

2012

Tenant Construction Specifications



MPCS, Inc.

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TENANT CONSTRUCTION SPECIFICATIONS

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NOTICE

To the user of this template, you are responsible for updating this document accordingly for any and all Standards, Codes, Manufacturer Products and or Specifications referenced herein.

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00010 GENERAL REQUIREMENTS

- A. The contractor shall visit the premises to thoroughly familiarize their selves with all details of the work and working conditions and verify all dimensions in the field, and shall advise the A/E and the Owner of any discrepancy before bidding or performing any work.
- B. Contractor is to provide all permits, inspection or occupancy certificates, maintenance and operation manuals, equipment warranties, etc., to Owner for his use and record keeping, paying all fees therefore.
- C. It is the intent and meaning of the Contract Documents that the Contractor shall provide a Mechanical and Electrical installation that is complete and all items and appurtenances necessary, reasonably incidental, or customarily included, even though each and every item is not specifically called out or shown. The exact location of each item shall be determined by reference to the project Contract Drawings and to details, equipment drawings and roughing-in drawings, by measurements at the building, and in cooperation with the various trades. Minor relocation necessitated by the conditions at the site or directed by the Owner shall be made without additional cost to the Owner.
- D. Materials and workmanship shall comply with the Contract Documents and shall be done in strict accordance with all applicable codes and standards. In case of difference between applicable codes and standards and the Contract Documents, the Contractors shall promptly notify the A/E and the Owner in writing of such differences. Should the Contractor perform any work that does not comply with the requirements of applicable codes and standards, he shall bear all costs arising in correcting such defects. Applicable codes and standards shall include all ordinances, utility company regulations, and applicable requirements of nationally accepted codes and industry standards. Any "redesign" of systems or changing of design criteria requires approval of the Owner before installation of same. In the event of such an incidence the Contractor will be responsible for all costs involving replacing same to conform to the Drawings and Specifications.
- E. All work involved with the Fire Alarm System is to be performed by the Owner's fire alarm contractor. Also a certificate by the authorized representative of the manufacturer of the Fire Alarm System equipment is required stating that the System has been properly installed, adjusted and tested. During construction Contractor is to take precaution with existing Fire Alarm System.

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- F. Access to and use of the existing facilities and site will be restricted and shall be under the direction and control of the Owner. The Building Manager must be notified 24 hours prior to moving any materials or men to the site.
- G. Maintain existing plumbing, heating, air conditioning, fire protection and other existing systems, and maintain all existing functions in service except for scheduled disruptions. Schedule all such disruptions with the Owner.
- H. Contractor shall take proper precautions to protect all existing operations and property with which work comes in contact, or over which he may transport, hoist or move materials, equipment, debris, etc. and shall repair satisfactorily all damages caused by him during construction.
- I. Coordinate all core drilling of floor penetrations with the Owner. As this structure contains reinforced steel, conduits, and fire alarm circuits, all penetrations must be x-rayed prior to any drilling. All interference's must be indicated on the slab and approved by Owner prior to commencement of work. All core drill pieces are to be removed by the Contractor. All penetrations of piping, ductwork, conduits, etc. through walls, partitions and floors shall be sealed to the Owner's satisfaction and to maintain the integrity of its fire rating. Also any openings in walls and partitions made by the Contractor for access to construction work shall be patched and/or repaired to the Owner's satisfaction, and at no expense to ownership.
- J. Work involving core drilling, work in other tenant areas, (that may disrupt normal working hours), etc. should be scheduled for weekend for after hours) with the approval of the Owner.
- K. Contractor is to provide balancing services for correct quantities of air at air grille locations as shown on the drawings. Documentation is to be provided to the Owner for verification of this service. The Owner's Air Balance Contractor must perform this work, and/or where approved Contractor's Air Balancing Contractor.
- L. The Contractor shall warrant to the Owner that all materials, equipment and workmanship provided by the Contractor will be free from defects for a period of one year from the date of acceptance by the A/E for beneficial use by the Owner, in accordance with the provisions of the General Conditions of the Contract for Construction, AIA Document A201, latest issue.
- M. Provide the services of competent engineers or technicians acceptable to the A/E to instruct representatives of the Owner in the complete and detailed operation of each item of equipment and each system. These instructions shall be provided for whatever periods may be necessary to accomplish the

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- desired results. Upon completion of these instructions, the Contractor shall obtain a letter of release acknowledged by the Owner or his authorized representative stating the dates on which the various kinds of instructions were given and the personnel to whom the instructions were given. A written instruction manual will also be provided along with any visual training aids.
- N. It shall be the responsibility of each trade to cooperate fully with the other trades on the job to keep the job site in ~ clean and safe condition. At the end of each day's work, each trade shall properly store all of their tools, equipment and materials and shall clean his debris from the job site. Sweeping compound will be required to minimize the raising of dust. The Owner's dumpster will not be used for construction trash. If the Owner's dumpster is used, the Contractor will be back charged for its use.
- O. It is the Contractor's responsibility to bid the work with the site "as is". No extras will be allowed for moving material, clean up, or obtaining Owner supplied items stored elsewhere.
- P. The Contractor will provide a final clean up of the job site including: walls, light fixtures, windows, sills, counters, cabinets, floors, etc. Sweeping compound will be required to minimize the raising of dust. The building janitorial crew may be contracted for this work.
- Q. Electrical usage to maintain the premises HVAC system in a range tighter than the following will be billed to the Contractor on a prorated basis:
Humidity 10-90% Temperature 40-95%
- R. A telephone answering service or pager will be maintained by the Contractor's foreman to allow a maximum of 30 minutes reply time to owner's call.
- S. The Contractor's forces are restricted to designated toilet rooms. Under no circumstances will any materials be cleaned in these areas.
- T. All Contractors are to use the freight/service elevator ONLY. Refer to Contracts, Rules and Regulations for specific time schedules.
- U. A schedule of activities will be required from the Contractor for each lease space and must be updated and sent to the **Owner** if the scheduled completion date changed.
- V. At the completion of the work, the Contractor will schedule and conduct a punch list inspection of the work with the **Owner** and tenant representatives. A price and completion time will be agreed upon. Final payment to the Contractor will not be made until all items on the punch list are resolved, a Final Waiver and Release of Lien and a Certificate of Occupancy have been received by **Owner**.

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- W. Any variations to the Drawings (with approval of Architect/Engineer and Owner) are required to be "red-marked" and given to the Owner as "as-built" Drawings for his record use. Final payment will not be made until the District approved fire sprinkler and "as-built" drawings are received by **Owner**.
- X. Ceiling Tile - It will be the general contractor's responsibility to purchase and install all needed ceiling tile for the project.
- Y. It is assumed that the general contractors' general conditions, overhead, fee and unit prices given in the bid will be maintained through the end of the contract unless stated otherwise in the bid.
- Z. All change orders must be documented with subcontractor/vendor quotes and summarized on a recap form.
- AA. Project Responsibilities:

Leasing Agent - Orchestrate initial meeting with architect, tenant and construction manager. Responsible for the information on the construction assignment sheet and making sure that it gets to the Construction Manager.

Tenant Authorized Representative - Final sign-off of construction drawings, budget and schedule. Monitor budget including change orders on a monthly basis. Receive minutes and respond to situations on an "as needed" basis. Coordinate furniture orders, computer wiring, telephone installation and moving. Contact person for requests from others. Provide program and equipment needs.

The Construction Manager - Responsible for construction administration, supervision of general contractor, construction budget, preparing work orders, and processing pay request and change orders.

Architect - Space planning, construction documents, finish selections, and contract administration. Check shop drawings and submittals and keep log of submittals and change orders. Take minutes, write agendas and maintain "to-do" lists. Prepare punch list.

Electrical/Mechanical/Plumbing/Engineer - Produce mechanical/electrical construction documents based on information from Tenant and Architect and inspection of M&E construction.

Contractor - Responsible for providing and meeting the construction schedule. Responsible for all subcontractors except furniture installers. Must meet move-in deadline and attend construction meetings. Coordinate with furniture and telephone installers. Perform punch list within two weeks after receipt.

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Furniture Dealer - Install furnishings to meet owner's schedule. Coordinate with electrical contractor and telephone installer. Keep Tenant, Architect and **Owner** informed of furniture ship dates.

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00100 AUDIT CLAUSE

Owner's agent or its authorized representative shall have access to all necessary records, and shall be provided adequate and appropriate work space, in order to conduct audits in compliance with this Article. Owner's agent or its authorized representative shall give auditees reasonable advance notice of intended audits.

Records" shall consist of contractor's books, records, original estimates, estimating worksheets, correspondence, accounting records, written policies and procedures, subcontract files (including proposals of successful and unsuccessful bidders), change order files (including documentation covering negotiated settlements), and any other supporting evidence necessary to substantiate charges related to this contract. Such records shall be open to inspection and subject to audit and/or reproduction, during normal working hours; by owner 's agent or its authorized representative to the extent necessary to permit adequate evaluation and verification of any invoices, payments or claims submitted by the contractor or any of his payees. Such records subject to examination shall also include, but not be limited to, those records necessary to evaluate and verify direct and indirect costs as they may apply to costs associated with this contract.

Contractor shall require all subcontractor-, insurance agents, and material suppliers to comply with the provisions of this Article by insertion of the requirements hereof in a written contract agreement between contractor and payee. Failure to obtain such written contracts which include such provisions shall be reason to exclude some or all of the related payee's costs from amounts payable to the contractor pursuant to this contract.

For the purpose of such audits, inspections, examinations and evaluations, the Owner's agent or authorized representative shall have access to said records from the effective date of this contract, for the duration of the work, and until three (3) years after the date of final payment by Owner to contractor pursuant to this contract. The results of such audit shall be taken into account in determining final payment, including any savings shared by the contractor (if applicable). In the event the audit determines that the actual reimbursable cost of the work is less than the reimbursable costs reported by the contractor by more than one per cent (1%), then the contractor shall also reimburse owner for the cost of such audit, including the reasonable charges for the time of any employees of Owner or any entity related to Owner who participates in the audit, not to exceed the charges of third parties for similar work; any out-of-pocket costs incurred in connection with the audit; and a reasonable allocation of Owner's indirect costs to the audit, in accordance with the then current practice of the Owner.

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00600 INSURANCE REQUIREMENTS

All Contractors and Third Party Services:

Every contractor and all parties furnishing services to **Owner** or any of its subsidiary companies must provide the **Owner** with evidence of the following minimum insurance requirements. In no way do these minimum requirements limit the liability assumed elsewhere in this contract:

- A. Worker's Compensation and Employer's Liability:
 - 1. Statutory requirements in states where operating to including all areas involved in operations covered under the contract.
 - 2. Coverage "B" - Employers Liability, with limits of Bodily Injury \$500,000 per Accident per Employee, \$100,000 per Disease per Employee, \$500,000 per Disease Policy Limit.

- B. Comprehensive General Liability:
 - 1. Provide either Comprehensive General Liability Insurance (1973 form) with the Broad Form Comprehensive General Liability Endorsement (GL0404 or G222) or the Commercial Liability Coverage (1986 form), on an occurrence basis with the following:

Premises/Operations, Elevators and Escalators, Independent Contractors, Products - Completed Operations, Personal Injury, Broad Form Property Damage (including Completed Operation), and afford coverage for the X, C and U hazards, employees as additional insured's Fire Legal Liability and Contractual Liability on a Blanket basis insuring the liability assumed under this contract.
 - 2. Limits of Liability: \$500,000 Combined Single Limits for Bodily Injury and Property Damage.

- C. Comprehensive Automobile Liability:
 - 1. Comprehensive Automobile Liability form, including all Owned, Non-Owned and Hired Vehicles.
 - 2. Limits of Liability: Bodily Injury/\$250,000 each person, \$500,000 each occurrence, Property Damage \$100,000 each occurrence.

- D. Umbrella Liability:
 - 1. Such insurance shall provide coverage with limits of not less than \$2,000,000 per occurrence/\$2,000,000 aggregate in excess of the underlying coverage listed in A, B and C above, or double the contract amount, whichever is higher.

- E. Additional Requirements:

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1. Contractor shall require or provide the same minimum insurance requirements, as listed above, of all their subcontractors and these subcontractors shall also comply with the additional requirements listed below.
 2. All insurance coverage required as herein set forth shall be at the sole cost and expense of contractor, subcontractor or those providing third party services and deductibles shall be assumed by, for the account of, and at their sole risk.
 3. Except where prohibited by law, all insurance policies shall contain provisions that the insurance companies waive the rights of recovery or subrogation against the **Owner**, its agents, servants, invitees, employees, co-lessees, co-ventures, affiliated companies, contractors, subcontractors and their insurers.
 4. A Certificate of Insurance or certified policies evidencing all the above, must be presented to the **Owner** prior to work commencing. The certificates or policies will show the **Owner** to receive thirty (30) days notice prior to cancellation or adverse material changes.
 5. Contractor shall name **Owner** and any other such entity which has an ownership interest in the project, as an additional insured on coverage A, B, C and D scheduled above.
- F. All Risk Builder's Risk Insurance - **Owner** Managed Projects:
1. **Owner** accepts only the risks covered by a standard builder's "all risk" insurance policy subject to the exclusions contained therein and subject to a deductible, in the name of **Owner** and contractor including the interest of subcontractor on: (1) the work that is to be done; and (2) all insurable items of work and materials to be incorporated in the work, title to which has been acquired by **Owner**, but such insurance shall not cover any property owned, leased or otherwise used in connection with the work by contractor or his subcontractors.

Contractor shall be responsible for the first \$10,000 of any loss covered by the Builder's Risk Insurance Policy.

2. Tenant-Managed Projects:

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Tenant will acquire a standard completed value "All Risks" Builder's Risk Policy covering the interest of (1) the tenant; (2) contractors, subcontractors and any other construction firms and (3) **Owner**, as their respective interests appear. This insurance shall cover (1) all work to be performed and (2) all structures, materials and fixtures which will be incorporated within the leased premises. Tenant or contractor will be responsible for any deductibles or any uninsured losses which occur to the property or work which should be or is installed. **Owner** shall not be liable or responsible for any loss or damage to any property considered hereunder.

G. Indemnification:

1. Nothing in this Agreement shall relieve contractor of any responsibility for any loss for which **Owner** is not required to provide insurance or for the risk of loss and the responsibility for all injuries or damages to persons or property, including the work of subcontractors that may arise through the prosecution of the work. Contractor hereby indemnifies and agrees to save the **Owner** harmless against any liability claims whatsoever that may arise in connection with the work, and agrees, at his expense, to defend any legal action and pay any attorney fees incurred by **Owner** in connection therewith.

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01100 PAYMENT PROCEDURES

- A. Submit Certificate for Payment (AIA Document G702-1996 or current version) by the 22nd of the month. They will be paid by the 15th of the next month.
- B. Submit Certificate for Payment to **Owner's** Construction Manager ("Director of Engineering Services).
- C. Be sure Certificate for Payment is mathematically correct.
- D. Certificate for Payment should reflect total contract amounts with change orders shown separately.
- E. Show amount previously billed against contract amount.
- F. Attach copy of appropriate back-up, contract, change order, work order, etc. to the invoices.
- G. Submit two original Certificates for Payment for each job.
- H. Bring questions to the Construction Manager, not "Accounting".
- I. A minimum of ten percent retainage will be held until all punch list items are complete, the Certificate of occupancy, as-built drawings, District approved sprinkler drawings and Final Waiver and Release of Lien have been received by the Construction Manager.
- J. For contracts with greater than \$50,000 also attach G703-1996 (or current version) continuation sheet showing the schedule of values.

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01600 INSPECTION AND TEST PROCEDURES

Mechanical/Plumbing:

- A. Condenser Water and Chilled Water System: All installations are to be coordinated with Building Engineering Personnel.
1. All condenser water piping systems shall be tested and proved tight under 300 psig pressure for a period of 4-hours prior to the application of any insulation. After the system has been proved tight (any leaks detected shall be repaired and test repeated until a 4-hour period of observation with no leaks has passed), water flow shall be proved at each condenser and cooling tower.
- B. Domestic Water Piping Systems:
1. Domestic water piping systems shall be tested and proved tight under 300 psig for a period of four hours prior to the application of any insulation.
 2. During this test procedure, all pipe, fittings, and accessories in the particular piping system which are being tested shall be checked for leaks, and should any be detected they shall be repaired by means approved by the Architect and the hydrostatic tests shall again be applied. This procedure shall be repeated for an entire eight hour period during which no leaks can be found, and no loss in pressure can be detected while the test is in progress.
 3. Wherever conditions permit, each piping system shall thereafter be subjected to its normal operating pressure and temperature for a period of not less than five days. During that period, it shall be kept under close observation by the Contractor. The integrity of each piping system shall be demonstrated by the absence of leaks and pressure loss during this period of time. The satisfactory completion of any tests or series of tests shall not relieve the Contractor of any responsibility with regard to the ultimate satisfactory operation of such piping systems and accessories.
- C. Sanitary Waste and Vent Systems:
1. Sanitary waste and vent piping systems shall be tested in vertical segments approximately 50 feet in height. After the vertical lines of the soil pipe, waste pipe, and other parts of the sanitary system tested, and allowed to remain filled for 24 hours. If after 24 hours the level of water has been lowered by leakage, the leaks shall be repaired in a manner approved by the Architect and the water level

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shall again be raised to the top of the segment being tested. The test shall be repeated until after a 24 hour retention period there is no perceptible lowering of the water level in the segment being tested.

D. Storm Drain System:

1. Storm drainage systems shall be tested as specified above for the sanitary waste and vent systems.

E. Fire Protection Standpipe and Sprinkler Systems:

1. After the installation of each fire protection standpipe system and sprinkler system has been completed, subject the system to a hydrostatic test pressure of 200 psig, or at a pressure 50 psig greater than the normal operation pressure (with Fire Pumps in operation) of greater than 150 psig. If leaks are found in threaded joints, do not caulk the threads, but repair the leaks in a manner approved in advance by the Architect. Each system shall be alternately tested and repaired as necessary until it has been demonstrated that the system is capable of withstanding the specified hydrostatic test pressure for a period of 24 hours without an appreciable decrease in the test pressure initially applied.
2. Make pressure tests on each fire protection standpipe and sprinkler system as described above, and as required by the governing authorities, and have test witnessed by a representative of the Architect. Submit letter of approval upon completion of the installation and testing of each system, certifying that the governing authorities have approved and accepted the entire system.

F. Air Systems:

1. Systems shall be balanced to within +10% or -5% of the quantities shown. Balancing of air handling systems shall be accomplished in accordance with the SMACNA Balancing and Adjustment Manual by experienced personnel trained in SMACNA procedures with calibrated instruments. Test results shall be submitted using SMACNA test report form and a schematic layout for each system and shall be certified by the Contractor. Balancing report submitted shall list each diffuser, register or grille associated with each system, giving numerical identification (including room number or area name), design quantity, final quantity, etc.

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G. Pneumatic Temperature Control System:

1. Each system temperature control tubing shall be tested by the Contractor under a pressure of 30 psi for a period of eight (8) hours with a loss of pressure not exceeding 10%.
2. The control manufacturer shall adjust and calibrate all control equipment furnished by him and shall place the system in operation, subject to the review of the Building Manager.
3. If, in the opinion of the Building Manager, system operation is unsatisfactory due to malfunctioning components or other miscellaneous items required for successful operation and sequencing of the systems, the manufacturer shall make necessary corrections to provide satisfactory operation.

H. Should the completion of these tests leave any reasonable question or doubt relative to the integrity of any portion of any installation institute such additional tests or measures a. may be required to demonstrate the integrity of these systems to the complete satisfaction of the Architect. Conduct and complete all tests before any joints in piping are concealed or made inaccessible.

I. Equipment:

1. Prove motor driven equipment generally operable in accordance with these Specifications.
 - a) Electrical (Switchgear, Switchboard and Panelboard Assemblies - General)
 - (1) Visual and Mechanical Inspection.
 - (a) Inspect for physical damage.
 - (b) Compare equipment name plate information with corresponding requirements of the Drawings, Specifications and report discrepancies.
 - (c) Inspect for proper alignment, anchorage and grounding.

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- (d) Check tightness of accessible bolted bus joints by calibrated torque wrench method. Refer to the manufacturer's instructions for proper foot-pound levels.
 - (e) Inspect doors, panels and sections for paint, dents, scratches, fit and for presence of all bolts, nuts and other fasteners used for assembly of equipment.
- b) Transformers - Dry Type
- (1) Visual and Mechanical Inspection.
 - (a) Inspect for physical damage.
 - (b) Compare equipment name plate information with corresponding requirements of the Drawings and Specifications and report discrepancies.
 - (c) Verify proper auxiliary device operation such as fans, indicators and tap chargers.
 - (d) Bolted electrical joints shall be in accordance with the manufacturer's directions.
- c) Cables - Low Voltage (600 volts and less)
- (1) Visual and Mechanical Inspection.
 - (a) Inspect cables for physical damage and for proper connections in accordance with the requirements of the Drawings and Specifications.
 - (b) Cable connections shall be torque tested to manufacturer's recommended values.
- d) Metal Enclosed Bus Ducts
- (1) Visual and Mechanical Inspection
 - (a) Each joint needs to be checked to ensure no trace of moisture/contamination.

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- (b) Inspect buses for physical damage and for proper connections in accordance with the Drawings.
 - (c) Inspect for proper bracing, suspension alignment and enclosure ground.
 - (d) Check tightness of bolted joints by calibrated torque wrench method.
- e) Circuit Breakers - Low Voltage (Molded Case)
- (1) Visual and Mechanical Inspection
 - (a) Check each circuit breaker for proper mounting, conductor size and feeder designation.
 - (b) Operate circuit breaker to insure smooth operation.
 - (c) Inspect case for cracks or other defects. d. Check tightness of connection with torque wrench in accordance with manufacturer's recommendations.
 - (2) Install ground fault systems as required to maintain power system integrity.
- f) Motor Control Centers
- (1) Visual and Mechanical Inspection
 - (a) Inspect for physical damage, proper anchorage and grounding.
 - (b) Compare equipment nameplate data with requirements of design Drawings and Specifications.
 - (c) Compare overload heaters with motor full load current for proper size.

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01700 EQUIPMENT CARE AND CLEAN-UP

- A. Each item and component of switchgear shall be covered with suitable tarpaulin or plastic sheeting, and shall be otherwise protected from moisture, dust and other foreign material from the time it arrives on the job site until it is placed in service.
- B. Each item and component of switchgear shall be protected at all times from damage by other trades by signs, barriers and other means whereby other trades are made fully aware of the importance of protecting this equipment from damage.
- C. After the installation is complete, and before the equipment is energized, clean the interior and exterior of all equipment thoroughly. Arrange an inspection after this cleaning is complete to obtain approval of the cleanliness. This shall be a progress inspection and not an acceptance inspection. After the building is completed and cleaned, arrange for a complete power outage on the switch-gear and repeat the cleaning. This shall be performed before the final inspection. Each component shall be cleaned with air pressure, vacuumed and wiped clean, and all dust and other foreign material removed.
- D. Components shall be cleaned of all oxidation. Any portion needing touch-up finishing shall be so finished, to equal the specified finish on the product. The entire inside and outside of all switchgear shall also be wiped clean with a lemon-oil rag after all other cleaning is complete.

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06200 CABINETS AND MILLWORK

A. General

1. Specifications herein are for shop constructed cabinets. The maker shall submit bids for prefabricated units which meet general requirements of these specifications and the drawings.
2. Construct and install all cabinets in workmanlike manner to be plumb, square and true to plane and to conform to dimensions specified herein and on the drawings. Coordinate installation with other trades whose work is affected by the installation of cabinets. Refer to electrical and plumbing specification sections. Cabinet Contractor shall be responsible for verifying the location and installation of wood blocking in drywall required for cabinet work.
3. Cabinet Contractor shall field measure all openings and room dimensions to which cabinets must conform. He shall be responsible for verifying opening dimensions for all built-in appliances.
4. Delivery of cabinets to site shall be coordinated with work of other trades so that the cabinets are delivered when the work of the other trades is reasonably complete and ready for cabinets to be installed.

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08200 DOORS. WINDOWS. GLASS

A. General

1. Install all doors and frames in workmanlike manner to be plumb, square and true to plane. Coordinate installation with other trades whose work is affected by the installation of door frames, doors and windows (sidelights).
2. Refer to finish schedule for finish information.
3. Contractor shall inspect all materials supplied by Owner prior to any installation of such items. The Contractor shall not install any defective or damaged materials, but shall notify the Owner so that Owner can replace the damaged item. The Contractor shall be responsible for the costs associated with replacing a damaged or defective item if such damage or defect should reasonably have been noticed during Contractor's inspection of material.
4. The Contractor shall also take measures to protect the materials, supplied by the Owner that are to be installed during construction.

B. Door Frames

1. Are to be provided by the Owner unless otherwise noted and installed by the Contractor. FU11 height frames are standard. Provide smoke-proof seal and closers at all openings into the public corridor.

C. Doors

1. Building standard are wood veneer solid core, three feet (3') wide, full height doors to be provided by Owner unless otherwise noted. Doors will be pre-bored and mortised. Contractor shall fit all doors accurately in their respective frames, tight fitting on top and sides. All doors onto public hallways shall be tight fitting and self closing. At bottom of doors, provide 3/8 inch clearance from finished floor. Contractor shall field measure all heights and trim the door bottom accordingly.
2. Seal top and bottom of solid core doors with heavy coat of varnish or similar seal prior to hanging doors. Keep remaining surfaces on door clean.