

**PART 1 - GENERAL**

- 1.1 ACTION AND INFORMATIONAL SUBMITTALS**
- .1 Submit in accordance with Section 01 33 00 - Submittal Procedures.
  - .2 Product Data:
    - .1 Submit manufacturer's instructions, printed product literature and data sheets and include product characteristics, performance criteria, physical size, finish and limitations.
- 1.2 CLOSEOUT SUBMITTALS**
- .1 Submit in accordance with Section 01 78 00 - Closeout Submittals.
  - .2 Site records:
    - .1 Departmental Representative will provide 1 set of reproducible mechanical drawings. Provide sets of white prints as required for each phase of work. Mark changes as work progresses and as changes occur..
    - .2 Transfer information weekly to reproducibles, revising reproducibles to show work as actually installed.
    - .3 Use different colour waterproof ink for each service.
    - .4 Make available for reference purposes and inspection.
  - .3 As-Built drawings:
    - .1 Prior to start of Testing, Adjusting and Balancing for HVAC, finalize production of as-built drawings.
    - .2 Identify each drawing in lower right hand corner in letters at least 12 mm high as follows: "AS BUILT DRAWINGS: THIS DRAWING HAS BEEN REVISED TO SHOW MECHANICAL SYSTEMS AS INSTALLED" (Signature of Contractor) (Date).
    - .3 Submit to Departmental Representative for approval and make corrections as directed.
    - .4 Perform testing, adjusting and balancing for HVAC using as-built drawings.
    - .5 Submit completed reproducible as-built drawings
  - .4 Submit copies of as-built drawings for inclusion in final TAB report.
- 1.3 DELIVERY, STORAGE AND HANDLING**
- .1 Deliver, store and handle materials in accordance with Section 01 61 00 - Common Product Requirements and with manufacturer's written instructions.
  - .2 Delivery and Acceptance Requirements: deliver materials to site in original factory packaging, labelled with manufacturer's name and address.
  - .3 Storage and Handling Requirements:
    - .1 Store materials off ground, indoors, in dry location and in accordance with manufacturer's recommendations in clean, dry, well-ventilated area.
    - .2 Replace defective or damaged materials with new.

**PART 2 - PRODUCTS**

2.1 NOT USED .1 Not used.

**PART 3 - EXECUTION**

3.1 SYSTEM CLEANING .1 Clean interior and exterior of all systems including strainers.

3.2 CLEANING .1 Progress Cleaning: clean in accordance with Section 01 74 11 - Cleaning.  
.1 Leave Work area clean at end of each day.  
.2 Final Cleaning: upon completion remove surplus materials, rubbish, tools and equipment in accordance with Section 01 74 11 - Cleaning.  
.3 Waste Management: separate waste materials for reuse and recycling.  
.1 Remove recycling containers and bins from site and dispose of materials at appropriate facility.

3.3 PROTECTION .1 Protect equipment and systems openings from dirt, dust, and other foreign materials with materials appropriate to system.