



# EDWARD JONES GENERAL BUILDING AND FINISH SPECIFICATIONS:



**RED BARN  
ARCHITECTURE**  
84 HIGH STREET  
SPRINGFIELD, MA 01103  
TEL: 413-733-9999 FAX: 413-733-6764



**EDWARD JONES**  
ARCHITECT  
STATE OF MAINE  
LICENSE NO. 4430

1042 BRIGHTON AVE  
STE 200  
PORTLAND, ME 04102

SQUARE FOOTAGE 1060

BRANCH OFFICE 99079  
DATE: 11.7.2016

BRANCH FACILITIES

EXHIBIT A  
SHEET 4 of 6

**GENERAL NOTES**

1. THE FOLLOWING INFORMATION IS PROVIDED AS A GENERAL GUIDE IN ALL CASES. IT IS THE RESPONSIBILITY OF THE BUILDING CONTRACTOR TO OBTAIN ALL NECESSARY PERMITS AND APPROVALS FROM THE DESIGN PROFESSIONAL REFERRED TO AS EXHIBIT A. IT IS THE INTENT THAT THESE MODIFICATIONS/ADDITIONS/IMPROVEMENTS WILL BE PERFORMED ON AN "AS NEEDED" BASIS, AT THE REASONABLE DISCRETION OF EDWARD JONES & CO., L.P./D/B/A EDWARD JONES, HEREIN AFTER REFERRED TO AS EDWARD JONES OR TENANT.
2. ANY DISCREPANCIES ON PAGES 1-3 TO BE BROUGHT TO DESIGNER'S ATTENTION IMMEDIATELY.
3. WORK SHALL BE PERFORMED BY G.C. (GENERAL CONTRACTOR), PER CITY, STATE, FEDERAL AND NATIONAL CODES (ALL REFERENCES TO "CODE" IN THIS DOCUMENT TO APPLY TO CITY, STATE, FEDERAL AND NATIONAL CODES (AS APPLICABLE), ALL CONSTRUCTION SHALL BE COMPLETED SO THAT AN OCCUPANCY PERMIT (OBTAINED BY THE G.C.) WILL BE GRANTED PRIOR TO LEASE COMMENCEMENT.
4. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE INTERNATIONAL BUILDING CODE (IBC) AND ALL APPLICABLE LOCAL CODES.
5. EDWARD JONES APPROVED EXHIBIT A INCLUDED WITH THE CONTRACT FOR SERVICES AT THE TIME OF BID AWARD.
6. THIS IS INTENDED FOR DESIGN INTENT ONLY AND IS NOT AN OFFICIAL CONSTRUCTION DOCUMENT. GENERAL CONTRACTOR (GC) TO OBTAIN ALL NECESSARY PERMIT DRAWINGS AS REQUIRED PER CODE. COST TO BE INCLUDED IN BID IF REQUIRED TO OBTAIN PERMITS.
7. GENERAL CONTRACTOR MUST PROVIDE ALL SUBCONTRACTORS ALL 6 PAGES AT THE TIME OF BID AND/OR PRIOR TO ANY CONSTRUCTION.
8. ALL EXISTING ITEMS TO REMAIN IN BRANCH (AS SHOWN ON PLANS) MUST BE IN GOOD WORKING ORDER AND CONDITION. ALL ITEMS TO BE REMOVED SHALL BE REMOVED WITHIN 14 DAYS OF THE START DATE OF WORK. ALL ITEMS TO BE REMOVED SHALL BE REMOVED WITHIN 14 DAYS OF THE START DATE OF WORK.
9. EDWARD JONES INSTALLERS MUST BE NOTIFIED OF ANY CHANGES IN PLACEMENT OF EQUIPMENT, PHONES, OUTLETS, OR FURNITURE. EDWARD JONES HAS AN ESTABLISHED RELATIONSHIP WITH NATIONAL VENDORS FOR FLOORING, PAINT, SIGNAGE, AND LOW VOLTAGE WIRING.
10. FURNITURE, EQUIPMENT, BOTTLED WATER COOLER (IF REQUIRED BY TENANT), AND PENETRATIONS SHALL BE INSTALLED AND FINISHED PRIOR TO THE START DATE OF WORK. THE SPACE SHOULD BE CLEANED AND TILED INSTANTLY. PLEASE SEE FLOORING SPECIFICATIONS FOR CARPET AND TILE INSTRUCTIONS.
11. WARRANTY DOCUMENTS SHALL BE PROVIDED TO THE BRANCH FACILITIES ONCE CONSTRUCTION IS COMPLETE.
12. ALL CONSTRUCTION DOCUMENTS APPROVED ORDERS, CERTIFICATE OF OCCUPANCY, LEAK WAFER, FINAL PHOTOS OF SPACE, COMPLETED PUNCH LIST WITH OUTSTANDING ITEMS COMPLETED, AND AN AIR BALANCE REPORT.

**INTERIOR CONSTRUCTION SPECIFICATIONS**

1. DEMOLITION AND REMOVE FROM THE SITE ALL DEBRIS FROM THE AREAS AS SHOWN ON EXHIBIT A. LEAVE SPACE FREE OF ALL CONSTRUCTION DEBRIS.
2. FINISH SCHEDULE SHOWN ON PAGE 3. ROOMS LISTED "N/C" SHALL REMAIN AS-IS UNLESS OTHERWISE NOTED ON FLOOR PLAN.
3. LEAVE AND/OR PREPARE FLOOR TO ACCEPT NEW GLUE DOWN FLOORING PER FINISH SCHEDULE SURFACES THAT ARE TO ACCEPT NEW FLOORING ARE TO BE FREE OF ALL DEBRIS AND/OR RESINOUS DEPOSITS. FILL ALL FLOOR CUTS REMAINING FROM ANY PLUMBING OR OTHER PENETRATIONS WITH AN APPROVED FLOOR PATCHING PRODUCT AND PATCH TO MATCH SURROUNDING FINISHES. FLOOR AND WALL JOINTS SHALL BE PATCHED AND PATCH DESIGNER FOR RELOCATION INSTRUCTIONS.
4. ALL NEW WALLS WILL BE CONSTRUCTED OF 3/4" 5/8" METAL STUDS AT 16" O.C. (WOOD STUDS ACCEPTABLE IF APPROVED BY CODE) AND 5/8" DRYWALL MINIMUM, OR MATCH EXISTING WALLS.
5. ALL NEW AND EXISTING WALLS SHALL BE TAPED AND SMOOTH, READY FOR PAINT.
6. ALL DEMISING WALLS TO BE BUILT TO DECK STRUCTURE ABOVE. SEALING ALL PENETRATIONS AS REQUIRED. IF PROPERTY UTILIZES A PLENUM RETURN FOR ENTIRE BUILDING, IT IS REQUIRED TO TAKE DEMISING WALLS TO HEIGHT OF ADJACENT TENANT'S WALLS AND INSTALL SECURITY FENCING FROM TOP OF DECK TO BOTTOM OF DECK TO PROVIDE Airtight and fire-rated barrier. ALL DEMISING WALLS ARE INSULATED AND EXTEND TO DECK, EXTEND AND PROVIDE INSULATION AS REQUIRED.
7. PROVIDE AND INSTALL SOUND BATT INSULATION ABOVE CEILING ALONG NEW DEMISING WALLS AND PENETRATIONS AS WELL AS FLOOR LINE AND CONNECTION AT DECK TO AVOID SOUND BRIDGING.
8. FINISH DEMISING WALLS ON BOTH SIDES ONLY IF REQUIRED BY CODE, OR IF NOTED OTHERWISE ON PLANS. IT IS CONTRACTOR'S RESPONSIBILITY TO CONFIRM IF THIS IS REQUIRED DURING THE BIDDING PROCESS.
9. A MINIMUM OF 3" SOUND BATT INSULATION SHALL BE INSTALLED IN PARTITIONS AS INDICATED ON EXHIBIT A BETWEEN STUDS AND ABOVE CEILING WHERE THE WALL AND PARTITION MEET. IF WALLS ARE TO BE FINISHED WITH A MINIMUM OF 3" SOUND INSULATION BATT BETWEEN STUDS.
10. PROVIDE RUBBER MOLD/BREAK METAL AT WINDOW MULLION, CAULK ALL SEAMS. ALL WALLS

**GENERAL NOTES**

1. GASKET AT POINT OF CONNECTION.
2. PROVIDE AND INSTALL SOUND BATT INSULATION ABOVE CEILING AS REQUIRED.
3. 2" X 4" COMMERCIAL GRADE GRIND AND ANTI-CRESTAL CEILING TILES. MATCH BUILDING STANDARD WHERE APPLICABLE. STANDARD HEIGHT FOR NEW CEILING TO BE 9'-0", UNLESS NOTED ON PLANS.
4. NEW CEILING TO MATCH EXISTING TO REMAIN UNLESS NOTED OTHERWISE ON THE PLANS.
5. ACOUSTICAL CEILING: TILES TO BE FREE FROM CHIPS AND CRACKS; ALL TILES BLES AND SOUND BATT INSULATION ABOVE CEILING AS REQUIRED.
6. ALL SOUND BATT INSULATION ABOVE CEILING AS REQUIRED.
7. OTHER THAN WHITE: REPLACE AS REQUIRED. TILES SHOULD BE A STANDARD COMMERCIAL GRADE ACOUSTICAL TILE. CONTIGUOUS AREAS MUST HAVE MATCHING TILE.
8. DRYWALL CEILING: TO BE LEVEL, HAVE AN EVEN TEXTURE (MATCH EXISTING WHERE APPLICABLE) AND BE PAINTED WHITE. (SEE PAINT SPEC).
9. INSTALLATION OF CEILING GRID AND COMPONENT TO COMPLY WITH ALL CODES AS REQUIRED.
10. PROVIDE AND INSTALL 3" SOUND BATT INSULATION ABOVE CEILING IN ROOM 102.
11. RESTROOM/WASHROOM & PLUMBING (UNLESS COMMON FACILITIES PRESENT)
12. WASHROOM TO BE BARRIER FREE/HANDICAP ACCESSIBLE AS SHOWN ON EXHIBIT A.
13. WASHROOM TO ADHERE TO ANY CODES, WHICH MIGHT REQUIRE MODIFICATION OF EXISTING STRUCTURE. (SEE LIST OF THE FOLLOWING: TOILET, LAVATORY, WATER HEATER, SOAP DISPENSER AND MIRROR). PROVIDE AND INSTALL ANY OTHER ACCESSORY AS NOTED ON PLANS OR REQUIRED BY CODE.
14. EXISTING RESTROOM/WASHROOM FEATURES TO REMAIN TO BE IN GOOD CONDITION (I.E. IN GOOD ORDER AND CONDITION) AND FREE OF STAINS OR CRACKS). CLEAN AND RESET FIXTURES AS REQUIRED.
15. LAVATORY SINK(S) (ONLY IF SHOWN ON PAGES 2 & 3) TO HAVE HOT AND COLD-WATER SINK.
16. PROVIDE AND INSTALL WATER HEATER ABOVE CEILING. INSTALL INSTA-HOT UNDER SINK.
17. PROVIDE AND INSTALL EXHAUST FAN WITH ADEQUATE DUCTING AND SWITCHING AS REQUIRED.
18. PROVIDE AND INSTALL BARRIER-FREE UNDER-SINK PIPE PROTECTIVE COVER UNDER SINK IN 105 AS REQUIRED BY LOCAL CODE.
19. ALL FLOOR ON GRAVEL BEDS TO BE POURED IN PLACE AFTER LOCATION OF RESTROOM.
20. FIRE PROTECTION
21. PROVIDE AND INSTALL NEW SPRINKLER SYSTEM ONLY AS REQUIRED BY CODE. IF EXISTING, MODIFY SPRINKLER LAYOUT AS REQUIRED BY CODE.
22. PROVIDE AND INSTALL SMOKE DETECTORS AS REQUIRED BY CODE. INCLUDE NECESSARY PERMITS AND MODIFY APPROPRIATE COVERAGE OF HEADS FOR PARTITION LAYOUT AS REQUIRED BY CODE PER PARTITION LAYOUT AS SHOWN ON PAGES 2 & 3. QUANTITY AND LOCATION OF HEAD TO COMPLY WITH APPLICABLE CODES.
23. PROVIDE/MODIFY FIRE ALARM SYSTEM IF REQUIRED BY LOCAL CODE.
24. PROVIDE DESCRIPTION OF ANY LIFE SAFETY SYSTEM PROVIDED IN BUILDING AND ITS LOCATION.
25. PROVIDE AND INSTALL SMOKE DETECTORS AS REQUIRED BY CODE.
26. HVAC (UNLESS SHARED SYSTEM PRESENT)
27. SYSTEM TO BE FULLY OPERATIONAL, IN GOOD CONDITION AND PROPERLY BALANCED UPON COMPLETION OF WORK. BALANCE BOTH HEATING AND COOLING. SYSTEM TO BE DEDICATED TO EDU HVAC.
28. ALL DUCTING, DIFFUSERS, GRILLES, AND THERMOSTATS SHALL BE CLEAN, IN GOOD CONDITION AND PROPERLY FUNCTIONING. LOCATION TO BE REVISED AS NECESSARY PER NEW PARTITION LAYOUT. VERIFY THAT ALL ROOMS IN EDWARD JONES SPACE AS SHOWN ON PAGES 2 & 3 HAVE A MINIMUM OF 15 CFM RETURN AIR FROM THE WORKING ENVIRONMENT.
29. CONTROLLED--SHARING OF THERMOSTAT WITH ADJACENT SPACES IS NOT ACCEPTABLE UNLESS IT IS AN OFFICE BUILDING THAT UTILIZES A PLENUM RETURN. IF SHARED SYSTEM EXISTS, THERMOSTAT MAY NOT BE LOCATED WITHIN EDWARD JONES SPACE.
30. PROVIDE AND INSTALL A NEW WHITE-RODGERS 7-DAY PROGRAMMABLE THERMOSTAT, UNLESS OTHERWISE NOTED ON PLANS. PROVIDE APPROPRIATE STAT FOR UNIT SIZE AND TYPE. SET THERMOSTAT FOR FUTURE REFERENCE. MAINTAIN 75 DEGREE F SUMMER AND 70 DEGREE F WINTER TEMPERATURES IN ACCORDANCE WITH THE ASHRAE DESIGN STANDARDS APPLICABLE TO THIS LOCATION. IF NECESSARY, A FORMAL INSPECTION TO VERIFY EQUIPMENT CONDITION SHOULD BE DONE.
31. EDWARD JONES BOV (AS SHOWN ON PAGES 2 & 3) REQUIRES VENTILATION. INSTALL A SUPPLY AND RETURN GRILLE IN BOV ROOM (USUALLY ROOM 104) OR AREA IT IS LOCATED IN. MAINTAIN CONSTANT TEMPERATURE REQUIRED.
32. LIGHTING (UNLESS BUILDING STANDARD APPLIES)
33. PROVIDE AND INSTALL COMMERCIAL GRADE 2X4 LIGHT FIXTURES, 4 LAMP FIXTURES AND PREPARED W/ 2281B32X30XCO LAMPS AND CE ULTRAMAX BALLAST OR EQUIVALENT AT ONE FIXTURE PER EVERY 75 USABLE SF. IN PLACE SO AS TO ACCOMMODATE MINIMUM 60

**GENERAL NOTES**

1. ALL DESK LOCATIONS SHOULD BE FULLY OPERATIONAL AND IN GOOD CONDITION.
2. EXIT AND/OR EMERGENCY LIGHTING TO BE INSTALLED AS REQUIRED PER CODE.
3. A SWITCH SHOULD OCCUR AT MAIN ENTRANCE AND WIRING TO OPERATE LIGHTING IN 101 AND PASSAGE 103 AS SHOWN ON PLAN, UNLESS EXISTING. IF SPACE HAS MORE THAN ONE EGRESS DOOR, SWITCH SHOULD BE 3-WAY TO OPERATE AT BOTH ENTRANCES.
4. PROVIDE AND INSTALL EXIT LIGHTING TO BE RELIABLE. INSTALL ULTRAMAX 18 CE ULTRAMAX 18/30/30/30/30 LAMPS OR THE EQUIVALENT 2281B/UNX/ECO LAMPS WITH CE ULTRAMAX BALLAST. IF IT IS MORE COST EFFECTIVE TO INSTALL NEW FIXTURES PLEASE PRICE NEW FIXTURE OPTION.
5. IF EXISTING, VERIFY THAT ALL LENSES AND LAMPS ARE CONSISTENT IN COLOR. LENSES TO BE FREE OF ANY VISIBLE DAMAGE, STAINS, OR CRACKS. TO REMAIN ON AT ALL TIMES.
6. ILLUMINATION OF INTERIOR COMMON AREAS FROM EXTERIOR DURING EVENING HOURS TO BE NOTED IN SITE SPECIFIC NOTES ON PAGE 2 OF 6. LIGHTS TO BE INSTALLED TO MEET ILLUMINATION IN TITLE 24 REGIONS TO MEET LOCAL ENERGY REQUIREMENTS. SEE CONTRACTOR'S NOTES ON PAGE 2 OF 6.
7. PROVIDE AND INSTALL (1) COMMERCIAL 6" RECESSED SPOTLIGHT W/ WHITE DIMMABLE EYEBALL TRIM KIT UTILIZING AN ENERGY SAVING BULB TO BE INSTALLED IN REAR OF EACH ENTRY DOOR UNLESS OTHERWISE SHOWN ON PLAN.
8. 1. IF CEILING ARE HIGHER THAN 10'-0", CONTACT DESIGNER FOR ALTERNATIVE SOLUTIONS.
9. DOORS (UNLESS BUILDING STANDARD APPLIES; SEE SHEET 2 FOR PART/STAIR INSTRUCTIONS)
10. DOORS (BOTH INTERIOR AND EXTERIOR) AND OTHER WORKWORK SHOULD BE SPECIFICALLY PARTIALLY TO MATCH EXISTING BUILDING. ALL DOORS TO BE FINISHED TO MATCH EXISTING FROM UNDERNEATH COLOR, DROPS OR RUNS. ALL DOOR EDGES, INCLUDING TOP AND BOTTOM, BE FINISHED.
11. ALL DOORS TO BE INSTALLED CLEAR OF ANY OBSTRUCTIONS.
12. REUSE/RELOCATE EXISTING DOORS AS NOTED ON PLANS. ANY EXISTING DOORS BEING REUSED SHALL BE INSULATED AND FINISHED TO MATCH EXISTING DOORS. DOORS CAN NOT BE UNDERCUT MATCH EXISTING HEIGHT AND STYLE OF REUSED DOORS.
13. ALL DOORS TO HAVE WALL OR FLOOR MOUNTED STOPS, CONSISTENT WITH THE REST OF THE SPACE.
14. EXTERIOR DOORS
15. ALL DOORS TO THE EXTERIOR AND BUILDING COMMON SPACES MUST HAVE CLOSERS INSTALLED WITH PULL-TURN OR OCCUPIED SIDE UNLESS CODE WILL NOT ALLOW.
16. AT REAR DOORS LEADING TO THE EXTERIOR, PROVIDE AND INSTALL INSULATED METAL DOOR WITH METAL PPK PLATES, CYLINDER GUARD, AT LEAST ONE SECURITY HINGE WITH NON-REMOVABLE PIN (MCKINNEY T42314 OR APPROVED EQUAL) AND PEEP-HOLE INSTALLED AT 5'-0" AFF. WHERE DEADBOLTS ARE NOT ALLOWED BY CODE. INSTALL PHOENIX DOUBLE DEFENDER QUICK RELEASE DOOR SECURITY BAR, SERIES 10-OR (UL LISTED ENTRY DOOR(S) SHALL HAVE EXISTING OTHER DEFENSES) OR RECEIVE NEW DEFENSES PRIOR TO INSTALLATION.
17. INTERIOR DOORS:
  1. NEW INTERIOR DOOR(S) TO BE NO LESS THAN 3'-0" FEET WIDE UNLESS NOTED OTHERWISE.
  2. ALL NEW INTERIOR WOOD DOOR(S) SHOULD MATCH EXISTING WOOD DOOR HEIGHT AND STYLE. IF APPLICABLE, 6"-8" WOOD, SOLID CORE SIX (6) PANEL, PAINT-GRADE PRE-HUNG DOORS WITH WOOD FRAME AND TRIM ARE PREFERRED IN THE EVENT THERE IS NO EXISTING STANDARD TO MATCH. DOORS FOR ROOMS 102, 104, 105 AND 106 MUST BE SOLID CORE. REMAINING ROOMS TO BE HOLLOW CORE UNLESS NOTED OTHERWISE ON PLANS. REPLACE AS REQUIRED.
  3. DOOR SPECIFICATIONS: THIS DOCUMENT.
  4. ALL NEW HARDWARE TO BE A HANDICAP ACCESSIBLE LEVER STYLE. PROVIDE NEW PULLER HARDWARE FOR NEW DOOR(S) TO MATCH EXISTING. IN THE EVENT THAT THE OWNER HAS ESTABLISHED NO STANDARD FINISH, BRUSHED NICKEL IS PREFERRED.
  5. IF RESTROOM/WASHROOM IS IN EDU OCCUPIED SPACE, PROVIDE AND INSTALL PRIVACY LOCKSET AND CLOSER.
  6. PROVIDE AND INSTALL STOREROOM LOCKSET AND CLOSER IN EQUIPMENT/SUPPLY 104.