

**Part 1            General**

**1.1            RELATED REQUIREMENTS**

- .1    Not used.

**1.2            ADMINISTRATIVE REQUIREMENTS**

- .1    Demonstrate scheduled operation and maintenance of equipment and systems to Owner's personnel two weeks prior to date of substantial performance.
- .2    Owner: provide list of personnel to receive instructions, and co-ordinate their attendance at agreed-upon times.
- .3    Preparation:
  - .1    Verify conditions for demonstration and instructions comply with requirements.
  - .2    Verify designated personnel are present.
  - .3    Ensure equipment has been inspected and put into operation in accordance with specifications.
  - .4    Ensure testing, adjusting, and balancing has been performed and equipment and systems are fully operational.
- .4    Demonstration and Instructions:
  - .1    Demonstrate start-up, operation, control, adjustment, trouble-shooting, servicing, and maintenance of each item of equipment at scheduled times, at the equipment location.
  - .2    Instruct personnel in phases of operation and maintenance using operation and maintenance manuals as basis of instruction.
  - .3    Review contents of manual in detail to explain aspects of operation and maintenance.
  - .4    Prepare and insert additional data in operations and maintenance manuals when needed during instructions.
- .5    Time Allocated for Instructions: ensure adequate amount of time for instruction of each item of equipment or system.

**1.3            ACTION AND INFORMATIONAL SUBMITTALS**

- .1    Provide submittals in accordance with Section 01 33 00 - Submittal Procedures.
- .2    Submit schedule of time and date for demonstration of each item of equipment and each system two weeks prior to designated dates, for Departmental Representative's approval.
- .3    Submit reports within one week after completion of demonstration, that demonstration and instructions have been satisfactorily completed.
- .4    Give time and date of each demonstration, with list of persons present.
- .5    Provide copies of completed operation and maintenance manuals for use in demonstrations and instructions.

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**1.4 QUALITY ASSURANCE**

- .1 When specified in individual Sections requiring manufacturer to provide authorized representative to demonstrate operation of equipment and systems:
  - .1 Instruct Owner's personnel.
  - .2 Provide written report that demonstration and instructions have been completed.

**Part 2 Products**

**2.1 NOT USED**

- .1 Not Used.

**Part 3 Execution**

**3.1 NOT USED**

- .1 Not Used.

**END OF SECTION**