Kick plates shall be installed on the push side of all doors, unless specifically noted otherwise on the drawings. All doors shall have lever handles in compliance with the Americans with Disabilities Act (ADA). Lever handles shall have tactile warning and/or knurling, as required.

All locks shall be master keyed as directed by owner.

Hardware for fire rated doors shall be Underwriters Laboratories (U.L.) approved for the required rating.

The Contractor and Owner shall determine which door(s) shall be reserved for the Contractor's access during construction. The Contractor shall provide a temporary lock cylinder(s), to be replaced with a permanent cylinder(s) upon completion of the work. The Contractor shall key all permanent lock cylinders as directed by Owner.

Windows: Provide fixed window unit fabricated of standard anodized aluminum extruded aluminum sections matching that in the adjacent wall, with 1" insulating glass.. Frames to match existing in color, width and depth and overall configuration, as required for local wind loading. The system shall be equal to "Versa–Therm" by Tubelite Inc, "Thermoset" by US Aluminum, or approved equal by Kawneer or other approved equal.

Glazing: Insulating glass panels to be comprised of ¼" glass on the exterior face, ½" air space and ¼" glass on the interior face. Glass for inner and outer lights is to match that in the existing windows. For insulating glass units, provide a minimum 10 year full replacement guarantee on sealed glass units indicating seal failure.

Glazing for door lites, if shown, is to be 1/4" clear tempered and laminated safety glass, except in fire rated doors provide 1/4" clear wired glass or fire rated glass or as otherwise required by the building code.

Glazing for side lites and other interior windows is to be 1/4" clear tempered and laminated safety glass.

Provide safety glazing in and adjacent to doors and otherwise where required by code.

Mirrors: Where called for on the drawings provide wall mounted mirrors fabricated of clear tempered safety glass with copper and silver coating; organic overcoating, square ground edges, 1/4" minimum thickness, full width of vanity counters by 42 inches tall. Set mirrors with adhesive compatible with back coating and in metal channels at bottom, applied in accordance with adhesive manufacturer's instructions. Set plumb and level.

Submit 6 copies of schedules, literature and/or shop drawings for all doors, frames, windows, door hardware, and glazing for review prior to furnishing.

FINISHES

Provide shop drawing, literature or samples for all finishes.

Carpet: Provide and install broadloom carpet with mastic over clean and dry concrete slab per manufacturer's recommendations, as called for on the plans or finish schedule. Provide and install carpet tiles with synthetic rubber backing, loose laid or with mastic per manufacturer's recommendations, as called for on the plans or finish schedule. Roll surface on all carpets to assure proper bond. All flooring materials to be of class I materials and shall have a maximum rating of 75 for flame spread, fuel contributed, and smoke developed when tested per ASTM E 84, and shall have a critical radiant flux rating of 0.45 watts/sq.cm or more when tested per ASTM 648. The Contractor shall install carpet materials over clean, dry floors, and as otherwise recommended by the manufacturer, using the manufacturer's recommended adhesive and methods. All floor surfaces shall be prepared as needed and as recommended by the carpet and adhesive manufacturer to assure proper bond. Slabs shall be ground to remove high spots and imperfections prior to installation. To fill low spots use latex liquid trowel–on floor leveling compound, per the manufacture's recommendations. Carpet shall not be installed over moist or dirty floors.

Install broadloom carpet with grain going in same direction for all adjacent pieces. Install carpet tiles with grain rotated 90 degrees on adjacent pieces or as recommended by the manufacturer (coordinate rotation of adjacent tiles with carpet manufacturer for pattern specified and review with architect prior to installation). Install color coordinated vinyl or rubber transition strips at edges of carpet where abutting resilient flooring, concrete floor or other situations where adjacent flooring is lower than carpet, see resilient flooring section. All excess adhesive shall be cleaned off carpet or adjacent materials immediately. Provide 3% additional material of each carpet supplied, for attic stock. See finish schedule for color and style.

Resilient Flooring: Install 12"x12" vinyl tile over clean, dry concrete slabs with mastic as recommended by tile manufacture. All flooring materials to be of class I materials and shall have a maximum rating of 75 for flame spread, fuel contributed, and smoke developed when tested per ASTM E 84, and shall have a critical radiant flux rating of 0.45 watts/sq.cm or more when tested per ASTM 648. Flooring materials shall be tested in accordance with NFPA 253 and identified as required by code. Prepare all floor surfaces to assure a proper bond. Do not install over moist or dirty floors. Grind or level imperfections in slabs prior to installation. To fill low spots use latex liquid trowel–on floor leveling compound, per the manufacture's recommendations. Clean all joints of mastic. Roll surface to level all tiles and insure good bond. Install color coordinated vinyl or rubber transition strips at edges of tile where abutting carpeted floor, concrete or other unfinished floor material, or as called for in the carpet section. Replace any damaged tiles after installation. Provide one box of extra tiles for each color and style used, to Owner for future repairs. Seal and wax floor per manufacturers recommendations at completion of installation. See finish schedule for color and styles.

Vinyl Base: Provide and install 4" high x 0.80" minimum thickness coved and/or straight vinyl base with mastic as per manufacturer's recommendations and as shown on the drawings and finish schedule. Provide coved base at all resilient flooring or concrete floor locations. Provide straight base at all broadloom carpet and carpet tile locations. All flooring materials to be of class I materials and shall have a maximum rating of 75 for flame spread, fuel contributed, and smoke developed when tested per ASTM E 84, and shall have a critical radiant flux rating of 0.45 watts/sq.cm or more when tested per ASTM 648. Furnish in continuous length rolls and install in lengths as long as practical to walls, columns and permanent fixtures, and where indicated. Mitered outside corners are not acceptable. All joints are to be tight fitting and flush. Clean any excess mastic from adjacent surfaces immediately. Provide materials as manufactured by Armstrong, Johnsonite, or Roppe.

Gypsum Board: Provide and install five eighth (5/8) inch or one half (1/2) inch gypsum board as shown on the drawings. All work shall conform to the specifications set forth by the Gypsum Association in "Application and Finishing of Gypsum Board". Gypsum board shall conform to ASTM C–36. Gypsum board shall be manufactured by USG, Inc. or equal.

Gypsum board shall be applied perpendicular to ceiling framing members and either horizontal or vertical on walls. Use longest practical board lengths and plan installation to minimize the number of butt joints. Attachment shall be made with screws and adhesive as recommended by the manufacturer.

The Contractor shall provide all corner beads, control joints and other metal trim as shown on the drawings, or as needed for a durable and neat appearing installation. All drywall accessories, such as corner beads, 1/2 beads, expansion or control joints, etc., shall be galvanized metal. Provide one quarter (1/4) inch metal reveal where gypsum board abuts masonry, wood or other dissimilar material. All accessories shall be manufactured by USG, Inc. or equal.

All gypsum board that will be exposed upon completion, either painted or covered with vinyl or paper wallcovering, shall be fully finished. All exposed joints shall be taped and finished and all exposed exterior corners, ends and edges shall be protected with appropriate metal trim. All exposed joints, fasteners, and metal trim shall be covered with three (3) coats of joint compound. The final coat shall extend eight (8) inches either side of joints and trim. All joints shall be finished smooth prior to painting, with no noticeable dents, scratches or other flaws. All gypsum board exposed to view and either painted or receiving light wall covering to be finished to a level four finish.

On fire rated walls, gypsum board shall be taped and finished as required to maintain the fire rating.

Paint: Paint all exposed surfaces of the new work and all existing surfaces in the project area, except where finish schedules or provisions of this section indicate that a surface or material is not to be painted or is to remain natural. All surfaces schedule to receive wall covering shall have a minimum of one coat primer or as otherwise recommended by the wall covering or adhesive manufacturer. All exposed piping, conduit and electrical boxes, duct work, etc. is to be painted. Any exterior material not factory finished or normally intended to be left in a natural state is to be painted.

All paints or other finishes shall be standard commercial brands with a history of satisfactory performance under conditions similar to those present in the areas for which these products were selected. Products selected shall be formulated and as recommended by the manufacturer for the specific use and application proposed. All finish materials shall be applied over compatible primers obtained from the finish material manufacturer. Verify that all shop prime paint is compatible with the finish paint intended, and touch up prime any areas not covered with primer. All primers and finishes shall be applied as recommended by the manufacturer and in accordance with recognized industry standards. Only thinners recommended by the manufacturer shall be used, and only within recommended limits. Use low VOC and low odor paints. The finished application shall be free of runs, blotches and other defects.

The painting contractor shall inspect all areas to be finished and proceed with the application of primers and finishes only when the substrates have been properly sanded, smoothed or otherwise prepared. If the condition of the substrates is found to be unacceptable, the painting contractor shall notify the Contractor immediately. Application of the finish constitutes acceptance of the substrate and the painting contractor will be held responsible for defective work.

Use applicators and techniques best suited for the substrates and type of material being applied. All finishes shall be brushed or rolled. Gypsum board walls and ceilings shall be rolled to provide a uniform finish.

Provide the following paint systems for the various substrates as indicated:

Gypsum Board and Plaster: Acrylic–Enamel Finish. Two finish coats over a primer.
Primer: Latex–based, interior primer; total dry film thickness of not less than 1.2 mils. Finish Coats: acrylic–latex interior enamel, minimum dry film thickness of not less than 2.6 mils.

Interior Wood Trim: Where noted to be stained or clear finish use alkyd wood stain and minimum 2 coats clear polyurethane finish, all applied per manufacturer's recommendations and per Architectural Woodworking Institute (AWI), Custom Grade. Where noted to be painted use 1 coat acrylic blended latex interior wood undercoater, total dry film thickness not less than 0.8 mills and 2 finish coats acrylic–latex enamel, total dry film thickness of not less thatn 2.0 mils.

Interior Ferrous Metals: Two finish coats over factory applied primer, or indicated primer as applicable. Primer (for factory–unprimed work) Quick drying, rust inhibitive, alkyd–based primer, total dry film thickness of not less than 1.3 mils for low luster finish coat and 1.6 mils for semi–gloss finish coat. Finish coats: acrylic–latex, interior enamel, total dry film thickness of not less than 2.6 mils for low–luster, 2.0 mils for semi–gloss. Verify compatibility of shop primer with finish coat on all factory primed work. On exposed structural steel columns, lintels, etc. inspect shop primer for any runs or other imperfections and sand and re–prime as needed to assure a smooth and even finish.

Exterior Ferrous Metals: Two finish coats over factory or shop applied primer, or indicated primer as applicable. Primer (for factory–unprimed work) Quick drying, rust inhibitive, oil based primer, total dry film thickness of not less than 1.3 mils for low luster finish coat and 1.6 mils for semi–gloss finish coat. Finish coats: oil based exterior grade enamel, total dry film thickness of not less than 2.6 mils for low–luster, 2.0 mils for semi–gloss. Verify compatibility of shop primer with finish coat on all factory primed work. On exposed structural steel columns, lintels, etc. inspect shop primer for any runs or other imperfections and sand and re–prime as needed to assure a smooth and even finish.

Minimum Coating Thickness: Apply paint materials no thinner than manufacturers recommended spreading rate. Provide the total dry film thickness of the entire systems as recommended by the manufacturer. If undercoats, stains or other conditions show through final coat of paint, apply additional coats until paint film is of uniform finish, color and appearance. Ensure edges, corners, crevices, welds, and exposed fasteners receive a dry film thickness equivalent to that of the flat surfaces.

Prime Coats: Before applying finish coats, apply a prime coat of material, as recommended by the manufacturer, to material that is required to be painted or finished and that has not been prime coated by others. Recoat primed and sealed surfaces where evidence of suction spots or unsealed areas in first coat appears, to ensure a finish coat with no burn through or other defects due to insufficient sealing.

Pigmented (opaque) finishes: Completely cover surfaces as necessary to provide a smooth, opaque surface of uniform finish, color, appearance, and coverage. Cloudiness, spotting, holidays, laps, brush marks, runs, sags, orange peel, ropiness, or other surface imperfections will not be acceptable.

Transparent (Clear) Finishes: use multiple coats to produce a glass–smooth surface film of even luster. Provide a finish free of laps, runs, cloudiness, color irregularity, brush marks, orange peel, nail holes, or other surface imperfections. Provide finish or final coats for all trim and millwork matching the finish of the doors. Wood shall be sanded as needed to provide a smooth finish without scratches or other defects, sand between coats if recommended by manufacturer for a smooth finish. Two samples, four inch x twelve inch minimum, shall be made of the finish on the actual wood to be installed, and submitted for approval prior to application. All work shall match the approved sample.

Paint colors and finish (sheen) shall be as shown on the drawings or finish schedules.

Clean any paint from adjacent surfaces before it has dried.

Provide minimum of 1 gallon of each color and finish (sheen) to Owner for future repairs; clearly label containers as to manufacturer, color, mix formula, and location of use.

Wall Covering: Where shown on the drawings apply wall covering over drywall with all grain or pattern always running in same direction and patterns matching the adjacent piece. Wall covering is to be applied per manufacturer's recommendations and in accordance with normally accepted industry standards. Unless noted otherwise install all wall covering vertical. All wall covering materials to be Class A, and shall have a maximum flame spread rating of 0–25, and smoke developed rating of 0–450, when tested per ASTM E 84.
Inspect substrate surface and report any defects to General Contractor prior to application of wall covering. Beginning of installation means acceptance of existing surface. Wall covering shall not be applied over defective or damaged substrates. Provide sealer over substrate if required for proper installation and or adhesion. All finish materials shall have a class A rating. Provide 3% additional material of each wall covering supplied, for attic stock. See finish schedule for manufacturers and colors.

Suspended Ceiling: Provide and install the suspended ceiling system as shown on the drawings and as indicated in the finish schedule. All ceiling system components shall be Class A, and shall have a maximum flame spread rating of 0–25, and smoke developed rating of 0–450, when tested per ASTM E 84. The grid system shall be a fine line system as manufactured by USG, Armstrong, or other approved equal, color to be white, or as otherwise shown in the finish schedule. The system shall be supported by wires anchored to the roof structure and the main tees at a maximum spacing of four (4) feet. Additional support shall be provided at lights or other concentrated loads as required. Code requirements for additional support shall be verified with the local building department prior to bidding.

Where grid members do not meet at preformed connections or otherwise cannot interlock, the grid members shall be fastened together with pop rivets of color matching the grid.

Lay–in panels shall measure two (2) feet x two (2) feet or two (2) feet x four (4) feet, as shown on the plans. Use mineral fiber panels having a class A fire rating as manufactured by Armstrong, USG or equal, and as shown on the finish schedule. All panels shall be installed with hold down clips for resistance to uplift.

The system shall be installed by a qualified contractor in accordance with the manufacturer's recommendations and within industry standards. Care shall be taken to provide a finished ceiling free of any dirt or damage. Any broken or stained panels shall be replaced as required and any damage to adjacent construction shall be repaired after installation and prior to turning the building over to the Owner. The system shall be level and true, without any sagging.

Tile Backer Board: Backer board for all ceramic wall tile applications shall be ½" Durock Cement Board by USG or other approved equal. Install per manufactures recommendations with adhesive and self–drilling screws to galvanized metal studs or furring at maximum of 16" c/c. Finish joints as recommended by manufacturer for the finish materials intended.
Tile and Grout: All tile work shall meet the standards and recommendations of the Tile Council of America, latest edition. Install ceramic/stone tile and/or pavers with a thin set system, using either dry set mortar or latex Portland cement mortar as recommended by the tile manufacture and the Tile Council of America for the intended tile and the intended application and as recommended by the manufacturer. Provide metal edge strips at changes in floor materials and/or provide transition pieces where adjacent flooring will be lower that ceramic tile. Provide marble or granite thresholds at toilet room doors with beveled top edges. Prepare floor surface as needed to assure proper bond and as recommended by the tile and setting material manufacturer. Wall tile to be applied over approved tile backer board with finished joints per manufacturers recommendations. Do not install tile over moist or dirty floors or walls. Use colored grout as recommended by the tile manufacturer for the tile selected and the intended use. Seal clean grout as recommended by the manufacturer, after installation is complete and fully cured. If grout is stained before sealing clean or replace grout prior to sealing. Provide one box of extra tiles of each color and style to the Owner for future repairs. See finish schedule for color and style.

SPECIALTIES

Provide shop drawing, literature or samples for all specialties.

Toilet and Bath Accessories: See schedule on drawings.

Signage: Provide signage on toilet room doors as required by ADA. Provide any other signage as required by ADA or local codes. Coordinate sign style and materials with owner's standards.

EQUIPMENT

Provide shop drawing, literature or samples for all equipment.

Cabinets: Provide and install prefabricated kitchen cabinets in configurations as shown on the drawings. Cabinet manufacturer to be a member of the Kitchen Cabinet Manufacturer's Association and all cabinets to carry the association seal. Cabinets to meet or exceed ANSI/KCMA specification 161.1. Installation to be in accordance with manufacturers specifications. Provide counter tops as specified in finish carpentry section of these specifications. Include all fillers, trims, end panels, etc. as needed to provide a complete, neat appearing installation. Field verify all dimensions and submit shop drawings showing layout including any fillers, etc. prior to fabrication or ordering. See finish schedule for color – verify color and style with architect prior to ordering. See Finish Carpentry section of these specifications for installation of cabinets.

Fire Extinguishers: Provide and install UL approved fire extinguishers to match existing units type, size and manufacturer. Provide fully recessed flush trim cabinets to match existing or if not existing provide units equal to Model 1815 Ambassador white electrostatic epoxy primer coated steel cabinet with full, laminated safety glass door, with pull handle and no lock. Provide wall mounted signage at all fire extinguisher locations.

MECHANICAL

See mechanical drawings, notes and specifications on drawings.

All work to be in compliance with all local, state and federal codes, laws, and ordinances. Coordinate all work with other trades and architectural construction documents. All work shall be designed and sealed by a mechanical engineer licensed in the state of Maine.

The existing fire suppression systems shall be modified as required for the new layout. Separate plans and specifications shall be prepared by a qualified Fire Suppression Contractor, licensed by the State of Maine. The Fire Suppression Subcontractor shall be responsible for design and installation, with all work designed, fabricated and installed in accordance with all local and state codes, and applicable NFPA requirements, and shall submit shop drawings to the Architect/Engineer for review, and construction documents to the building department and other authorities having jurisdiction over this project and shall secure all permits. Submit to Owner or Owner's insurance company as directed by the Owner, for proper approvals. Coordinate all work with other trades and architectural and mechanical/electrical construction documents.

ELECTRICAL

See electrical drawings, notes and specifications on drawings.

All work to be in compliance with all local, state and federal codes, laws, and ordinances. Coordinate all work with other trades and architectural construction documents. All work shall be designed and sealed by an electrical engineer licensed in the state of Maine.

The existing fire detection and alarm systems shall be modified as required for the new layout. Separate plans and specifications shall be prepared by a qualified Fire Alarm Contractor, licensed by the State of Maine. The Electrical Subcontractor or the designated Fire Alarm Subcontractor shall be responsible for design and installation, with all work designed, fabricated and installed in accordance with all local and state codes, and applicable NFPA requirements, and shall submit shop drawings to the Architect/Engineer for review, and construction documents to the building department and other authorities having jurisdiction over this project and shall secure all permits. Submit to Owner or Owner's insurance company as directed by the Owner, for proper approvals. Coordinate all work with other trades and architectural and mechanical/electrical construction documents.

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PROJECT :

VISTA Auto Group

EXCUTIVE OFFICE LAYOUT
191 RIVERSIDE
PORTLAND, MAINE

DATE:	ISSUED FOR:
11.12.07	90% REVIEW
11.16.07	PERMIT

SHEET TITLE :

SPECIFICATIONS

SHEET NO. :

A-09