

SAU 31 Security Vestibule, 2021

5. REQUIRED COMPLETION DATE: All work must be complete prior to April 22, 2022 unless an extension is agreed upon and pre-authorized in writing by the District.
6. LATE PROPOSAL/BIDS: ONLY SEALED PAPER BIDS will be accepted. **No late bids will be accepted after Monday November 22, 2021 3:00 P.M.** Any bids received after the specified date and time will not be considered, nor will late bids be opened.
7. PAYMENT TERMS: SAU 31-Newmarket School District will pay the selected Bidder within thirty (30) days following receipt of invoices. All invoices shall be accompanied by the following, all in a form and substance satisfactory to the District.
 1. Current sworn statement from Bidder setting forth all subcontractors and material suppliers for whom Bidder has subcontracted.
 2. The amount of each subcontract and the amount requested for any subcontractor, material supplier and application for payment, and the amount to be paid to Bidder from such progress payment together with an executed waiver of liens.
8. WITHDRAWAL OF BIDS/PROPOSALS: Proposals may be withdrawn prior to the opening date and time upon written request of the Bidder. Negligence on the part of the Bidder in preparing his/her proposal shall not constitute a right to withdraw a bid subsequent to the bid opening.
9. PRICING: Unless otherwise specified, all prices listed are firm for the term of the contract. All prices should include all labor and material costs, and any discounts offered.
10. BID RESULTS: The SAU Business Office will not respond to phone inquiries for bid results. Individuals or company representatives may attend a bid opening which is open to all interested parties or by emailing for a summary of the bids. Bid award results will only be released to parties via email once the Newmarket School Board has been notified and awarded the bid. The bids and proposals are governmental records and shall be available to the public under the Right-to-Know Law. The District will not accept bids or proposals marked confidential in whole or in part.

All concepts, information, and cost savings alternatives presented by the Bidder during the bid selection process shall become the property of the District and shall thereafter be used at the District's sole discretion. The District shall own all instruments of service.

11. CONTRACT REQUIREMENTS:
 - (a) The selection of the Bidder is conditioned upon the Bidder executing an agreement acceptable to the District. In the event the District cannot reach an agreement with the apparently selected Bidder to the District's satisfaction, the District reserves the right to terminate negotiations with no obligation to the apparently selected Bidder and to enter into any agreement with any other party of the District's choosing.
 - (b) The District may at any time terminate the services and/or contract with the Bidder for the District's convenience and without cause. In the case of such termination for the District's convenience, the Bidder shall be entitled to receive payment from the District limited to actual documented expenses of the Bidder as of the termination date as its sole remedy. In no event will the District be responsible for lost profits, compensatory or other consequential damages.
 - (c) To the fullest extent permitted by law, Bidder shall indemnify and hold harmless SAU 31-Newmarket School District, and the District's officials, agents, employees, and volunteers or any of them from and against claims, damages, losses and expenses, including but not limited to attorneys fees arising out of or resulting from performance of the work provided that such claim, damage, loss or expenses is attributable to bodily injury, sickness, disease or death, or to injury or to destruction of tangible property caused by the negligent and intentional acts or omissions of Bidder, a subcontractor or anyone directly or indirectly employed by themor

BIDDER'S INITIALS: _____

SAU 31 Security Vestibule, 2021

anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part or by a party indemnified hereunder. The indemnification provision shall survive termination or expiration of this agreement. The guaranteed maximum price shall not be exceeded under any circumstances unless the District gives prior written approval to the work and the additional cost of the work prior to the work being commenced that would form the basis of Bidder's claim to an additional amount over the guaranteed maximum price.

- (d) The District shall retain ten percent (10%) of any progress payment until the final completion and acceptance of the work by the District.
 - (e) Changes in the work or the time to complete the work shall be accomplished only by change order. Accordingly, no course of conduct or dealings between the parties, nor any expressed or implied acceptance of alterations or additions to the work and no claim that the District has been unjustly enriched by any alterations or additions to the work whether or not there is, in fact, any unjust enrichment to the work shall be the basis of the claim to an increase in the amounts due.
 - (f) The terms, conditions, guarantees, and warranties contained in the agreement shall survive the termination or expiration of the agreement.
 - (g) The Agreement, and all matter or issued collateral to it, shall be governed by, and construed in accordance with the law of the State of New Hampshire.
12. NON-APPROPRIATION CLAUSE: Multi-year contracts entered as a result of this RFP require a non-appropriation clause.
13. INSURANCE: The selected Bidder awarded the bid will be required to submit a certificate of insurance and policy endorsements naming the SAU 31-Newmarket School District as additional insured. Said certificate of insurance must have a minimum liability limit of \$1,000,000.00 for Comprehensive General Liability Combined Single Limit and workers' compensation coverage in accordance with New Hampshire State law. The Bidder shall procure and maintain for the duration of this project workers' compensation insurance as required by State law for all employees that are engaging in any work at the project site, whether directly employed or subcontracting associates. The Bidder shall provide builder's risk insurance. Upon award of the bid, Bidder will furnish a current certificate of insurance and policy endorsements to the SAU Business Office no later than 5 business days of receiving notification of bid award, and **prior to the commencement of any work being performed**. The Newmarket School District shall be named an Additional Insured on the certificate of insurance and policy endorsements.
14. All quotations must be signed by an authorized representative of the Bidder.
15. Should a Bidder find discrepancies in or omissions from the specifications, or should he/she be in doubt as to their meaning, the Bidder shall at once notify the District, who will send written instructions to all Bidders. The District will not be responsible for any oral instructions or addendums.
16. Proposals should be prepared simply and economically providing a straightforward, concise description of the Bidder's ability to meet the requirements of the RFP.
17. All work in the District must meet the requirements of all applicable town, local and state codes, laws and ordinances, permits, in addition to any technical societies referenced herein. Bidder shall obtain all required permits and provide copies of the permits to the District.
18. All questions during the bidding period should be directed to David Reilly, Facilities Director. Questions should be submitted by email and will be shared with all potential bidders. Email reillyd@newmarket.k12.nh.us. Please copy Janna Mellon, Business Administrator at mellonj@newmarket.k12.nh.us. Last opportunity to submit questions shall be Thursday, November 4, 2021 by 3:00 P.M.

SAU 31 Security Vestibule, 2021

19. Proposal due date is Monday November 22, 2021 3:00 P.M. Sealed proposals should be submitted to Janna Mellon, Business Administrator at 186A South Main Street, Newmarket, NH. Please reference **SAU 31 Security Vestibule RFP** on the sealed envelope.
20. The District's decision with regard to the selection of the Bidder shall be considered final.
21. The District reserves the right to investigate the financial responsibility of any and all submitters to determine the ability of the firm and/or individual to assure services throughout the term of the project and to provide insurance that will be required by the District.
22. PAYMENT AND PERFORMANCE BONDS: The Newmarket School District requires Payment and Performance Bonds for projects that are over \$125,000.00 be supplied to the SAU Business Office, prior to commencing work.
23. GUARANTEES AND WARRANTY: All parts and labor must be guaranteed and include a warranty of at least one year after final completion of the work and with an additional one year warranty commencing on the date that any defective or nonconforming work was corrected.

SUBMITTAL REQUIREMENTS

Completion of all sections of the Bid Form. All pages of RFP document must be initialed.

BIDDER'S INITIALS: _____

SAU 31 Security Vestibule, 2021

Attachment A

Additional Information (see also attached drawings):

General:

- a. All material installation shall be installed per manufacturer's specifications.
- b. All materials shall be provided in accordance with the products specified in RFP, unless a change is agreed upon in writing by the District.
- c. Colors of materials, if unspecified, will be selected by the District upon receipt and review samples.
- d. Door hardware to be provided by Bidder in accordance with the specifications shown in Attachment B.
- e. Costs for disposal of debris, shingles and other construction materials shall be included in the price of the bid. Proposed dumpster location must be approved by the District.
- f. Sketches shown in plans are conceptual. Final measurements shall be determined on site by Bidder.
- g. All existing conditions and dimensions shown in drawings are approximate. While every effort has been made toward accuracy, square footage and dimensions need to be verified by Bidder and adjusted on site as needed.

Demolition, Modifications and Reconstruction:

- a. Relocate conference room door to location specified in sketch.
- b. Close off, finish, insulate (for sound proofing), and paint existing doorway opening.
- c. Modify existing plumbing to accommodate new door opening location.
- d. Install new interior door for conference room as specified in hardware and drawings.
- e. Install and paint door trim for new conference room door.
- f. Install door hardware as specified in Attachment B.
- g. Add a horn strobe and emergency lights to existing hallway
- h. Replace exit sign at opposite end of existing hallway to include emergency lights
- i. Relocate and install exit signs as specified in D3

Vestibule:

- a. Install factory-finished wood veneer faced doors as specified in sketch D3.
- b. Install electronic Security Hardware as specified in Attachment B.
- c. Install Door handles as described.
- d. Replace existing exit sign with one that includes emergency lights.
- e. Install card reader and intercom box and wiring to be connected with two offices.
- f. Install mail slot as shown in attached drawings.
- g. Install wiring.

Flooring:

- a. Patch doorway flooring with carpet tile with tiles provided by District to match existing.

Ceiling:

- a. The wall will extend beyond the existing drop ceiling but not to the ceiling above.
- b. Drop ceiling tiles will be cut to fit and new track installed to match the hallway.

SAU 31 Security Vestibule, 2021
Bid Form

Proposal due date is Monday November 22, 2021 3:00 P.M. Sealed proposals should be submitted to Janna Mellon, Business Administrator at 186A South Main Street, Newmarket, NH. Please reference **SAU Security Vestibule 2021** on the sealed envelope.

- I accept that substantial completion is expected by April 22, 2022 unless an extension is agreed upon and pre-approved in writing by the District.
- I acknowledge that this RFP must be returned in its entirety, including the Bid form and all attachments. Each page of the RFP must be initialed by the bidder, where indicated.
- I have read and reviewed both Attachment A (additional information) and the attached drawings prepared by Banwell Architects which accompany this RFP.
- I propose to perform the work described in Attachment A and in the drawings as provided Banwell Architects at the maximum price as shown below.
 - Any additional / unforeseen work will not be performed without a properly authorized change order.
 - Final price is subject to change upon issuance of final construction documents.

Bid Proposals shall remain valid for thirty (30) days.

Guaranteed Maximum Bid Amount: _____

Name of Company: _____

Address: _____

Email Address: _____

Telephone Number: _____

Authorized Representative Name and Title: _____

Signature of Authorized Representative: _____

Date: _____

Any exclusions, qualifications, or comments:

Have you, or any of the principals of your company been involved in any litigation, arbitrations, mediations, or administrative proceedings in the past 10 years?

Yes. No

If yes, please note the details of the claims, attorneys, and resolution below.

BIDDER'S INITIALS: _____

SAU 31 Security Vestibule, 2021

Bid Form

Vendor Qualifications

The proposal shall include all of the following information. Failure to include all of the required information may result in disqualification of a bidder.

1. List of three (3) references including names, addresses, phone numbers and contact persons, of clients for whom you have performed similar services in this proposal.

2. State how long you have been operating under your present company name.

3. Bidder's qualifications, years in business, experience in providing the level and type of service specified in the proposal.

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SECTION INCLUDES

- A. Furnish and deliver all finish hardware necessary for all doors, also hardware as specified herein and as enumerated in hardware sets and as indicated and required by actual conditions at the building. The hardware shall include the furnishing of all necessary screws, bolts, expansion shields, drop plates, and all other devices necessary for the proper application of the hardware.

1.3 RELATED SECTIONS

- A. Division 06 - Wood, Plastics, and Composites
- B. Section 08 14 16 - Flush Wood Doors
- C. Section 08 80 00 - Glazing
- D. Division 26 - Electrical
- E. Specific Omissions: Hardware for the following is specified or indicated elsewhere, unless specifically listed in the hardware sets:
 - 1. Windows.
 - 2. Cabinets of all kinds, including open wall shelving and locks.
 - 3. Signs, except as noted.
 - 4. Toilet accessories of all kinds including grab bars and coat hooks.
 - 5. Overhead doors (except cylinders where scheduled).

1.4 REFERENCES

- A. International Code Congress (ICC)/American National Standards Institute (ANSI):
 - 1. ICC/ANSI A117.1, Accessible and Usable Buildings and Facilities.
 - 2. ANSI/BHMA A156.1 – A156.24 – Standards for Hardware and Specialties.
- B. National Fire Protection Association (NFPA):
 - 1. NFPA 80 - Standard for Fire Doors and Fire Windows
 - 2. NFPA 101 - Life Safety Code
 - 3. NFPA 105 - Smoke and Draft Control Door Assemblies

- C. Underwriters Laboratories, Inc. (UL):
 - 1. UL 10C - Positive Pressure Test of Fire Door Assemblies
 - 2. UL 1784 - Air Leakage Tests of Door Assemblies
 - 3. UL 305 - Panic Hardware
- D. Applicable state and local building codes.
- E. Accessibility
 - 1. ADA - Americans with Disabilities Act
 - 2. ICC / ANSI A117.1 - Accessible and Usable Buildings and Facilities
- F. Door and Hardware Institute (DHI):
 - 1. Sequence and Format for the Hardware Schedule.
 - 2. Recommended Locations for Builders Hardware

1.5 SUBMITTALS

- A. Submit under provisions of Section 01 33 00.
- B. Product Data: Include manufacturers' technical product data for each item of door hardware, installation instructions, maintenance of operating parts and finish, and other information necessary to show compliance with requirements.
- C. Final Hardware Schedule Content: Based on hardware indicated, organize schedule into "hardware sets" indicating complete designations of every item required for each door or opening. Include the following information:
 - 1. Type, style, function, size, and finish of each hardware item.
 - 2. Name and manufacturer of each item.
 - 3. Fastenings and other pertinent information.
 - 4. Location of each hardware set cross-referenced to indications on Drawings.
 - 5. Explanation of all abbreviations, symbols, and codes contained in schedule.
 - 6. Mounting locations for hardware.
 - 7. Mounting type for closers.
 - 8. Name of lock/latch function.
 - 9. Door and frame sizes, materials, degree of opening, and hand.
 - 10. Name and phone number for the local manufacturer's representative for each product.
- D. Key Schedule: After a keying meeting between representatives of the Owner, Architect, and the hardware supplier, provide a keying schedule, listing the levels of keying, as well as an explanation of the key system's function, the key symbols used, and the door numbers controlled. This schedule can be submitted as a part of the hardware schedule or as a separate schedule.
- E. Samples: If requested by the Architect, submit samples of each type of exposed hardware unit in finish indicated and tagged with full description for coordination with schedule.
 - 1. Samples will be returned to the supplier in like-new condition. Units that are acceptable may, after final check of operations, be incorporated in the Work, within limitations of key coordination requirements.

- F. Templates: After final approval of the hardware schedule, provide templates for doors, frames, and other work specified to be factory prepared for the installation of door hardware.
- G. Wiring Diagrams: After final approval of the hardware schedule, submit wiring diagrams as required for the proper installation of all electrical, electro-mechanical, and/or electro-magnetic products.
- H. Operations and Maintenance Data: Provide in accordance with Section 01 78 23 and include the following:
 1. Complete information on care, maintenance, and adjustment; data on repair and replacement parts, and information on preservation of finishes.
 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 approved hardware schedule, edited to reflect "As installed."
 6. Copy of final keying schedule.
 7. As installed "Wiring Diagrams" for each opening connected to power, both low voltage and 110 volts.
 8. One (1) complete set of special tools required for maintenance and adjustment of hardware, including changing of cylinders.
 9. Copy of warranties including appropriate reference numbers for manufacturers to identify the project.

1.6 QUALITY ASSURANCE

- A. Substitutions: Submit substitutions in accordance with Division 01.
- B. Supplier Qualifications: A recognized architectural hardware supplier, with warehousing facilities in the Project's vicinity, that has a record of successful in-service performance for supplying door hardware similar in quantity, type, and quality to that indicated for this Project and that employs an accredited Architectural Hardware Consultant (AHC), who is available to Owner, Architect, and Bidder, at reasonable times during the course of the Work for consultation.
- C. Product Single Source Responsibility: Obtain each type of hardware (latch and locksets, hinges, closers, etc.) from a single manufacturer.
- D. Supplier Single Source Responsibility: Procure hardware for all doors from a single supplier.
- E. Fire-Rated Openings: Provide door hardware for fire-rated openings that complies with NFPA 80 and requirements of authorities having jurisdiction. Provide only items of door hardware that are listed and are identical to products tested by Underwriters Laboratories, Warnock Hersey, Factory Mutual, or other testing and inspecting organization acceptable to the authorities having jurisdiction for use on types and sizes of doors indicated in compliance with requirements of fire-rated door and door frame labels.
- F. Electronic Security Hardware: When electrified hardware is included in the hardware specification, the hardware supplier must employ an individual knowledgeable in electrified components and systems, who is capable of producing wiring diagrams and consulting as needed. Coordinate installation of the electronic security hardware with the Architect and electrical engineers and provide installation and technical data to the Architect and other related sub-Bidder. Upon completion of electronic security hardware installation, verify that all components are working properly, and state in the required guarantee that this

inspection has been performed.

1.7 DELIVERY, STORAGE AND HANDLING

- A. Tag each item or package separately with identification related to final hardware schedule, and include basic installation instructions with each item or package.
- B. Each article of hardware shall be individually packaged in manufacturer's original packaging.
- C. Bidder will provide secure lock-up for door hardware delivered to the Project, but not yet installed. Control handling and installation of hardware items so that completion of the Work will not be delayed by hardware losses both before and after installation.
- D. Items damaged in shipment shall be replaced promptly and with proper material and paid for by whomever did the damage or caused the damage to occur.
- E. All the hardware shall be handled at this project in a manner to avoid damage, marring or scratching. Any irregularities that occur to the hardware after it has been delivered to the project shall be corrected, replaced or repaired by the Bidder at their expense. All hardware items shall be protected against malfunction due to paint, solvent, cleanser, or any chemical agent.
- F. No direct shipments will be allowed unless approved by the Bidder.

1.8 WARRANTY

- A. Starting date for warranty periods to be date of manufacture of that hardware item.
- B. No liability is to be assumed where damage or faulty operation is due to improper installation, improper usage or abuse.
- C. Provide guarantee from hardware supplier as follows:
 - 1. Hinges: Limited Lifetime.
 - 2. Closers: 25 years.
 - 3. Locksets: 10 years.
 - 4. All other Hardware: One (1) year.
- D. Products judged to be defective during the warranty period shall be replaced or repaired in accordance with the manufacturer's warranty, at no additional cost to the Owner.

1.9 MAINTENANCE

- A. Maintenance Tools and Instructions: Furnish a complete set of specialized tools and maintenance instructions as needed for Owner's continued adjustment, maintenance, and removal and replacement of door hardware.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Approval of manufacturers other than those listed shall be in accordance with Paragraph 1.6A.
- B. Note that even though an acceptable substitute manufacturer may be listed, the product must provide all the functions and features of the specified product or it will not be approved.
- C. Hand of Door: Drawings show direction of slide, swing, or hand of each door leaf. Furnish each item of hardware for proper installation and operation of door movement as shown.
- D. Where the exact types of hardware specified are not adaptable to the finished shape or size of the members requiring hardware, furnish suitable types having as nearly as possible the same operation and quality as the type specified, subject to Architect's approval.

2.2 MATERIALS

- A. Fasteners:
 - 1. Provide hardware manufactured to conform to published templates, generally prepared for machinescrew installation.
 - 2. Furnish screws for installation with each hardware item. Finish exposed (exposed under any condition) screws to match hardware finish or, if exposed in surfaces of other work, to match finish of this other work as closely as possible including "prepared for paint" surfaces to receive painted finish.
 - 3. Provide concealed fasteners for hardware units that are exposed when door is closed except to the extent that no standard units of type specified are available with concealed fasteners. Do not use thru-bolts for installation where bolt head or nut on opposite face is exposed in other work unless their use is the only means of reinforcing the work adequately to fasten the hardware securely.
 - 4. All hardware shall be installed with the fasteners provided by the hardware manufacturer.

2.3 HINGES

- A. Provide five-knuckle, concealed bearing hinges of type, material, and height as outlined in the following guide for this specification:
- B. 1-3/4 inch thick doors, up to and including 36 inches wide:
 - 1. Interior: standard weight, steel, 4-1/2 inches high
- C. 1-3/4 inch thick doors over 36 inches wide:
 - 1. Interior: heavy weight, steel, 5 inches high
- D. Provide three hinges per door leaf for doors 90 inches or less in height, and one additional hinge for each 30 inches of additional door height.
- E. Hinge Pins: Except as otherwise indicated, provide hinge pins as follows:

1. Steel Hinges: Steel pins
 2. Non-Ferrous Hinges: Stainless steel pins
 3. Out-Swinging Exterior Doors: Non-removable pins
 4. Out-Swinging Interior Lockable Doors: Non-removable pins
 5. Interior Non-lockable Doors: Non-rising pins
- F. The width of hinges shall be 4-1/2 inches at 1-3/4 inch thick doors, and 5 inches at 2 inches or thicker doors. Adjust hinge width as required for door, frame, and/or wall conditions to allow proper degree of opening.
- G. Provide hinges with electrified option where specified. Provide with sufficient number and gage of concealed wires to accommodate electric function of specified hardware. Locate electric hinge at second hinge from bottom or nearest to the electrified locking component.
- H. Provide mortar guard for each electrified hinge specified, unless specified in hollow metal frame specification.
- I. Acceptable manufacturers and/or products: Stanley CB series, Hager AB series, and McKinney TCA/T4CA series.
- 2.4 CYLINDRICAL LOCKS - GRADE 1
- A. Provide cylindrical locks conforming to ANSI A156.2 Series 4000, Grade 1. Cylinders: Refer to 2.04 KEYING.
- B. Provide locks with a standard 2-3/4 inches backset, unless noted otherwise, with a 1/2 inch latch throw. Provide proper latch throw for UL listing at pairs.
- C. Provide locksets with a separate anti-rotation through bolts, and shall have no exposed screws. Levers shall operate independently, and shall have two external return spring cassettes mounted under roses to prevent lever sag.
- D. Provide standard ASA strikes unless extended lip strikes are necessary to protect trim.
- E. Lever trim shall be solid cast levers without plastic inserts, and wrought roses on both sides. Locksets shall be thru-bolted to assure proper alignment.
1. Lever design shall be Best 15D.
 2. Lever trim on the secure side of doors serving rooms considered by the authority having jurisdiction to be hazardous shall have a tactile warning.
- F. Acceptable manufacturers and/or products: Best 9K series.

2.5 DOOR CLOSERS

- A. Provide door closers certified to ANSI/BHMA A156.4 Grade 1 requirements by a BHMA certified independent testing laboratory. Door closers shall have fully hydraulic, full rack and pinion action with a high strength cast iron cylinder.
- B. Provide hydraulic fluid requiring no seasonal closer adjustment. Fluid shall be fireproof and shall pass the requirements of the UL10C "positive pressure" fire test.
- C. Spring power shall be continuously adjustable over the full range of closer sizes, and allow for reduced opening force as required by accessibility codes and standards. Closers shall have separate adjustment for latch speed, general speed, and backcheck.
- D. Provide closers with heavy-duty forged forearms for parallel arm closers.
- E. Closers shall not incorporate Pressure Relief Valve (PRV) technology.
- F. Provide special templates, drop plates, mounting brackets, or adapters for arms as required for details, overhead stops, and other finish hardware items interfering with closer mounting.
- G. Mount closers on room side of corridor doors, inside of exterior doors, and stair side of stairway doors from corridors. Closers shall not be visible in corridors, lobbies and other public spaces unless approved by Architect.
- H. Door closers meeting this specification: Dorma 8600 Series.

2.6 PROTECTION PLATES

- A. Provide kick plates, and mop plates, minimum of 0.050 inch thick as scheduled. Furnish with machine or wood screws, finished to match plates. Sizes of plates shall be as follows:
 - 1. Kick Plates – 8 inches high x 2 inches less width of door on single doors, 1 inch less width of door on pairs
- B. Acceptable manufacturers and/or products: Trimco, Don-Jo Mfg., Burns,.

2.7 SILENCERS

- A. Provide "Push-in" type silencers for each hollow metal or wood frame. Provide three for each single frame and two for each pair frame. Omit where gasketing is specified or required by code.
- B. Acceptable manufacturers and/or products: Don-Jo Mfg., Burns, Rockwood.

2.8 FINISHES

- A. With the exception of items listed below, the finish of hardware items shall be US10 - satin bronze.
- B. Exceptions are as follows:
 - 1. Closers: Painted finish to match hardware.

2.9 CYLINDERS AND KEYING

- A. Provide permanent cores keyed to the Owner's existing Schlage LFIC grand master key system and conforming to the following requirements:
- B. Provide construction cores with construction master keying for use during construction. The Owner or Owner's security agent shall install permanent keyed cores upon completion of the project. The temporary construction cores are to be returned to the hardware supplier.
- C. Provide interchangeable permanent cores keyed to Owner's requirements.
- D. The qualified factory representative for the manufacturer of the cores and cylinders, shall meet with Owner and Architect to review keying requirements and lock functions prior to ordering finish hardware.
- E. Provide keys as follows
 - 1. Two keys per lock and/or cylinder.
 - 2. Two construction core control keys.
 - 3. Six construction master keys for each type (Bidder is to provide one set of construction keys to Architect)
- F. Deliver all key blanks from the factory or authorized distributor directly to the Owner in sealed containers, return receipt requested. Failure to comply with these requirements may be cause to require replacement of all or any part of the keying system that was compromised at no additional cost to the Owner.
- G. Visual Key Control:
 - 1. Keys shall be stamped with their respective key set number and stamped "DO NOT DUPLICATE".
 - 2. Grand master and master keys shall be stamped with their respective key set letters.
 - 3. Do not stamp any keys with the factory key change number.
 - 4. Do not stamp any cores with key set on face (front) of core. Stamp on back or side of cores so not to be visible when core is in cylinder.
- H. Deliver grand master keys, master keys, change keys, and/or key blanks from the factory or authorized distributor directly to the Owner in sealed containers, return receipt requested. Failure to comply with these requirements may be cause to require replacement of all or any part of the keying system that was compromised at no additional cost to the Owner.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Prior to installation of any hardware, examine doors, frames, walls, and related items for conditions that would prevent proper installation of finish hardware. Correct defects prior to proceeding with installation.
- B. Pre-Installation Conference: Prior to the installation of hardware, manufacturer's representatives for locksets, closers, and exit devices shall arrange and hold a jobsite meeting to instruct the installing Bidder's personnel on the proper installation of their respective products. A letter of compliance, indicating when the meeting was held and who was in attendance, shall be sent to Architect and Owner.

3.2 INSTALLATION

- A. Hardware shall be installed by qualified tradesmen skilled in application of commercial grade hardware. For technical assistance, if necessary, installers may contact manufacturer's representative for the item in question, as listed in the hardware schedule.
- B. Mount hardware units at heights indicated in "Recommended Locations for Builders Hardware for Standard Steel Doors and Frames" by the Door and Hardware Institute.
- C. Install each hardware item in compliance with the manufacturer's instructions and recommendations, using only the fasteners provided by the manufacturer.
- D. Do not install surface mounted items until finishes have been completed on the substrate. Protect installed hardware during painting.
- E. Set units level, plumb and true to line and location. Adjust and reinforce the attachment substrate as necessary for proper installation and operation.
- F. Operating parts shall move freely and smoothly without binding, sticking, or excessive clearance.
- G. Set thresholds for exterior doors in full bed of butyl rubber or polyisobutylene mastic sealant complying with requirements specified in Section 07 92 00.

3.3 ADJUSTING, CLEANING AND DEMONSTRATING

- A. Adjust and check each operating item of hardware and each door, to insure proper operation or function of every unit. Replace units that cannot be adjusted to operate freely and smoothly.
- B. Where door hardware is installed more than one (1) month prior to acceptance or occupancy of a space or area, return to the installation during the week prior to acceptance or occupancy and make a final check and adjustment of hardware items in such space or area. Clean operating items as necessary to restore proper function and finish of hardware and doors. Adjust door control devices to compensate for final operation of heating and ventilating equipment.

- C. Clean adjacent surfaces soiled by hardware installation. Remove bulk trash from the building, clean up any dust/debris caused by the installation of hardware.
- D. Instruct Owner’s personnel in the proper adjustment, lubrication, and maintenance of door hardware and hardware finishes.

3.4 FIELD QUALITY CONTROL

- A. At completion of the project, a qualified factory representative for the manufacturers of locksets, closers, and exit devices shall inspect installations of their products. After the inspections, a letter shall be sent to the Architect reporting on conditions, verifying that their respective products have been properly installed and adjusted.
- B. Six-Month Adjustment: Approximately six months after the date of Substantial Completion, the installer, accompanied by representatives of the manufacturers of latch sets and locksets, door control devices, and of other major hardware suppliers, shall return to the Project to perform the following work:
 - 1. Examine and re-adjust each item of door hardware as necessary to restore function of doors and hardware to comply with specified requirements.
 - 2. Consult with and instruct Owner’s personnel in recommended additions to the maintenance procedures.
 - 3. Replace hardware items that have deteriorated or failed due to faulty design, materials, or installation of hardware units.
 - 4. Prepare a written report of current and predictable problems (of substantial nature) in the performance of the hardware.

3.5 PROTECTION

- A. Provide for the proper protection of items of hardware until Owner accepts the project as complete. Damaged or disfigured hardware shall be replaced or repaired by the responsible party.

3.6 HARDWARE SCHEDULE

- A. Provide hardware for each door to comply with requirements of hardware set numbers indicated in door schedule, and in the following schedule of hardware sets.
- B. It is intended that the following schedule includes all items of finish hardware necessary to complete the work. If a discrepancy is found in the schedule, such as a missing item, improper hardware for a frame, door or fire codes, the preamble will be the deciding document.
- C. Hardware sets:

SET #01 – Suite Entry with card reader

2 Hinges	CB168 4 1/2 X 4 1/2 NRP	US10	ST
1 Electric Hinge	CE-18 CB 168 4 1/2 X 4 1/2 NRP	US10	ST
1 Electronic Lockset	9KW-7DEU x 15D RQE	US10	BE
	Provide lock type compatible with Schlage LFIC core		

DOOR HARDWARE

1 Door Closer	8600 SDS	691	SH
1 Protection Plate	K050 10" x 2"LDW 4BE CSK	US10	TR
3 Silencers	1229	GR	TR
1 Card reader/Power Supply	Specified Elsewhere		

All wiring and connections by Division 26 Electrical.

Egress always possible, access by card or key. Upon power failure access only by key. RQE switch to be tied to building's security system.

SET #02 – Conference Room

3 Hinges	CB179 4 1/2 X 4 1/2 NRP	US10	ST
1 Classroom Lockset	9K-7R x 15D	US10	BE
1 Stop	1270CV	US10	TR
3 Silencers	1229	GR	TR

END OF SECTION

