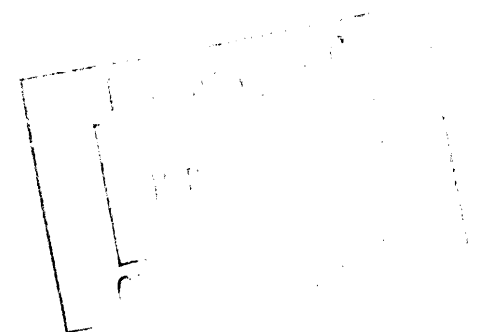
Dept: Zoning **Status:** Approved **Reviewer:** Marge Schmuckal **Approval Date:** 02/18/2009
Note: **Ok to Issue:**

Dept: Building **Status:** Approved with Conditions **Reviewer:** Jeanine Bourke **Approval Date:** 03/04/2009
Note: **Ok to Issue:**

- 1) Separate permits are required for any electrical, plumbing, HVAC or exhaust systems. Separate plans may need to be submitted for approval as a part of this process.
- 2) Application approval based upon information provided by applicant. Any deviation from approved plans requires separate review and approval prior to work.

Dept: Fire **Status:** Approved with Conditions **Reviewer:** Capt Keith Gautreau **Approval Date:** 02/26/2009
Note: **Ok to Issue:**

- 1) The Fire alarm and Sprinkler systems shall be reviewed by a licensed contractor[s] for code compliance. Compliance letters are required.
- 2) The fire alarm system shall comply with NFPA 72
- 3) All construction shall comply with NFPA 101
- 4) The sprinkler system shall be installed in accordance with NFPA 13.





General Building Permit Application

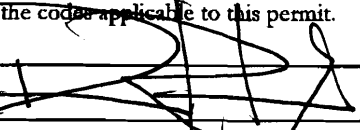
If you or the property owner owes real estate or personal property taxes or user charges on any property within the City, payment arrangements must be made before permits of any kind are accepted.

Location/Address of Construction: 2 PORTLAND SQUARE, SUITE 501, PORTLAND, ME		
Total Square Footage of Proposed Structure/Area		Square Footage of Lot
Tax Assessor's Chart, Block & Lot Chart# 38 Block# B Lot# 2		Applicant *must be owner, Lessee or Buyer* Name: RBC - WEALTH MANAGEMENT Telephone: (612) 371-2811 Address: 60 S. 6TH ST City, State & Zip: MINN. M.N. 55402
Lessee/DBA (If Applicable)	Owner (if different from Applicant) Name: RREEF America Address: One Portland Sq City, State & Zip: Portland ME 04101	Cost Of Work: \$ 195,000.⁰⁰ C of O Fee: \$ 75 Total Fee: \$ _____
Current legal use (i.e. single family) Office If vacant, what was the previous use? Office Proposed Specific use: OFFICE Is property part of a subdivision? N/A If yes, please name _____ Project description: FIT UP OF VACANT SPACE FOR R.B.C. OFFICES. 3900 sq ft 970 75 045		
Contractor's name: Laundry Construction		
Address: 809 SABATTUS		
City, State & Zip: Lewiston ME 04240		Telephone: (207) 782-1909
Who should we contact when the permit is ready: Denis Laundry		Telephone: 838-2792
Mailing address: 809 SABATTUS ST LEWISTON ME 04240		

Please submit all of the information outlined on the applicable Checklist. Failure to do so will result in the automatic denial of your permit.

In order to be sure the City fully understands the full scope of the project, the Planning and Development Department may request additional information prior to the issuance of a permit. For further information or to download copies of this form and other applications visit the Inspections Division on-line at www.portlandmaine.gov, or stop by the Inspections Division office, room 315 City Hall or call 874-8703.

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:  Date: **2/18/09**

This is not a permit; you may not commence ANY work until the permit is issued.



Certificate of Design Application

From Designer: DEAN A. OLSEN
 Date: 2/13/09
 Job Name: RBC WEALTH MANAGEMENT
 Address of Construction: 2 PORTLAND SQUARE, SUITE 501, PORTLAND, ME 04101

2003 International Building Code

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

Building Code & Year IBC 2003 Use Group Classification (s) B-OFFICE TYPE
 Type of Construction TENANT IMPROVEMENTS TO EXISTING INTERIOR OFFICE SPACE 1B
 Will the Structure have a Fire suppression system in Accordance with Section 903.3.1 of the 2003 IRC YES FULL SPRINKLED
 Is the Structure mixed use? NO If yes, separated or non separated or non separated (section 302.3) N/A
 Supervisory alarm System? N/A Geotechnical/Soils report required? (See Section 1802.2) N/A

Structural Design Calculations

N/A Submitted for all structural members (106.1 - 106.11)

Design Loads on Construction Documents (1603)

Uniformly distributed floor live loads (7603.11, 1807)

Floor Area Use	Loads Shown
TOTAL 12639 sq. ft.	126 OCCUPANTS

Wind loads (1603.1.4, 1609)

N/A Design option utilized (1609.1.1, 1609.6)
N/A Basic wind speed (1809.3)
N/A Building category and wind importance Factor, w
 table 1604.5, 1609.5)
N/A Wind exposure category (1609.4)
N/A Internal pressure coefficient (ASCE 7)
N/A Component and cladding pressures (1609.1.1, 1609.6.2.2)
N/A Main force wind pressures (7603.1.1, 1609.6.2.1)

Earth design data (1603.1.5, 1614-1623)

N/A Design option utilized (1614.1)
N/A Seismic use group ("Category")
N/A Spectral response coefficients, S_D & S_{D1} (1615.1)
N/A Site class (1615.1.5)

N/A Live load reduction
N/A Roof live loads (1603.1.2, 1607.11)
N/A Roof snow loads (1603.7.3, 1608)
N/A Ground snow load, P_g (1608.2)
N/A If $P_g > 10$ psf, flat-roof snow load P_f
N/A If $P_g > 10$ psf, snow exposure factor, C_e
N/A If $P_g > 10$ psf, snow load importance factor, I_s
N/A Roof thermal factor, C_t (1608.4)
N/A Sloped roof snowload, P_s (1608.4)
N/A Seismic design category (1616.3)
N/A Basic seismic force resisting system (1617.6.2)
N/A Response modification coefficient, R_d and
 deflection amplification factor, C_d (1617.6.2)
N/A Analysis procedure (1616.6, 1617.5)
N/A Design base shear (1617.4, 1617.5.1)

Flood loads (1803.1.6, 1612)

N/A Flood Hazard area (1612.3)
N/A Elevation of structure

Other loads

N/A Concentrated loads (1607.4)
N/A Partition loads (1607.5)
N/A Misc. loads (Table 1607.8, 1607.6.1, 1607.7,
 1607.12, 1607.13, 1610, 1611, 2404)



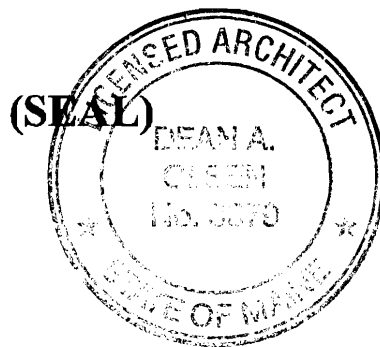
Accessibility Building Code Certificate

Designer: DEAN A. OLSEN ARC3379

Address of Project: 2 PORTLAND SQUARE, SUITE 501, PORTLAND, ME

Nature of Project: TENANT IMPROVEMENTS TO EXISTING
INTERIOR OFFICE SPACE. SCOPE OF WORK
IS TO BUILD NEW PRIVATE OFFICES TO ADJACENT
OFFICE SPACE.

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. Residential Buildings with 4 units or more must conform to the Federal Fair Housing Accessibility Standards. Please provide proof of compliance if applicable.



Signature: [Handwritten Signature]

Title: PRINCIPAL

Firm: WALSH BISHOP

Address: 900 2ND AVE SOUTH,
SUITE 300 - MINNEAPOLIS, MN

Phone: (612) 338-8799

For more information or to download this form and other permit applications visit the Inspections Division on our website at www.portlandmaine.gov



Certificate of Design

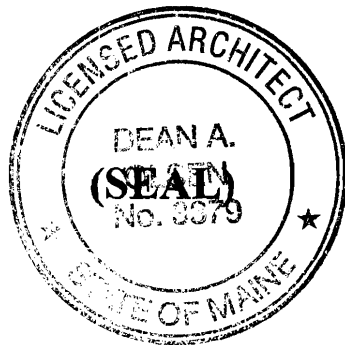
Date: FEBRUARY 13TH, 2009

From: DEAN A. OLSEN ARC3379

These plans and / or specifications covering construction work on:

TENANT IMPROVEMENTS FOR REC WEALTH MANAGEMENT AT
2 PORTLAND SQUARE, SUITE 601 IN PORTLAND, ME 04101

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



Signature: 

Title: PRINCIPAL

Firm: WALSH BISHOP

Address: 900 2ND AVE SOUTH, SUITE 300
MINNEAPOLIS, MN 55402

Phone: (612) 330-8799

For more information or to download this form and other permit applications visit the Inspections Division on our website at www.portlandmaine.gov

PROJECT MANUAL

**Tenant Improvements
for
RBC Wealth Management
09 Expansion
2 Portland Square
Suite 501
Portland, ME 04101**

**Owner/
Tenant:** RBC Wealth Management, Inc.
RBC Plaza
Corporate Real Estate
Mailstop P12
60 South 6th Street
Minneapolis, MN 55402

**Owners'
Construction
Representative:** CB Richard Ellis
119 Rockland Center
Suite 346
Nanuet, NY 10954

**Landlord
Representative:** Rreef America REIT III-Z4 LLC
One Portland Square
Portland, ME 04101

Architect: Walsh Bishop Associates, Inc. (WBA)
900 Second Avenue South
Suite 300
Minneapolis, MN 55402

**Mechanical &
Electrical Engineer:** WB Engineering
Consulting Engineers
263 Summer Street
Boston, MA 02210

11/11/2009

Date: 02.11.09
Project No: 8528293.03

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11 February 2009

RBC Wealth Management – Portland, ME
Project No. 8528293.03

CERTIFICATION FOR: Tenant Improvements
RBC Wealth Management
09 Expansion
2 Portland Square
Suite 501
Portland, ME 04101

TENANT: RBC Wealth Management, Inc.
60 South 6th Street
Minneapolis, MN 55402

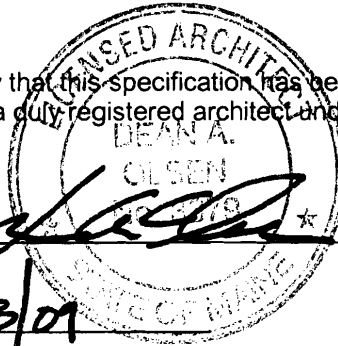
ARCHITECT: Walsh Bishop Associates, Inc. (WBA)
900 Second Avenue South
Suite 300
Minneapolis, MN 55402
(612) 338-8799
(612) 337-5785 [Fax]

I hereby certify that this specification has been prepared by me, or under my direct supervision,
and that I am a duly registered architect under the laws of the state of Maine.

NAME: 

REG. NO. ARC3379

DATE: 2/13/09



DIVISION 0 - BIDDING AND CONTRACT REQUIREMENTS

SECTION 00100 - INSTRUCTIONS TO BIDDERS

- A. The intent of this bid call is to solicit and receive formal offers to perform the work required by the Bid Documents (the "Work").

Tenant Improvements for
RBC Wealth Management
09 Expansion
2 Portland Square
Suite 501
Portland, ME 04101

Eligible Contractors shall be by Invitation Only.

Instructions to Bidders, AIA Document A701, 1997 Edition of the American Institute of Architects, are hereby made part of this Section to the same extent as if bound herein. Copies of AIA Document A701 may be examined or obtained at the offices of the Architect.

It shall be the sole responsibility of the General Contractor and Subcontractors to be fully familiar with this document.

B. BIDDING PROCEDURES

Proposals labeled "CONFIDENTIAL BID FOR RBC Wealth Management- Portland, ME- 09 Expansion" shall be received in the office of CB Richard Ellis Project Management; attention:

RH Smith
Project Manager
CB Richard Ellis Project Management
119 Rockland Center
Suite 346
Nanuet, NY 10954
rh.smith@rbc.com

Bids will be received until: **To Be Determined by Project Manager**

Bids received after that time will not be accepted and will be returned unopened.

Using the Bid Form provided, the bid shall be filled out electronically or printed and legibly completed and signed by a duly authorized company official. Do not alter the Bid Form. Fill in all spaces with information requested.

Submit via email as a PDF attachment, or facsimile (Fax) copies will be accepted at:

rh.smith@rbc.com

C. EVALUATION OF BIDS

1. CB Richard Ellis Project Management reserves the right to reject any and all Bids, accept any Bid, waive informalities in Bids submitted, and waive discrepancies in bidding procedures, as it deems to be in its best interest and without obligation. The lowest bid will not necessarily be accepted.
2. Any Bidder may be required to furnish evidence that the Bidder and proposed subcontractors have sufficient experience, and have successfully completed work similar to the types of work required, to assure completion of the Work in a satisfactory manner.
3. Bids which are incomplete, conditional or obscure, or which contain additions not called for, alterations or irregularities of any kind, may be rejected.

4. Bids may be withdrawn at any time prior to the closing time for the receipt of Bids.
5. Bids shall be valid, irrevocable and subject to acceptance by CB Richard Ellis Project Management, and no adjustment can be made to the bid for a period of up to and including SIXTY (60) days from the date of bid closing.
6. CB Richard Ellis Project Management reserves the right to accept any combination of alternate bids.

Notice of award: on or before: **To Be Determined.**

D. SUBCONTRACTORS

1. Each bidder will indicate in the space provided on the Bid Form the subcontractors carried in their bid. No changes to the list of subcontractors shall be allowed without CB Richard Ellis Project Management approval in written form. Should more than one name be provided for any subcontractor, CB Richard Ellis Project Management may choose from the name(s) provided.
2. CB Richard Ellis Project Management has the right to reject a subcontractor or supplier proposed by the bidder. If this occurs, the bid document will be adjusted by the net difference between the amount quoted by the subcontractor proposed in the bid and the subcontractor or acceptable to the Owner.
3. The General Contractor shall be required to carry and manage the RBC designated Voice/Data Cabling subcontractor/vendor under this contract.
4. Where new carpet tile is specified or indicated within the Contract Documents, bids for this work shall be obtained from Milliken approved carpet tile installers. Please contact the Milliken representative indicated in Division 09, Section 09680, to obtain names/contact information of approved and certified installers certified to bid on this project.

E. DISTRIBUTION OF BID DOCUMENTS

1. A "Bid Set" shall be provided by the Architect to each invited General Contractor. A "Bid Set" shall include:
 - 2 sets of drawings (prints)
 - 2 copies of the Project Manual (specifications)
 Individual sheets may be obtained from the Architect or Owner's Construction representative at the rate of \$1.50 per sheet, and 25¢ per specification page.
 Bidding documents may be examined without charge in the offices of Walsh Bishop Associates, Inc.
2. The attached documents listed below are the basis of this bid:

G100	SHEET INDEX, CONTACT INFORMATION, SITE MAP
A200	DEMOLITION PLAN/ ARCHITECTURAL FLOOR PLAN
A300	REFLECTED CEILING PLAN / POWER / COMM. PLAN
A401	VOIP POWER AND COMMUNICATIONS PLAN- REF ONLY
A600	DETAILS AND ELEVATIONS
A800	DOOR SCHEDULE, FRAME TYPES, DETAILS
A900	FURNITURE PLAN/ WALL AND FLOOR FINISH PLAN

3. Bids shall be based on the Products and methods of construction specified. Substitutions will not be accepted.

F. CONSTRUCTION SCHEDULE

1. This project will be completed in one (1) Phase- The project Schedule shall be determined by the selected General Contractor and the CB Richard Ellis Project Manager- Rh Smith
2. Submit, within two weeks of award of Contract, a schedule showing proposed logic, delivery dates of Products and Equipment, and duration of construction activities on a Subcontractor-by-Subcontractor basis. Include in the schedule the dates when Owner supplied equipment or furnished items are required.
3. Include the phasing schedule if it is a requirement of the project.
4. The project schedule is to be regularly updated to reflect the ongoing progress of the work.

G. CB RICHARD ELLIS PROJECT MANAGEMENT ENVIRONMENTAL POLICY

1. CB Richard Ellis Project Management promotes environmentally responsible products and working practices, typically compatible with our clients' objectives, most of who have existing corporate environmental policies.
2. CB Richard Ellis Project Management expects its suppliers and contractors to take into consideration the environmental impacts of their products and working practices. Suppliers and contractors should consider packaging materials, waste factors and disposal practices, demonstrating environmental practices.

H. RELATED WORK: PROVIDED BY THE TENANT (Tenant Furniture/Cabling/Audio/Visual Items)

1. All furniture and equipment shall be furnished and installed by the Tenant or the Tenant's equipment supplier.
2. All Audio and Visual equipment shall be furnished and installed by the Tenant or the Tenant's A/V equipment supplier.
3. Electrical power and final connections to furniture and equipment shall be provided under this Contract. All low voltage interconnections and all control wiring shall be by the tenant's equipment vendor/supplier under separate contract with the Tenant. Such connections shall include, but not be limited to:
 - Fiber optic and/or copper backbone wiring utilizing the between floor riser space, terminating in RBC Wealth Management specified Equipment Closets
 - Horizontal communications cabling (CAT3 & CAT5E) will be installed terminating in locations throughout the office floors for data, voice, video, alarm, and audio
 - Cable supports, ladder racking, freestanding racks and termination blocks will be mounted and grounded in designated Equipment ClosetsAll installation shall adhere to TIA/EIA 568A Standards, the NEC, local codes, and the RBC Wealth Management standards. Union Contractors will be utilized
4. Refer to drawings for specific requirements regarding electrical work related to the communication and data equipment.

I. CONTRACTOR'S QUALIFICATION STATEMENT

1. General Contractor's shall submit a fully executed copy of the AIA Document A305 – "Contractor's Qualification Statement", 1986 Edition, with their Bid Proposal

J. TAXES

1. Include in the bid amount all applicable taxes and/or other duties/taxes in force or which are known to be coming into force during the contract.

K. BUILDING RULES/REGULATIONS

1. All on site activities must be coordinated with the Building Management or Property Management. Bidders are responsible for contacting the Building Management to obtain all building management construction rules and regulations.
2. Bidders must also include in the bid amount any additional costs required due to complying with all Building Rules and Regulations as determined by the Building Management or Property Management. This includes and is not limited to: Deliveries, Hoisting, Noise, Safety, Cleanup, Shutdowns, Security, Garbage Removal and Staging, Building Access and Security Cards, Smoking, Parking, Site Storage, Washrooms, Identification, Site Signs, and Designated Materials Loading.

SECTION 00600 – BONDS

- A. If required by CB Richard Ellis Project Management, a combined Performance Bond and Payment Bond shall be purchased, and maintained for the life of the Contract, by the General Contractor (or appropriate Sub-contractor). Bond shall be in the form of AIA Document A312, latest edition, covering all Work under the Contract.

If such Bonds are required, Surety shall be a reliable company of the General Contractor's (or Sub-contractor's) choice, acceptable to, and approved by the Tenant, and authorized to do business in the State of Maine.

SECTION 00700 - CONDITIONS OF THE CONTRACT

- A. General contractors shall construct the Work under a single contract "Standard Form of Agreement Between Owner and Contractor" AIA Document A101, 1997 Edition, where the basis of payment is a "stipulated sum".
- B. The General Conditions for this Contract is the American Institute of Architect's AIA Document A201, "General Conditions of the Contract for Construction", 1997 Edition, and are hereby included by reference.
- It shall be the sole responsibility of the General Contractor and each of the Sub-contractors to be fully familiar with this document. Copies may be examined or obtained at the offices of the Architect.
- C. The successful Bidder is not authorized to proceed with the Work or make any other commitment under the Contract until the Contract is executed, except where specifically authorized to do so in writing by the CB Richard Ellis Project Management representative indicated in Division 00.

SECTION 00800 - SUPPLEMENTARY CONDITIONS**AMENDMENTS TO THE CONDITIONS OF THE CONTRACT**

- A. The following Amendments modify, delete and/or add to the General Conditions.
1. Amendment of Article 1 - GENERAL PROVISIONS
 - 1.2 CORRELATION AND INTENT

After paragraph 1.2.3, add the following:
"1.2.4 Where a number is listed in the Specifications (as in gauges, weights, temperature, amount of time, etc.) the number shall be interpreted as that or better."
 2. Amendment of Article 3 - CONTRACTOR
 - 3.5 WARRANTY

After paragraph 3.5.1, add the following:
"3.5.2 The General Contractor further warrants that all materials or equipment of a category or classification will be a product of a single manufacturer, and that such material or equipment shall be of the same lot, batch, or type and that such materials and equipment will be as specified or as approved".
 - 3.11 DOCUMENTS AND SAMPLES AT SITE

Delete 3.11.1 in its entirety and replace with the following:

"3.11.1 As the Work progresses, the General Contractor shall, keep a complete and accurate record of changes or deviations from the Contract Documents and the approved shop drawings, indicating the Work as actually installed. Changes shall be neatly and correctly shown on a set of prints of the Drawings affected, or the Specifications, with appropriate supplementary notes. This record set of Drawings and Specifications shall be kept at the job site for review by the Tenant, the Tenant's Construction Representative and Architect.

3.11.2 At the completion of the Work, certify, by endorsement thereof, that each of the revised prints of Drawings and Specifications is complete and accurate. Prior to application for final payment, and as a condition to its approval by the Architect and Tenant, deliver the record Drawings and Specifications, arranged in proper order, indexed, and endorsed to the Architect for transmittal to the Tenant.

3.11.3 No review or receipt of such records by the Architect or Tenant shall be considered a waiver of any deviation from the Contract Documents or approved shop drawings, or in any way relieve the Contractor from his responsibility to perform the Work in accordance with the Contract Documents"

3.18 INDEMNIFICATION

At paragraphs 3.18.1, and 3.18.2, wherever the reference to the "Architect" appears, it shall be changed to read "Architect and Engineer."

3. Amendment of Article 9 - PAYMENT AND COMPLETION

9.8 SUBSTANTIAL COMPLETION

After paragraph 9.8.1, add the following:

"9.8.1.1 The term "Substantial Completion" shall mean that the Work is sufficiently complete and cleaned, in accordance with the Contract Documents, to the degree that all such spaces can be used by the Tenant for the purpose intended. Corrective work and minor seasonal work that cannot be completed due to weather conditions, will not delay the determination of Substantial Completion.

9.8.1.2 At 12:01 A.M. on the Date of Substantial Completion, the Tenant becomes responsible for the care and operation of the accepted Work."

4. Amendment of Article 11 – INSURANCE AND BONDS

11.1 CONTRACTOR'S LIABILITY INSURANCE

Revise the text as follows:

11.1.2 Specific Requirements

Replace the text with:

"11.1.2 The General Contractor shall secure, pay for and maintain or cause its Subcontractor(s) to secure pay for and maintain, during the life of the Contract, the following insurance, in the following amounts, which shall be endorsed in all policies to include the Architect, Tenant, the Tenant's Construction Representative and Consulting Engineers as insured parties, and which shall provide in all policies that the Tenant be given ten (10) days prior written notice of any alterations or termination of coverage or amounts as set forth below:

a. Workmen's Compensation: Employer's Liability Insurance with limits of not less than \$2,000,000.00, and where required by state law, and any insurance required by any Employee Benefit Acts or other statutes applicable, as will protect the General Contractor and Subcontractor(s) from any and all liability under the aforementioned Acts.

b. The General Contractor will, during the life of the Contract, purchase and maintain Comprehensive General Liability Insurance coverages and limits as follows:

Comprehensive General Liability with Limits of:

\$ 500,000.00	Each Occurrence Bodily Injury
\$ 1,000,000.00	Aggregate Bodily Injury
\$ 250,000.00	Each Occurrence Property Damage
\$ 500,000.00	Aggregate Property Damage

The Comprehensive General Liability shall provide all of the following coverages:

- Operations of the Contractor
- Operations of the Subcontractor(s) (contingent)
- Products/Completed Operations (to be carried for one year after completion of Contract.
- Broad Form Property Damage (including completed operations)
- Personal Injury Liability (Perils A, B, C)
- Employees as Additional Insureds
- Property Damage Hazards - Explosion, Collapse, and Underground (if an exposure exists).
- Broad Form Blanket Contractual

Such insurance shall insure the General Contractor and/or Subcontractor(s) against any and all claims for bodily injury, including death resulting therefrom, and damage to the property of others and arising from his operations under the Contract, and whether such operations are performed by the General Contractor, Subcontractor(s), or any of their Subcontractors, or by anyone directly or indirectly employed by any of them.

The Architect and Tenant assume no responsibility in the event that the limits set above are not adequate.

- c. Comprehensive Automobile Liability Insurance, including the ownership, maintenance and operation of any automotive equipment owned, hired and non-owned, in the following minimum amounts.

\$ 1,000,000.00	Bodily Injury, each person
\$ 1,000,000.00	Bodily Injury, each occurrence
\$ 500,000.00	Property Damage, each occurrence
\$ 500,000.00	Property Damage, Aggregate

Such insurance shall insure the General Contractor and/or Subcontractor(s) against any and all claims for bodily injury, including death resulting therefrom, and damage to the property of others caused by accident and arising from his operations under the Contract, and whether such operations are performed by the General Contractor, Subcontractor(s), or any of their Subcontractors, or by anyone directly or indirectly employed by any of them.

The Architect and Tenant assume no responsibility in the event that the limits set above are not adequate.

- d. In addition to the above limits, the General Contractor shall carry an Umbrella Liability Policy in the amount of \$1,000,000.00 each occurrence and \$1,000,000.00 aggregate."

11.1.3 Certificates of Insurance

Revise the text as follows:

"11.1.3 Certificates of insurance, on ACCORD or C.I.C.C. forms, shall be filed with the Tenant prior to..."

11.2 OWNER'S LIABILITY INSURANCE

Revise text as follows:

"11.2.1 The General Contractor will, during the life of the Contract, purchase and maintain Owner's Protective Liability Insurance with the limits as follows:

\$ 500,000.00	Each Occurrence Bodily Injury
\$ 500,000.00	Aggregate Bodily Injury
\$ 250,000.00	Each Occurrence Property Damage
\$ 250,000.00	Aggregate Property Damage

And, shall name as additional insured, the Architect and Engineer.

All other Tenant's Liability Insurance will be the responsibility of the Tenant."

11.4 PROPERTY INSURANCE

11 February 2009

RBC Wealth Management – Portland, ME
Project No. 8528293.03

Revise the text as follows:

11.4.1 The General Contractor shall purchase and maintain, in a company or companies lawfully ...

Delete paragraph 11.4.1.2 in it's entirety.

Delete paragraph 11.4.1.3 in it's entirety and replace with the following:

"11.4.1.3 Any deductible amounts which may occur as part of the Builder's Risk policy shall be borne by the named insureds' making claims in direct proportion as their individual losses bear to the total loss and the policy deductible. Policy deductible shall not exceed \$5,000.00."

Revise paragraph 11.4.1.5 as follows:

11.4.1.54 "The property insurance (Builder's Risk Coverage) shall allow for the continued operation of unaffected portions of the existing building by the Owner prior to the completion of the Project provided the company or companies providing property insurance have consented to such occupancy or use by endorsement or otherwise.

END OF DIVISION 0

DIVISION 1 - GENERAL REQUIREMENTS

These General Requirements must be read in conjunction with Division 0, any supplements and/or addenda thereto, and will become an integral part of the contract.

SECTION 01010 - SUMMARY OF WORK

- A. The work includes all labor and materials required for the remodeling and new construction of office space for **RBC Wealth Management, 2 Portland Square, Suite 501, Portland, ME 04101- 09 Expansion**, as indicated on the drawings and specified herein.
- B. Related Work Provided by the Tenant (Tenant-Furnished Items)
1. All furniture and equipment shall be furnished and installed by the Owner/tenant or the Tenant's equipment supplier.
 2. Electrical power and final connections to furniture and equipment shall be provided under this Contract. All low voltage interconnections and all control wiring shall be by the tenant's equipment vendor/supplier under separate contract with the Tenant. Such connections shall include, but not be limited to:
 - Fiber optic and/or copper backbone wiring terminating in RBC Wealth Management specified Equipment Closets
 - Horizontal communications cabling (CAT3 & CAT5E) will be installed terminating in locations throughout the office floors for data, voice, video, alarm, and audio
 - Cable supports, ladder racking, freestanding racks and termination blocks will be mounted and grounded in designated Equipment Closets
 All installation shall adhere to TIA/EIA 568A Standards, the NEC, local codes, and the RBC Wealth Management standards. Union contractors will be utilized

SECTION 01040 – COORDINATION

- A. The Contractor shall be responsible for the coordination of all subcontractors working on, or furnishing material for use on this project. In addition, the Contractor shall be responsible for the coordination of all work performed under separate contracts.

Subcontractors shall not be responsible for Work performed by others; however, each subcontractor shall cooperate with the Contractor and any separate subcontractor to coordinate the Work. Should any conflict arise, subcontractors shall immediately notify the General Contractor.

B. SPECIAL PROJECT CONDITIONS

1. Occupancy:

RBC Wealth Management will continue to occupy portions of the tenant space immediately adjacent to areas of selective demolition and new construction covered under these documents. Conduct both the selective demolition and new construction work in a manner that will minimize the need for disruption of RBC Wealth Management or other tenant's normal operations. Provide a minimum of 72 hours advance notice to CB Richard Ellis Project Management of the construction activities that will affect normal operations.

Discuss the means by which cooperation will be achieved and document the responsibilities, authorities and lines of communication and necessary activities of the participants. Submissions and approval requirements of applications for payment, construction change directives, change orders, and shop drawing/submittals shall be discussed as part of the preconstruction meeting.

The Contractor shall hold necessary site meetings and/or conference calls with the appropriate trades and Architect and/or at the request of CB Richard Ellis Project Management as required. The Contractor shall prepare and distribute meeting minutes within 72 hours.

3. Site Regulations and Conditions:

All on site activities must be coordinate with the Building Owner's Property Management Group (Property Management). Bidders must conform to their Building Rules, Regulations, and Contractor Requirements, and pay any charges imposed by these, or charges related to failure to comply with the regulations, rules, and requirements.

The Contractor shall be responsible for arranging an on-site meeting with the Property Management representative prior to the start of construction to determine existing conditions and base building deficiencies. Otherwise, the premises shall be deemed to be acceptable.

4. Protections and Safety Measures:

- a. The Contractor shall be the Constructor, and will maintain safety at all times to the satisfaction of the authorities having jurisdiction and the Owner/Tenant. The Contractor shall be required to provide to the CB Richard Ellis Project Management, unexpired Material safety Data Sheets (MSDS) for each controlled product they have, or will have on site and retain a copy for their own use.
- b. Comply with the safety regulations of the Occupational Health and Safety Act and authorities having jurisdictions for the safety of the Work.
- c. Provide temporary barricades and other forms of protection to protect the Owner / Tenant's personnel, visitor's and the general public from injury due to demolition or new construction.
- d. Provide protective measures, as required, to provide free and safe passage for authorized personnel and general public to occupied portions of the building.
- e. Erect temporary covered passageways as required by authorities having jurisdiction.
- f. Where access to an exit through construction area is absolutely necessary, clearly define, protect and separate access from the construction area by a smoke tight fire rated separation as required and in accordance with local authorities having jurisdiction.
- g. Provide interior shoring, bracing, or supports to prevent movement, settlement, or collapse of structure, or elements to be demolished and adjacent facilities or work to remain.
- h. Protect from damage all existing finish work that is to remain in place or becomes exposed during demolition operations.
- i. Construct temporary insulated dustproof partitions where required to separate areas where noisy or extensive dirt or dust operations are performed. Equip partitions with dustproof doors and security locks.
- j. Remove temporary protections at the completion of the work.

5. Utility Services/Fire Safety:

- a. Maintain existing utilities indicated or necessary to remain in service and protect them against damage during demolition and new construction.
- b. Do not interrupt utilities serving occupied or used facilities, except when authorized in writing by the Landlord or their approved agent. Provide temporary services during interruptions to existing utilities, as acceptable to governing authorities.
- c. Maintain fire protection services and preventive measures during selective demolition operations, and as required by local governing authorities during new construction activities.
- d. Maintain exits, including stairways and exterior doors to the outside. Provide acceptable alternative exits where an existing exit is blocked off or deleted due to construction activities.
- e. All life safety systems must be reactivated at the end of each work day.

6. Contractor/Sub-contractor Changes:

- a. All sub-contractors must be approved by CB Richard Ellis Project Management. CB Richard Ellis Project Management may reject a sub-contractor for any reason. The Contractor shall not use or change a supplier with prior approval from CB Richard Ellis Project Management.
 - b. The Contractor shall consult with CB Richard Ellis Project Management prior to making changes to its organization on the project and shall obtain CB Richard Ellis Project Management approval prior to removing or changing its Project Management or General Superintendent, all at no extra cost to CB Richard Ellis Project Management or the Owner/Tenant. If any of the Contractors project staff leave its employment before completion of the project, such staff must be replaced immediately with staff of equal or better qualifications, as accepted by CB Richard Ellis Project Management.
7. Noisy/Disruptive Work:
- a. All work, which in the opinion of CB Richard Ellis Project Management or the Owner/Tenant is noisy or otherwise disruptive to the Landlord or other tenants, shall be done after business hours or on weekends. All other construction may be performed during regular business hours.
- C. SITE VISIT AND EXAMINATION OF EXISTING CONDITIONS
1. Bidders shall visit and become fully aware of the conditions, limitations, building rules and regulations which shall be met in performing the Work.
 2. Submission of bid shall be deemed evidence that the bidder has examined the site, is familiar with conditions under which work will be done, and has obtained all information which may be necessary for proper execution of the Work.
 3. Submission of bid includes the complete cost of the Work shown and/or specified in the Bid Documents.
 4. A Pre-Bid site visit may be requested, or scheduled by the CB Richard Ellis Project Management representative. Attendance by all bidding General Contractors is mandatory. If a Pre-Bid site visit is requested by the General Contractor, please contact the CB Richard Ellis Project Management representative indicated in Division 00 to arrange.
 5. If additional site visits to the place of the Work are necessary or requested, they must be arranged and approved with the CB Richard Ellis Project Management representative indicated in Division 0.
 6. The Contract Documents reflect existing elements which shall remain or will require removal and relocation. However, exact locations of those elements may vary. Contractors are responsible for reviewing site conditions and reporting any discrepancies to the Architect which may affect the Project Cost and/or Project Schedule.
- D. ADDENDA
1. Bidders finding discrepancies, ambiguities, or omissions in the Contract Documents and/or the Project Manual, or having doubt as to the meaning or intent thereof, shall immediately notify the Architect, who may issue instructions and/or clarifications in the form of an Addendum to all Bidders. Bidders may also, during the bidding period, be advised by Addenda of any additions, deletions, or alternates to the Contract Documents and Project Manual. All such Addenda shall become part of the Bid Documents.
 2. Direct all questions during the bidding period to the CB Richard Ellis Project Representative indicated in Division 0.
 3. Do not contact the Owner/Tenant directly with questions regarding this Bid.

SECTION 01230 - ALTERNATES**A. General**

1. Summary: This Section includes administrative and procedural requirements for alternates.
2. Definitions

- a. Alternate: An amount proposed by bidders and stated on the Bid Form for certain work defined in the Bidding Requirements that may be added to or deducted from the Base Bid amount if Owner decides to accept a corresponding change either in the amount of construction to be completed or in the products, materials, equipment, systems, or installation methods described in the Contract Documents.
 - b. The cost or credit for each alternate is the net addition to or deduction from the Contract Sum to incorporate alternate into the Work. No other adjustments are made to the Contract Sum.
3. Procedures
- a. Coordination: Modify or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project.
 - b. Include as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation whether or not indicated as part of alternate.
 - c. Notification: Immediately following award of the Contract, notify each party involved, in writing, of the status of each alternate. Indicate if alternates have been accepted, rejected, or deferred for later consideration. Include a complete description of negotiated modifications to alternates.
 - d. Execute accepted alternates under the same conditions as other work of the Contract.
 - e. Schedule: A Schedule of Alternates is included at the end of this Section. Specification Sections referenced in schedule contain requirements for materials necessary to achieve the work described under each alternate.
- B. Products (Not Used)
- C. Execution

SCHEDULE OF ALTERNATES

1. Alternate No. 1: Voluntary Alternate

Contractor to provide a description of any voluntary add or deduct alternates which he believes the Owner should consider to save time or dollars which will not materially affect the quality or appearance of the proposed project.

SECTION 01300 – SUBMITTALS

- A. Include Project Name and Project Number, name of the Contractor and Subcontractor or supplier, on the first page of the submittals.
- B. Identify deviations from Contract Documents and product limitations that may be detrimental to installation or performance of the completed Work.
- C. Submit requested samples and shop drawings as noted in each section in accordance with the General Conditions.
- D. Shop Drawings noted “Not approved” or “Revise and re-submit” which require multiple submissions and are in substantial disagreement with the intent of the contract documents will be sent back for revisions and resubmission. This will result in a back-charge to the Contractor for additional reviews by the Architect. Back-charge will be billed hourly, utilizing contracted hourly rates of the Architect.
- E. Within 72 hours of award, submit a list of shop drawings and samples to be submitted.
- F. Fire protection drawings, complete with all calculations, shall be submitted to the Owner’s insurer for approval. Submissions shall be timely and in order to permit approval prior to installation.
- G. Submit all samples for approval within two weeks of the commencement of the construction.
- H. Submit all millwork shop drawings within three weeks of the commencement of the construction.

SECTION 01400 - QUALITY CONTROL AND TESTING

- A. The Contractor shall secure, and pay for, the services of an independent testing laboratory, approved by the Owner’s Construction Representative and Architect, to perform inspections, tests of materials and construction indicated within each Division, and as required by the

latest editions of the International Building Code and the State Building Code Amendments, where applicable.

- B. Testing laboratory shall promptly submit to the Owner's Construction Representative, Architect, and Contractor written reports of each test and inspection made.
- C. Selection, retainage of the laboratory by the Contractor in no way relieves the Contractor of his responsibility to furnish materials and constructions in full compliance with the drawings and specifications.

SECTION 01500 - CONSTRUCTION FACILITIES AND TEMPORARY CONTROLS/LIGHTING

- A. The Contractor shall maintain a field office at site, including complete set of drawings, approved shop drawings, addenda and change orders.
- B. Provide all additional lighting required to meet light level requirements needed for construction.
- C. Remove all temporary and redundant wiring before Substantial Completion.
- D. The existing electricity, water, heat and ventilation systems may be used by the Contractor during the construction of this project, subject to Building Owner's/Property Management approval. Should the Contractor or any sub-contractor abuse the use of the existing utility services, the landlord may require appropriate reimbursement from the Contractor.
- E. The existing toilet facilities (in locations designated or approved by Property Management) may be used by the Contractor during the construction of the project. Failure of the Contractor to maintain these facilities in a sanitary manner and to failure meet requirements of the Property Management, will result in the Landlord or Property Management receiving appropriate reimbursement from the Contractor at no cost to the Owner/Tenant. If existing toilet facilities are unavailable, Contractor shall provide sanitary toilet facilities sufficient for workers in accordance with local health and code authorities having jurisdiction.
- F. The existing transport systems (freight elevators) may be used by the Contractor during the construction of this project. Should the Contractor or any sub-contractor abuse these systems, the landlord may require appropriate reimbursement from the Contractor.
- G. The Contractor shall be responsible for the temporary storage and permanent off site removal of construction related trash resulting from their work.
- H. Protection of existing facilities: The Contractor and each sub-contractor shall be responsible for the protection of all adjacent materials, construction and finishes which may be affected by his work and, if required, any damage shall be repaired in kind. The Contractor shall provide temporary dust screens in all locations where dust or dirt resulting from construction may affect the Owner/Tenant's equipment or use of the facility. Coordinate with the CB Richard Ellis Project Management Representative for locations.
- I. Temporary dust, noise and security barriers will be required. The General Contractor shall erect suitable walls, barricades and enclosures as may be required to restrict access to the project by unauthorized personnel, protect the work, the workmen and the public from injury. All shall comply with state and local requirements.
- J. Security: The Contractor shall be responsible for the security of the site and for preventing access by non-workmen. The CB Richard Ellis Project Management and the Tenant accept no responsibility for losses, damage or theft of Contractor tools, equipment, materials or work.
- K. Parking: CB Richard Ellis Project Management or the Owner/Tenant will not provide any parking facilities. Contractor and sub-contractors must make their own arrangements.
- L. Signs: No signs, public announcement or publications concerning any aspect of this project shall be allowed without the prior approval of CB Richard Ellis Project Management, the only exception being the signs related to the safety of the work as required by law or regulations.
- M. Shutdown of Building Systems: The Contractor is responsible for coordination of all shutdowns of base building systems with CB Richard Ellis Project Management and Property Management.
- N. Use of Premises: Confine all equipment, materials debris, offices and storage to the work site. All work is to be confined to the tenants leased premises except when permitted and scheduled on a day to day basis by CB Richard Ellis Project Management. No smoking is

permitted on the premises anytime. Workmen shall be restricted to the site of the work during working hours.

SECTION 01631 - SUBSTITUTIONS

- A. All requests for substitutions of like materials shall be reviewed and approved by the Owner's Construction Representative, Architect, and Contractor prior to acceptance or incorporation in the project.
- B. Where products are specified by reference standard or description only, any product that complies with the specified requirements may be used.
- C. Where products are specified by naming one or more specific products, provide only the named product.
- D. Where products are specified by naming one or more specific products followed by the words "or equal" or "or approved equal" submit a Request for Substitution of any product not named.

SECTION 01700 - CONTRACT CLOSEOUT

- A. This Section includes administrative and procedural requirements for contract closeout including, but not limited to, the following:
 - 1. Inspection procedures
 - 2. Project record document submittal
 - 3. Operation and maintenance manual submittal
 - 4. Submittal of warranties and/or lien wavers.
 - 5. Final cleaning
- B. Substantial Completion
 - 1. Inspection Procedures: On receipt of a request for Substantial Completion inspection, the Architect will either proceed with inspection or advise the General Contractor of unfilled requirements. The Architect will prepare the Certificate of Substantial Completion following inspection or advise the General Contractor of construction items that must be completed or corrected before the certificate will be issued. It is the General Contractor's responsibility to prepare a comprehensive list of items, which require completion or correction prior to requesting the Substantial Completion Inspection.
 - 2. Should the Architect be required to perform re-inspections due to failure of the Work to comply with the claims of status of completion made by the General Contractor:
 - a. The Owner/Tenant shall compensate the Architect for Additional Services and
 - b. The Owner/Tenant shall deduct the amount of such compensation from the Final Payment to the Contractor.
 - 3. Results of the completed inspection(s) will form the basis of requirements for final acceptance.
- C. Maintenance Manuals: Organize operation and maintenance data into suitable sets of manageable size. Bind properly indexed data in individual, heavy-duty, 3-ring, vinyl-covered binders, with pocket folders for folded sheet information. Mark appropriate identification on front and spine of each binder. Include all appropriate information.
- D. Operation and Maintenance Instructions: Arrange for each Installer of equipment that requires regular maintenance to meet with the Owner/Tenant's personnel to provide instruction in proper operation and maintenance. Provide instruction by manufacturer's representatives if installers are not experienced in operation and maintenance procedures.
- D. Cleaning: Employ experienced workers or professional cleaners for final cleaning. Clean each surface or unit to the condition expected in a normal, commercial building cleaning and maintenance program. Contractor shall clean all new and existing light fixture lenses, free of blemishes, and clean existing exterior building blinds prior to Substantial Completion.
- E. Dumpsters: The Contractor shall be responsible for the dumpster rental(s) and will be required to maintain a clean, orderly site, on a daily basis, to the satisfaction of CB Richard Ellis Project Management. Dumpster location and time allowed must be coordinated and approved by Property Management.
- E. Removal of Protection: Remove temporary protection and facilities installed for protection of the Work during construction.

- F. Compliance: Comply with regulations of authorities having jurisdiction and safety standards for cleaning. Do not burn waste materials. Do not bury debris or excess materials on the Owner/Tenant's property. Do not discharge volatile, harmful, or dangerous materials into drainage systems. Remove waste materials from the site and dispose of lawfully.

SECTION 01731 - CUTTING AND PATCHING

- A. Summary: This Section includes procedural requirements for cutting and patching.
1. Related Work: See Division 7 Section "Through-Penetration Firestop Systems" for patching fire-rated construction.
See Divisions 2 through 16 Sections for specific requirements and limitations applicable to cutting and patching individual parts of the Work.
 2. Any cutting and patching which might negatively impact the landlord, or other tenant's within the building, shall be completed during non-business hours.
 3. Quality Assurance
 - a. Structural Elements: Do not cut and patch structural elements in a manner that could change their load-carrying capacity or load-deflection ratio.
 - b. Operational Elements: Do not cut and patch operating elements and related components in a manner that results in reducing their capacity to perform as intended or that result in increased maintenance or decreased operational life or safety.
 - c. Miscellaneous Elements: Do not cut and patch the following elements or related components in a manner that could change their load-carrying capacity, that results in reducing their capacity to perform as intended, or that results in increased maintenance or decreased operational life or safety.
 - d. Visual Requirements: Do not cut and patch construction in a manner that results in visual evidence of cutting and patching. Do not cut and patch construction exposed on the exterior or in occupied spaces in a manner that would, in Architect's opinion, reduce the building's aesthetic qualities. Remove and replace construction that has been cut and patched in a visually unsatisfactory manner.
- B. Products
1. Materials: Comply with requirements specified in other Sections of these Specifications.
 - a) Existing Materials: Use materials identical to existing materials. For exposed surfaces, use materials that visually match existing adjacent surfaces to the fullest extent possible
 - 1) If identical materials are unavailable or cannot be used, use materials that, when installed, will match the visual and functional performance of existing materials
- C. Execution
1. Examination: Examine surfaces to be cut and patched and conditions under which cutting and patching are to be performed.
 2. Preparation
 - a. Temporary Support: Provide temporary support of Work to be cut.
 - b. Protection: Protect existing construction during cutting and patching to prevent damage. Provide protection from adverse weather conditions for portions of Project that might be exposed during cutting and patching operations
 - c. Adjoining Areas: Avoid interference with use of adjoining areas or interruption of free passage to adjoining areas.
 - d. Existing Services: Where existing services are required to be removed, relocated, or abandoned, bypass such services before cutting to avoid interruption of services to occupied areas.
 3. Performance
 - a. General: Employ skilled workers to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time, and complete without delay.
 - 1) 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 condition.

- 2) Patching: Patch construction by filling, repairing, refinishing, closing up, and similar operations following performance of other Work. Patch with durable seams that are as invisible as possible. Provide materials and comply with installation requirements specified in other Sections of these Specifications

SECTION 01732 - SELECTIVE DEMOLITION

- A. General: This Section includes demolition and removal of selected portions of existing improvements as required for new construction and as indicated on drawings and specified herein.
 1. Any selective demolition, which might negatively impact the landlord, or other tenant's within the building, shall be completed during non-business hours.
 2. Materials Ownership: Except for items or materials indicated to be reused, salvaged, reinstalled, or otherwise indicated to remain landlord's property, demolished materials shall become Contractor's property and shall be removed from Project site.
 3. Submittals:
 - a. Schedule of Selective Demolition Activities: Indicate detailed sequence of selective demolition and removal work, with starting and ending dates for each activity, interruption of utility services, use of elevator and stairs, and locations of temporary partitions and means of egress.
 - b. Pre-demolition Photographs or Videotape: Show existing conditions of adjoining construction and site improvements that might be misconstrued as damage caused by selective demolition operations. Submit before Work begins.
 - c. Hazardous Materials: It is not expected that hazardous materials will be encountered in the Work. Refer to General Conditions of this contract.
 - 1) If materials suspected of containing hazardous materials are encountered, do not disturb; immediately notify Architect and Landlord. Hazardous materials will be removed by landlord under a separate contract.
- B. Execution
 1. Examination: When unanticipated mechanical, electrical, or structural elements that conflict with intended function or design are encountered, investigate and measure the nature and extent of conflict. Promptly submit a written report to Architect and the Owner/Tenant's Construction Representative.
 2. Preparation
 - a. Conduct selective demolition and debris-removal operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.
 - 1) Do not close or obstruct streets, walks, walkways, or other adjacent occupied or used facilities without permission from landlord/building manager and authorities having jurisdiction. Provide alternate routes around closed or obstructed traffic ways if required by governing regulations.
 3. Selective Demolition
 - a. General: Demolish and remove existing construction only to the extent required by new construction and as indicated. Use methods required to complete the Work within limitations of governing regulations.
 - b. Existing Facilities: Comply with building manager's requirements for using and protecting elevators, stairs, walkways, loading docks, building entries, and other building facilities during selective demolition operations.
 - c. Removed and Salvaged Items:
 - 1) Clean salvaged items.
 - 2) Transport items to landlord's on-site storage area
 - 3) Protect items from damage during transport and storage.
 - d. Removed and Reinstalled Items:
 - 1) Clean and repair items to functional condition adequate for intended reuse. Paint equipment to match new equipment.
 - 2) Protect items from damage during transport and storage.

- 3) Reinstall items in locations indicated. Comply with installation requirements for new materials and equipment. Provide connections, supports, and miscellaneous materials necessary to make item functional for use indicated.
4. Patching and Repairs
 - a. General: Promptly repair damage to adjacent construction caused by selective demolition operations.
 - b. Repairs: Where repairs to existing surfaces are required, patch to produce surfaces suitable for new materials.
 - c. Finishes: Restore exposed finishes of patched areas and extend restoration into adjoining construction in a manner that eliminates evidence of patching and refinishing.
 - d. Floors and Walls: Where walls or partitions that are demolished extend one finished area into another, patch and repair floor and wall surfaces in the new space. Provide an even surface of uniform finish color, texture, and appearance. Remove existing floor and wall coverings and replace with new materials, if necessary, to achieve uniform color and appearance.
Ceilings: Patch, repair, or re-hang existing ceilings as necessary to provide an even-plane surface of uniform appearance.

END OF DIVISION 1

11 February 2009

RBC Wealth Management – Portland, ME
Project No. 8528293.03

REQUEST FOR SUBSTITUTION FORM

**RBC Wealth Management
09 Expansion
2 Portland Square
Suite 501
Portland, ME 04101**

**TO: Walsh Bishop Associates
c/o RBC Wealth Management
RBC Plaza
60 South 6th Street, Mail Stop -P12
Minneapolis, MN 55402
Attn: Adam Kezziah**

SPECIFICATION NO. _____ PARAGRAPH NO. _____

SPECIFIED PRODUCT: _____

PROPOSED SUBSTITUTION: _____

REASON FOR SUBSTITUTION: _____

ATTACH COMPLETE TECHNICAL DATA, LITERATURE AND SAMPLE IF APPLICABLE

- A. Does the proposed substitution fail to satisfy, in any respect, characteristics specified for the original product? _____ Y _____ N
- B. Does the substitution affect any dimensions shown on the drawings _____ Y _____ N
- C. Does the substitution affect any other trades? _____ Y _____ N
- D. Does the warranty differ from that specified? _____ Y _____ N
- E. Does the substitution extend the project schedule? _____ Y _____ N
- F. Does the substitution affect cost to the Owner? _____ Y _____ N
- If so, how much? Add \$ _____ Deduct \$ _____ No Change _____
- G. If you indicate "Yes" to any of the above items, attach a thorough explanation on your Company letterhead as follows:
- a. Explain any differences between the proposed substitution and the specified product.
 - b. Summarize experience with the product and manufacturer in the Project area.

11 February 2009

RBC Wealth Management – Portland, ME
Project No. 8528293.03

The undersigned states that the function, appearance, quality and warranty of the proposed substitution is equivalent or superior to the specified item, unless otherwise noted, and that the information above and attached is true and correct.

Submitted by: _____
Position: _____
Company Name: _____
Address: _____
City, State, Zip: _____
Date: _____
Telephone: _____
Signature: _____

For Use by Architect:

Accepted: _____

Accepted as Noted: _____

Not Accepted: _____

Received Too Late: _____

By: _____

Date: _____

Remarks:

DIVISION 5 - METALS**A. SECTION 05500 - MISCELLANEOUS METALS**

1.

- a. Reference Standards shall be:
 - American Institute of Steel Construction (AISC), "Specifications for Design, Fabrication and Erection of Structural Steel for Buildings," latest edition.
 - AISC "Code of Standard Practice for Steel Buildings and Bridges," 2000 edition.
 - American Welding Society (AWS) "Structural Welding Code," D1.1-2000.
 - ASTM A36 - 97 "Specification for Carbon Structural Steel"
 - ASTM A572-96 "Specification for Structural Steel"
 - ASTM A500 - 99 "Specification for Cold Formed Welded and Seamless Carbon Steel Structural Tubing in Rounds and Shapes."
 - ASTM A307 - 94 "Specification for Carbon Steel Bolts and Studs, 60,000 PSI Tensile Strength."
- b. Submittals/Shop Drawings
 - 1) Upon award of Contract, prepare shop drawings of all miscellaneous metal based on design drawings, for review and approval by the Architect.
 - 2) Do not fabricate until shop drawings are approved.
 - 3) Standard connections shall be used wherever possible. Fabricator is responsible for design of all connections not detailed on drawings.
 - 4) Certificates to be submitted to the Architect, where required:
 - a) AISC Quality Certification Program
 - b) Welder Qualifications
- c. Measurements
 - 1) Contractor shall verify all dimensions given on drawings and shall make such field measurements as are necessary to lay out the work properly and assure proper fit and proper elevations.
 - 2) Contractor shall be fully responsible for accuracy of all measurements and laying out of the work.
- d. Quality Assurance
 - 1) All shop and field welds shall be made by personnel qualified according to Section 5 of the AWS D1.1-2000.
 - 2) The Contractor shall engage an independent qualified weld inspector to perform inspections as outlined in Section 6.1, 6.2, 6.3, 6.4 and 6.5 of the AWS Structural Welding Code for both shop welds and field welds.
 - 3) The Contractor shall engage an independent testing laboratory to inspect both shop and field installed bolts according to AISC Structural Joints using ASTM A325 or A490 Bolts - Section 6 Inspections.
 - 4) Miscellaneous and ornamental metals are in this section as a result of the close relationship of various elements, and since similar end products would be provided under separate sections. Do not construe the combining of these elements as relieving the contractor of furnishing and installing exposed work, where appearance is prime consideration, in any other manner than to the highest quality of work.
- e. Exposed Items, where appearance is a prime consideration: Steel shall be smooth surfaced, cold formed, cold rolled or drawn steel that is free of blemishes. Where necessary to use structural steel shapes for "finished" work exposed surfaces shall be finished to provide surfaces similar to cold rolled work.

2. Materials

Bolts, Nuts and Washers where anchored into concrete and masonry:

ASTM F1554, Grade 36 with washers and nuts, hot dipped galvanized, unless otherwise noted on drawings.

Bolts, Nuts and Washers connecting steel to steel:

ASTM A325 Type 1, plain, 3/4" minimum, unless otherwise noted on drawings.

Miscellaneous Structural Steel: ASTM A-36

Steel Pipe:

ASTM A53, type and grade as selected by the fabricator and required for design loading, 1-1/2" or 1-1/2" O.D. standard weight wrought steel pipe.

Brackets, flanges and anchors: Cast or formed metal of same type material and finish as supporting rails.

3. Execution

- a. All steelwork shall be shop primed. Primers shall be Rust-Oleum (739), Tnemec (99) or Hentzen #4080, or equal.
- b. Erect steel members in accordance with AISC Code of Standard Practice".
- c. For miscellaneous metal items exposed to view: Fabricate units from structural steel shapes, plates and bars, use material of size and thickness as indicated, where not indicated, as required to produce the strength and durability in finished product for the use intended. Work to dimensions shown.
 - 1) Form exposed work true and level with accurate angles and surfaces, and straight edges. Ease exposed edges. Weld corners and seams continuously. Grind exposed welds smooth and flush to match adjoining surfaces.
 - 2) Use concealed field joints wherever possible. Provide anchorages, cut-outs and fittings as required for assembly and installation with other work.

END OF DIVISION 5

DIVISION 6 - WOOD AND PLASTICS**A. SECTION 06100 - ROUGH CARPENTRY**

1. Reference Standards shall be:
 - a. Lumber Grades - Western Wood Products Association "Products Use Manual".
 - b. Plywood Grades - American Plywood Association "Plywood Commercial/Industrial Construction Guide".
 - c. Preservative Treated Lumber - American Wood Preservers Bureau, "LP-2 Pressure Treated with Water-borne Preservatives".
 - d. Fire-Retardant Treated Lumber - American Wood Preservers Association "C20-latest edition, Structural Lumber, Fire Retardant Pressure Treatment".
2. Materials
 - a. Framing and Blocking: No. 2 or better, S4S, Douglas Fir-Larch, moisture content not to exceed 19 percent.
Where required, all members fire-retardant treated per AWPA C20-latest edition. Field treat all cut ends/raw edges.
 - b. Interior Plywood backing panels: APA Rated DOC PS 1, C-D Plugged, fire-retardant treated, in thickness indicated, if not indicated than not less than ½ inch thick.
3. Execution
 - a. Install all items closely fitted, accurately set to required lines, levels, rigidly secured in place.
 - b. Provide wood blocking, bucks, grounds, nailers and furring of size, shape and number required to secure other materials in place.
 - c. Plywood Panel Installation:
 - 1) General: Comply with applicable recommendations contained in APA Form No. E30K, "APA Design/Construction Guide: Residential & Commercial," for types of panels and applications indicated
 - 2) Fastening Methods: Screw to cold-formed metal framing. Space panels 1/8 inch apart at edges and ends.

B. SECTION 06200 - FINISH CARPENTRY

1. General
 - a. Quality Standards shall be: "Architectural Woodwork Quality Standards Guide Specification" as published by the Architectural Woodwork Institute (AWI), latest edition.
 - b. All architectural millwork shall be "Custom" grade, as defined by the above reference. Details shall conform to "flush overlay" design, or as indicated on drawings.
 - c. Submittals: Submit shop drawings for all wood veneer paneling and millwork items. Submit samples of wood, wood veneer and plastic laminate.
 - d. Submit stained wood samples, minimum size 4 inch x 8 inch, that clearly represent grade of veneers, lay-up, and stain color and finish. Provide 2 samples for each finish specified. Variance from the Architect's approved sample may result in rejection of fabricated materials.
 - e. Refer to Add Alternates for price increase or decrease for fabrication of Finish Carpentry.
2. Products
 - a. Interior Standing and Running Trim: Finished lumber and moldings.
 - 1) Wood Molding Patterns: Stock moldings made to patterns included in WMMPA WM 7 and graded under WMMPA WM 4.
 - a) Base: 4 inch high x ½" thick with eased top edge, as indicated on drawings.
 - 2) Wood 1 (**WD1**): Red Oak, (plain sliced)
 - b. Materials
 - 1) Plastic laminate shall be general-purpose grade, NEMA LD3, color and finish as indicated on Interior Finish drawings and Schedules. Materials manufactured by Formica, Nevamar, Wilson Art, Pionite, Laminart are acceptable pending review and approval of the Architect.
 - 2) Interior Woodwork for painted finish: AWI "Custom Grade" White Birch.
 - 3) Interior woodwork scheduled to receive clear (stained) finish: shall be AWI "Premium Grade",

- 4) Wood 1 (**WD1**): Red Oak, (plain sliced)
- 5) Interior wood paneling system: shall be AWI Premium Grade custom flat panels fabricated of 3/4" thick medium density fiberboard with wood veneer faces and edging.
 - a) Premium Grade, quarter sliced veneer face and edge banding of species indicated
 - b) Veneer faces within each panel shall be book match/running match
 - c) Veneer panels shall be installed in a sequenced match. Select and arrange panels for similarity of grain pattern and color between panels.
 - d) Shop finishing: comply with AWI Section 1500. To greatest extent possible, finish architectural woodwork at fabrication shop. Defer only final touchup and cleaning until after installation.
 - i) Premium Grade
 - ii) Backpriming: Apply one coat of sealer or primer, compatible with finish coats, to concealed surfaces of woodwork. Apply two coats to end-grain surfaces
 - iii) Finish System: AWI TR-2 catalyzed lacquer: 1 coat toner, 1 coat stain, 2 coats laquer
 - iv) Sheen: 20 Flat, 10° - 15°
 - e) The actual veneer stain and finish color shall match Architects sample.
 - i) **WD1** (red oak): to match: 'RBC Wealth Management Haworth Masters/Tripoli # VR-AD3, Test # 215693, RBC 05-02 Walnut

or similar to: 2 parts Bartley Dark Brown Mahogany
1 part tonetic Rich Mahogany
 - f) Size and configuration of the panels shall be as indicated on drawings.
- 6) All casework hardware shall be as selected by the millwork manufacturer or as specified below, and approved by the Architect

Drawer slides:	KV #1428 or equal, 50 lb. rated, full extension
File drawer slides:	KV #8500 or equal, 150 lb. rated, full extension
Hinges:	Grass 1200 series, or equal, self-closing, fully concealed
Wood cabinet pulls:	Hafele # 102.47.953, 4" pulls, stainless steel finish, or equal, mount horizontally.
Closet bars:	Garcy #A3337, or equal

3. Execution

a. Casework/Millwork:

- 1) Manufacturer: Responsible for details, dimensions not controlled by job conditions; show on shop drawings all field measurements beyond his control. Contractor, casework/millwork manufacturer: Cooperate to establish and maintain these field dimensions
- 2) All plastic laminate cabinet interiors and all interior shelves shall receive a white melamine finish or its equivalent.
- 3) All cabinets shall be provided with a continuous, 3/8 inch thick cabinet back with melamine surface.
- 4) Securely attach casework/millwork to adjoining construction with approved anchoring devices. Install all items closely fitted and accurately set to required lines and levels.
- 5) Leave all surfaces clean and true and all exposed wood surfaces sanded parallel with grain, free of discernible marks and ready for finishes

b. Miscellaneous items furnished under other sections

- 1) Install finish hardware furnished under other sections in accordance with manufacturer's written instructions.
- 2) Install wood / metal doors in accordance with manufacturer's written instructions. Install true and plumb.

END OF DIVISION 6

DIVISION 7 - THERMAL AND MOISTURE PROTECTION**A. SECTION 007210 - SECTION INSULATION AND VAPOR BARRIERS**

1. General
 - a. This Section includes labor and material for the furnishing and installation of concealed building insulation, vapor retarders.
 - b. Fire-Test-Response Characteristics: Provide insulation and related materials with the fire-test-response characteristics indicated, as determined by testing identical products per ASTM E 84 for surface-burning characteristics, by UL or another testing and inspecting agency acceptable to authorities having jurisdiction. Identify materials with appropriate markings of applicable testing and inspecting agency
2. Materials:
 - a. General: Provide insulating materials that comply with requirements and with referenced standards and, for preformed units, in sizes to fit applications indicated, selected from manufacturer's standard thicknesses, widths, and lengths.
 - b. Unfaced fiberglass thermal and acoustic batts shall be per Fed. Spec. #HH-1-521E, Type 1, 3-1/2 inch or 5-1/2 inch thickness or as indicated on the drawings.
 - c. Acoustic wall insulation for 3-5/8 inch stud cavity: sound attenuating fire blankets (SAFB), semi-rigid mineral fiber mats similar to "USG "Thermafiber Insulation" blankets, 2 inch thickness
 - d. Polyethylene vapor barrier: where indicated, shall be a 6 mil. polyethylene film with a vapor transmission rating of .02 perm. Seal joints with adhesive tape recommended by the manufacturer.
3. Execution
 - a. General: Install insulation to comply with insulation manufacturer's written instructions applicable to products and application indicated. Extend insulation in thickness indicated to envelop entire area to be insulated. Cut and fit tightly around obstructions and fill voids with insulation. Remove projections that interfere with placement
 - b. Install batt insulation tightly between framing members, and other locations as indicated. Fill all voids, and other spaces to form a complete thermal / acoustic barrier.
 - 1) Place blankets in cavities formed by framing members to produce a friction fit between edges of insulation and adjoining framing members
 - 2) Use blanket widths and lengths that fill the cavities formed by framing members. If more than one length is required to fill cavity, provide lengths that will produce a snug fit between ends.
 - 3) For metal-framed wall cavities where cavity heights exceed 96 inches (2438 mm) support unfaced blankets mechanically and support faced blankets by taping stapling flanges to flanges of metal studs.
 - c. Installation of Vapor Retarders: Extend vapor retarder to extremities of areas to be protected from vapor transmission. Secure in place with adhesives or other anchorage system as indicated. Extend vapor retarder to cover miscellaneous voids in insulated substrates, including those filled with loose-fiber insulation.
 - 1) Seal vertical joints in vapor retarders over framing by lapping not less than two wall studs. Fasten vapor retarders to framing at top, end, and bottom edges; at perimeter of wall openings; and at lap joints. Space fasteners 16 inches (406 mm) o.c.
 - 2) Seal overlapping joints in vapor retarders with adhesives or vapor-retarder tape according to vapor-retarder manufacturer's instructions. Seal butt joints and fastener penetrations with vapor-retarder tape. Locate all joints over framing members or other solid substrates.
 - 3) Seal joints caused by pipes, conduits, electrical boxes, and similar items penetrating vapor retarders with vapor-retarder tape to create an airtight seal between penetrating objects and vapor retarder.

B. SECTION 07840 - FIRESTOPPING

1. Materials

- a. Fire-Resistant Joint Sealer: hourly rating as required, fire-resistant joint sealant system Tremco "Dymeric" two-part polyurethane terpolymer sealant used in conjunction with Manville "Cerablanket FS" insulation and a polyethylene closed cell foam backer strip.; 3M "FB-2000 Fire Barrier Silicone Sealant"; or approved equal. UL or FM label for fire endurance per ASTM E-119. System shall be tested to the indicated and shall be approved by ICBO Code 3198.
- b. Provide f-rated through penetration firestop systems with the following ratings determined by ASTM E814 or UL 1479.

C. SECTION 07920 - SEALANTS

1. Materials

- a. Manufacturers: Products manufactured by Tremco, Pecora, Sonneborn, GE, Dow Corning, or approved equal are acceptable. Provide sealants, joint fillers, and other related products that are compatible with one another and with the joint substrates under the conditions of service and application as demonstrated by the sealant manufacturer.
 - b. Elastomeric Joint Sealants:
 - 1) Horizontal Joint Sealant: Two-part self-leveling urethane or two-part polysulphide as recommended by manufacturer for proposed application.
 - 1) Vertical Joint Sealants: One-part neutral cure silicone sealants as recommended by the manufacturer for proposed application.
 - 2) Acoustical Sealant: USG "Acoustic Sealant" or Tremco "Acoustical" sealant.
 - 3) Mildew Resistant Sealant: One part silicone for interior joints in ceramic tile at toilet rooms. Sealant color to be white, or clear, as indicated by architect.
 - 4) Acrylic Emulsion Sealants: Paintable, one part acrylic emulsion sealant for interior vertical and overhead joints at perimeter of hollow metal door frames, in gypsum drywall, concrete and concrete masonry.
 - c. Back-up: Round continuous length, compressible closed-cell polyurethane foam backer rod, as manufactured by Dow Chemical, or "Denver Foam" by Bostik Construction Products Division.
 - d. Sealant Primer: As recommended by sealant manufacturer.
2. Installation shall be in conformance with manufacturer's recommendations. Install back-up material to provide compound depth required.

END OF DIVISION 7

DIVISION 8 - DOORS AND FRAMES**A. SECTION 08200 – FLUSH WOOD DOORS**

1. General

- a. Referenced Standards: Chapter 1300 of the Architectural Woodwork Institute's "Quality Standards, Guide Specifications", latest edition.
- b. Submittals: Submit shop drawings showing all features of construction and anchorage, wood veneer faces, if required.
- c. Refer to Add Alternates for price increase or decrease for fabrication of Flush Wood Doors
 - 1) Samples for verification: Factory finishes applied to actual door face materials, approximately 8 by 10 inches (200 by 250 mm), for each material and finish. For each wood species and transparent finish, provide set of three samples showing typical range of color and grain to be expected in the finished work
- d. Quality Assurance
 - 1) Provide AWI Quality Certification Labels or an AWI letter of licensing for Project indicating that doors comply with requirements of grades specified.
 - 2) Fire-Rated Wood Doors: Doors complying with NFPA 80 that are listed and labeled by a testing and inspecting agency acceptable to authorities having jurisdiction, for fire ratings indicated, based on testing according to UBC Standard 7-2.
 - 3) Special Warranty: Manufacturer's standard form, signed by manufacturer, installer, and Contractor, in which manufacturer agrees to repair or replace doors that are defective in materials or workmanship, have warped (bow, cup, or twist) more than 1/4 inch (6.4 mm) in a 42-by-84-inch (1067-by-2134-mm) section, or show telegraphing of core construction in face veneers exceeding 0.01 inch in a 3-inch (0.25 mm in a 75-mm) span.
 - 4) Warranty shall also include installation and finishing that may be required due to repair or replacement of defective doors.

2. Materials

- a. Wood veneer covered doors shall be as manufactured by Algoma Hardwoods, Inc., Eggers hardwood Products Corp., Weyerhaeuser Company, or approved equal.
 - 1) Non-rated doors: Premium Grade, wood veneer faced solid core doors: 1-3/4 inch thick, AWI-PC-5, solid core particleboard construction, AWI- Premium Grade "A" face veneers, book matched. Door edges to be banded with wood veneers to match faces. Provide SCL blocking
 - 2) Rated (U.L., or equal, labeled): Premium Grade wood veneer faced solid core doors: 1-3/4 inch thick, AWI-FPC-5, solid mineral core construction, AWI- Premium Grade "A" face veneers, book matched. Door edges to be banded with wood veneers to match faces.
 - 3) Face veneers to be Red Oak – plain sliced.
 - 4) Pair and Set Match: Provide for doors hung in same opening or separated only by mullions.
- b. Factory Finishing
 - 1) General: Comply with AWI's "Architectural Woodwork Quality Standards Illustrated" for factory finishing.
 - 2) Transparent Finish
Grade: Premium.
Finish: Manufacturer's standard finish with performance comparable to AWI System TR-6 catalyzed polyurethane
Staining: The actual veneer stain and finish color shall match Architects sample. "Kimball Furniture Co. Judicial on Walnut."
Sheen: Satin.

3. Execution

a. Fabrication

- 1) Factory fit doors to suit frame-opening sizes indicated, with the following uniform clearances and bevels, unless otherwise indicated:

- a) Provide 1/8 inch clearance between door and frame and ½ inch clearance between bottom of door and finish flooring
 - b) Comply with clearance requirements of referenced quality standard for fitting. Comply with requirements in NFPA 80 for fire-rated doors
 - c) Factory machine doors for hardware that is not surface applied. Locate hardware to comply with DHI-WDHS-3. Comply with final hardware schedules, door frame Shop Drawings, DHI A115-W series standards, and hardware templates
 - d) No machining is required for totally surface mounted hardware, such as push and pull plates, kickplates, rim type panic devices.
- b. Door Installation/Execution
- 1) Manufacturer's Written Instructions: Install doors to comply with manufacturer's written instructions, referenced quality standard, and as indicated.
 - 3) Install fire-rated doors in corresponding fire-rated frames according to NFPA 80.
 - 4) Machine doors in factory as required to receive hardware. No machining is required for totally surface mounted hardware, such as push and pull plates, kick plates, rim type panic devices.
 - 5) Provide 1/8" clearance between door and frame and 1/2" clearance between bottom of door and finish flooring.
 - 6) Operation: Rehang or replace doors that do not swing or operate freely.
 - 7) Finished Doors: Replace doors that are damaged or do not comply with requirements. Doors may be repaired or refinished if work complies with requirements and shows no evidence of repair or refinishing.

B. SECTION 08700 - HARDWARE

- 1. General:
 - a. It is not the intent of this schedule to specify all the hardware required, but to provide a general description of the hardware items which may be necessary. Should items of hardware, not scheduled, be required for the completion of the work, furnish such items of type, quality suitable for the service required.
 - b. Submittals: Furnish four (4) copies of a complete hardware schedule
- 2. Materials:
 - a. Manufacturer and item number specified are for function, quality and finish desired. Comparable items may be furnished by the following manufacturers: Stanley, Sargent, Schlage, Corbin, Russwin, Yale, Von Duprin, LCN, Hiawatha, Pemco, Reese, Glynn-Johnson, Zero, Ives, National Guard, Quality, or Building Standard. Provide the named product or comparable product manufactured by others, pending review and approval by the Architect for conformance with the design intent
 - b. Basis-of-Design Product: Product named for each door hardware item indicated in Hardware Group establishes the basis of design.
 - c. Finish: All hardware to be US 26D.
 - d. Keys: Provide nickel-silver keys permanently inscribed with a visual key control number and "DO NOT DUPLICATE" notation. In addition to one extra blank key for each lock, provide three change keys and five master keys.
 - e. Door Hardware:
 - 1) Hinges: Hager BB1279 or Stanley FBB179
 - 2) Mortise Locksets: Schlage L90 series x Athens
 - 3) Bored Locksets: Schlage D80PD x Athens (storage function)
Schlage D53PD x Athens (entrance function)
Schlage D50PD x Athens (office function)
Schlage D70PD x Athens (classroom function)
Schlage D10S x Athens (passage set)
Schlage D40S x Athens (privacy set)
 - 4) Dummy Trim: Schlage D170 x Athens
 - 5) Strike: Schlage 10-025 x 1-1/2" lip
 - 6) Exit devices: Von Duprin 9 series
 - 7) Flush Bolts: Glynn-Johnson FB series
 - 8) Wall stops: Glynn-Johnson WB-60 series

- 9) Coat and Hat rack: Hafele #842.34.000, stainless steel, brush finish, mount at 66" AFF.
- 10) Door closers: LCN 4111 series w/spring cush
- 11) Coordinators: Glynn-Johnson COR-2 series
- 12) Door closer w/hold open: LCN 4111-cush-n-stop
- 13) Door push: Hiawathia #200D, 3 1/2" 15"
- 14) Door pull: Hiawathia #537B x 12"
- 15) Smoke seals: Pemko #S88 at head and jambs
Pemko #S77 at meeting stile
- 16) Roller latch: Glynn-Johnson GJ32
- 17) Overhead stops: Glynn Johnson 450 series
- 18) Pocket door hardware
 - a) trolley track: Stanley #XY2641 6' length
 - b) hanger and bracket set: Stanley #XY2650/ XY2650-C and XY2641-EC
 - c) floor guide: Stanley #SP2550
 - d) pocket door pull: Stanley #CD40-4030

3. Execution

- a. Examine doors and frames for compliance with requirements for installation tolerances, labeled fire door assembly construction, wall and floor construction, and other conditions affecting performance. Examine roughing-in for electrical power systems to verify actual locations of wiring connections before electrified door hardware installation.
 - b. Steel Door and Frame Preparation: Comply with DHI A115 series. Drill and tap doors and frames for surface-applied hardware according to SDI 107.
 - c. Wood Door Preparation: Comply with DHI A115-W series.
4. Hardware Groups: Refer to drawings

C. SECTION 88800 - GLAZING

1. General

- a. Summary: Work under this section includes all glass and glazing not specifically required by other sections.
- b. Submittals: submit samples of decorative glazing for review and approval.
- c. Quality Assurance:
 - 1) Safety Glass: Category II materials complying with testing requirements in 16 CFR 1201 and ANSI Z97.1.
 - 2) Comply with written instructions of glass product manufacturers; GANA's "Glazing Manual;" and publications of GANA, AAMA, and SIGMA as applicable to products indicated, unless more stringent requirements are indicated

2. Materials

- a. (GL1) Heat-Treated Float Glass: ASTM C 1048, Condition A (uncoated), Type I, Class 1 (clear) FT (fully tempered).

2. Execution

- a. Installation
 - 1) Comply with combined recommendations of manufacturers of glass, sealants, gaskets, and other glazing materials, unless more stringent requirements are contained in GANA's "Glazing Manual."
 - 2) Set glass lites in each series with uniform pattern, draw, bow, and similar characteristics.

END OF DIVISION 8

DIVISION 9 - FINISHES**A. SECTION 09260 - GYPSUM WALLBOARD**

1. General
 - a. Referenced Specifications: "Using Gypsum Board for Walls and Ceilings: as published by the Gypsum Association (GA-201-90).
2. Materials:
 - a. Acceptable Manufacturers
 - 1) BPB America Inc.
 - 2) G-P Gypsum.
 - 3) Lafarge North America Inc.
 - 4) National Gypsum Company.
 - 5) USG Corporation.
 - b. Provide gypsum board of types indicated in maximum lengths available to minimize end to end joints and in 54 inch widths unless indicated otherwise.
 - c. Gypsum Wall Board: ASTM C36, made with 100 percent recycled and unbleached paper facings bonded without adhesives; gypsum core consisting of recycled gypsum or post-industrial flu-gas desulphurization (FSG) synthetic gypsum.
 - 1) Fire-rated Board: Type X, 5/8 inches thick, long-edges tapered.
 - 2) Moisture Resistant Wallboard: Type X, 5/8 inches thick, long-edges tapered.
 - d. Nonload-bearing steel framing members for gypsum board assemblies complying with the following requirements
 - 1) Steel Studs and Runners: ASTM C 645, with flange edges of studs bent back 90 degrees and doubled over to form 3/16-inch wide minimum lip (return), and complying with the following requirements for minimum thickness of base (uncoated) metal and for depth: 18 mils (0.0188 inches).
 - 2) Protective Coating: ASTM A 653M, Z 90 hot-dip galvanized coating.
 - 3) Deflection Track: Manufacturer's standard top runner designed to prevent cracking of gypsum board applied to interior partitions resulting from deflection of the structure above fabricated from steel sheet complying with ASTM A 653 or ASTM A 568. Thickness as indicated for studs, and width to accommodated depth of studs
 - e. Metal Trim: USG No. 200-A (No. 200 A-J shaped trim is not acceptable). Use at edges of wallboard abutting other finish surfaces, materials.
 - f. Control Joints: USG No. 093.
 - g. Drywall Screws: Type S bugle head, length as required.
 - h. Outside Corner Reinforcements: USG #103 or #800 corner beads.
Note: approved plastic trim pieces may be used at the Contractors option.
 - i. Steel Rigid Furring Channels: ASTM C 645, hat shaped, minimum 0.0179 inch thickness, 7/8 inch and 1-1/2 inch depth and as indicated on drawings:
 - j. Furring Brackets: Serrated-arm type, adjustable, fabricated from corrosion-resistant steel sheet complying with ASTM C 645, designed for screw attachment to steel studs and steel rigid furring channels used for furring.
 - k. Steel Resilient Furring Channels: Manufacturer's standard product designed to reduce sound transmission, fabricated from steel sheet complying with ASTM A 653 or ASTM A 568 to form 1/2-inch- deep channel
 - l. Fasteners for Metal Framing: Provide fasteners of type, material, size, corrosion resistance, holding power, and other properties required to fasten steel framing and furring members securely to substrate involved; complying with the recommendations of gypsum board manufacturers for applications indicated.
 - m. Joint Compound: USG Ready-mixed type of gypsum drywall.
 - n. Joint Reinforcement: USG "Perf-A-Tape" for gypsum wallboard.
 - o. Acoustical Sealant for Exposed and Concealed Joints: Manufacturer's standard nonsag, paintable, nonstaining latex sealant complying with ASTM C 834.
 - p. Access panels: Non-insulated, trimless, flush access panels for gypsum board: Steel units.24" x 24".
Model # DWC as manufactured by Larsens Mfg.
Model #WB as manufactured by J.L Industries.
Model #KDW as manufactured by Karp Associates,
3. Execution

- a. Temperature in Building: Maintained between 55 degrees and 70 degrees F. during wallboard application. Provide adequate ventilation to carry off excess moisture.
- b. Install gypsum wallboard to achieve U.L. rated assembly, as indicated on drawings.
- c. Follow Gypsum Association's recommendations for installation procedures, screwing patterns.
 - 1) Install steel framing to comply with ASTM C 754 and with ASTM C 840 requirements that apply to framing installation.
 - 2) Install supplementary framing, blocking, and bracing at terminations in gypsum board assemblies to support fixtures, equipment services, heavy trim, grab bars, toilet accessories, furnishings, or similar construction. Comply with details indicated and with recommendations of gypsum board manufacturer or, if none available, with United States Gypsum Co.'s "Gypsum Construction Handbook."
- d. Attach metal runners at floor, ceiling to structural elements with suitable fasteners located 2" from each end, spaced 24" o.c.
- e. Position studs vertically, engaging floor, ceiling runners, spaced 16 inches o.c. When necessary, splice studs with 8" nested lap, one positive attachment per stud flange. Place studs in direct contact with all door frame jambs, abutting partitions, partition corners, existing construction elements.
- f. Anchor studs adjacent to door frames, partition intersections, corners, to ceiling, floor runner flanges with USG metal lock fastener tool. Securely anchor studs to jamb/head. Anchor clips at metal door frames by bolt or screw attachment. Over metal frames, place horizontally a cut-to-length section of runner with web-flange bent at each end; secure with one positive attachment per flange. Position a cut-to-length stud extending to ceiling runners at vertical board joints over door frame header.
- g. Install access doors and panels accurately in position. Adjust hardware and door and panels for proper operation
- h. Mix and install joint compound in accordance with manufacturer's recommendations.

B. SECTION 09500 - ACOUSTIC CEILINGS

1. General

- a. Work under this section includes the furnishing and installation of all suspension grid as indicated on drawings and the furnishing and on-site storage of all acoustic ceiling tile unless otherwise noted on drawings.
- b. Submittal: Submit samples of each tile specified for the Architect's review prior to ordering material.

2. Materials

- a. Acoustical panels shall be as manufactured by United States Gypsum (USG), or comparable products manufactured by Armstrong Ceiling Division, Celotex, Owens-Corning or equal are acceptable.
 - 1) **ACT-1:** 24" x 24" x 5/8" non-fire-rated, lay-in panels; random fissured pattern, tegular edge design: similar to USG Ceilings, 'Olympia Micro-ClimaPlus, Product Number: SLT-4220, or equal. Color: White
 - 2) **ACT-2:** 24" x 24x 3/4" non-fire-rated, lay-in panels; random fissured pattern, tegular edge design: similar to Armstrong Ceilings, 'Cirrus Profiles', Product Number: 561, or equal. Color: White (**Used in Conference Rooms ONLY**)
- b. Suspension Systems for Non-Rated Lay-In Panels: similar to #200 Snap Grid system as manufactured by Chicago Metallic Corporation; provided #01 White finish, unless noted otherwise.
- c. Edge Molding (all types), as indicated on drawings. Provide at all walls, intersection of vertical surfaces. Minimum .020" steel. Color same as exposed grid.

3. Execution

- a. Install in accordance with manufacturer's recommendations. Layout grid in each space/area symmetrically. Coordinate work with other trades so that lighting fixtures, grills, and other ceiling fixtures work to grid layout.
- b. Support suspension system form structure above, not from ductwork, metal deck, equipment, piping, etc.

- c. Space hangers not more than 6" from ends, not more than 4'-0" o.c. Provide extra hangers as required to support other work resting in or on ceiling.
- d. Furnish extra materials equal to 1% of each type of acoustical material supplied. All cartons shall be new, unopened, and labeled as to contents.

C. SECTION 09650 - RESILIENT FLOORING AND BASE

- 1. General
 - a. Submittals: Where requested, submit samples of material to be furnished for Architect's review and approval.
 - 1) Provided 1% (one percent) of each type and pattern of flooring, trim used in this project to the Owner as maintenance stock.
- 2. Materials
 - a. Basis of Design: Products selected are as manufactured by Armstrong Flooring. Comparable products manufactured Azrock, Mannington Floor Covering, Amtico, or approved equal are acceptable pending the Architect's review and approval of samples from manufacturer's full range of standard colors and patterns
 - b. Vinyl Composition Tile
 - 1) Refer to drawings
 - 12 x 12 x 1/8" thickness
 - c. Vinyl Base: 0.080 gauge, 4" high, as manufactured by Johnsonite. Comparable products manufactured by others are not acceptable.
 - Tightlock straight base at carpet
 - Coved base at hard surface materials
 - 1) Refer to drawings for base color(s)
 - b. Resilient Stair Nosing: 3/8 inch thick by 3 1/8 inch tread by 2 1/2 inch riser, solid color flexible vinyl, Model No. SRCN-XX-C as manufactured by Johnsonite; color as selected by Architect from manufacturer's standard color palette.
 - c. Reducer Strips: Mercer Plastics Co. or equal, use in locations where required to avoid unfinished tile joints abutting other floor finishes.
 - f. Adhesives and other application materials: as recommended specifically by the flooring manufacturer.
 - g. Patching, Leveling, Underlayment: Mastic Latex type, Armstrong latex underlayment #S-180, or equal.
- 3. Execution
 - a. Surfaces to receive resilient tile shall be clean, dry, and smooth. Fill defects or grind smooth, as required. Remove mortar, paint or other surface irregularities.
 - b. Do not install resilient flooring until after other finishing operations have been completed and permanent heating/air conditioning system is in operation. Moisture content of the concrete slabs, building air temperature and relative humidity must be within the limits recommended by the manufacturer. Starting of any work shall indicate acceptance by the flooring subcontractor.
 - c. Lay tile from center marks established with principal walls, discounting minor offsets so that tile at opposite edges of the room are of equal width. Adjust as necessary to avoid use of tile that are less than 3" wide at the room perimeter.
 - d. Place tile in adhesive cement in strict accordance with manufacturer's written instructions. Match tile for color and pattern by using tile from cartons in the same sequence as manufactured and packaged.
 - e. Place resilient reducer strips tightly butted to tile and secure with adhesive. Provided edging strips at all unprotected edges of tile.
 - f. Tightly cement base to wall surface without open cracks, voids, raising and puckering at the joints, telegraphing of adhesive spreader marks through the base, or other surface imperfections.
 - g. Place cove edges tightly butted to flooring. Seams shall not be permitted in base strips of any wall less than 12'-0" long.

D. SECTION 09680 - CARPETING

- 1. General:
 - a. Work under this section includes the furnishing and installation of all carpeting, carpet tiles and carpet accessories as indicated on drawings and specified herein.

- b. Submit shop drawings showing carpet layout and seaming diagrams. Indicate carpet direction, and types of edge strips. Submit carpet samples for verification and approval:
 - c. Installer shall be a firm specializing in carpet installations with not less than 2 years of experience, and shall be a certified installer of the carpet manufacturer specified. Local certified Milliken installers are: Contact Milliken direct.
 - d. Comply with manufacturer's recommendations and instructions for delivery, storage and handling requirements.
 - e. Provided 1% (one percent) of each type and pattern of flooring, trim used in this project to the Owner as maintenance stock.
2. Materials: Carpets specified are as manufactured by Milliken. Comparable material manufactured by others are not acceptable. RBC Wealth Management utilizes a national purchasing contract for all Milliken product. Contact Karen Condon at 612-940-8731 or karen.condon@milliken.com
- a. Carpet Schedule:
Carpets shall be as indicated on drawings
 - b. Carpet Edge Guard: extruded heavy duty vinyl or rubber edge guard, minimum 2" wide, color to be Black.
 - c. Adhesive (where applicable): water resistant, non-staining as recommended by carpet manufacturer, which complies with flammability and VOC requirements for installed carpet.
 - d. Miscellaneous Products: as recommended by manufacturer of carpet, and selected by installer to meet project circumstances and requirements.
3. Execution
- a. Installation shall be in compliance with manufacturer's written recommendations, and the recommendations contained in the Carpet and Rug Institute "Standard for Installation of Commercial textile Flooring Materials" CRI-104- latest edition.
 - 1) Carpet Tile:
 - a) Measuring: Determine the center of the room using standard tile layout methods using grid lines where possible.
 - b) Floor preparation: Existing sub-floor must be structurally sound, clean, dust free, smooth and level. Regardless of floor surface, patch any holes greater than 1/8" in diameter. All protruding objects must be removed. Floor must be flat (not undulating) to within 1/4" in 12' with no abrupt changes.
 - c) Installation: Unless otherwise indicated on drawings, determine starting point. Snap a chalk line across the room in both directions through the center to divide the room into four squared sections. On both sides of each chalk line, apply a strip of adhesive at least nine inches wide using a twist-textured paint roller or a 1/16" V-notch trowel. When adhesive is dry or tacky, begin installing each section in a pyramid fashion starting from the center and working outward.
Additional modules within the quadrant shall be installed using a "stair step" method, where the tiled area grows away from the center of the room along an imaginary diagonal line between the chalk lines.
 - d) Joints: Modules within the completed installation must be snugly jointed together. Continually check that modules are being placed together with the correct firmness. To check for correct snugness, measure the distance along ten installed modules in each direction. The gain in each ten modules should be no more than 1/4". When placing modules, brush the face pile back from the tile edge and "tip" the module into place in order to prevent pile yarns from becoming entrapped in the joint.
 - e) Control Grid: Throughout the installation, a control grid must be installed at regular 15-foot intervals to keep the modules from shifting. A control grid consists of a row of modules anchored in place with the same adhesive used to align the center. Adhesive must be placed around the perimeter of all areas. All cut modules should be installed over adhesive.
 - b. Remove any adhesive promptly from the face of carpet by method, which will not damage carpet face.

- c. Install carpet base to walls, and other permanent fixtures in carpeted rooms. Place resilient edge strips tightly butted to flooring and secured with adhesive. Install edging strips at edges of flooring which otherwise would be exposed.

E. SECTION 09910 - PAINTING

1. General
 - a. Work under this section includes all labor and material necessary for the application of paint coatings on exposed interior surfaces not otherwise finished. Work includes surface preparation, priming, and finish coats specified.
 - b. Paint exposed surfaces, except where schedules indicate that a material is not to be painted, pre-finished, or is to remain natural, unless otherwise.
 - c. Do not paint pre-finished items, concealed surfaces, finished metal surfaces, operating parts and labels.
 - d. Samples: Provide four (4) paint draw down samples of each color and finish specified, including any special decorative coatings. Do not proceed with application of any finish paint products until samples have been approved.
2. Materials
 - a. Painting systems for normal applications are specified using products of Pratt and Lambert Co. Comparable systems by Pittsburgh Paints (PPG), ICI Dulux, Sherwin Williams, Benjamin Moore shall be acceptable.
 - 1) Materials of different manufacturers are not permitted to be applied to the same surface.
3. Execution
 - a. Thoroughly clean surfaces free of loosed, rough and foreign substances, which will affect adhesion or appearance of applied coats. Insure surfaces are dry and adequately protected from dampness.
 - d. Do not open containers until required for use. Stir materials thoroughly and keep at uniform consistency during application.
 - e. Number of coats specified is a minimum. Touch up spots between coats. Provide a final coat, which is solid, even in color, free from runs, lap marks, sags, etc.
 - f. Application: Apply coatings in accordance with manufacturer's written instructions. Use applicators and techniques suitable for substrate and coating material applied.
 - g. Apply first coat to prepared surfaces as soon as practicable after preparation and before surfaces deteriorate. Allow sufficient time between successive coats to permit proper drying. Do not recoat surfaces until coating has dried to where it feels firm, does not deform or feel sticky under moderate thump pressure, and where applying another coat does not cause the undercoat to lift or lose adhesion.
 - h. Paint Material Schedule
 - 1) Interior
 - Gypsum Wallboard:
 - One coat "Suprime #4" (formerly "Vapex") Wall Primer
 - Two coats of Accolade" velvet finish
 - Wood for Painted Finish:
 - One coat of "Suprime#11" primer
 - Two coats of "Aqua-Satin" latex enamel
 - Wood for Clear (transparent) Finish:
 - One coat "Tonetic" wood stain, as indicated
 - One coat "Filler/Sealer" (open grain woods)
 - Two coats "Clear 38" satin finish
 - Wood for Opaque (translucent) Finish:
 - One or two coats solid color wood stain, as indicated
 - Two coats "Clear 38" satin finish
 - Ferrous Metal (unprimed):
 - One coat "Suprime #9 (formerly "Interior Trim Primer")
 - Two coats "Aqua-Satin" latex enamel.
 - Ferrous Metal (primed):
 - Two coats "Aqua-Satin" latex enamel.
 - i. Paint Color Schedule
Refer to Drawings

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- c. Gypsum Board: Prime with primer recommended by wall-covering manufacturer
- d. Remove hardware and hardware accessories, electrical plates and covers, light fixture trims, and similar items.
- e. Acclimatize wall-covering materials by removing them from packaging in the installation areas not less than 24 hours before installation.
- f. Cut wall-covering strips in roll number sequence. Change roll numbers at partition breaks and corners. Install strips in same order as cut from roll.
- g. Install reversing every other strip. Install wall covering with no gaps or overlaps, no lifted or curling edges, and no visible shrinkage.
- h. Install seams vertical and plumb at least 6 inches (150 mm) from outside corners and 3 inches (75 mm) from inside corners unless a change of pattern or color exists at corner. No horizontal seams are permitted.
- i. Fully bond wall covering to substrate. Remove air bubbles, wrinkles, blisters, and other defects.
- j. Trim edges and seams for color uniformity, pattern match, and tight closure. Butt seams without any overlay or spacing between strips.

END OF DIVISION 9FINISHES
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