GENERAL SPECIFICATIONS

SECTION 08305 – ACCESS PANELS

A. 5/8" Lightweight Gypsum Board Access Panels: Size: 18" x 18", unless otherwise indicated or sized for required function.

InterSource Specialties Company
N5619 Luey Lane
Plymouth, WI 53073
Phone: 920.892.8822
Fax: 920.892.8855
sales@intersourceco.com

SECTION 08710 – FINISH HARDWARE

A. Section Includes:
1. Finish hardware for wood doors.
2. Finish hardware for doors indicated.

B. Submittals:
1. Product Data: Manufacturer's specifications and technical data including the following:
   a. Detailed specification of construction and fabrication.
   b. Manufacturer's installation instructions.
2. Shop Drawings: Indicate dimensioning, general construction, specific modifications, component connections, anchorage methods, hardware, and installation procedures, including specific requirements indicated.
   a. Submit 1 complete reproducible copy of a hardware schedule.
      1) List groups and suffixes in proper sequence.
      2) Completely describe door and list architectural door number.
      3) Vertical or horizontal schedules only are acceptable.
   b. Upon review and acceptance of Hardware Schedule, develop keying schedule in consultation with Owner. Submit copy to Architect for information only.
3. Keying Schedule:
   a. Upon review and acceptance of Hardware Schedule, develop Keying Schedule in consultation with Owner.
   b. Submit 1 copy to Architect for information only.
4. Keying:
   a. The keying schedule will be coordinated with Tenant.
   b. All keying by lock manufacturer.
   c. Lock manufacturer to keep permanent records
5. Wiring Diagram:
   a. Provide wiring diagrams for each electric product specified.
   b. Verify voltage with electrical engineer.
6. Contract Closeout Submittals:
   a. Project record documents.
   b. Operating and maintenance manuals: Furnish 3 hard cover, 3-ring binders containing the following.
      1) Maintenance instructions for each item of hardware.
      2) Catalog pages for each product.
      3) Name, address, and phone number of local representative for each manufacturer.
      4) Parts list for each product.
      5) Copy of final hardware schedule.
      6) Copy of final keying schedule.

C. FINISHES: **Exposed metal finishes shall match existing.**

PRODUCTS

*Note: If project documents indicate new products, Contractor to follow the following specification guidelines. If project documents indicate that building standard and/or re-located/re-used products are to be used, Contractor to use the following specification as a guide for meeting Tenant Representative's minimal expectations for products.

A. Screws and Fasteners
1. Provide fasteners, such as wood or machine screws, bolts, nuts, anchors, etc. of proper type, size, material, and finish required for the installation of hardware.
   a. Phillips head for exposed screws. Do not use aluminum screws to attach hardware.

B. Hinges: Contract grade material, fabricated to template for use with metal doors or frames, with flat button tips, non-rising loose steel pins, and beveled or non-beveled inner edge.
1. Non-removable loose pin hinges for exterior outswing doors.
2. Ball bearing hinges of proper size and weight for labeled and label- constructed doors.
3. Hinge Sizes: 4-1/2 x 4-1/2.
4. Quantities:
   a. One pair (2 hinges) on doors 60 inches high or less, 1/2 pair (1 hinge) for every additional 30 inches or fraction thereof.
   b. 1/2 pair (1 hinge) additional for public and staff entrance and exit only exterior doors, 36 inches wide and over, with brass or bronze base material.
   c. Two pair (4 hinges) for dutch doors.
5. Hinge Types:
   a. Hinge Type 1: Plain bearing, steel.
      1) Interior doors less than 37 inches wide without closers.
   b. Type 2 Hinge: Standard weight, BB steel.
      1) Interior doors 37 inches to 41 inches wide without closers.
      2) Interior doors less than 41 inches with closer.
   c. Type 3 Hinge: Extra heavy, 4-BB, steel.
      1) Interior doors wider than 41 inches.
      2) Doors higher than 96 inches.
      3) Vestibule doors.
6. Schedule of Acceptable Hinge Manufacturers

	Hager	McKinney	Stanley
Type 1 Hinge:	1279	T2714	F179
Type 2 Hinge:	BB1279	TB2714	FBB179
Type 3 Hinge:	BB1168	T4B3786	FBB168

C. Locksets/Latchsets
1. General: Provide sets which are uniform in size, regardless of function, permitting interchanging locksets and latchsets, with 6 pin tumbler cylinder cores.
   a. Provide locks, deadbolts and latches with 2-3/4 inch backset.
   b. Provide wrought boxes and curved lip strikes with proper lip length to protect trim (projecting not more than 1/8 inch beyond trim).
   c. Where special strikes are listed, omit standard strikes, but provide a wrought box.
   d. Provide protected back strikes for pairs of wood doors having no astragals.
   e. Provide latch with 3/4 inch throw on pairs and guarded latchbolts for all locksets.
2. **Lever design shall match existing.**

D. Closers:
1. General: Cast iron or aluminum of sizes recommended by manufacturer with forged steel or stamped steel arms, brackets, and accessories, full rack and pinion mechanism with adjustable controls on "Sweep," "Latch," and "Backcheck" speeds, with tamper-proof tool and independent valve key adjusting features
2. Medium Projection Closers: Universal mounting and multi-sized modern surface type with full cover (unless other types are required by special conditions or are specified in the hardware groups.)
3. Acceptable manufacturers: Norton 8501BF

E. Gasketing: Self adhesive polyprene compound, UL approved for all 20 minute and labeled smoke doors.
1. Reese No. F-897.
2. Pemko S88.

F. Keying:
1. All locks should be operable by a master key. Internal keying to be determined.
2. Cylinders to be construction master keyed.
3. Keys:
   a. Verify level of keys with Owner & provide (2) keys per lock.
   b. Two Change keys for each lock.
   c. Six Construction keys.
4. Key lock storage cabinet:
   a. Lockable wall mounted (location to be in the Telecommunications room, see sheet D-101).
   b. 30 or 60 key capacity, 1 key capacity holder per room see Door Schedule on sheet A-601. Allow 10 extra spaces.
   c. 22 gauge welded steel construction with piano style hinge.

EXECUTION

A. Examination:
1. Verification of Conditions: Examine doors, frames, related items, and condition under which work is to be performed and identify conditions detrimental to proper and timely completion.
2. Do not proceed until unsatisfactory conditions have been corrected.

B. Adjusting:
1. Prior to completion of Project, ascertain that door closers are in adjustment so closer completes its full closing cycle in less than 4 to 6 seconds without abrupt change of speed between "Sweep" and "Latch" speeds. Verify that levers are free from binding. Ensure that latchbolts and dead bolts are engaged into strike and hardware is functioning. Turn over wrenches and adjusting tools, provided with hardware, to Owner.

C. Instructions and Tools:
1. When Project is complete, deliver to Tenant's Representative and Landlord/Property Manager complete set of special tools required for care, maintenance, and adjustment of hardware items specified under this Section, including changing of cylinders. Provide complete information in care, maintenance, and adjustment, and data on repair and replacement parts, and information on preservation of finishes. Deliver to Tenant Representative, 3 bound copies of catalog pages of hardware supplied.

D. Installation:
1. Comply with manufacturer's recommendations.
2. Door Hardware: Hang doors with screws inserted and hinges adjusted so doors swing free and do not rattle when closed. Cut holes and mortises in wood doors for locks and other hardware with jig approved or provided by manufacturer of item to be applied. Mount locks so key enters cylinder with smooth edge down. Remove or cover hardware after fitting until final painting and cleaning. Reinstall, adjust and test after painting and cleaning is completed. Replace items with damaged finish or are non-functional.
3. Keys: After locks have been reinstalled, seal keys and/or cores in envelopes. Mark each envelope with door number, change key set or master key set and keyway number. Just prior to substantial completion and under direction of Tenant's Representative or Landlord/Property Manager, install permanent cores. Turn key control system over to owner with instructions on its assembly and use. Ship master keys to Tenant's Representative via registered mail.

E. Mounting Heights/Dimensions:
1. Comply with manufacturer's printed instructions to install hardware as specified mounting heights. Supplier to make available jigs for hardware installation. Install and protect hardware until substantial completion.
2. Hinges:
   a. Bottom of frame to center line of bottom hinge up to 13 inches.
   b. Finish door frame head to center line of top hinge up to 11-3/4 inches.
   c. Others spaced equally.
   d. On dutch doors, division to center line of hinge, 5-1/2 inches.
3. Lever locks and latches: Bottom of frame to center of line of strike shall be 40-5/16 inches.
4. Closers:
   a. Mount on corridor side of lobby doors, room side of corridor doors, and stair side of stairways.
   b. Through-bolt installation not permitted; coordinate with door suppliers.
   c. Provide adjustable door closers to meet maximum opening force of 5 lbs in accordance with requirements of ANSI A117.1 and ADA.
6. Door stops: (Coordinate for proper blocking where required)
   a. Ives concave and convex or match existing (to catch knob or pull).

F. Mounting heights shall comply with Door and Hardware Institute recommended locations for standard wood doors and aluminum frames.
1. Closet Coat Hooks: 48 inches from finish floor, centered on door.

HARDWARE GROUPS

See Sheet A601 for Hardware Groups.

SECTION 08800 – GLASS AND GLAZING

A. Tempered Clear Glass (GL-1)
1. Provide ¼" thick fully tempered clear glass.

B. Window Film:
1. FF-1: Door Film to be ordered and installed by the GC. Pattern design as indicated on the Frame Types. The film is to be ordered from the following company:
   Michelle Malkan
   Vomela Specialty Company
   4 Quaker Mill Run
   Florida, NY 10921
   Phone (845) 651-0959
   Fax (845) 651-0952
   Cell (845) 590-5424
   michelle.malkan@vomela.com

DIVISION 9 – FINISHES

SECTION 09250 – GYPSUM BOARD SYSTEMS

A. Metal Studs and Framing:
1. Metal Studs and Tracks: ASTM C645; non-load bearing, galvanized sheet steel, "C" shape, punched for utility access, 25 gage unless otherwise required to comply with deflection of L/240 at 5 psf.
   a. Dietrich Metal Framing, Inc., Drywall (Non-structural) Studs ST Series.
   b. National Gypsum Wallboard Products, Light Gauge Steel Studs.
   c. United States Gypsum, (USG), ST25 Studs and CR25 Runners.
2. Metal Furring Channels: ASTM C645, 25 gage minimum, galvanized steel, hat-shaped, size as indicated on Drawings.
   a. Dietrich Metal Framing, Inc., Drywall (Non-structural) Studs ST Series.
   b. National Gypsum Wallboard Products, Light Gauge Steel Studs.
   c. United States Gypsum, (USG), Metal Furring Channel.
3. Resilient Furring Channels: Single leg, 25 gage minimum, galvanized steel, 1/2" depth.
   a. Dietrich Metal Framing, Inc., Drywall (Non-structural) Studs ST Series.
   b. National Gypsum Wallboard Products, Light Gauge Steel Studs.
   c. United States Gypsum, (USG), Metal Furring Channel.
4. Metal Suspended Ceiling Main Runners: Cold rolled, 16 gauge steel channels with rust inhibitive painted finish, 1-1/2".
   a. Dietrich Metal Framing, Inc., U Channel (CH1 Series).
   b. National Gypsum Wallboard Products, Cold Rolled Channel.
   c. United States Gypsum, (USG), Cold Rolled Channel.

B. Gypsum Board Materials:
1. Standard Gypsum Board: ASTM C1396; 5/8" thick unless indicated otherwise, maximum permissible length; ends square cut, tapered and rounded edges.
   a. G-P Gypsum Corporation, GypRoc Fireguard Gypsum Board.
   b. Gold Bond Building Products, Sta-Smooth Gypsum Wallboard.
   c. United States Gypsum, USG Sheetrock Brand SW Gypsum Panels.
2. Fire Rated Gypsum Board: ASTM C1396; Type X, UL rated fire resistant type; 5/8" thick unless indicated otherwise, maximum permissible length; ends square cut, tapered and rounded edges.
   a. G-P Gypsum Corporation, GypRoc Fireguard C Gypsum Board.
   b. Gold Bond Building Products, Fire-Shield C Gypsum Wallboard.
   c. United States Gypsum, USG Sheetrock Brand Fire Code C Gypsum Panels.

C. Joint Materials:
1. Regular and Fire Rated Interior Gypsum Board Joint Material: Ready mixed, drying type, vinyl based joint material conforming to ASTM C475.
   a. Georgia-Pacific, G-P Bedding Compound with G-P Tape, G-P Topping Compound.
   b. Gold Bond Building Products, Sta-Smooth Joint Compound with O-W Tape, Topping Compound.
   c. United States Gypsum, Ready-Mixed Joint Compound-Topping with Perf-A-Tape, Ready-Mixed Joint Compound-Topping.

D. Accessories:
1. Corner Beads: ASTM C1047, Cornerbead, galvanized steel corner bead with 1- 1/4" perforated legs.
   a. Clinch-On Products, Cornerbead.
   b. Gold Bond Building Products, Wall Board Corner Bead.
   c. United States Gypsum, Dur-A-Bead No. 103.
2. Control Joints:
   a. Gold Bond Building Products, E-Z Strip.
   b. United States Gypsum, Control Joint No. 93.
3. Edge Trim: ASTM C1047, LC Bead, galvanized steel "J"-shaped channel.
   a. Clinch-On Products, Inc., U-Bead.
   b. Gold Bond Building Products, No. 100 Wallboard Casing.
   c. United States Gypsum, 200-A Metal Trim.
4. Screws: ASTM C1002.
5. Hanger Wire: ASTM A641, soft, Class 1 galvanized.
6. Sound Attenuation Insulation: Sound Attenuation Batt Insulation, ASTM C665,Type I, unfaced fiberglass batt sound attenuation insulation.
7. Acoustical Sealant: Acoustical Sealant, Non-hardening, non-skinning acoustical sealant for concealed joints.

E. Metal Framing Installation:
1. Install framing in accordance with ASTM C754 and stud manufacturer's printed installation instructions where more stringent requirements are specified.
2. Metal stud spacing: 16" on center, unless otherwise indicated. Brace (provide kicker studs to structure) partitions as required to limit wall deflection, this particularly includes all partitions that extend 6" above ceiling and demountable (storefront) partitions.
3. Isolate framing system from transfer of structural loading to system, both horizontally and vertically. Provide slip or cushioned type joint to attain lateral support and avoid axial loading.
4. Do not bridge building expansion joints with support system. Frame both sides of joint.
5. Door Opening Framing: Install double studs at door frame jambs. Install stud tracks on each side of opening, at frame head height, and between studs and adjacent studs. Provide diagonal bracing stud from door head to structure at both jambs.
6. Blocking: Bolt or screw wood blocking to studs. Wood blocking is required for support of wall cabinets, items of finish hardware including wall mounted door stops, and other locations as indicated.
7. Coordinate installation of bucks, anchors, blocking, electrical and mechanical work placed in or behind partition framing.

F. Ceiling Framing Installation:
1. Install in accordance with ASTM C754, and all applicable codes.
2. Space main runners 4'-0" oc maximum.
3. Space hangers 4'-0" oc maximum along main runners. Coordinate location of hangers with other work.
4. Level main runners to a tolerance of 1/4" in 12'-0", measured both lengthwise on each runner and transversely between parallel runners.
5. Install ceiling framing independent of walls, columns, and above-ceiling work.
6. Reinforce openings in ceiling suspension system which interrupt main carrying channels or furring channels, with lateral channel bracing. Extend bracing minimum 24" past each end of openings.
7. Laterally brace entire suspension system.

G. Acoustical Accessories Installation:
1. Place acoustical insulation to completely fill stud space of acoustical partitions and tight within, around cut openings, behind and around electrical and mechanical items within or behind partitions, and tight to items passing through partitions.
2. Install acoustical sealant within partitions in accordance with manufacturer's instructions and as shown on Drawings.

H. Gypsum Board Installation:
1. Install gypsum board in accordance with GA 201 and GA 216 to level 4 finish.
2. Erect single layer standard gypsum board in most economical direction, with ends or edges occurring over firm bearing.
3. Use screws when fastening gypsum board to metal furring or framing. Drive screws to provide screw head penetration without breaking the surface paper or stripping the member around the screw shank.
4. Place corner beads at external corners. Place edge trim where gypsum board abut dissimilar materials. Use longest practical length of all trim work.

I. Joint Treatment:
1. Tape, fill, and sand exposed joints, edges, and corners to produce smooth surface ready to receive finishes in accordance with GA-216 and joint compound manufacturer's instructions.
   a. For substrates scheduled to recieve ceramic tile or other similar finishes, provide a level 2 finish per GA 214.
   b. For substrates scheduled to recieve paint, provide a level 4 finish per GA 214.
   c. For substrates schedule to receive vinyl wall covering, provide a level 5 finish per GA 214.

SECTION 09510 – SUSPENDED ACOUSTICAL CEILINGS

A. Acoustical Ceiling Panels (ACT-1): **To match existing.**
1. Provide at a minimum one (1) full box of ceiling tiles for attic stock.

B. Suspension System: **To match existing.**

C. Edge Trim: To match Building Standard.

D. Install system in accordance with ASTM C636 or more stringent code requirements specified herein.

E. Install system capable of supporting imposed loads to a deflection of 1/360 maximum.

F. Install after major above ceiling work is complete. Coordinate the location of hangers with other work.

G. Hang system independent of walls, columns, ducts, pipes and conduit. Where carrying members are spliced, avoid visible displacement of face plane of adjacent members.

H. Where ducts or other equipment prevent the regular spacing of hangers, reinforce the nearest affected hangers and related carrying channels to span the extra distance.

I. Locate system on room axis according to reflected ceiling plan.

J. Do not support components on main runners or cross runners if weight causes total dead load to exceed deflection capability. Support fixture loads by supplementary hangers located within 6" of each corner; or support components independently.

K. Do not eccentrically load system, or produce rotation of runners.

L. Install edge molding at intersection of ceiling and vertical surfaces, using longest practical lengths. Miter corners. Provide edge moldings at junctions with other interruptions.

M. Fit acoustic units in place, free from damaged edges or other defects detrimental to appearance and function.

N. Lay directional patterned units one way with pattern parallel to longest room axis. Fit border neatly against abutting surfaces.

O. Install acoustic units level, in uniform plane, and free from twist, warp and dents.

P. Coordinate the work of all trades to ensure clearances for fixtures, ducts, piping, soffits, ceiling suspension system, etc.. Necessary to maintain the finished ceiling heights indicated on drawings prior to construction.

SECTION 09650 – RESILIENT FLOORING AND BASE

A. Vinyl Base (VB): See Interior Finish Plans for resilient flooring material types and locations as indicated and scheduled.

B. Accessories:
1. Primers and Adhesives: Waterproof; of types recommended by resilient flooring manufacturer, low or no VOC-emitting type, for specific flooring material and substrate.
2. Edge Strips/Transitions: Vinyl type; 1/8" thick; Color; Black.

SECTION 09680 – CARPETING

A. Carpeting (CPT): See Interior Finish Plans for carpet types, colors and locations as indicated and scheduled.
1. Tenant's Representative shall supply the carpet along with the adhesive for it and the general contractor shall install the carpet. Carpet must be ordered (6 weeks) prior to the furniture installation date. Contractor to provide Tenant's Representative with yardage requirements and "ship to" address.

B. Examine substrates, areas, and conditions, with Installer present, for compliance with requirements for maximum moisture content, alkalinity range, installation tolerances, and other conditions affecting carpet performance. Examine carpet for type, color, pattern, and potential defects.

C. Concrete Subfloors: Verify that concrete slabs comply with ASTM F 710 and the following:
1. Slab substrates are dry and free of curing compounds, sealers, hardeners, and other materials that may interfere with adhesive bond. Determine adhesion and dryness characteristics by performing bond and moisture tests recommended by carpet manufacturer.
2. Subfloors are free of cracks, ridges, depressions, scale, and foreign deposits.

SECTION 09900 – PAINTING

A. Samples: Submit One (1) 12" X 12" sample of each paint color and Sheen For Approval. Resubmit until acceptable color and sheen is achieved.

B. Paint Materials (PT): See Interior Finish Plans for paint colors, sheen and locations as indicated and scheduled.

C. Interior Paint System Schedule:

Gypsum Board partitions
1st Coat US Gypsum "First Coat"
2nd Coat Latex, Eggshell Finish
3rd Coat Latex, Eggshell Finish

Doors, frames and miscellaneous metals
1st Coat Primer (delete if factory-primed)
2nd Coat Latex, Semi-Gloss Finish Latex
3rd Coat Latex, Semi-Gloss Finish Latex

Drywall, Soffits & Ceilings
1st Coat Primer
2nd Coat Latex, Flat Finish
3rd Coat Latex, Flat Finish

D. Protection:
1. Protect elements surrounding, or adjacent to items to be painted, from damage or disfiguration.
2. Furnish drop cloths, masking, shields, and other protective methods to prevent overspray or droppings from disfiguring other surfaces.
3. Repair damage to other surfaces caused by work of this section.

E. Application:
1. Perform preparation and cleaning procedures in accordance with paint manufacturer's instructions.
2. Remove hardware accessories, surface plates, lighting fixtures and similar items in place and not to be painted. Following completion of painting of each space or area, reinstall removed items.
3. Mix, prepare and apply paint materials in accordance with manufacturer's instructions.
4. Painted surfaces shall be free of surface defects including sags, runs, brush or roller marks, skips, color irregularities, pinholes and embedded dust.
5. Interior gypsum board surfaces shall be wiped with a damp cloth just prior to application of the first coat, in order to lay flat any nap which may have formed in sanding process.
6. Upon completion, remove all paint that has spilled or splattered on exposed adjacent surfaces. Examine all finish surfaces after completion of work including millwork installation and proceed with "touch-up" as required.
7. Paint "touch-up" to be performed 1 week post move.

DIVISION 10 – SPECIALTIES

SECTION 10260 – CORNER GUARDS

A. Corner Guards: Clear lexan corner guards: Surface mounted polycarbonate corner guards mounted with screws. Attachment hardware shall be appropriate for wall construction.
1. C/S Acrovyn Model LG-150 90° surface mounted lexan corner guard with 1-1/2" legs. Angles are available from 70° – 135°.

DIVISION 11 – EQUIPMENT

A. Consumer grade TVs and wall brackets.
1. TV MFR: Sony, LG or Samsung with 1080 resolution.
2. See plans for sizes.
3. Contractor to purchase and install.

DIVISION 12 – FURNISHINGS (not used)

DIVISION 13 – SPECIAL CONSTRUCTION (not used)

DIVISION 14 – CONVEYING SYSTEMS (not used)

DIVISION 15 – MECHANICAL (not used)

DIVISION 16 – ELECTRICAL (not used)

RSP Architects, Ltd
1220 Marshall Street NE 612.677.7100
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MN 55413-1036 www.rsparch.com

PROJECT CONTACT:
Bob Pick, Job Captain 612-677-7245

Consultants

Certification

LICENSED ARCHITECT
STEPHEN J. FAUTSCH
NO. 3616
STATE OF MAINE
9/9/16

Signature Stephen J. Fautsch
Registration No. 3616 Expiration Date 6/30/17
Signing Date

Project For

Ameriprise Financial

AMPF Project # 17621008028E
AMPF Cost Center # 3071
AMPF Project Name PORTLAND

TENANT IMPROVEMENT

AMERIPRISE FINANCIAL
2 PORTLAND SQUARE
7TH FLOOR
SUITE # 701
PORTLAND, ME 04101

Project No.	17621008028
Drawn By	BJP
Checked By	KSL
Date	9/16/16

Revisions

No.	Date	Description
	9/16/16	PERMIT BID SET

SPECIFICATIONS

G-003