

**COMMON PRODUCT REQUIREMENTS****PART I GENERAL****1.1 SECTION INCLUDES**

- .1 Product quality, availability, storage, handling, protection, and transportation.
- .2 Manufacturer's instructions.
- .3 Quality of Work, coordination and fastenings.

**1.2 RELATED SECTIONS**

- .1 Section 01 45 00 – Quality Control.
- .2 Section 01 73 00 – Execution.

**1.3 REFERENCES**

- .1 Within text of each specifications section, reference may be made to reference standards. Conform to these reference standards, in whole or in part as specifically requested in specifications.
- .2 Conform to latest date of issue of referenced standards in effect on date of submission of Tenders, except where specific date or issue is specifically noted.

**1.4 QUALITY**

- .1 Products, materials, equipment and articles (referred to as products throughout specifications) incorporated in Work shall be new, not damaged or defective, and of best quality (compatible with specifications) for purpose intended. If requested, furnish evidence as to type, source and quality of products provided.
- .2 Defective products, whenever identified prior to completion of Work, will be rejected, regardless of previous inspections. Inspection does not relieve responsibility, but is precaution against oversight or error. Remove and replace defective products at own expense and be responsible for delays and expenses caused by rejection.
- .3 Should any dispute arise as to quality or fitness of products, decision rests strictly with Departmental Representative based upon requirements of Contract Documents.
- .4 Within seven (7) working days of written request by Departmental Representative, submit following information for material and equipment proposed for supply:
  - .1 Name and address of manufacturer.
  - .2 trade name, model and catalogue number,
  - .3 performance, descriptive and test data,
  - .4 manufacturer's installation or application instructions,

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- .5 evidence of arrangements to procure.
- .5 Use products of one manufacturer for material and equipment of same type or classification unless otherwise specified.
- .6 Permanent labels, trademarks and nameplates on products are not acceptable in prominent locations, except where required for operating instructions, or when located in mechanical or electrical rooms.

**1.5 AVAILABILITY**

- .1 Immediately upon signing Contract, review product delivery requirements and anticipate foreseeable supply delays for any items. If delays in supply of products are foreseeable, notify Departmental Representative of such, in order that substitutions or other remedial action may be authorized in ample time to prevent delay in performance of work.
- .2 In event of failure to notify Departmental Representative at commencement of Work and should it subsequently appear that Work may be delayed for such reason, Departmental Representative reserves right to substitute more readily available products of similar character, at no increase in Contract Price or Contract Time.

**1.6 STORAGE, HANDLING AND PROTECTION**

- .1 Handle and store products in manner to prevent damage, adulteration, deterioration and soiling and in accordance with manufacturer's instructions when applicable.
- .2 Store packaged or bundled products in original and undamaged condition with manufacturer's seal and labels intact. Do not remove from packaging or bundling until required in Work.
- .3 Store products subject to damage from weather in weatherproof enclosures.
- .4 Store cementitious products clear of earth or concrete floors, and away from walls.
- .5 Keep sand, when used for grout or mortar materials, clean and dry. Store sand on wooden platforms and cover with waterproof tarpaulins during inclement weather.
- .6 Store sheet materials, lumber on flat, solid supports and keep clear of ground. Slope to shed moisture.
- .7 Store and mix paints in heated and ventilated room. Remove oily rags and other combustible debris from site daily. Take every precaution necessary to prevent spontaneous combustion.
- .8 Remove and replace damaged products at own expense and to satisfaction of Departmental Representative.
- .9 Touch-up damaged factory finished surfaces to Departmental Representative satisfaction. Use touch-up materials to match original. Do not paint over name plates.

**COMMON PRODUCT REQUIREMENTS****1.7 TRANSPORTATION**

- .1 Pay costs of transportation of products required in performance of Work.

**1.8 MANUFACTURER'S INSTRUCTIONS**

- .1 Unless otherwise indicated in specifications, install or erect products in accordance with manufacturer's instructions. Do not rely on labels or enclosures provided with products. Obtain written instructions directly from manufacturers.
- .2 Notify Departmental Representative in writing, of conflicts between specifications and manufacturer's instructions, so that Departmental Representative may establish course of action.
- .3 Improper installation or erection of products, due to failure in complying with these requirements, authorizes Departmental Representative to require removal and re-installation at no increase in Contract Price or Contract Time.

**1.9 QUALITY OF WORK**

- .1 Ensure Quality of Work is of highest standard, executed by workers experienced and skilled in respective duties for which they are employed. Immediately notify Departmental Representative if required Work is such as to make it impractical to produce required results.
- .2 Do not employ anyone unskilled in their required duties. Departmental Representative reserves right to require dismissal from site, workers deemed incompetent or careless.
- .3 Decisions as to standard or fitness of Quality of Work in cases of dispute rest solely with Departmental Representative, whose decision is final.

**1.10 CO-ORDINATION**

- .1 Ensure cooperation of workers in laying out Work. Maintain efficient and continuous supervision.
- .2 Be responsible for coordination and placement of openings, sleeves and accessories.

**1.11 CONCEALMENT**

- .1 In finished areas, conceal pipes, ducts and wiring in floors, walls and ceilings, except where indicated otherwise.
- .2 Before installation, inform Departmental Representative if there is interference. Install as directed by Departmental Representative.

**1.12 REMEDIAL WORK**

- .1 Perform remedial work required to repair or replace parts or portions of Work identified as defective or unacceptable. Coordinate adjacent affected Work as required.

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- .2 Perform remedial work by specialists familiar with materials affected. Perform in a manner to neither damage nor put at risk any portion of Work.

**1.13 LOCATION OF FIXTURES**

- .1 Consider location of fixtures, outlets, and mechanical and electrical items indicated as approximate.
- .2 Locate equipment, fixtures and distribution systems to provide minimum interference and maximum usable space and in accordance with manufacturer's recommendations for safety, access and maintenance.
- .3 Inform Departmental Representative of conflicting installation. Install as directed.
- .4 Submit field drawings to indicate relative position of various services and equipment when required by Departmental Representative.

**1.14 FASTENINGS GENERAL**

- .1 Provide metal fastenings and accessories in same texture, colour and finish as base metal in which they occur. Prevent electrolytic action between dissimilar metals. Use non-corrosive fasteners, anchors and spacers for securing exterior work, unless stainless steel or other material is specifically requested in affected specification section.
- .2 Space anchors within individual load limit or shear capacity and ensure they provide positive permanent anchorage. Wood plugs are not acceptable.
- .3 Conceal fasteners where indicated. Space evenly and lay out neatly.
- .4 Fastenings which cause Spalding or cracking are not acceptable.
- .5 Obtain Departmental Representative's approval before using explosive actuated fastening devices. If approval is obtained comply with CSA Z166.

**1.15 FASTENINGS - EQUIPMENT**

- .1 Use fastenings of standard commercial sizes and patterns with material and finish suitable for service.
- .2 Use heavy hexagon heads, semi-finished unless otherwise specified. Use No. 304 stainless steel for exterior areas.
- .3 Bolts may not project more than one diameter beyond nuts.
- .4 Use plain type washers on equipment, sheet metal and soft gasket lock type washers where vibrations occur. Use resilient washers with stainless steel.

**COMMON PRODUCT REQUIREMENTS****1.16 PROTECTION OF WORK IN PROGRESS**

- .1 Prevent overloading of any part of building. Do not cut, drill or sleeve any load bearing structural member, unless specifically indicated without written approval of Departmental Representative.

**1.17 EXISTING UTILITIES**

- .1 When breaking into or connecting to existing services or utilities, execute work at times directed by local governing authorities, with minimum of disturbance to work.
- .2 Protect, relocate or maintain existing active services. When services are encountered, cap off in manner approved by authority having jurisdiction. Stake and record location of capped service.
- .3 Submit schedule to and obtain approval from Departmental Representative for any shut-down or closure of active services or facility. Adhere to approved schedule and provide notice to affected parties.
- .4 Where unknown services are encountered, immediately advise Departmental Representative and confirm findings in writing.
- .5 Remove abandoned services lines within 2m of structures. Cap or otherwise seal lines at cut-off points as directed by Departmental Representative.

**1.18 SELECTION OF MATERIAL AND EQUIPMENT**

- .1 Material and equipment will be specified in the tender documents, and selected by Contractor, by one or more of the following methods:
  - .1 Specification by reference to a relevant Standard, such as CSA, ASTM, ULC, etc., select any material or equipment that meets or exceeds the specified.
  - .2 Specification by reference to an accepted product evaluation publication, such as the CGSB “Qualified Products List”, or CCMC Registry of Product Evaluations”, - select any manufacturer’s product so listed.
  - .3 Specification by Prescriptive or Performance specification – select any material or equipment meeting or exceeding specification.
  - .4 Specification by identification of one or more Manufacturer’s specific product(s) as an “Acceptable Product”, along with a listing of other manufacturers who may offer equivalent products – select any product so named, or select from equivalent product(s) of other listed manufacturers.
- .2 “Acceptable Product” is deemed to be a complete and working commodity as described by a manufacturer’s name, catalogue number, trade name, or any combination thereof, and will constitute the minimum standard of acceptance.
- .3 Departmental Representative will determine acceptability of Contractor’s selection of material and equipment at time of Shop Drawing review.

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- .4 When material or equipment is specified by a Standard, Prescriptive or Performance specification, upon request of the Departmental Representative, obtain from manufacturer an independent laboratory reporting, showing that material or equipment meets or exceeds the specified requirements.

**1.19 SUBSTITUTION OF MATERIAL AND EQUIPMENT**

- .1 **Prior to Tender** closing bidders may propose addition of other manufacturer's names to those listed in the tender documents providing requests are made in writing at least 7 days prior to tender closing date or bid depository where bid depository is used. Departmental Representative will inform all prospective bidders of decision by addendum, issued at least 5 days prior to the tender closing date.

Where no manufacturer's names are listed, the onus is on contractor to provide material and equipment to meet performance specification.

- .2 **After Contract award** substitutions of material or equipment, other than as selected by Contractor from those specified, will be considered by Departmental Representative only if:
- .1 material or equipment selected from those specified are not available
  - .2 delivery date of material or equipment selected from those specified would unduly delay completion of the Contract; or
  - .3 alternative material or equipment to those specified, provided they are determined by the Departmental Representative to be equivalent to or better than those specified, will result in a credit to the Contract amount.
- .3 Requests for substitutions after Contract award must be accompanied by sufficient information in the form of shop drawings, manufacturer's literature, samples or other data to permit proper investigation of the substitutes used. Requests must also include statements of respective costs of material or equipment originally specified and the proposed substitution.
- .4 Should a proposed substitution be accepted after Contract award either in part or in whole, assume full responsibility and costs when substitution affects other work on Project. Contractor to pay for design or drawing changes required as a result of the substitution.
- .5 Amounts of all credits arising from approval of substitutions after Contract award will be determined by Departmental Representative and the Contract amount will be reduced accordingly.

**PART 2 PRODUCTS (NOT APPLICABLE)****PART 3 EXECUTION (NOT APPLICABLE)**

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**END OF SECTION**