

**REQUEST FOR PROPOSAL
MIDWESTERN STATE UNIVERSITY
PURCHASING & CONTRACT MANAGEMENT DEPARTMENT
3410 Taft Blvd., Daniel Bldg., Rm. 202
Wichita Falls, TX. 76308**

BID NUMBER	BID TITLE
735-17-4257	West Campus Annex Administrative Offices Renovations

**BIDS WILL BE RECEIVED BY SEALED BID OR EMAIL UNTIL:
2:00 P.M.,
December 09, 2016 to:
the office of the Assistant Director of Purchasing & Contract Management,
3410 Taft Blvd., Daniel Bldg., Rm. 202
Wichita Falls, TX. 76308**

GENERAL TERMS AND CONDITIONS

These General Terms and Conditions apply to all offers made to Midwestern State University (herein after referred to as "University") by all prospective vendors (herein after referred to as "Bidders") on behalf of Solicitations including, but not limited to, Invitations to Bid and Request for Quotes.

INSTRUCTIONS FOR SUBMITTING BIDS

Review this document in its entirety. Be sure your bid is complete, and double check your bid for accuracy.

Questions requiring only clarification of instructions or specifications will be handled through the email process. If any questions results in a change or addition to this Bid, the change(s) and addition(s) will be addressed to all vendors involved as quickly as possible in the form of an addendum. It is the responsibility of the bidder to view the posting on the MSU purchasing web page located at <http://mwsu.edu/purchasing/>.

Sign the **Vendor's Affidavit Notice** and return with your bid.

BIDDERS SHALL SUBMIT BID ON THE FORM PROVIDED, SIGN THE VENDOR AFFIDAVIT, AND RETURN ENTIRE BID PACKET. In the event of inclement weather and the University Offices are officially closed on a bid opening day,

bids will be received until 2:00 p.m. of the next business day. At which time said bids will be privately opened.

BIDS SUBMITTED AFTER THE SUBMISSION DEADLINE SHALL BE RETURNED UNOPENED AND WILL BE CONSIDERED VOID AND UNACCEPTABLE.

SUCCESSFUL VENDOR WILL BE NOTIFIED BY EMAIL OR MAIL. All responding vendors will receive written notification regarding the outcome of the award. Bid tabulations will be posted to the MSU Purchasing we page.

PLEASE NOTE CAREFULLY

THIS IS THE ONLY APPROVED INSTRUCTION FOR THIS BID. ITEMS BELOW APPLY TO AND BECOME PART OF TERMS AND CONDITIONS OF BID. ANY EXCEPTIONS THERETO MUST BE IN WRITING.

1. Each bid shall be emailed or placed in a separate envelope completely and properly identified with the name and number of bid. Bids must be in the Purchasing Office **BEFORE** the hour and date specified.
2. **QUOTE F.O.B. DESTINATION.** If otherwise, show exact cost to deliver. Bid unit price on quantity specified – extend and show total. In case of errors in extension, UNIT prices shall govern. Bids subject to unlimited price increase will not be considered.
3. Bids **MUST** give full firm name and address of the bidder. Failure to manually sign bid will disqualify it. Person signing bid should show TITLE or AUTHORITY TO BIND HIS FIRM IN A CONTRACT.
4. Bids **CANNOT** be altered or amended after opening time. Any alterations made before opening time must be initialed by bidder or his authorized agent. No bid can be withdrawn after opening without the approval by the Vice-President of Administration & Finance based on a written acceptable reason.
5. The University is exempt from State Sales Tax and Federal Excise Tax. **DO NOT INCLUDE TAX IN BID.**
6. Any catalog, brand name or manufacturer's reference used in a bid invitation is descriptive-**NOT** restrictive-it is to indicate type and quality desired unless otherwise indicated. Bids on brand of like nature and quality will be considered. If bid is based on other than referenced specifications, proposal must show manufacturer, brand or trade name, lot number, etc., of article offered. If other than brand(s) specified is offered, illustrations and complete description should be made part of the bid. If bidder takes no exception to specifications or reference data, he will be required to furnish brand names, numbers, etc., as specified.

7. Samples, when requested, must be furnished free of expense to the University. If not destroyed in examination, they will be returned to the bidder on request, at his expense. Each sample should be marked with bidder's name, address, and University bid number. **DO NOT ENCLOSE OR ATTACH SAMPLE TO BID.**
8. **Delivery:** Bid must show number of days required to make delivery to place material in receiving agency's designated location under normal conditions. Failure to state delivery time obligates bidder to complete delivery in 14 calendar days. A five-day difference in delivery promise may break a tie. Unrealistically short or long delivery promises may cause bid to be disregarded. Consistent failure to meet delivery promises without valid reason may cause removal from bidder list. Delivery shall be made during normal working hours only, 8:00 a.m. to 5:00 p.m., unless prior approval for late delivery has been obtained from the Director of Purchasing.
9. If delay is foreseen, contractor shall give written notice to Director of Purchasing. The University has the right to extend delivery date if reasons appear valid. Contractor must keep University advised at all times of status of order. Default in promised delivery (without accepted reasons) or failure to meet specifications, authorizes the University to purchase supplies elsewhere and charge full increase in cost and handling to defaulting contractor.
10. All items proposed shall be new, in first class condition suitable for shipment and storage (Midwestern State University prefers recycled packaging whenever possible), unless otherwise indicated in bid. Verbal agreements to the University will not be recognized. All materials and services shall be subject to Purchaser's approval. Unsatisfactory materials will be returned at Seller's expense.
11. Written and verbal inquiries pertaining to bids must give Bid Number and Commodity.
12. No substitutions or cancellations permitted without written approval of Director of Purchasing.
13. The University reserves the right to accept or reject all or any part of any bid, waive minor technicalities and award to the Bidder that bids to the Best Value to the University. The University reserves the right to award by item or by total bid. Prices should be itemized.
14. Consistent and continued tie bidding could cause rejection of bids by the University and/or investigation for Anti-Trust violations.
15. The contractor agrees to protect the University from claims involving infringement of patents or copyrights.

16. This is a Quotation inquiry only and implies no obligation on the part of the University. All costs quotations must include all the various features needed to satisfy the requirements. Note: No amounts will be paid for the items in this BID in excess of the amounts quoted.
17. **Award:** A written purchase order or notice of award mailed or otherwise furnished to the successful bidder within the time of acceptance specified in this package results in a binding contract without further action by either party.
18. **Variation in Quantity:** The University assumes no liability for commodities produced, processed or shipped in excess of the amount specified herein.
19. **Invoicing:** Bidder shall submit two (2) copies of an itemized invoice showing bid number and purchase order number to:

**Midwestern State University
Accounts Payable
3410 Taft Blvd.
Wichita Falls, TX. 76308**

20. **Payments:** The University, after receipt of completed order will make payment to the contractor within 30 days from the receipt of goods or invoice whichever is later. All partial shipment must be pre-approved by the Director of Purchasing. In the event of partial shipments the University is not required to make payments until the order is complete. Acceptance of and final payment for the item will be contingent upon satisfactory performance of the product received by the University.
21. **Discrimination:** In order to comply with the provisions of fair employment practices, the contractor agrees as follows; 1.) the contractor will not discriminate against any employee or applicant for employment because of race, sex, religion, handicap, or national origin; 2.) in all solicitations or advertisements for employees, the contractor will state that all qualified applicants will receive consideration without regard to race, color, sex, age, religion, handicap or national origin; 3.) the contractor will furnish such relevant information and reports as request by the University for the purpose of determining compliance with these regulations; and 4.) failure of the contractor to comply with these laws will be deemed a breach of contract and it may be cancelled, terminated or suspended in whole or in part.
22. **Assignment:** Any contract entered into pursuant to this request is not assignable, nor the duties thereunder, by either party without the written consent of the other party in the contract.
23. **Other Remedies:** In addition to the remedies stated herein, the University has the right to pursue other remedies permitted by law or in equity.

24. E-Verify: Contractor is responsible to verify all employees are approved by The Homeland Security E-Verify program.

REQUEST FOR PROPOSAL

WEST CAMPUS ANNEX ADMINISTRATIVE OFFICES RENOVATIONS MIDWESTERN STATE UNIVERSITY

It is the intent of these specifications to describe the minimum requirements for **the above titled project** at Midwestern State University in sufficient detail to secure comparable bids.

Each bidder must confirm he fully understands these specifications and the University's needs and satisfies himself that he is cognizant of all factors relating to requirements contained in these specifications.

The bid analysis will include compliance to bid specifications, past performance with vendor, references, delivery time, which will have a weighted average of 30 percent and the overall cost to the university, which will have a weighted average of 70 percent. **Midwestern State University reserves the right to consider deviations from these specifications.**

Award of this bid will be contingent on availability of Midwestern State University funds.

References shall be included on this bid form. Three current customers with a comparable purchase shall be listed with complete name, address, telephone number and contact person.

Bids must be submitted on this form and the bidder shall return the entire bid/specification package which will constitute a contract equally binding between the bidder and Midwestern State University if bids accepted by the University. Each bid shall be placed in a sealed envelope or emailed, signed by a person having the authority to bind his/her firm in a contract.

This contract shall remain in effect until completion and acceptance by the University. Midwestern State University reserves the right to enforce the performance of this contract in any manner prescribed by law or deemed to be in the best interest of the University in the event of breach or default if this contract. Midwestern State University reserves the right to terminate the contract immediately in the event the successful bidder fails to make delivery in accordance with the specifications.

Questions concerning these specifications should be directed via email no later than 2 PM, December 01, 2016 to:

Lori Case, Assistant Director of Purchasing and Contract Management
3410 Taft Blvd. Daniel Bldg. Rm. 200
Wichita Falls, TX. 76308
lori.case@mwsu.edu
(940) 397-4010

Midwestern State University may in its sole discretion respond in writing to questions concerning this bid request. Only MSU responses made by formal written addendum to this proposal shall be binding and shall be posted on the MSU purchasing web site located at <http://mwsu.edu/purchasing/>. Oral or other written interpretations or clarifications shall be without legal effect.

All bids meeting the intent of this invitation to bid will be considered for award. Bidders taking exception to the specifications, or offering substitutions, shall state these exceptions by attachment as part of the bid. The absence of such a list shall indicate that the bidder has not taken exception and shall hold the bidder responsible to perform in strict accordance with the specifications of the invitation. Midwestern State University reserves the right to accept any and all or none of the exception(s) / substitution(s) deemed to be in the best interest of the University.

PRE-BID MEETING: A non-mandatory pre-bid meeting will be held at **10:00 a.m. on November 29, 2016** at the east entrance (i.e. circle drive) at the West Campus Annex, Midwestern State University, 3410 Taft Blvd., Wichita Falls, Texas. This is the only scheduled time for contractors to view this project.

Proposals are to be sent via email or hand delivered to:

Lori Case, Assistant Director of Purchasing and Contract Management
3410 Taft Blvd. Daniel Bldg. Rm. 200
Wichita Falls, TX. 76308
lori.case@mwsu.edu
(940) 397-4041

SPECIFICATIONS

RFP #735-17-4257

Please see specifications and drawing at the below Link under current bid opportunities listed under the RFP number:

<http://mwsu.edu/purchasing/>

Please supply a HUB Subcontracting Plan with your bid, which can be found at the below listed link:

<http://www.window.state.tx.us/procurement/prog/hub/hub-subcontracting-plan/>

Supply an insurance certificate with your Bid.

Supply a W-9 With your Bid if new to Midwestern State University.

2005 Uniform General Conditions apply to this Bid and can be found at the below listed link:

<http://mwsu.edu/purchasing/contract-management>

A Bid Bond of 5% will be required with your Bid.

Performance and Payment Bonds will be required for this project

Schedule:

Work shall begin by December 14, 2016 and be completed no later than February 24, 2017. Contractor shall coordinate work of other crafts and MSU so as not to damage the installations of these other contractors. MSU is closed for the Christmas holiday from December 23, 2016 and returning to work on January 3, 2017. The contractor can work during this period, but MSU personnel will NOT be available to inspect or assist in any manner during the break.

Questions will be received through December 01, 2016 @ 2 PM.

BID SHEET
West Campus Annex Administrative Offices Renovations
RFP #735-17-4257

Base Bid: _____

Alternate: 1a - _____

1b - _____

1c - _____

1d - _____

Total Alternate 1 - _____

Alternate: 2- _____

Alternate: 3- _____

Company Name: _____

Print Name: _____

Signature: _____

Email: _____

Telephone: _____

VENDOR REFERENCES

Please list three (3) references of current customers who can verify the quality of service your company provides. The University prefers customers of similar size and scope of work to this proposal. ***THIS FORM MUST BE RETURNED WITH YOUR PROPOSAL.***

REFERENCE ONE

Government/CompanyName: _____

Address: _____

ContactPersonandTitle: _____

Phone: _____ Fax: _____

Contract Period: _____ ScopeofWork: _____

REFERENCE TWO

Government/CompanyName: _____

Address: _____

ContactPersonandTitle: _____

Phone: _____ Fax: _____

Contract Period: _____ ScopeofWork: _____

REFERENCE THREE

Government/CompanyName: _____

Address: _____

ContactPersonandTitle: _____

Phone: _____ Fax: _____

Contract Period: _____ ScopeofWork: _____

AFFIDAVIT

The undersigned certifies that the bid prices contained in this proposal have been carefully checked and are submitted as correct and final and if bid is accepted (within 90 days unless otherwise noted by vendor), agrees to furnish any and/or all items upon which prices are offered, at the price(s) and upon the conditions contained in the Specifications.

STATE OF TEXAS
COUNTY OF WICHITA

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared

_____ who, after having first been duly sworn, upon oath did depose and say;

That the foregoing proposal submitted by _____

_____ hereinafter called "Bidder" is the duly authorized agent of said company and that the person signing said proposal has been duly authorized to execute the same. Bidder affirms that they are duly authorized to execute this contract, that this company, corporation, firm, partnership or individual has not prepared this bid in collusion with any other Bidder, and that the contents of this bid as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this bid.

Name and Address of Bidder:

Telephone number _____

Email _____

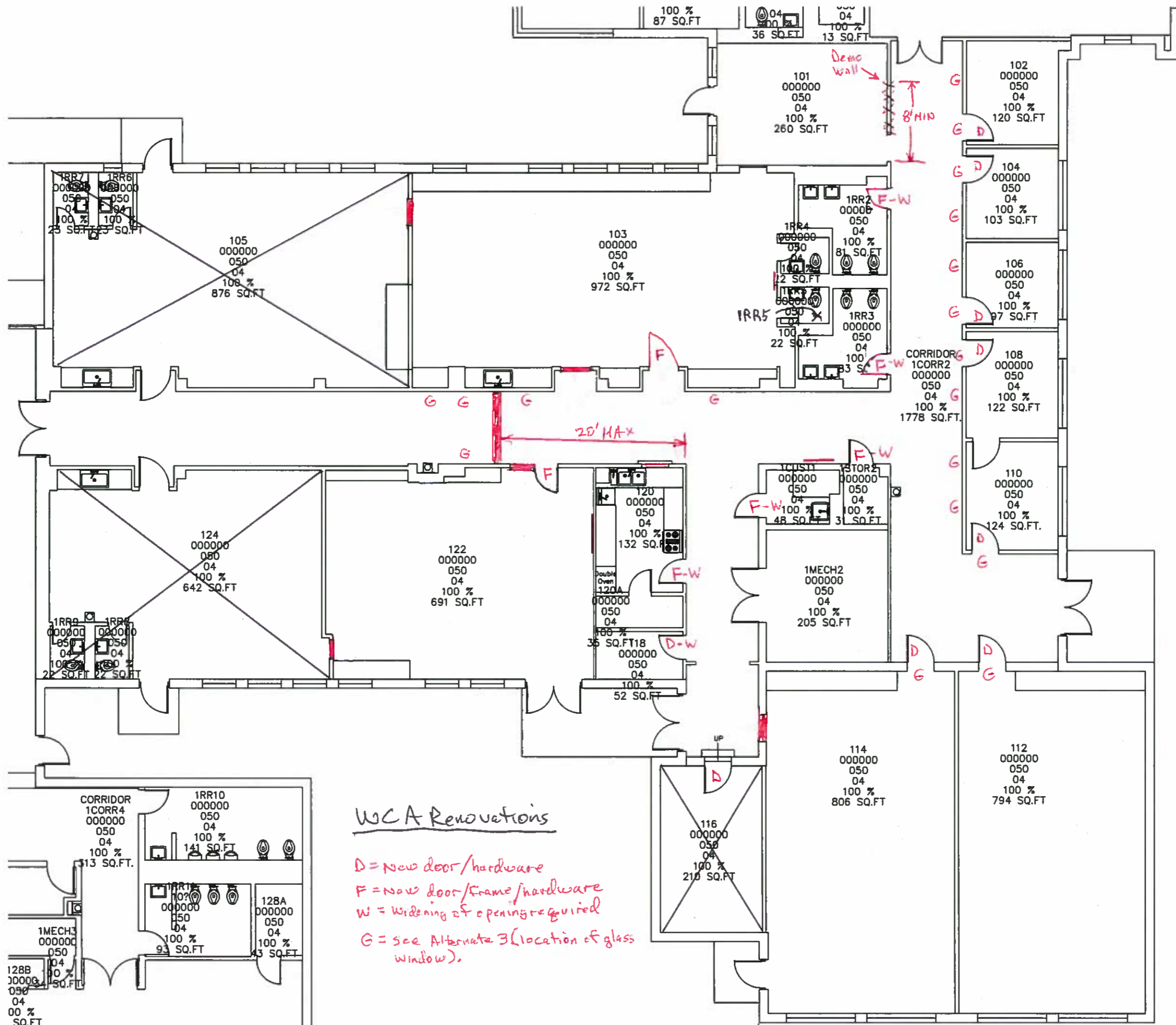
Signature

Name: _____

Title: _____

SWORN TO AND SUBSCRIBED BEFORE ME THIS _____ day of _____,
20 _____.

Notary Public in and for the
State of Texas.



WCA Renovations

- D = new door/hardware
- F = new door/frame/hardware
- W = widening of opening required
- G = see Alternate 3 (location of glass window).

STATEMENT OF WORK

ADMINISTRATIVE OFFICES RENOVATIONS AT WEST CAMPUS ANNEX - CARPENTRY

There is a need to create office and classroom spaces in Midwestern State University's West Campus Annex (formerly known as "Christ Academy"). The intention is to minimize the actual modifications to the structure so many of the changes are cosmetic repairs to the existing building so it meets modern fire code and Texas Accessibility standards. All of the issues below reference the eastern (original) building area ONLY of the facility (see attached sketch). The Contractor shall be responsible for the following tasks related to this project:

1. All new walls shall include 3 5/8" minimum metal studs, sheetrocked on both sides, and secured using 1 5/8" long sheetrock screws.
2. Any glass in corridors must be fire rated (they are not) or be sheetrocked over (two layers, 5/8") to meet fire code. Most all of the rooms have 1-3 windows into the corridor which are up high, including above doors; these are all to be sheetrocked since the glass is not fire rated. Contractor to tape/bed and fire caulk sheetrock joints so they are flush with the existing cinder block on BOTH sides of each window. Contractor is NOT responsible for texturing any new sheetrock.
3. Sheetrock installations are by contractor. MSU will texture, prime, and paint all interior newly sheetrocked surfaces.
4. Fire caulk all penetrations from rooms into the corridor using 3M Fire Barrier Sealant CP 25WB+.
5. All doors in the corridors shall be replaced with one hour fire rated doors (see attached door/hardware schedule and layout sketch). The only corridor doors NOT being replaced are the two for 1MECH2, although the right hand door requires a new closer (by contractor). All doors/frames to be primed by contractor either in the field or at the factory; MSU will top coat the doors and frames, NOT the contractor. Purchase and install new TAS compliant hardware on the new doors per attached schedule, including closers as required. No substitutes are allowed for equipment listed on the Hardware Schedule. Replace frame only if necessary for new door to fit correctly or to obtain correct door swing. Door swing shall remain similar to existing unless noted otherwise in this statement of work or the door/hardware schedule. Many of the existing door widths are sufficient for TAS; contractor to verify and ensure all new doors/frames meet TAS requirements. Contractor to repair/caulk sheetrock/block around doors so the door installation is finished upon completion.
6. All of the equipment in the attached door schedule and hardware schedule shall be installed by the Carpentry contractor. Contractor to repair sheetrock/cinder block around door so the door installation is finished upon completion. All new interior doors shall be undercut at bottom 3/8"-1/2" above the floor; do not exceed 1/2". Demo of the existing doors and frames (where necessary) are the responsibility of the contractor.
7. Rooms requiring only new fire rated corridor doors include 102, 104, 106, 108, 110A, 112, 114A, 116, and 118 (see "D" on layout sketch). Rooms 103, 120, 122, 1RR2, 1RR3, 1CUST1, and 1STOR2 require new door frames and doors (frames with glass above them shall have the entire frame removed so there is no glass in the new installation; see "F" on layout sketch). Rooms 118, 120, 1CUST1, 1STOR2, 1RR2, and 1RR3 (see "W" on layout sketch) also require widening of the opening to ensure 32" clearance per TAS; 1STOR2 shall be wide enough for a 42" clear width. 122 will require framing part of a wall to narrow the opening. Replacement of the corridor doors to 101, 105, and 124 are NOT part of this contract.

8. Many of the rooms have supply/return air registers up high on the corridor side of the room. These penetrations must be covered to achieve a fire rating in the corridor. It is suggested the register be removed, install two layers of 5/8" sheetrock with new bracing/studs, joints taped/bed, fire caulk around edges, and reinstall register. If the contractor prefers to remove the register, the hole in the room must be patched (i.e., two sheetrock layers, tape/bed/textured in existing wall) so it is no longer visible.
9. The corridor to rooms 122 and 103 is over 20' long so it is a dead end corridor. Need to install a fire rated, sheetrock covered on both sides, studded wall between 122 and room 103; it shall extend to the roof deck. Tie in the existing drop ceiling to the new wall. Wall shall be installed so as to not create a corridor greater than 20'-0". Wall should not be tape/bed/textured.
10. The two restrooms will be turned into one person restrooms by the Owner. Contractor shall remove the existing doors and replace them with fire rated doors and frames (min clear width=32"). Both restroom doors require the existing opening to be widened. The east wall of the restrooms does not appear to be structural, although the contractor is responsible for proper support of the masonry block when it is removed. The new door's location for 1RR2 shall be on the north end of the east wall (i.e., same location as existing), but it requires a wider opening. The door swing for this door shall be to the inside with the hinges on the NORTH side of the door frame (i.e., opposite to existing). The door swing for 1RR3 shall be to the inside with the hinges on the SOUTH side of the door frame.
11. 114 (western soccer room): The northwest emergency exit shall be removed and walled over to obtain fire rated corridor. Remove the door, frame it in, and sheetrock both sides of the new stud wall. Wall should not be tape/bed/textured. Fire caulk edges.
12. Room 103: Board up western door on south wall with sheetrock/studs to create a fire rated wall instead of the door. Remove the door on the west wall and sheetrock over the opening, too. Wall should not be tape/bed/textured. Fire caulk edges.
13. Room 103: Replace the eastern door and frame on the south wall. Door must swing to interior with the hinges on the west side of the door, not the corridor like the existing!
14. Room 103: The water fountain on the east end of the room was removed and it left a large hole in the CMU. Need to cover the hole with a sheet of plywood (~1/2") and secure/seal it to the existing cinder block. Owner to cap plumbing and repair or remove electrical in this area prior to repairing the wall.
15. Room 122: Replace north door with a single fire rated one swinging to the interior of the room, NOT the exterior. New door will be a single door so contractor shall install a framed sheetrock fire rated wall to fill the gap on the west side of the door. See door and hardware schedule for details.
16. Room 122: Sheetrock/stud over the western exit into room 124. Wall should not be tape/bed/textured.
17. Room 120 (kitchen): Demo exhaust hood and do not replace; repair holes in ceiling.
18. Room 120 (kitchen): Sheetrock/cover both sides of the serving window into the corridor so it is fire rated. Wall should not be tape/bed/textured. Fire caulk edges.
19. Room 120 (kitchen): Sheetrock/cover both sides of the serving window into room 122. Wall should not be tape/bed/textured.
20. There is a ~40"x40" register through the north wall of 1CUST1. Remove the register and cover it with two layers of sheetrock (support with studs). Tape and bed any joints, fire caulk around the edges.
21. 1RR2 and 1RR3: Remove mirrors and install one TAS compliant mirror above sink Owner relocated. Repair wall from raised sink, demoed sink, and mirror relocation (Owner to move sink and demo unused second sink). Repair walls from partition demo by Owner (fill holes with similar

colored grout/caulk). Repair floor from toilet removal by installing new tile where it is missing which matches existing tile as close as possible. Repair plaster on north wall near existing entrance to 1RR2.

22. 1RR2 and 1RR3: Purchase and install two stainless steel ADA/TAS compliant grab bars on one toilet in each of these restrooms. One toilet per restroom shall have these two grab bars installed for a total of four grab bars. Grab bar installations shall meet all ADA/TAS dimensional requirements.
23. Doors at the main entrance to the building, the exit due south of 118, and the one on the west end of 101 will be replaced by MSU. Contractor is not responsible for work related to these three entrances.
24. The east wall of 101 will be partially demoed to create an 8' wide corridor/path through it to the exit to the west. Demolition of this wall is not part of this contract, although all flooring quotes referenced in Alternates 1 and 2 shall include flooring to cover the space the wall previously occupied.
25. Mastic below flooring contains asbestos so contractor shall not disturb the existing flooring materials since they will not be abated.
26. Contractor is responsible for removal of all construction debris from the site. Do not use MSU's dumpsters to dispose of construction debris.
27. Corridor ceiling tile to remain. Contractor is responsible for any new damage to the grid and tiles caused by accessing spaces above the ceiling grid.
28. The following MSU Construction Standards shall be adhered to for this project:
 - 01 10 00 General Requirements
 - 01 25 00 Substitution Form
 - 01 78 36 Warranty Forms
 - 02 05 00 Demolition
 - 06 10 00 Rough Carpentry
 - 08 71 00 Hardware (Reference hardware schedule for actual equipment to be used on this project)
 - 09 21 16 Gypsum Board Assemblies
 - 09 91 00 Paint
29. **Alternates 1a, 1b, 1c, 1d:** Install laminate flooring (Artistek Wood Vinyl-Grand Stipwood, Traditional Oak-5115, Select Oak, 20 mil) and Roppe cove base (height=6", color=black) in:
 - (a) room 101 only (~260 SF),
 - (b) all of the corridors, including room 101 (~1590 SF),
 - (c) room 120, office 106, and classrooms 103 and 122 (1892 SF), or
 - (d) all offices (102, 104, 106, 108, 110), 120, and classrooms (103, 122, 112, 114) (3964 SF).Demolition of the existing laminate will not occur since it contains ACM. The new laminate shall be installed directly on top of the existing after manufacturer's recommended cleaning techniques are used by the contractor. The removal of existing carpet shall not disturb the flooring under the carpet. If it is not possible to remove the existing carpet without disturbing the flooring under this carpet, the carpet shall not be replaced.
30. **Alternate 2:** Abatement of the carpet and flooring in 101 only.
31. **Alternate 3:** There are 18 glass windows (see "G" on layout sketch), most of which are 1'x4' or 1'x36", in the main corridor ~7' AFF (7 of which are above door entrances). Provide a price to replace all of these windows with glazing rated to 90 minutes for use in emergency corridors. Contractor to verify size for each window. Item 2 (sheetrocking the corridor windows) near the top of the SOW does not apply in this option so its price should be deducted when totaling Alternate 3.

SCHEDULE:

Work shall begin by December 14, 2016 and be completed no later than February 24, 2017. Contractor shall coordinate work of other crafts and MSU so as not to damage the installations of these other contractors. MSU is closed for the Christmas holiday from December 23, 2016 and returning to work on January 3, 2017. The contractor can work during this period, but MSU personnel will NOT be available to inspect or assist in any manner during the break.

WCA Remodel 10/26/16

1. Doors and Hardware, Rooms: 102, 104, 106, 108, 110A, 112, 114A, 116, 118.
 - a. Install new doors into existing frame for each door noted.
 - b. Doors shall be VT Industries, 5502, PC core, 90 Min Positive pressure or equivalent.
 - c. Contractor to verify width requirement for EACH of the doors noted (116 is not as wide as the others).
 - d. Installation to include:
 - i. (12) Continuous Hinge A240HDC 83 by Architectural Builders Hardware or ABH.
 - i. (12) Closer DC6210 M54 689 from Corbin Russwin.
 - ii. (36) Hinge Filler Plate DFF4 USP from Rockwood.

2. Doors and Hardware, Rooms: 103, 120, 122, 1RR2, 1RR3, 1CUST1, 1STOR2:
 - a. Demo the existing frames and replace with new frame and door. Note:
 - i. Doors shall be VT Industries, 5502, PC core, 90 Min Positive pressure or equivalent.
 - ii. Frames shall be Ceco, 16G, Welded 90 min or equivalent.
 - iii. Change swing of door 103 to a LH.
 - iv. Change 122 from a double to single door. Frame in RH side to fill in the gap from the existing double doors.
 - v. 1CUST1 shall be a minimum of 42" clear entrance width; all others shall be 32" minimum for TAS compliance.
 - vi. Frames being replace that have glass windows directly above them shall have the entire frame removed so there is no glass in the new installation.

 - b. Restrooms 1RR2 & 1RR3: Remove and replace with ADA/TAS spec frames and doors to match the doors and frames specified above.

 - c. Hardware requirements for new doors/frames:
 - i. New closers for all: DC6210 M54 689 from Corbin Russwin.
 - ii. 1RR2 & 1RR3 use Push/Pull 122 x70C 32D from Rockwood.
 - iii. Can use Cont. Hinge or BB hinges depending on the door/frame used.

3. Lock Requirements:
 - a. Doors: 102, 103, 104, 106, 108, 110A, 112, 114A, 116, 118, 120, and 122:
 - i. (12) Lockset CL3351 NZD 0-BITTED CT6R L4 626 from Corbin Russwin.
 - ii. (12) Core 8000 N15 626 from Corbin Russwin.

 - b. Doors: 1CUST1, 1STOR2, and 120A:
 - i. (3) Lockset CL3357 NZD 0-BITTED CT6R L4 626 from Corbin Russwin.
 - ii. (3) Core 8000 N15 626 from Corbin Russwin.

 - d. Door: #1MECH 2, 1RR4 (closet in 103), 1RR5 (closet in 103):
 - i. ML2057 LWM CT6R 626 RHR from Corbin Russwin.
 - ii. Core 8000 N15 626 from Corbin Russwin.
 - iii. Closer DC6210 M54 689 from Corbin Russwin (closer NOT necessary for 1RR4, 1RR5).

**AGREEMENT BETWEEN
MIDWESTERN STATE UNIVERSITY
AND**

CONTRACT NO.

This Agreement made the _____ day of _____ in the year 20____, by and between _____, hereinafter called the Contractor, and the Board of Regents of Midwestern State University, hereinafter called the Owner,

WITNESSETH, that the Contractor and the Owner for the consideration hereinafter named agree as follows:

ARTICLE 1. SCOPE OF WORK: The Contractor shall furnish all of the materials and perform all of the work shown on the drawings and described in the specifications for the project entitled _____. These drawings and specifications prepared for Midwestern State University by _____, acting as and in these Contract Documents entitled the Project Architect. The Contractor shall do everything required by this Agreement, the General and Supplemental Conditions of the Contract, the Special Conditions, the Addenda, the Specifications, the Drawings, the Historically Underutilized Business (HUB) Subcontracting Plan, and the Proposal attached as **Exhibit 1** (including any unit prices stated therein).

The Specifications and Drawings are enumerated as follows:

SPECIFICATIONS: See attached as **Exhibit 2**.

DRAWINGS: See attached as **Exhibit 2**.

ADDENDA: See attached as **Exhibit 2**.

ALTERNATES: The following Alternate Proposals, fully described in the Specifications, are included as a part of this Contract:

ARTICLE 2. TIME OF COMPLETION: The Owner shall provide a Notice to Proceed in which a date for commencement of the work shall be stated; such commencement date shall be 10 or more days after the date of the notice. The Contractor shall achieve substantial completion of the work within _____ () calendar days after such commencement date, as such completion date may be extended by approved Change Orders. The time set forth for completion of the work is an essential element of the Contract.

ARTICLE 3. THE CONTRACT SUM: The Owner shall pay the Contractor for performance of the Contract, subject to additions and deductions provided therein, the sum of (\$ _____), and make payment on account as hereinafter provided.

ARTICLE 4. HUB SUBCONTRACTING PLAN: The Owner has adopted Exhibit H, Policy on Utilization of Historically Underutilized Business ("Policy"), which is incorporated herein by reference. Contractor, as a provision of the Agreement must comply with the requirements of the Policy and adhere to the HUB Subcontracting Plan submitted with Contractor's Proposal and attached as **Exhibit 3**. No changes to the HUB Subcontracting Plan can be made by the Contractor without the prior written approval of the Owner in accordance with the Policy.

ARTICLE 5. LIQUIDATED DAMAGES: For each consecutive calendar day after the substantial completion period set forth in Article 2 above that any work, including the correction of deficiencies found during the final testing and inspection, is not completed, the amount of (\$) will be deducted from the money due or becomes due the Contractor, not as a penalty but as liquidated damages representing the parties' estimate at the time of contract execution of the damages which the Owner will sustain for late completion.

ARTICLE 6. CERTIFICATION OF NO ASBESTOS CONTAINING MATERIALS OR WORK:

The Contractor shall provide a certification statement, included with each materials submittal, stating that no asbestos containing materials or work is included within the scope of the proposed submittal.

The Contractor shall insure that Texas Department of Health licensed individuals, consultants or companies are used for any required asbestos work including asbestos inspection, asbestos abatement plans/specifications, asbestos abatement, asbestos project management and third-party asbestos monitoring.

The Contractor shall provide at Substantial Completion, a notarized affidavit to the Owner and the Architect stating that no asbestos containing materials or work was provided, installed, furnished or added to the Project.

The Contractor shall take whatever measures he deems necessary to insure that all employees, suppliers, fabricators, materialmen, subcontractors, or their assigns, comply with this requirement.

All materials used on this Project shall be certified as non Asbestos Containing Building Materials (ACBM). The Contractor shall insure compliance with the following acts from all of his subcontractors and assigns:

Asbestos Hazard Emergency Response Act (AHERA—40 CFR 763-99 (7));

National Emission Standards for Hazardous Air Pollutants (NESHAP—EPA 40 CFR 61, National Emission Standard for Asbestos;

Texas Asbestos Health Protection Rules (TAHRP—Tex. Admin. Code Title 25, Part 1, Ch. 295C, Asbestos Health Protection

Every subcontractor shall provide a notarized statement that no ACBM has been used, provided, or left on this Project.

The Contractor shall provide, in hard copy and electronic form, all necessary material safety data sheets (MSDS) of all products used in the construction of the Project to the Texas Department of Health licensed inspector or Project Architect or Engineer who will compile the information from the MSDS and, finding no asbestos in any of the product, make a certification statement.

At Final Completion the Contractor shall provide a notarized certification statement per TAC Title 25 Part 1, Ch. 295.34, par. c.1 that no ACBM was used during construction of the Project.

ARTICLE 7. ACCEPTANCE OF BID OR AWARD OF CONTRACT: By signing this Agreement, the undersigned certifies as follows:

Assignment. This Agreement is a personal service contract for the services of Construction, and Contractor's interest in this Agreement, duties hereunder and/or fees due hereunder may not be assigned or delegated to a third party.

Records of expenses pertaining to Additional Services and services performed on the basis of a Worker Wage Rate or Monthly Salary Rate shall be kept on the basis of generally accepted accounting principles and in accordance with cost accounting standards promulgated by the Federal Office of Management and Budget Cost Accounting Standards Board and shall be available for audit by the Owner or the Owner's authorized representative on reasonable notice.

Family Code Child Support Certification. Pursuant to Section 231.006, Texas Family Code, Service Provider certifies that it is not ineligible to receive the award of or payments under this Agreement and acknowledges that this Agreement may be terminated and payment may be withheld if this certification is inaccurate.

Eligibility Certification. Pursuant to Section 2155.004, Texas Government Code, Service Provider certifies that the individual or business entity named in this Agreement is not ineligible to receive the award of or payments under this Agreement and acknowledges that this Agreement may be terminated and payment withheld if this certification is inaccurate.

Franchise Tax Certification. A corporate or limited liability company Contractor certifies that it is not currently delinquent in the payment of any Franchise Taxes due under Chapter 171 of the Texas Tax Code, or that the corporation or limited liability company is exempt from the payment of such taxes, or that the corporation or limited liability company is an out-of-state corporation or limited liability company that is not subject to the Texas Franchise Tax, whichever is applicable.

Payment of Debt or Delinquency to the State. Pursuant to Sections 2107.008 and 2252.903, Texas Government Code, Contractor agrees that any payments owing to Contractor under this Agreement may be applied directly toward any debt or delinquency that Contractor owes the State of Texas or any agency of the State of Texas regardless of when it arises, until such debt or delinquency is paid in full.

Entire Agreement; Modifications. This Agreement supersedes all prior agreements, written or oral, between Contractor and Owner and shall constitute the entire Agreement and understanding between the parties with respect to the Project. This Agreement and each of its provisions shall be binding upon the parties and may not be waived, modified, amended or altered except by a writing signed by Contractor and Owner.

Captions. The captions of paragraphs in this Agreement are for convenience only and shall not be considered or referred to in resolving questions of interpretation or construction.

Governing Law and Venue. This Agreement and all of the rights and obligations of the parties and all of the terms and conditions shall be construed, interpreted and applied in accordance with and governed by and enforced under the laws of the State of Texas without reference to its conflicts of law provisions. The county where the Project is located shall be the sole place of venue for any legal action arising from or related to this Agreement or the Project in which the Owner is a party.

Waivers. No delay or omission by either party in exercising any right or power arising from non compliance or failure of performance by the other party with any of the provisions of this Agreement shall impair or constitute a waiver of any such right or power. A waiver by either party of any covenant or condition of this Agreement shall not be construed as a waiver of any subsequent breach of that or of any other covenant or condition of the Agreement.

Binding Effect. This Agreement shall be binding upon and inure to the benefit of the parties and their respective permitted assigns and successors.

Appointment. Owner hereby expressly reserves the right from time to time to designate by notice to Contractor a representative(s) to act partially or wholly for Owner in connection with the performance of Owner's obligations. Contractor shall act only upon instructions from the designated representative(s) unless otherwise specifically notified to the contrary.

Records. Records of Contractor's costs, reimbursable expenses pertaining to the Project and payments shall be available to Owner or its authorized representative during business hours and shall be retained for four (4) years after final Payment or abandonment of the Project, unless Owner otherwise instructs Contractor in writing.

Notices. All notices, consents, approvals, demands, requests or other communications relied on by the parties shall be in writing. Written notice shall be deemed to have been given when delivered in person to the designated representative of the Contractor or Owner for whom it is intended; or sent by U. S. Mail to the last known business address of the designated representative; or transmitted by fax machine to the last known business fax number of the designated representative.

Mail notices are deemed effective upon receipt or on the third business day after the date of mailing, whichever is sooner. Fax notices are deemed effective the next business day after faxing.

Severability. Should any term or provision of this Agreement be held invalid or unenforceable in any respect, the remaining terms and provisions shall not be affected and this Agreement shall be construed as if the invalid or unenforceable term or provision had never been included.

Illegal Dumping. The Contractor shall ensure that it and all of its Subcontractors and assigns prevent illegal dumping of litter in accordance with Title 5, Texas Health and Safety Code, Chapter 365.

Ethics Matters/No Financial Interest. Contractor and its employees, agents, representatives and subcontractors have read and understand University's Conflicts of Interest Policy, University's Standards of Conduct Guide and applicable state ethics laws and rules. Neither Contractor nor its employees, agents, representatives or subcontractors will assist or cause University employees to violate University's Conflicts of Interest Policy, provisions described by University's Standards of Conduct Guide, or applicable state ethics laws or rules. Contractor represents and warrants that no member of the Board has a direct or indirect financial interest in the transaction that is the subject of this Agreement.

By signature hereon, Contractor certifies that no member of the Board of Regents of Midwestern State University, or Executive Officers, including component institutions, has a financial interest, directly or indirectly, in the transaction that is the subject of this contract.

SAMPLE

BY SIGNING BELOW, the Parties have executed and bound themselves to this Agreement as of the day and year first above written.

MIDWESTERN STATE UNIVERSITY

By: _____
Signature

Print name

Date: _____

By: _____
Signature

Print name

Date: _____

SAMPLE

SECTION 01 10 00 – GENERAL REQUIREMENTS
CONSTRUCTION STANDARDS

MIDWESTERN STATE UNIVERSITY

01 10 00

GENERAL REQUIREMENTS

PART 1: GENERAL

General Requirements, in addition to the Sections in this Division, will be developed by the Physical Plant, and issued to the A/E for inclusion to the A/E's specification Manual, specific to individual Projects.

PART 2: PRODUCTS (NOT USED)

PART 3: EXECUTION (NOT USED)

END OF SECTION 01 10 00

MIDWESTERN STATE UNIVERSITY

01 25 00

SUBSTITUTION FORM

PART 1: GENERAL

1.01 SUBSTITUTION FORM

A. The following form shall be used for product substitutions:

TO: ARCHITECT OF RECORD
OR
MIDWESTERN STATE UNIVERSITY PROJECT REPRESENTATIVE

PROJECT:

SPECIFIED ITEM:

Section _____ Paragraph _____ Description _____

The undersigned requests consideration of the following:

PROPOSED SUBSTITUTION _____

Upon submitting this Request for Substitution, the undersigned certifies that the following paragraphs are correct, unless otherwise modified on attachments:

1. Contractor has investigated the proposed substitution and believes that it is equal to or superior in all respects to specified item, and will conform to design requirements and artistic effect
2. Cost saving to Owner for accepting substitution: None ___ \$ _____
3. Contractor will pay the Architect and/or Engineers for additional studies, investigations, submittal reviews, redesign and/or analysis caused by the requested substitution and at no additional cost to Owner.
4. Substitution requires dimensional changes or redesign of structure or M & E Work No ___ Yes ___ (If yes, attach complete data).
5. Contractor will waive future claims for added cost to Contract caused by substitution.
6. Changes in contract time caused by substitution: No ___ Yes ___ Add/Deduct ___ days.
7. Adverse affect on other Trades caused by substitution: No ___ Yes ___ (If yes, explain on attachment).

SECTION 01 25 00 – SUBSTITUTION FORM
CONSTRUCTION STANDARDS

- 8. Contractor will modify other parts of the Work as may be required to make all parts of Work complete and functioning. Yes ___ (Explain on attached page if necessary)
- 9. Same type of warranty for specified product will be furnished for proposed substitution: Yes ___ No ___
- 10. Maintenance Service Available: Yes ___ No ___
Where? _____
- 11. Contractor has complied with requirements of the Midwestern State University's Design Guidelines and Construction Standards and Contract Documents as part of request for substitution, and has completely filled-in this form.

REASON FOR NOT GIVING PRIORITY TO SPECIFIED ITEM:
See attached ___ Not required ___

Submitted by:
Signature _____
Firm _____
Address _____

Date _____
Telephone _____

For Use by Architect:
___ Approved
___ Approved as noted
___ Rejected
Rejected only for conformance with
Design Concept of Project and with
Information in Contract Documents.
Signature _____
Date _____

REQUIRED ATTACHMENTS:

- A. Product Data for Specified Item: Clearly marked to indicate full compliance with specification section and Contract Documents: Attached
- B. Product Data for Substitution: Clearly marked for adequate evaluation and comparison with data submitted for specified item: Attached ___
- C. Samples: Attached ___ Not Required ___
- D. Cost Data and Implications of Substitution: Attached ___ Not required ___
- E. Contractor's Comments: Attached ___ Not required ___
- F. Manufacturers certifications on asbestos arid PCB: Required/must be attached
- G. Other: _____

PART 2: PRODUCTS (NOT USED)

PART 3: EXECUTION (NOT USED)

END OF SECTION 01 25 00

MIDWESTERN STATE UNIVERSITY

01 78 36

WARRANTY FORMS

PART 1: GENERAL (NOT USED)

PART 2: PRODUCTS (NOT USED)

PART 3: EXECUTION

3.01 CONTRACTOR'S SAMPLE WARRANTY

Project Warranty for _____

Whereas, _____ (Contractor),

Address _____

Telephone (____) ____ - _____ ext. ____ has performed _____

(Work) on the following Project _____

Address _____

WHEREAS, The Contractor has agreed to warrant said Work _____

NOW, THEREFORE, the Contractor hereby warrants said Work in accordance

with the terms hereof, complying with the terms of the Contract with the Owner

dated _____ that _____

WARRANTY PERIOD _____ STARTING _____ TERMINATING _____

IN WITNESS THEREOF, this instrument has been duly executed this _____ day

of _____ 20__ for Contractor (typed name) as its (position).

Name of Firm _____

Address _____

And has been countersigned in accordance with terms and conditions, for the

Manufacturer (typed name) _____

as its _____ (position).

Name of Firm _____

Address _____

Signed by (print name): _____ Signature: _____

Title: _____ Date: _____

SECTION 01 78 36 – WARRANTY FORMS
CONSTRUCTION STANDARDS

3.02 MANUFACTURER’S SAMPLE WARRANTY

Project Warranty for _____
Whereas, _____ (Manufacturer),
Address _____
Telephone (____) ____ - _____ ext. _____ has furnished/provided _____
(product) on the following Project : _____

Address _____
Constructed by _____ (Contractor).
Address _____
For _____ (Owner).
Address _____

WHEREAS, the Manufacturer, through the Contractor, has agreed to warrant
said product _____

NOW, THEREFORE, the Manufacturer hereby warrants said product accordance
with the terms hereof, complying with the terms of the Contract between the
Contractor and the Owner dated _____ that _____

WARRANTY PERIOD, STARTING _____, TERMINATING _____
IN WITNESS THEREOF, this instrument has been duly executed this _____ day
of _____ 20__ for Manufacturer (typed name) as its _____

(position).

And has been countersigned in accordance with terms and conditions.
for the Contractor (typed name) _____
as its _____ (position).

Signed by (print name): _____ Signature: _____

Title: _____ Date: _____

SECTION 01 78 36 – WARRANTY FORMS
CONSTRUCTION STANDARDS

3.03 OWNER’S REQUEST FOR WARRANTY WORK BY CONTRACTOR

Project Warranty for _____
_____ under PO _____.

Whereas, _____ (Contractor),
Address _____.

Telephone (____) ____ - _____ ext. _____ was responsible for installation of
equipment that has failed to meet acceptable standards during its warranty period
in the following manner: _____

_____.

Address of failed equipment _____

Date of failure first observed: _____.

Date reported to Contractor: _____ Contact: _____.

The Contractor will investigate the repair or replacement of the equipment and
return the equipment to its original design condition in a timely manner.

**Contractor to fax or e-mail the following information to Owner’s
Representative upon receipt of this document:**

Time and date Contractor to investigate repairs on site: _____.

**Contractor to fax or e-mail the following information to Owner’s
Representative PRIOR to beginning the following task:**

Time and date Contractor to begin on site repairs: _____.

**Contractor to fax or e-mail the following information to Owner’s
Representative AFTER completing the following task:**

Date Contractor completed on site repairs: _____.

Repairs will **not** be considered complete until the following written acceptance has
been issued to the Contractor by the Owner’s Representative:

Accepted by (print name): _____ Signature: _____

Title: _____ Date accepted: _____

END OF SECTION 01 78 36

MIDWESTERN STATE UNIVERSITY

02 05 00

DEMOLITION

PART 1: GENERAL

1.01 Scope of Standard

- A. This standard provides general guidance concerning the specific preferences of the Midwestern State University for demolition.
- B. Midwestern State University recognizes that project conditions and requirements vary, thus precluding the absolute adherence to the items identified herein in all cases. However, unless there is adequate written justification, it is expected that these guidelines will govern the design and specifications for Midwestern State University projects.

1.02 Quality Assurance

- A. Conduct all demolition work in accordance with OSHA and EPA requirements.
- B. Use only firms or individual trades qualified to perform work required under this section.

1.03 Submittals

- A. Details of proposed methods and operations.
- B. Schedule of coordination for shut-off, capping and continuation of utility services.
- C. Detailed sequence of demolition and removal work to ensure uninterrupted progress of Owner's operations.
- D. Shop drawings: When items of matching and repairing require drawings for clarification of intent.

SECTION 02 05 00 – DEMOLITION
CONSTRUCTION STANDARDS

1.04 Job Conditions

- A. Perform preliminary investigations as required to ascertain extent of work. Conditions which would be apparent by such investigation will not be allowed as cause for claims for extra costs.
- B. Before start of work, obtain and pay for all permits required by all authorities having jurisdiction and notify all interested utility companies.
- C. Obtain approval of authorities having jurisdiction for work which affects existing exit ways, means of egress, or access to, or exit from, areas.
 - 1. Review with and obtain approval of Physical Plant Director for any temporary construction which affects such areas.
 - 2. Obtain approval of fire authorities.

PART 2: PRODUCTS

2.01 Patching Materials

- A. Use materials as required to repair and match items.

PART 3: EXECUTION

3.01 Pollution Controls

- A. Use temporary enclosures and other methods necessary to limit spread of dust, dirt and air pollution.
- B. Clean adjacent structures and improvements of all dust, dirt, and debris caused by demolition operations.
- C. Return areas to condition existing prior to start of work.

3.02 Operation Procedures

- A. Start and complete work as established by approved schedule. Schedule work so as not to interfere with normal operations of the Owner. Present schedule at least seven calendar days prior to commencing work.
- B. Protect occupants from injury and discomfort.
- C. Protect property to remain.

SECTION 02 05 00 – DEMOLITION
CONSTRUCTION STANDARDS

- D. Conduct operations to insure minimum interference with roads, walks, entrances, exits, and other adjacent occupied facilities.
- E. Provide barricades safety light as required.
- F. Install a temporary safety fence (minimum 4' tall) around the perimeter of the construction area prior to beginning any demolition. Fence shall be maintained by Contractor at all times throughout the construction project.
- G. Provide temporary weather protection as necessary to prevent damage to existing facilities and discomfort to persons in occupied areas.

3.03 Demolition – General

- A. All work under this section involving public corridors to be done at a time most convenient to the Owner.
- B. Owner assumes no responsibility for actual condition of structures to be demolished.
- C. Conditions existing at time of inspection for bidding purposes will be maintained by Owner insofar as practicable.
- D. Transport salvaged items from site as they are removed.
- E. Storage or sales of removed items not permitted on site.
- F. Do not use explosives.
- G. Do not close or obstruct private drives, walks or other occupied or used facilities unless approved in writing.
- H. Do not close or obstruct public thoroughfares or walks unless approved by authorities having jurisdiction.
- I. Provide alternate routes around closed or obstructed traffic ways.
- J. Conduct operations to prevent damage by falling debris or other cause to adjacent buildings, structures, and other facilities as well as persons.
- K. Promptly repair damage to adjacent facilities caused by demolition, as directed by Architect, at no cost to Owner.
- L. Maintain existing utilities indicated to remain, and protect against damage during demolition.

SECTION 02 05 00 – DEMOLITION
CONSTRUCTION STANDARDS

- 1. Provide temporary services during interruptions to existing utilities, as acceptable to Architect.
- M. Before starting demolition, employ a certified rodent and vermin exterminator and treat entire space in accord with governing health laws and regulations.

3.04 Disposal Or Salvage Of Materials

- A. Remove demolition debris from site.
- B. Do not burn materials on site.

3.05 Clean Up

- A. Remove all debris, rubbish, and materials resulting from cutting, demolition or patching operations.
- B. Transport materials and legally dispose of off-site.

END OF SECTION

MIDWESTERN STATE UNIVERSITY

06 10 00

ROUGH CARPENTRY

PART 1: GENERAL

1.01 Scope of Standard

- A. This standard provides general guidance concerning the specific preferences of Midwestern State University for wood foundations; framing, sheathing, and decking using timber, lumber, and engineered wood products. Blocking and supports to join members and anchor framework to other construction.
- B. Midwestern State University recognizes that project conditions and requirements vary, thus precluding the absolute adherence to the items identified herein in all cases. However, unless there is adequate written justification, it is expected that these guidelines will govern the design and specifications for Midwestern State University projects.

1.02 Quality Control

- A. All older campus building should be thoroughly checked for termites and other insect infestations, and specifications should address treatment measures required if termites are found during renovation.

PART 2: PRODUCTS

2.01 General

- A. Contractor shall provide UL label for fire retardant material.
- B. Contractor shall provide certification for preservative treated material.
- C. Lumber shall be kiln dried, bearing stamp of Southern Pine Inspection Bureau or equivalent agency.
- D. Fire retardant treated lumber shall bear UL label.

SECTION 06 10 00 – ROUGH CARPENTRY
CONSTRUCTION STANDARDS

PART 3: EXECUTION (NOT USED)

END OF SECTION 06 10 00

MIDWESTERN STATE UNIVERSITY

08 71 00

HARDWARE

PART 1: GENERAL

1.01 Scope of Standard

- A. This standard provides general guidance concerning the specific preferences of Midwestern State University for door hardware.
- B. Midwestern State University recognizes that project conditions and requirements vary, thus precluding the absolute adherence to the items identified herein in all cases. However, unless there is adequate written justification, it is expected that these guidelines will govern the design and specifications for Midwestern State University projects.

1.02 Summary:

- A. Section includes Finish Hardware
- B. Related Sections
 - 1. Hollow Metal Doors and Frames – Section 08 11 13
 - 2. Flush Wood and Doors – Section 08 14 00
 - 3. Laminated Plastic Faced Doors – Section 08 15 00
 - 4. Access Doors – Section 08 31 00
 - 5. Bronze Framed Entrance and Storefronts – Section 08 41 16
 - 6. Electrical – Division 26 00 00
 - 7. Heating, Ventilating and Air Conditioning – Section 23 00 00
 - 8. Fire Detection and Alarm – Section 28 13 00

SECTION 08 71 00 – HARDWARE
CONSTRUCTION STANDARDS

1.03 References:

- A. Documents and Institutes that shall be used in estimating, detailing and installing the items specified.
 - 1. ICC/ANSI A117.1 – 1998 Accessible and Usable Building and Facilities
 - 2. NFPA80 – 1999 Standards For Fire Doors and Fire Windows
 - 3. NFPA101 – 2000 Life Safety Code
 - 4. NFPA105 – 1993 Installation of smoke-control door assemblies.
 - 5. Local and state building codes
 - 6. UL Labeled for Rated Doors.
 - 7. DHI – Door and Hardware Institute
 - 8. SDI- Steel Door Institute
 - 9. AWI – Architectural Woodwork Institute

1.04 Submittals:

- A. Comply with pertinent provisions of Submittal Procedures Section.
- B. Finish Hardware Schedule shall be in a vertical format and include the following:
 - 1. Heading #/Hardware Set #
 - 2. Door #, Location, Hand, Degree of Opening, Door Size and Type, Frame Size and Type, Fire Rating
 - 3. Quantity, product, product number, size, fasteners, finish and the manufacturer of each hardware item listed.
 - 4. Title Sheet, Index, Abbreviations, Manufacturers List, and Cut Sheets.
 - 5. Elevation/Riser Diagrams for Electrified Opening
 - 6. Mounting locations for hardware.
- C. Contractor shall provide Product Data: Product data shall be provided, in the form of a binder, manufacturer's technical product fact sheets for each item of hardware. Include

SECTION 08 71 00 – HARDWARE
CONSTRUCTION STANDARDS

whatever information may be necessary to show compliance with requirements, including instructions for installation and for maintenance of operating parts and finish samples.

- D. Samples shall be provided as requested by owner or architect with Heading # and Door # marked on boxes. All samples shall be returned to the contractor and used on doors for which they were marked
- E. Templates: Templates of finish hardware items to be supplied are to be furnished to each fabricator of doors, frames and other work to be factory-prepared for the installation of Finish hardware.
- F. Wiring Diagrams: Submit Wiring Diagrams in accordance with Fire Detection and Alarm Section 28 13 00 Submittals as follows:
 - 1. Elevation Drawing with Finish Hardware Schedule
 - 2. Riser Diagram with Approved and Revised Finish Hardware Schedule
 - 3. Point to Point Wiring Diagrams after Low Voltage Meeting
- G. Operations and maintenance data: At the completion of the job, furnish to the owner two copies of an operation and maintenance manual. The manual shall consist of a labeled hardcover three ring binder with the following technical information:
 - 1. Title page containing: Project name, address and phone numbers. The hardware supplier name, address and phone number.
 - 2. Table of Contents.
 - 3. Copy of final Finish Hardware Schedule.
 - 4. Maintenance instruction for each item of hardware.
 - 5. Catalog pages for each product.
 - 6. Installation Instructions and Parts List for all Locks, Exit Devices and Door Closers.

1.05 Quality Assurance:

- A. Substitutions: Request for substitutions shall not be accepted within this project. Architect, Owner and Hardware Consultant have selected one (1) specified and two (2) equals listed hereinafter in the Hardware Schedule. By this selection process, they have established three (3) equal products for competitive pricing, while insuring no unnecessary delays by a substitution process. If any specified product is listed as a “No Substitution” product, this product will be supplied as specified, with no alteration or request of substitution. The reason for this is to comply with the uniformity established at the university. Parts and supplies are inventoried for these particular products for ease and standardization of

SECTION 08 71 00 – HARDWARE
CONSTRUCTION STANDARDS

replacement.

B. Supplier Qualifications:

1. The hardware supplier shall be a recognized distributor of architectural finish hardware with warehousing facilities within one hundred (100) miles of the project site. The hardware distributor shall employ a DHI Certified AHC or AHC/CDC who will be responsible for scheduling and coordinating all aspects of this project. This person shall be available at a reasonable time during the course of the work for consultation about product hardware requirements, to the owner, architect and contractor.

C. Installer Qualifications:

1. Installer for mechanical hardware shall have a minimum of 2 years of experience of installing architectural finish hardware and attend a pre-installation meeting with the manufacturer's representative of locks, exit devices and closers.
2. Installer for electrified hardware shall have a minimum of 2 years of experience of installing electrified architectural finish hardware and attend a low voltage and pre-installation meeting with the manufacturer's representative of the electrified architectural finish hardware.
3. Electrical/Fire Alarm Contractor shall have a minimum of 2 year experience in hooking up electrified architectural finish hardware and attend a low voltage meeting with the manufacturer's representative of the electrified architectural finish hardware.

1.06 Delivery, Storage and Handling:

- A. Marking and packaging: Mark each item or package separately, with identification related to the hardware set number, the door number.
- B. Delivery: Deliver individually packaged and properly marked finish hardware at the proper time and location to avoid any delays in construction or installation. At time of delivery, inventory hardware jointly with representatives of hardware supplier and hardware installer until each is satisfied that count is correct.
- C. Storage: Store all hardware in an enclosed weather tight and locked area.

1.07 Warranty:

- A. All finish hardware products shall be covered by a Two (2) year manufacturer warranty from the date of substantial completion of the project. Mechanical Door Closers shall carry a Ten (10) year manufacturer's warranty. Exit devices and locks shall carry a Five (5) year manufacturer's warranty.
- B. Supply warranty verification to the owner for products that provide factory warranties for

SECTION 08 71 00 – HARDWARE
CONSTRUCTION STANDARDS

periods longer than two (2) years.

1.08 Maintenance:

A. Maintenance Service

1. Instruct Midwestern State University personnel as to the proper way to adjust all products supplied.
2. Factory trained representatives will be available for job site inspection of major projects upon completion of the hardware installation work.

B. Extra Materials:

1. Furnish 3 dozen extra screws and other fasteners of each size, type and finish used with the hardware items provided. These screws and fasteners are to be delivered to the hardware installer for use during installation. All extra screws and fasteners and all special installation tools furnished with the hardware shall be turned over to the owner at the completion of the job.
2. All installation tools provided by the manufacturer shall be turned over to the owner at the completion of the job.
3. Furnish an additional 25% of the projects total cores extra and 200 extra key blanks per project. Extra cores are to be un-combinated. This material is to be delivered directly to the MSU Lock Shop.
4. Furnish one lockset of each function with cylinder and the keyway used for the Project.
5. Two surface mounted door closers.

PART 2: PRODUCTS

2.01 Manufacturers:

A. List of manufacturers represented in this section:

Corbin/Russwin – Locks, Cylinders, Key Blanks – NO SUBSTITUTION
Dorma – Pivots
Glynn Johnson – Stops, Overhead Stop/holders, Hospital Latches
Ives – Pivots, Hinges, Kick Plates, Push Plates, Door Pulls, Flush Bolts
LCN- Door Closers, Life Safety Holders/Closers – NO SUBSTITUTION
McKinney – Hinges
National Guard – Thresholds, Weather Strip

SECTION 08 71 00 – HARDWARE
CONSTRUCTION STANDARDS

Pemko – Thresholds, Weather Strip
Rixson – Pivots, Overhead Stop/holders
Rockwood – Kick Plates, Door Pulls, Push Plates
Stanley – Hinges
Trimco – Kick Plates, Door Pulls, Push Plates, Flush Bolts
Von Duprin – Exit Devices – NO SUBSTITUTION
Zero – Thresholds, Weather Strip

2.02 Materials:

A. Screws and Fasteners:

1. Closers and exit devices provided for wood doors and exterior doors shall be supplied with thru-bolts.
2. All finish hardware shall be installed to the manufacturers' recommendations utilizing screws and installation tools provided with the hardware. No other screws or attachments are acceptable.
3. All products shall be installed as to suit the door and frame conditions.

B. Hinges:

1. Template: Provide all hinges with template hole patterns.
2. Exterior: All exterior hinges shall be heavy weight (.180 or .190 gauge), five knuckle, four ball bearing, full mortise, non-ferrous type with a stainless steel non-removable pin. All exterior hinges are to have a dark bronze – 613 finish.
3. Interior: Provide heavy weight (.180 or .190 gauge) five knuckle, four ball bearing, full mortise hinges on openings with high frequency usage such as all classrooms, cross corridor doors, stairwells, restrooms, locker rooms, and all doors over 36" in width, and on all hollow metal doors, 652 finish. In areas of high humidity or corrosive environment such as shower rooms, saunas, chemical treatment areas, etc. provide non-ferrous type hinges with stainless steel 630 finish. Provide standard weight (.134 or .146 gauge) five knuckle, full mortise type, 652 finish hinges on standard use doors. Provide ball bearing hinges on all doors with closers.
4. Size: Provide 4 ½ x 4 ½ hinges on doors up to 3'0" in width. Reference manufacturers catalog for all other sizes.
5. Number of Hinges: Provide number of hinges indicated but not less than 3 hinges for door leaf. Doors over 90" high will require 4 hinges and one additional hinge for each

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30” over 90”. Doors over 36” wide, all heavy doors, and all metal doors will require one additional hinge.

6. Electric Transfer Hinges are not allowed.
7. The use of continuous hinges is not allowed.
8. The width of the hinge shall be sufficient to clear the trim.
9. Use hinges with Non-Removable Pins as required and on all out swing doors at exterior locations.
10. Finish for exterior hinges shall be 613, oil rubbed bronze.
11. Finish for interior hinges shall be 652, satin chrome plated steel.
12. Finish for interior hinges at corrosive environments, showers, and areas of high humidity levels shall be 630, stainless steel metal with satin finish and stainless steel pins.
13. Match existing building finish on remodels.
14. Supply from the following manufacturers:
 - Ives
 - McKinney
 - Stanley
 - Hager

C. Pivots:

1. Provide pivots as indicated in the drawings and hardware sets. Typically, pivots will be used on aluminum storefront doors and x-ray room doors. An intermediate pivot will be used on all applications plus one additional intermediate pivot for every 2’-6” above 7’ door height.
2. All pivots and/or pivot sets shall be the product of one manufacturer. Sets as noted in hardware groups shall be matching in design for all labeled fire doors, lead-lined doors and regular doors. Pivots for 20 minute fire doors shall be non-ferrous. All pivots are to match the finish of the adjacent hardware. All pivot sets are required to meet ANSI 156.4 Grade 1. Pivots shall accommodate up to a 500 lb door and have a minimum vertical adjustment range of 3/16”.
3. No Electric Pivots or Power Transfer Pivots are permitted.

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4. Finish shall be 613, oil rubbed bronze on exterior openings and dark bronze storefront frames & doors. Where pivots may occur at interior openings, match the door hardware or storefront.
5. Match existing hardware finish on remodel projects.
6. Supply from the following manufacturers:
 - Ives
 - Rixson
 - Dorma

D. Flush Bolts:

1. As codes and conditions permit, provide on the inactive door of pairs, extension flush bolts at top and bottom of doors. Provide all necessary strikes, shims and guides to insure proper installation. Supply 12” length or as scheduled in the hardware sets. Where automatic flush bolts are required by code, use ANSI 156.3 Type 27, Constant Latching Style where applicable. On standard applications for both metal and wood doors use ANSI 156.16 – LO4251 bolts.
2. Finish shall be 626-brushed chrome on interior doors and 613–dark bronze on exterior doors.
3. Dust Proof Strikes: As conditions allow, provide dust proof strikes with each bottom flush bolt. Where thresholds are used, no dust proof strike is required.
4. Supply from the following manufacturers:
 - Ives
 - Trimco
 - Rockwood

E. Coordinators:

1. Provide non-handed fully automatic coordinating devices for sequential closing of paired doors with an astragal.
2. Supply all coordinator accessories to eliminate problems with installing vertical rod exit devices and parallel arm closers.
3. All coordinators shall be provided with enough filler pieces to close the header area for an architecturally clean line.
4. Supply from the following manufacturers:

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Trimco
Rockwood
Ives

F. Locks/Latches:

1. All locks shall be heavy-duty Grade 1 Mortise. Corbin Russwin 2000 series with LWM trim and strike plates as indicated in H.3-7 below. Typically all new buildings are to have 6-pin Interchangeable Cores with Construction cores provided. Certain buildings where remodel may occur will require Master Ring Cylinders–Contact the MSU Lock Shop. All permanent cores and keys are to be shipped from the Corbin Russwin factory directly to the MSU Lock Shop along with a bitting list.
2. Finish shall be 630C- brushed stainless steel with Micro-Shield finish on interior doors and 613-dark bronze on exterior doors. Remodeling projects may require match existing finishes.
3. Furnish a non-ferrous lockcase in areas of high humidity and corrosive environments.
4. Furnish only Brass or Bronze Base metal strike plates–BRSTK. No Stainless Steel strike plates will be accepted.
5. Single door applications will require Curved Lip strike plates with lip length as needed to accommodate door and frame trim used.
6. Double doors with astragals require Flat strike plates as needed.
7. Functions:
 - Offices – ML2051-ANSI F04
 - Storerooms/Closets/Mechanical – ML2057-ANSI F07
 - Classrooms/Meeting – ML2055-ANSI F05
 - Single Occupant Rest Rooms – ML2030-ANSI F19
 - Dormitory Room – ML2067-ANSI F20
8. Supply from the following manufacturer:
Corbin Russwin (No Substitution)

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G. Exit Panic Devices & Removable Mullions

1. Provide exit panic devices as required by latest International Building Code (IBC), ADA, and Life Safety Code.
2. All exit devices are to be architectural grade 1 touch bar type. Mechanism case to be smooth–Von Duprin 98 or 35 Series.
3. All exit devices to meet ANSI A156.3, 2001, Grade 1. All exit devices are UL listed for Accident Hazard or Fire Exit Hardware.
4. All lever trim to match lock lever and escutcheon trim in design except as noted.
5. All devices are to be supplied and installed with thru-bolts.
6. Function and type as listed in hardware sets.
7. Supply from the following list of manufacturer: Von Duprin (No Substitution)
8. The following guidelines for exit devices will be used:

994 x 03 lever style trim is standard on wood & hollow metal doors.

Use 9875 Mortise Model on all single doors.

Use 98 Rim Model on pairs of doors that require a center mullion (typically stairwells to exterior).

Use 9848 Concealed Vertical Rod Model on pairs of doors in areas of extreme abuse such as gymnasiums.

Use 9827 Surface Vertical Rod Model Less Bottom Rod on pairs of doors that do not require a center mullion (typically corridor doors).

Use 3548A-NL-OP with 388NL x 8190 pull-2-with type O mounting (active) and 3548A-EO with 8190-2-with type O mounting (inactive) on storefront doors at exterior locations.

Use Cylinder Dogging (CD) Option on devices where electro-magnetic locks are used.

9. **Electrical options (EL, RX, LX, and LC) should be coordinated with access control requirements when specifying exit devices.**

10. Finishes:

Interior Devices - 630-AM, brushed stainless steel with anti-

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microbial finish.

Interior Trim - 626-AM, brushed chrome with anti-microbial finish.

Exterior Steel Doors - 630-AM finish with anti-microbial finish.

Exterior Steel Door Trim – 313AN, dark bronze.

Aluminum Storefront Doors will typically be 313AN, dark bronze on device and exterior trim.

On remodels match the existing hardware finish.

11. Where removable mullions are required furnish with keyed removable option– Von Duprin (No Substitution)

H. Hospital Latches

1. All hospital latches to be Grade 1 with minimum 5” back set, engraved Push/Pull.
2. Provide function as shown in hardware sets
3. Supply from the following list of manufacturers
Trimco
Rockwood
Glynn Johnson
4. Finish shall be 630, brushed stainless steel with Agion Finish

I. Pull Plates

1. Pull Plates to meet ANSI 156.6 for .050” thickness. Plate size to be 4” x 16” with 1” round plate.
2. Supply from the following list of manufacturers:
Trimco
Rockwood
Ives
3. Finish shall be 630, stainless steel with Agion Finish, unless matching existing hardware.

J. Push Plates

1. Push Plates to meet ANSI 156.6 for .050” thickness. Plate size to be 8” x 16”.
2. Supply from the following list of manufacturers:
Ives
Rockwood

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Trimco

3. Finish shall be 630, stainless steel with Agion Finish, unless matching existing hardware.

K. Door Closers

1. Door closers shall meet the minimum requirements of the 1990 ADA act, in lieu of ANSI Standard A156.4 and ANSI, Grade 1.
2. Door closers shall be furnished with full cover. Sized in accordance with the manufacturer's recommendations for door size and condition.
3. The use of floor closers and concealed closers is not allowed. Only surface type closers are acceptable.
4. Door closers at exterior locations shall be provided with Advanced Back Check (AVB) and Spring Cush Arms (SCUSH properly templated). Where required furnish drop plates, blade stop spacers, cush shoe supports, and brackets necessary for door and frame conditions.
5. Door closers shall be mounted out of the line of sight wherever possible (i.e., room side of corridor doors, etc.) with parallel arm mounting on out swinging doors and arm mounting on in-swing doors. All closer installation on wood doors shall include sex nut bolts. Architect and hardware supplier shall verify the degree of opening for each door for mounting templating purposes prior to installation of closers. This recommendation shall be indicated on the hardware schedule. The copy of the schedule for field use shall be used by each hardware installer and the aluminum storefront contractor when mounting door closers. All wall conditions and other hardware must be taken into consideration when determining the degree of opening as to assure proper functioning of closer arms selected.
6. Supply from the following manufacturer:
LCN Model 4111 and 4011 Series Typical (No Substitution)
7. Finishes shall be 689, sprayed aluminum at interior, 695 sprayed dark bronze on exterior storefront doors. On remodels match existing.

L. Fire/Life Safety Closers & Magnet Door Holders

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1. Fire/Life Safety Closer to meet ANSI Standard A156.15 and conforms to Life Safety Code NFPA101.
2. Fire/Life Safety Closers supply from the following manufacturer”
LCN (No Substitution)
3. Preferred application will be a standard door closer with a wall mounted magnet which is wired into the fire alarm system.
4. Magnetic door holders shall be provided and installed with thru bolts and back plates.

M. Automatic/Power Operators

All automatic doors shall be fully integrated into the building security monitoring and access control system. The architect shall work with the automatic door system equipment supplier and the CBORD representative to coordinate the interface between the between the two systems to insure that while providing for access to the disabled, that the proper security monitoring and access control is maintained in both the unsecured and secured modes.

N. Door Protection Plates

1. Protective plates shall meet ANSI A156.6 requirements for .050 thickness.
2. Kick plates shall be 10” by 2” less than door width on single door and 1” less than door width on pair of doors or as indicated in hardware sets and Beveled 4 edges.
3. Armor plates shall be 36” by 2” less than door width or as indicated in hardware sets and Beveled 4 edges.
4. Supply from the following list of manufacturers:
Ives
Rockwood
Trimco
6. Finish shall be 630, brushed stainless steel or match existing.

O. Door Stops

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1. Wall, Floor, and Overhead Stops: Floor stops should be avoided due to the problems associated with tripping and damage by floor maintenance equipment. Supply wall stops whenever possible to protect doors and door hardware. Where conditions do not permit the use of wall stops, surface mounted overhead stops should be considered.
2. All walls shall have blocking provided and installed by the General Contractor at all locations receiving wall stops.
3. Supply from the following list of manufacturers:
 - Ives/Glynn Johnson
 - Rockwood
 - Trimco
4. Finish shall be 630, brushed stainless steel or match existing.

P. Silencers

1. Provide silencers on all doors without smoke seal or weather stripping - 3 for single doors and 2 for pairs.
2. Provide silencers as required for frame conditions
3. Supply from the following list of manufacturers:
 - Ives
 - Trimco
 - Rockwood
4. Finish shall be gray.

Q. Thresholds and Weather Stripping:

1. Provide weather tight seals at all exterior location. This shall include door and frame head, jambs and sills.
2. Provide sound and light seals at all interior locations that are indicated to be soundproof or light proof. This shall include door and frame head, jambs and sills.
3. Provide all smoke seal or gasket required by code or fire rating.

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4. Provide 2 1/2” rain drip strips with dark bronze anodized finish mounted on frame header at all exterior hollow metal doors.
5. Silicone bulbs and seals will be used on all applications. The use of vinyl and neoprene material will not be accepted.
6. Where automatic door bottoms are requested, use only surface mounted type.
7. Supply from the following list of manufacturer’s:
National Guard Products
Zero International
Pemko
8. Finish: Provide thresholds and weather strip in aluminum finish. Provide rain drip strips and exterior door bottoms in dark bronze anodized finish.

R. Access Control

1. Coordinate project requirements with University Police, One Card Office, CBord Representative, and University Project Representative.
2. Upon completion of the electronic security hardware installation, verify that all components are working properly and state in the required guarantee that this inspection has been performed.
3. Material:
 - a. Power Transfer – Von Duprin EPT10 (No Substitution)
 - b. Exit Device – Von Duprin (No Substitution) per 08 71 00 – I.Use Latch Retraction (EL), Request to Exit (RX), Latchbolt Monitoring (LX), Signal Switch (SS), E7500 options as required.
 - c. Electric Strikes - Von Duprin (No Substitution)
 - d. Power Supply-Von Duprin /Locknetics for all Ingersoll Rand products, Securitron for Assa Abloy Products.
 - e. Electrified Socket-Corbin Russwin (No Substitution)
 - f. Door Position Switches – Locknetics (No Substitution)

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- g. Keyed Switches – Securitron MK Series (No Substitution)
- h. Magnetic Locks - Locknetics

2.03 Finishes:

Reference section 2.02 Materials.

2.04 Keying:

- A. General: The supplier will coordinate keying with the MSU Lock Shop. The supplier will provide all locks and cylinders with temporary Construction cores for the duration of the project. Provide ten Construction keys to the General Contractor and five Construction keys to the MSU Lock Shop. Permanent cores will be installed only after completion of the project and all hardware has been inspected and tested. At that time the Construction cores will be removed and the permanent cores will be installed by the MSU Lock Shop. All Construction cores will be returned to the Contractor who in turn may return them to the supplier.

ALL PERMENANT CORES, BITTING LIST AND KEYS WILL BE SHIPPED DIRECTLY FROM THE FACTORY TO THE MIDWESTERN STATE UNIVERSITY LOCK SHOP. NO PERMENANT KEYS, CORES, OR BITTINGS WILL BE FURNISHED TO THE SUPPLIER, GENERAL CONTRACTOR, OR TO ANY SUB-CONTRACTOR.

- B. Cores: Provide cores with their keyset symbol stamped in a concealed location.
- C. Keys: Provide nickel silver keys with #12 key bows (DO NOT DUPLICATE). **NO LOGO, BITTINGS, OR KEYWAY WILL BE STAMPED ON KEYS. KEYS ARE TO BE STAMPED ONLY WITH KEYSET SYMBOLS.** Furnish 2 change keys for each lock, (Housing Projects furnish 6 change keys per lock), 6 master keys for each master system, 6 grandmaster keys for each grandmaster key system, 1 control key, and 2 great grand masters.
- D. Bitting List: Provide a Factory Developed bitting list for the project. The bitting list shall include the maximum number of bittings for each master used in the project. **THE BITTING LIST WILL BE SHIPPED DIRECTLY FROM THE FACTORY TO THE MIDWESTERN STATE UNIVERSITY LOCK SHOP.**

PART 3: EXECUTION

3.01 Examination:

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- A. Examine doors, frames and related items for conditions that would prevent the proper application of any finish hardware items. Do not proceed with installation until all the defects are corrected. Coordinate with Architect, Door Supplier, and Hardware Supplier to correct any problems that may occur.

3.02 Installation:

- A. Follow Door and Hardware Institute Publication for:
 - Recommended Location for Architectural Hardware for Standard Steel Doors and Frames.
 - Recommended Location for Builder’s Hardware for Custom Steel Doors and Frames.
 - Recommended Locations for Architectural Hardware for Wood Doors.
- B. Follow ANSI A117.1-1998 Accessible and Usable Buildings and Facilities.
- C. Review mounting locations with Architect.
- D. Low Voltage meeting required with attendees to include Owner, Architect, Contractor, Hardware Installer, Electrical Contractor, Fire Alarm Contractor and Cbord Access Control Representative before construction.

3.033 Field Quality Control:

- A. After installation of hardware has been completed, obtain the services of a qualified hardware consultant to check for proper application of finish hardware, according to the finish hardware schedule. In addition, the consultant will check all hardware for adjustments and proper operation.

END OF SECTION

MIDWESTERN STATE UNIVERSITY

09 21 16

GYPSUM BOARD ASSEMBLIES

PART 1: GENERAL

1.01 Scope of Standard

- A. This standard provides general guidance concerning the specific preferences of Midwestern State University for unfinished and pre-finished gypsum board, gypsum and cementitious backing board, metal framing, trim, and accessories.
- B. Midwestern State University recognizes that project conditions and requirements vary, thus precluding the absolute adherence to the items identified herein in all cases. However, unless there is adequate written justification, it is expected that these guidelines will govern the design and specifications for Midwestern State University projects.

1.02 Design Guidelines

- A. Plumb: All assemblies shall have a tolerance of 1/8" in 10' maximum.
- B. Finish Standards: Refer to Paint – Section 09 91 00.
- C. Trim: All outside corners shall be floated with metal trim.
- D. Partitions that are part of a perimeter security system, a fire rated assembly, and an acoustical assembly shall extend to structural deck.
- E. All partitions between offices shall extend to structural deck, and have acoustical batt insulation providing a STC 45 rating, minimum.
- F. Non-Fire rated partition or non-acoustical partitions shall extend 6" above ceiling. Partition head tracks are not allowed to anchor to ceiling grids.

SECTION 09 21 16 – GYPSUM BOARD ASSEMBLIES
CONSTRUCTION STANDARDS

Gypsum Board Ceilings:

1. This ceiling type shall be minimally used, use only at areas where security, privacy, or fire ratings are required.
2. Provide access doors in gypsum board ceilings, under accessible equipment, dampers, etc., for servicing.

1.03 Related Standards

- A. Floor to floor full height assemblies: Refer Physical Plant personnel for additional information.
- B. Fire Stopping: Provide Fire stopping where required by Building Codes.

1.04 Reference Standards

- A. Refer to UL rated assemblies manual for construction required to be rated by code.
- B. Refer to US Gypsum Standards for control joints.

1.05 General Requirements

- A. Asbestos: In no instance will any product containing asbestos be acceptable for use.

PART 2: PRODUCTS (NOT USED)

PART 3: EXECUTION (NOT USED)

END OF SECTION 09 21 16

MIDWESTERN STATE UNIVERSITY

09 91 00

PAINT

PART 1: GENERAL

1.01 Scope of Standard

- A. This standard provides general guidance concerning the specific preferences of the Midwestern State University for exterior and interior painting materials.
- B. Midwestern State University recognizes that project conditions and requirements vary, thus precluding the absolute adherence to the items identified herein in all cases. However, unless there is adequate written justification, it is expected that these guidelines shall govern the design and specifications for Midwestern State University projects. In particular, no stone surfaces shall be painted without written approval from the Midwestern State University building standards committee.

1.02 Design Guidelines

- A. Do not use multi-color enamels.
- B. Typically, paint every paintable surface
- C. Finish paint all surfaces in mechanical rooms which do not have a factory finish.
- D. Where pipes or valves or other surfaces are subjected to temperatures over 140 degrees Fahrenheit, use heat-resisting paint.
- E. All materials which are exposed to view are to be painted.
- F. Exposed to view shall include all spaces which are entered through a personnel door.
- G. Spaces beyond access doors are to be painted only as atmosphere is expected to have adverse effect on materials.

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- H. The architect shall prepare a color schedule board for approval by Midwestern State University.
- I. The approved board will be kept at the Physical Plant.
- J. Select colors and finishes early in the project construction period.
- K. Give gypsum wallboard a medium texture before painting; do not use texture paint.
- L. Use latex enamel coating for walls of corridors and hallways in classroom buildings and other surfaces where appropriate.
- M. Make extensive use of epoxy-resin coatings for kitchens, dining areas, infirmaries, laboratories, health and physical education facilities, athletics, and similarly-used spaces.
- N. On most other walls and other surfaces subject to contact, use alkyd enamel, semi-gloss finish.
- O. Do not leave concrete block unpainted.
- P. Paint concrete block with block filler and epoxy-filler coatings in most applications.
- Q. Avoid specially mixed paint colors.
- R. For energy conservation, the use of light colors for interior walls is preferred over darker colors (except for trim and accents).
- S. Masonry/stone resurfacing:
In no instance shall it be acceptable to paint finish masonry, natural stone, or architectural pre-cast stone surfaces, without the written approval of Midwestern State University Project Representative.

1.03 Environment Quality

- A. Regulatory Requirements:
Comply with applicable rules of the pollution-control regulatory agency having jurisdiction in the Project locale regarding volatile organic compounds (VOC) and use of hydrocarbon solvents.

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CONSTRUCTION STANDARDS

1.04 Submittals

- A. Samples:
After Architect's approval of "color chips", submit (5) 8" x 8" display panel samples coated with type of coating approved for "color chip" indicating available sheens for Architect's verification and final approval of colors.
1. Samples must be of the actual material scheduled to be coated, complete with the scheduled type of primer and number of finish coats, with the required mil thickness.
 2. Samples for drywall applications shall be on ¼" thick drywall with taped edges.
 3. Samples made of "Masonite" or other types of substrates are not acceptable.
 4. In addition to other required identifications, each sample shall be identified with coating type and sheen; color name and number, type of material coated.
- B. Field Sample:
1. Before painting work is started, paint a large sample mock-up (minimum 8'H. x 8'W.), as indicated on drawings for Architect and Midwestern State University review of colors and finish.

1.05 Warranty

- A. Comply with General Conditions agreeing to repair or replace specified materials or work that has failed within the warranty period. Failures include but are not limited to the following:
1. Discoloration noticeably by yellowing, streaking, blooming, changing color or darkening.
 2. Mildewing
 3. Peeling, cracking, blistering, alligatoring, or releasing from substrate.
 4. Chalking or dusting excessively.
 5. Changing sheen in irregular fashion.

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6. Softening or becoming tacky.

PART 2: PRODUCTS

2.01 Unauthorized Materials

- A. Materials and products required for work of this section shall not contain asbestos, polychlorinated biphenyls (PCB) or other hazardous materials identified by the Owner.

2.02 Acceptable Manufacturers

- A. General: The following paint manufacturer shall be used on Campus Projects.
 1. Kelly-Moore
- B. Tennis court surface manufacturers:
 1. Laykold acrylic surfacing system.
- C. Other manufacturers have to be approved by the Midwestern State University Physical Plant Director.

2.03 Exterior Paint Schedule

- A. Concrete:
As Follows:
 1. 1st coat: 140 Color Shield Acrylic Latex Flat.
 2. 2nd coat: 140 Color Shield Acrylic Latex Flat.
- B. Concrete Masonry Units (block):
As Follows:
 1. 1st coat: 247 Exterior Masonry Primer.
 2. 2nd coat: 140 Color Shield Acrylic Latex Flat.
 3. 3rd coat: 140 Color Shield Acrylic Latex Flat.

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- C. Exterior Gypsum Soffit Board:
As Follows:
 - 1. 1st coat: 220 Weather Shield.
 - 2. 2nd coat: 140 Color Shield Exterior Acrylic Flat.
 - 3. 3rd coat: 140 Color Shield Exterior Acrylic Flat.

- D. Smooth Wood:
As Follows:
 - 1. 1st coat: 220 Weather Shield.
 - 2. 2nd coat: 140 Color Shield Exterior Acrylic Flat.
 - 3. 3rd coat: 140 Color Shield Exterior Acrylic Flat.

- E. Wood Trim:
As Follows:
 - 1. 1st coat: 220 Weather Shield.
 - 2. 2nd coat: 140 Color Shield Exterior Acrylic Flat.
 - 3. 3rd coat: 140 Color Shield Exterior Acrylic Flat.

- F. Plywood:
As Follows:
 - 1. 1st coat: 220 Weather Shield.
 - 2. 2nd coat: 140 Color Shield Exterior Acrylic Flat.
 - 3. 3rd coat: 140 Color Shield Exterior Acrylic Flat.

- G. Stained Wood:
As Follows:
 - 1. 1st coat: Cabot 0307.
 - 2. 2nd coat: Cabot 0307.

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- H. Ferrous Metal:
As Follows:
1. 1st coat: 5725 Acrylic Primer/Finish, Acrylic Direct To Metal Primer.
 2. 2nd coat: 5725 Acrylic DTM.
 3. 3rd coat: 5725 Acrylic DTM.
- I. Zinc-Coated Metal:
As Follows:
1. Low-Luster: 2 coats over galvanized metal primer.
 2. (Semigloss) (Full-Gloss), Acrylic Enamel: 2 coats over galvanized metal primer.
 3. Full-Gloss, Alkyd Enamel: 2 coats over galvanized metal primer.
- J. Aluminum:
As Follows:
1. (Semigloss) (Full-Gloss), Acrylic Enamel: 2 coats over primer.
 2. Full-Gloss, Alkyd Enamel: 2 coats over primer.
- K. Traffic and zone marking paint
Type:
Color: White

2.04 Interior Paint Schedule

- A. Concrete and Masonry:
As Follows:
1. Dura-poxy 1686-121, eggshell: 2 coats over primer.
 2. Dura-poxy 1686-121, eggshell: 2 coats over primer.
- B. Concrete Masonry Units (block not factory colored and finished), painted walls.
As follows:
1. 1st coat: 247 Masonry Primer.

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2. 2nd coat: Dura-poxy 1686-121.
 3. 3rd coat: Dura-poxy 1686-121.
- C. Concrete Masonry Units (block not factory colored and finished), painted ceilings.
As follows:
1. 1st coat: 122 Kel Pro Acrylic Block Filler.
 2. 2nd coat: 1007 Ezy-Cote Int. Acrylic Latex.
 3. 3rd coat: 1007 Ezy-Cote Int. Acrylic Latex.
- D. Mineral-Fiber-Reinforced Cement Panels:
As Follows:
1. Dura-poxy 1686-121: 2 coats.
- E. Gypsum Board, ceilings:
As Follows:
1. 1st coat: 1005 KM Pro Latex FWP.
 2. 2nd coat: 1005 KM Pro Latex FWP.
- F. Gypsum Board, walls, EG-SHEL Finish/Latex Base:
As Follows:
1. 1st coat: 970 Acry-Plex High Hide Primer.
 2. 2nd coat: Dura-poxy 1686-121.
 3. 3rd coat: Dura-poxy 1686-121.
- G. Gypsum Board, walls, Semi-Gloss Finish/Acrylic:
As Follows:
1. 1st coat: 970 Acry-Plex High Hide Primer.
 2. 2nd coat: Dura-poxy 1686-121.
 3. 3rd coat: Dura-poxy 1686-121.

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- H. Gypsum Board, walls, Semi-Gloss Finish/Epoxy:
As Follows:
1. 1st coat: 970 Acry-Plex High Hide Primer.
 2. 2nd coat: 7100 Envira Cote.
 3. 3rd coat: 7100 Envira Cote.
- I. Plaster:
As Follows:
1. Dura-poxy 1686-121: 2 coats over primer.
 2. Dura-poxy 1686-121: One coat over undercoat and primer.
 3. Dura-poxy 1686-121: Coat over undercoat and primer.
 4. Dura-poxy 1686-121: Coat over primer.
- J. Acoustical Plaster:
As Follows:
1. Low Luster, Acrylic-latex: 2 coats.
- K. Woodwork and Hardboard:
As Follows:
1. 1st coat: 985 Flo-Cote Enamel Undercoat.
 2. 2nd coat: Dura-poxy 1686-121.
 3. 3rd coat: Dura-poxy 1686-121.
- L. Stained Woodwork:
As Follows:
1. Alkyd-Based, Satin Varnish: 2 coats clear-satin varnish over sealer and wood stain.
 2. Waterborne, Satin Varnish: 2 coats clear-satin varnish over sealer and wood stain.
 3. Water-Based, Full-Gloss, Varnish: 2 coats Full-Gloss varnish over sealer and wood stain.

SECTION 09 91 00 – PAINT
CONSTRUCTION STANDARDS

4. Alkyd-Based Stain, Wax-Polished Finish: 3 coats paste wax over sealer and wood stain.
- M. Natural-Finish Woodwork:
As Follows:
1. Alkyd-Based, Stain Varnish: 2 coats clear-satin varnish over sealer.
 2. Waterborne, Satin Varnish: 2 coats clear-satin varnish over sealer.
 3. Water-Based, Full-Gloss, Varnish: 2 coats Full-Gloss varnish over sealer.
 4. Wax-Polished Finish: 3 coats paste wax over sealer.
- N. Ferrous Metal:
As Follows:
1. 1st coat: 5725 Acrylic Primer/Finish, Acrylic Direct To Metal Primer.
 2. 2nd coat: 1649 Pro Enamel.
 3. 3rd coat: 1649 Pro Enamel.
- O. Zinc-Coated Metal:
As Follows:
1. (Low-Luster) (Semigloss) (Full-Gloss), Acrylic Enamel: 2 coats over primer.
 2. (Semigloss) (Full-Gloss), Alkyd Enamel: One coat over undercoater and primer.

PART 3: EXECUTION (NOT USED)

END OF SECTION 09 91 00