



DESIGN &
CONSTRUCTION
STANDARDS

Design & Construction
Standards
for New and Remodel
Construction Projects

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1 PREFACE

Facilities Services Division - Mission Statement

We value the success of our students. Our mission is to foster an environment that is conducive to teaching and learning by providing an attractive, clean, safe and comfortable environment. We strive for professional, courteous and timely service to all students, faculty, staff and visitors. See The General Info tab on the left for more information and policies.

Acknowledgements

Facility Services Division (FSD) of the Salt Lake Community College (SLCC) acknowledges the participation of all our diverse and skilled employees in the development of these standards. They honor and support the Facilities Services Division - Mission Statement with their craft, quality, dedication, and hard work.

The Steering Committee has directed this effort and we acknowledge their vision and support.

Steering Committee

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2 INTRODUCTION

2.1 GENERAL INFORMATION

The Salt Lake Community College Design and Construction Standards (DCS) Manual was created to provide a guide for project leaders, architects, and engineers to delineate and describe SLCC policies for the planning, development, and detailing of all SLCC projects.

This document is to be used as a minimum standards reference book for the planning, design, and construction for new building and renovation projects. The DCS includes a detailed project task and responsibility matrix. The project matrix is designed to help staff and consultants understand the complexity of design and construction projects. Please pay particular attention to the required approvals.

The DCS will be updated via the Annual Review Process (ARP) with intermediate updates when required.

It is expected that all projects shall adhere to these standards. Any deviations shall be reviewed and by the FSD through the Variance Request Process (VPR).

This manual is developed to:

- Assist functional planning consultants with space programming
- Assist architects with schematic design and design development
- Provide a reference point for determining budget requirements
- Provide a starting point for design and furnishing requirements
- Provide a reference list for room equipment

This manual contains design criteria for:

- Space standards
- Planning guideline information
- Checklists for project coordination
- References to DFCM standards and practices
- Supplemental construction requirements for SLCC Projects
- Supplemental specifications for SLCC Projects

This is not a comprehensive list, but rather a starting point that will be refined periodically.

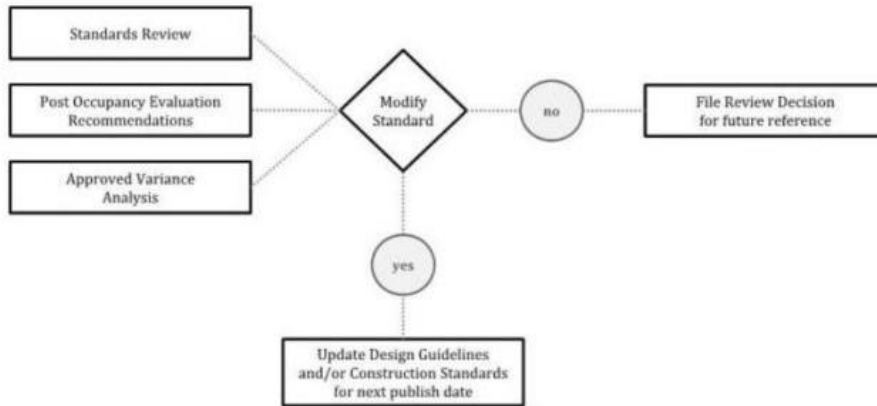
These manuals do not preclude the responsibilities of the planning, design, or construction professionals to ensure that all state and federal codes are met and that spaces comply with all appropriate regulations. All variances from these standards shall be addressed to the Facilities Services Division (FSD) (see Variance Request Standard Review Process for further details). This manual will be reviewed and maintained on a regular basis, and also be evaluated as part of the Post Occupancy Evaluations (POE).

The latest edition of this document will be made available to employees, architects, consultants, designers, and planners working on projects for SLCC.

The Facilities Services Division (FSD) is the exclusive source of information concerning this document. Contact the FSD verify or obtain the latest version.

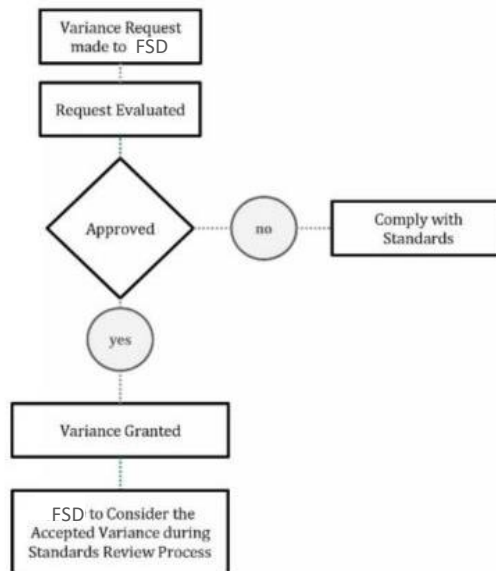
2.1.1 ANNUAL REVIEW PROCESS

The Annual Review Process for Design & Construction Standards



2.1.2 VARIANCE REQUEST PROCESS

The Variance Request Process for Design & Construction Standards



2.1.3 DOCUMENT FORMATS/PRINTING RECOMMENDATIONS

The Design and Construction Standards is designed for both electronic and printed distribution.

ELECTRONIC FORMAT

The Design and Construction Standards use the Adobe PDF file format and include chapter and section bookmarks as well as Table of Content hyperlinks. The electronic format can be opened using Adobe Reader, Adobe Acrobat, and similar PDF readers. Help for adding comments or notes, using bookmarks, and using hyperlinks can be found online at <http://helpx.adobe.com/support.html> .

The Adobe Reader is available for download at <http://get.adobe.com/reader> .

PRINT FORMAT

The print format is designed for physical reproduction, but to conserve paper and printing resources:

- The document should be printed in black and white or grey tone
- For binding, print double-sided, starting at Chapter and Section headings—print margins are designed for spiral binding or 3-ring binders
- Recycle outdated versions
- Consider using the electronic format to conserve resources.

2.1.4 DEFINITIONS

This section contains a glossary of planning, design, and construction terms found within this document:

Authority Having Jurisdiction (AHJ) - Either a federal, state, local, or other regional department or an individual such as a fire chief, fire marshal, chief of a fire prevention bureau (or labor department or health department), building official, electrical inspector, or other individual having statutory authority

Back Punch - The process of rechecking noted corrections found while performing the initial punch list to ensure that issues have been corrected or resolved

Certificate of Substantial Completion (CSC) - A document that records the date of substantial completion of the work or a designated portion thereof

- The contractor prepares a list of items to be completed or corrected and the architect verifies and amends this list
- If the architect finds that the work is substantially complete, the form is prepared for acceptance by the contractor and the owner and the list of items to be completed or corrected is attached

Certificate of Occupancy (CO) - A document issued by a local building or zoning authority to the owner of the premises attesting that the premises have been built according to the provisions of building or zoning ordinances

- It provides evidence that the building complies substantially with the plans and specifications that have been submitted to, and approved by, the local authority
- It completes a building permit

Change Order - A form used for implementing changes in the work agreed to by the owner, contractor, and architect

- Execution of a completed change order indicates agreement upon all the terms of the change, including any changes in the contract sum (or guaranteed maximum price) and contract time
- The form provides space for the signatures of the owner, architect, and contractor, as well as a complete description of the change

Commissioning - The process of verification that the facility, its systems, and its assemblies are functioning as planned and designed. This process is also part of the requirements for achieving LEED certification.

Conceptual Cost Estimate - An early estimate that is based upon the Program or Schematic Design drawings. (It is typically based upon historical square foot data of similar projects, rather than a detailed quantity survey)

Contractor Selection Committee - Committee, which may include representatives from DFCM, SLCC staff, SLCC students, community representatives, organized to review qualifications for construction and, if required, construction management services

Construction Documents (CD) Phase - The stage of services provided by architect and/or engineer in which working drawings, specifications, and bidding documents are produced

Construction Manager/General Contractor (CM/GC) - A method where the general contractor also provides construction management services to the owner

Cost Model - An early project cost summary that is updated as the design documents are developed in greater detail; this cost estimate includes the construction cost, owner-furnished equipment, furnishings, data equipment, design costs, fees, permits, and impact fees

Design Development (DD) Phase - Architectural plans with greater detail, including room equipment layout, mechanical and electrical equipment, and exterior elevations (structural plans including framing and footing plans and site development details are part of this design phase)

Distributed Antenna System (DAS) - A network of spatially-separated antenna nodes connected to a common source via a transport medium that provides wireless service within a geographic area or structure; a DAS alleviates “dead-zone” issues by providing reliable coverage throughout a building

Division of Facilities Construction Management (DFCM) - Utah State agency overseeing the management of state owned buildings. <https://dfcm.utah.gov/>

General Conditions - The costs that a CM/GC provides and are directly paid by the owner

- This includes items such as winter protection, building heat, on-site management salaries, office space, etc.
- The CM/GC works directly for the owner for a fee, so these costs are accurately defined and reimbursed

General Contractor - The firm that is contracted to construct the project that is defined by the construction documents

Informed Budget Process (IBP) - SLCC process for developing, approving, and funding initiatives and construction projects

Memorandum of Understanding (MOU) - Agreement that determines the project responsibilities of DFCM and SLCC

Pay Application - The contractor’s invoice or request for payment that is submitted at the beginning of each month, reviewed by the architect and project manager, and approved by the AVP

Post-Occupancy Evaluation (POE) - The systematic evaluation of a building (or built environment) in use, from the perspective of the people who use it

Program - The research and decision-making process used to identify, examine, and elaborate upon the various needs underlying a design project; the architectural programming process provides the designer with a clear definition of the scope of a project and the criteria for a successful solution

Project Manager - The individual assigned and designated as the person primarily responsible for the successful completion of the project as measured by being on time, on budget, and of the specified quality; the Project Manager is assigned by the Director of Facilities Services Division

Punch List - A contract document used to organize the completion of a construction project; it is a list of outstanding items to be completed as of the date of Substantial Completion

Request for Information (RFI) - A formal request submitted by an owner, architect, or contractor to clarify an element of the construction documents. Neither the request nor the response received provides authorization for work that increases the cost or time of the project

Request for Proposal (RFP) - A formal request submitted to vendors to bid or propose on customer-specified needs, costs, terms, and conditions for a given project

Schematic Design (SD) Phase - A process that establishes the general scope, conceptual design, scale, and relationships among the components of a project

Substantial Completion - The stage in the progress of the Work where the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use

User Group - An assembly of individuals that use the work and interact with a given space

User Group Representative - A point person (assigned by the relevant business unit) who represents departmental users and is actively involved throughout the project

Value Engineering Analysis (VE) - An organized effort directed at analyzing designed building features, systems, equipment, and material selections for the purpose of achieving essential functions at the lowest life cycle cost consistent with required performance, quality, reliability, and safety

3 PROJECT DEVELOPMENT AND MANAGEMENT

3.1 FACILITIES SERVICES DIVISION (FSD)

3.1.1 DESCRIPTION OF THE DIVISION

The Facilities Services Division is a large and diverse organization, employing a variety of skilled crafts who are pleased to assist the students and employees at Salt Lake Community College. Services provided include custodial services, plumbing and heating repairs, grounds maintenance, carpentry, and electrical repairs.

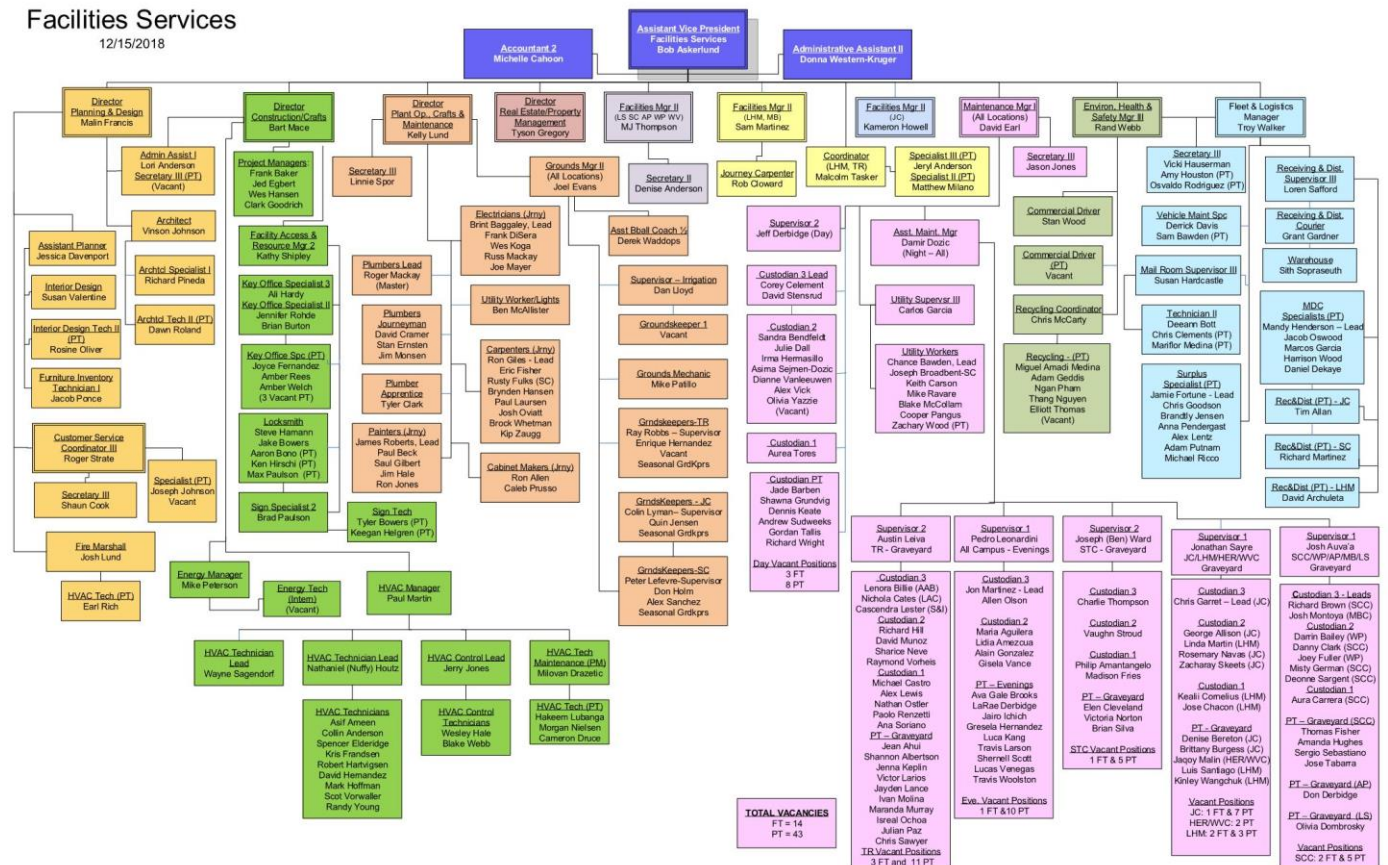
FSD also includes surplus, motor pool, distribution services, and moving services. Facilities architects and projects managers also coordinate the design and remodel of all the campuses. Additional Facilities Services Divisional information can be found at <http://i.slcc.edu/facilities/index.aspx>

3.1.2 MISSION STATEMENT

We value the success of our students. Our mission is to foster an environment that is conducive to teaching and learning by providing an attractive, clean, safe and comfortable environment. We strive for professional, courteous and timely service to all students, faculty, staff and visitors. See The General Info tab on the left for more information and policies.

3.1.3 ORGANIZATIONAL CHART

Facilities Services
12/15/2018



3.2 DFCM

3.2.1 DESCRIPTION OF ROLES

The State of Utah, Division of Facilities Construction and Management (DFCM) has jurisdiction for all SLCC Buildings. FSD coordinates all design, construction, operations and maintenance in according to the State of Utah rules and regulations. More information can be found at the DFCM Links.

Link: <http://www.dfc.utah.gov/>

Link to Forms: <https://dfcm.utah.gov/construction-management/#documents>

4 PROJECT DEVELOPMENT AND MANAGEMENT

4.1 PROJECT PROCESS

Reserved

4.2 A/E/C DESIGN DOCUMENT MANAGEMENT

Reserved

4.3 FORMS

Reserved

4.4 PROJECT FORMS

Reserved

5 DESIGN AND CONSTRUCTION STANDARDS

5.1 GENERAL PHILOSOPHY

Salt Lake Community College (SLCC) historically offered trade education and the trades remain an essential component of the curriculum. SLCC considers quality workmanship, sound construction, and innovative design approaches critical to the image of the College. The buildings and grounds at SLCC act both as an example of what the College offers and as an inspiration for students. Our facilities must, therefore, represent the best possible learning environments.

The College curriculum and support services are constantly evolving to meet educational programs and teaching methodologies. Our buildings shall incorporate strategies and technologies that support flexibility, adaptability and expansion. Planning and construction documents shall document adaptive building strategies and technologies. Care shall be taken to locate building structural elements and utilities to support long term building changes.

5.2 MASTER PLANNING AND CAMPUS DESIGN STANDARDS

SLCC commissions and updates facility master plans for the college and all major campuses. These master plans are included in the DCS by reference. Contact the project manager for digital copies of relevant master plans.

SLCC commissions and updates design standards for all major campuses. These design standards are included in the DCS by reference. Contact the project manager for digital copies of relevant design standards.

5.3 PROJECT ADMINISTRATION

Project Administration: A Project Manager is assigned to each project and is the main point of contact for the Consultant.

Delegated Projects: Projects assigned by the State of Utah Division of Facilities Construction and Management (DFCM) to SLCC for administration require a Memorandum of Understanding (MOU) with DFCM, and will use SLCC contract forms. Bidding will be through the SLCC Purchasing Department and coordinated with the SLCC Project Manager.

5.4 GENERAL

Existing Conditions: It is the responsibility of the Lead Architect or Engineer to review and document all existing site and facility conditions prior to beginning design. The consultant shall locate the origin of all utilities and services and be responsible to design connections and paths from the project to the origin. Contact the Project Manager for assistance in locating utilities and services.

Materials Selection: Materials are expected to be durable and easily maintained. Site paving materials and building exterior material to harmonize with materials used on other buildings on campus, including soffit and trim. Exterior walls should be brick, cast stone, or other permanent type material that does not require frequent cleaning and/or painting.

Entrances: Provide mechanically supplemented entrance vestibules to all buildings. Install walk off carpet tile within the vestibule.

Vending: Vending areas to be incorporated in the design of buildings. Use hard flooring in machine areas, locate adjacent to, main corridors in a convenient part of the building.

Recycling and Waste Collection: In all public areas, break rooms, kitchens, workrooms, and storage rooms, design conveniently located alcoves for both recycling and waste collection services. New projects must include new, attractive container systems or, if approved, be sized to accommodate standard college collection systems.

Information Systems: In all public areas, design areas locations for display system including college newspapers, posters, notices and video monitors.

Lactation Rooms: SLCC is required by federal law under the Fair Labor Standards Act to provide a private, non-bathroom space for nursing mothers to express milk during the workday. All new buildings and significant remodels must incorporate lactation rooms. The room shall have the following features:

- A minimum of 7' x 7' footprint
- A locking door, and maximum visual and audio privacy
- A chair and work surface
- A small sink
- Electrical outlets, location of which must be easily reached from chair placed in the room
- Comfortable chair or glider
- Identify locations on building maps
- Signage to identify support, assistance, and security contact information

Wall, Corner Guard, and Chair Rail Standards: The design team is responsible to help the college reduce maintenance and repair of walls and corners. Protection systems for consideration include metal including stainless steel, stone veneer, ceramic tile, lacquered hardwoods and modular clip-on acrylic panels. The design team responsibilities include:

- Evaluate sources of damage
- Design protection systems to prevent damage
- Ensure protection systems are applied consistently throughout buildings and campuses

SLCC Installed Items: The Consultant may include in the project budget funding for the following items. Verify with the Project Manager which items will be provided and/or installed by SLCC.

- Fire extinguishers.
- Elevator lock box lids.
- Cylinders for each door requiring a lock.
- SLCC standard signage. These include interior room signs, exterior building identification signs and interior building directories.
- Audio visual equipment
- Information Technology infrastructure and equipment.
- Installation of toilet room accessories.
- Furniture, fixtures, and equipment (FF&E).

Project Identification Sign: With the Construction Documents, the Consultant to provide the design for the Contractor's project identification sign. Each project over \$1 million to have a color rendering of the project on the sign.

Window Maintenance: Design should allow for interior and exterior window washing and replacement. Avoid exterior design that creates perches for birds.

5.5 ACADEMIC ENVIRONMENTS

Reserved.

5.6 ADMINISTRATIVE ENVIRONMENTS

Standard Office Sizes: Offices must conform to the State of Utah design standards: *State of Utah Office Space Standards (February 26, 2016)* https://dfcm.utah.gov/wp-content/uploads/State-of-Utah-Office-Standards_2016.02.26.pdf

General Requirements:

- “Focus on providing an efficient and effective work zone and remove meeting space from workspaces as much as possible. Provide convenient shared open and/or enclosed meeting space for use when collaboration or sound privacy are needed. Retain meeting space in the immediate workspace only for those employee positions whose primary job function is to meet with others.” (State of Utah Office Space Standards (February 26, 2016) Page 9)
- Office Design: In private offices, the occupant must face the door when seated at the desk
- The College does not use partitions to create cubicle style office space.

Work Zone Standards:

- Open Office 36 NSF (net square feet) : for part-time employees, those who only spend a portion of their work time in the office, or employees that have permanent work areas in other buildings or campuses
- Open Office 64 NSF: suitable for most employees
- Open Office 80 NSF: accommodates a need for increased work surface or storage, or two visitors
- Private Office 120 NSF: accommodates a need for confidentiality or privacy and up to three visitors
- Private Office 160 NSF: accommodates a need for confidentiality or privacy, and 4-6 visitors
- Private Office 240 NSF: accommodates a need for confidentiality or privacy, and 8-10 visitors

5.7 STUDENT SUPPORT SERVICES

Reserved.

5.8 MAINTENANCE SUPPORT

Custodial Closet: Each building should have a custodial closet on the main floor. The closet should be a design to accommodate the entire facility. Minimum floor area shall be 10' x 25' with a 4 ft. door, racking system, pallet jacks, and custodial equipment. Include floor mounted mop sink with moisture protected wall surfaces (ceramic tile), and adequate mechanical exhaust ventilation.

Utility and Building System Access: Provide easy exterior access to mechanical and electrical rooms for maintenance and replacement of equipment and transformers. Locate air intakes away from loading docks and exhaust outlets.

Service Access: Provide easy access for deliveries, mail services, waste storage and collection, and recycling collections.

Mechanical Rooms Design and Access:

- Provide sufficient space in mechanical rooms for proper installation, servicing and replacement of all equipment
- Locate mechanical room central to the building to allow efficient ducting, piping distribution systems, and access to outside utilities
- Provide direct outside access with an opening large enough to allow the removal of the largest piece of equipment
- Provide concrete equipment pads for all major mechanical equipment
- Allow space for storage of mechanical items such as filters
- Locate mechanical rooms away from sounds sensitive areas
- Construct mechanical equipment rooms to reduce transmission of sound, vibration, and odor to other parts of the building

- Install curbs around the perimeter and seal the floor of mechanical rooms to prevent water from leaving the room to adjacent spaces

5.9 AUTHORITIES HAVING JURISDICTION (AHJ) COORDINATION

SLCC Fire Marshal:

- Communication and coordination with the SLCC Fire Marshall to be via the Project Manager.
- 48-hour notice required for inspections.
- Review and approve Construction Documents for code and college standard compliance
- Review and approve Construction Documents showing how penetrations of rated walls and floors
- Inspect all concealed penetrations of fire separation walls and floors
- Inspect all water supply lines before covered. Flushing of system to be observed by Fire Marshal
- If required, Fire Marshal to provide access key lock boxes upon request for contractor installation
- Contractor to:
 - Provide recessed fire extinguisher cabinets without keys
 - Equip construction sites with portable fire extinguishers and have a water source available for firefighting

SLCC Designated Building Code Official Coordination:

- Review and approve Construction Documents for code compliance
- All communication with the Building Code
- Coordinate inspections directly with the Code Official

DFCM Managed Project:

- See DFCM Standards for coordination requirements

5.10 EFFICIENCY STANDARDS

Salt Lake Community College is committed to energy conservation and creating a healthy environment that supports the college vision, mission, and values. SLCC projects require compliance with the State Building Energy Efficiency Program (SBEEP).

SLCC participates in the *wattsmart* Business Incentive program and the ThermWise Business Rebate program. All consultants must be aware of current program standards and requirements. All equipment upgrades should be specified to meet *wattsmart* Business and ThermWise Business efficiency standards for purposes of energy savings, incentive, and ROI. Sample equipment listed below illustrates systems that should be reviewed for participation in our incentive programs. All new and remodels project consultants shall coordinate with the SLCC Energy Manager at (801) 957-4932.

Electricity Measures

1. Lighting and controls
2. Evaporative cooling
3. Other heating and cooling
4. ECM motors and VFD's
5. Building envelope
 - Insulation
 - Windows
 - Roof
6. Food Service Equipment
7. Compressed Air
8. Appliances

- Clothes washer
- Heat pump water heater

9. Irrigation

<https://www.rockymountainpower.net/bus/se/utah/il.html>

Natural Gas Measures - most campuses are not eligible for rebates though the ThermWise Business program due to the rate schedule. SLCC has a few buildings and campuses on a General Rate schedule that are eligible including Miller Campus, Gunderson Facilities Services Building (GFSB), and Westpointe Workforce Training and Education Center (WWTE). WWTE is only eligible for the first year since the rate schedule will change after that.

1. Food service equipment
2. Commercial clothes washer
3. HVAC and water heating equipment
 - Water heater
 - Boilers
 - Furnace
 - Boiler tune-ups
 - Demand controlled ventilation
4. Weatherization
 - Roof, wall insulation (retrofit only)
5. Smart Thermostats

<http://www.thermwise.com/business/BusinessRebateApplications.php>

5.11 ATTIC STOCK

Contractor to provide attic stock for the following items. Attic stock to be included in all contracts.

Architectural Finishes, Quantity 5%:

- Ceiling Tiles
- Ceramic Tile
- Vinyl Composition Tile (VCT)
- Vinyl Tile (VT)
- Sheet Vinyl
- Resilient Base

Architectural Finishes, Quantity 5% with additional requirements:

- Fabric: Full roll width equal to 5 percent of amount installed for each type, but not less than 10 (sq. yd. (8.3 sq. m.))
- Carpet Tile: Full size units equal to 5 percent of amount installed for each type, but not less than 10 sq. yd. (8.3 sq. m.)
- Carpet: Full-width rolls equal to 5 percent of amount installed for each type, but not less than 10 sq. yd. (8.3 sq. m.)

Mechanical, Plumbing, Electrical, Low Voltage:

- HVAC Equipment: Belts, one full replacement set
- Smoke Detector Heads: 5% or no less than 2 units
- Fire Sprinkler Heads: 5% or no less than 2 units
- Irrigation Heads: 5% or no less than 2 units
- Locks and Keys: (3) Three Sets minimum
- Drivers for LED lights 5%, no less than 2 units

Exceptions to Attic Stock Requirements:

- Request shall be submitted in writing to the SLCC Project Manager
- Shall be approved by the SLCC Project Manager Prior to proposal (bid) submittal

6 SALT LAKE COMMUNITY COLLEGE POLICIES

6.1 SMOKE FREE WORKPLACE POLICY

The Clean Air Act prohibits smoking in a place of public access, public meeting or any government building (all buildings on SLCC campuses).

“Smoking” means the possession of any lighted or heated tobacco or nicotine product in any form.

“Lighted Tobacco,” means both tobacco that is under self-sustained combustion and tobacco that is heated to a point of smoking or vaporizing.”

Smoking is not permitted within 25 feet of any entranceway, exit, open window, or air intake of a building where smoking is prohibited.

See complete Alcohol, Tobacco, and Other Drug Campus Policy: <https://www.slcc.edu/chc/docs/atod-campus-policy.pdf>

6.2 WORKPLACE SAFETY POLICY

Proper personal safety gear shall be worn on the project site. Rotating equipment will dictate the use of safety glasses for those operating or working in the near vicinity. Work boots or shoes shall be worn around all power equipment which is operated in the vicinity of the feet. Dangling earrings are not acceptable in the mechanical environment. Long hair will be tied back.

Possession or use of weapons, including firearms, while upon properties owned or controlled by the College or where College activities occur, is prohibited, except for authorized law enforcement officers and persons exempt under Utah State law. Because weapons are capable of inflicting serious injury and pose a clear risk to persons and property, violations of this policy may result in suspension or termination from the College and prosecution under appropriate laws.

See Weapons Policy #C2S03.14: <http://www.slcc.edu/policies/docs/c2s03-14.pdf> .

6.3 CONSTRUCTION SAFETY REQUIREMENTS

Site Safety and Security: Site safety and security is the highest priority for SLCC projects. The contractor is responsible for all job site safety and security (including but not limited to materials, tools, and equipment stored on site). The contractor shall review their safety program with the SLCC Project Manager prior to project initiation and at each construction progress meetings. The contractor’s safety program shall comply with all applicable laws and required safeguards. The Contractor shall post signs, erect barriers, and provide those items necessary to implement their safety program. The contractor shall have all workers and visitors on site wear safety hard hats, as well as all other appropriate safety apparel such as safety glasses and shoes, and obey all safety rules. The contractor shall post a sign in a conspicuous location indicating the project’s safety requirements including hard hats, eye protection and other appropriate precautions. The contractor shall loan safety equipment to visitors as required.

Hazardous Materials: If hazardous materials are encountered during the course of the work, the contractor shall cease operations in that area and notify the SLCC Project Manager immediately. The Project Manager will then employ an abatement contractor, who will remedy the affected area. The contractor shall not resume work in the affected area until approved by the SLCC Project Manager.

6.4 FACILITY ACCESS POLICIES

Facility access for site and facility construction shall be coordinated and approved by the SLCC Project Manager. Coordinate with the SLCC Project Manager to determine access requirements; Key, Electronic or Both.

Key and Electronic Access Notes and Requirements:

- Keys and Electronic access must be requested 24 hours in advance.
- Only proper Key Access Forms and/or Electronic Access Forms will be accepted.
- Paper forms can be obtained from the Key Office (GFSB 105)
- On-line forms are available at these links:
Key Access: <https://sasbot.slcc.edu/webforms/keyoffice/keyaccess/keyrequest.aspx>

Electronic Access: <https://sasbot.slcc.edu/webforms/keyoffice/cardaccess/cardrequest.aspx>

Access and the access devices (keys and fobs) will only be granted to the contractor's project manager who shall be the Responsible Person for the access devices and for securing the construction site.

Responsible Person's required documentation:

- First and Last name
- S# or Driver's License Number
- Address
- Contact Phone Number
- Email Address

Additional Online Form Requirements:

- Select: *"I am a Salt Lake Community College Employee"*
- From the Department: pull down menu, select: *"Facilities Contractor"*
- From the Authorized By: pull down menu, select the assigned SLCC Project Manager
 - The SLCC Project Manager will be notified and approve the request by email
- From the Campus: pull down menu, select: *"Redwood Campus (RRC)"*
 - Access devices (keys and fobs) will be picked up at the RRC Key Office, GFSB 105.

Additional Notes:

- After Hours Access: Access shall be limited to normal business hours unless requested by the Responsible Person and approved by the SLCC Project Manager
- After the initial request, additional access device requests are to be submitted on a new form
- The Key Office will hold the keys and electronic access for only 30 days
- After 30 days, Responsible Persons are required to re-submit their access requests

The fee for lost or unreturned keys is \$100.00 (the signature form is a legal binding contract).

The Key Office can be reached at 801-957-4102, Monday through Thursday, 8:00 am - 4:30 pm.

6.5 CONSTRUCTION PARKING

The SLCC Project Manager will identify and coordinate contractor parking limits and construction staging areas. SLCC maintains an electronic parking verification system requiring each vehicle to receive a parking permit.

- Coordinate parking permits through the SLCC Project Manager
- It is the responsibility of the General Contractor to coordinate and monitor their subcontractors' compliance with their parking and construction staging limitations
- All damages to parking lots/ equipment will be the responsibility of the General Contractor and shall coordinate repairs with the SLCC Project Manager

6.6 SIGNAGE

A team effort is required to create clear, uniform signage that complies with the Americans with Disabilities Act (ADA), and meets the requirements for Salt Lake Community College campuses. In accordance with ADA, signs are regulated on text length, letter size, raised lettering, mounting, international symbols, contrast, etc. The context of the sign must also include Braille.

General Contractors are required to provide a room sign, meeting college standards, for every room within the project's construction limits. The SLCC Project Manager shall approve signage prior to fabrication and installation. See Division 10 for specifications regarding Signage. The SLCC Sign Shop will complete projects with less than 10 rooms.

Disclaimer: SLCC signs are required to comply with current ANSI and ADA standards. Address noncompliant signage with SLCC Project Manager prior to fabrication and installation.

6.7 POLICIES

Facility Services expect all consultants and contractors conform to SLCC and Facilities Services Division policies. The following links are provided for your convenience. Please check the college website for the latest versions and any newly approved policies (slcc.edu).

SLCC Policies

- [Facilities Services Division Policies](#)
- [Flag Policy](#)
- [Key Access Policy](#)
- [Motor Vehicle Policy](#)

Facilities Services Division Policies

- [Blood borne Pathogens](#)
- [Campus Posting Guidelines](#)
- [Confined Spaces](#)
- [Custodial Dept. Rules and Regulations](#)
- [Dress Standards](#)
- [Furniture Policy](#)
- [Holiday Decorations Policy](#)
- [Integrated Pest Management Policy \(IPM\)](#)
- [Key Office/ Door Opening Policy](#)
- [LOTO Policy](#)
- [Operating Policy](#)
- [Portable Heater Policy](#)
- [Quality of Expectation](#)
- [Remodel/Construction Process](#)
- [Roof Access Policy](#)
- [Sign Shop Policy](#)
- [SLCC Safety Shoe Policy](#)
- [Summer Dress Policy](#)
- [Work Order Billing Policy](#)

Specification Divisions



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DIVISION 00 - PROCUREMENT AND CONTRACTING REQUIREMENTS

DIVISION 01 - GENERAL REQUIREMENTS

DIVISION 01 - GENERAL REQUIREMENTS

01 10 00 SUMMARY

01 14 00 WORK RESTRICTIONS

On-site Work Hours

- Limit work in existing buildings to normal business hours of 7:00 am to 5:30 pm, Monday through Friday, except as otherwise indicated.
- Weekend hours may be required to maintain project schedule.
- Weekend, early morning, or night hours may be required due to restrictions on noisy work and core drilling. Coordinate with SLCC Project Manager
- Utility shut down hours must be coordinated with the SLCC Project Manager.

Noise, Vibration, and Odors

- Notify SLCC Project Manager no less than two days in advance of proposed disruptive operations. Obtain SLCC Project Manager's written permission before proceeding with disruptive operations.
- Finals weeks are quiet hours on campus and may require no work during those times.

Existing Utility Interruptions

- Do not interrupt utilities serving occupied facilities unless permitted under the following conditions and then only after providing temporary utility services according to the requirements indicated. (1) Notify owner no less than two days in advance of proposed utility interruptions, coordinate with SLCC Project Manager. (2) Obtain written permission before proceeding with utility interruptions.

01 14 13 ACCESS TO SITE

- Contractor shall have full use of the project site for construction operations during the construction period. Contractor's use of the project site is limited only by the Owner's right to perform work or to retain other contractors on portions of the project.
- Limit use of the project site to areas within the contract limits indicated. Do not disturb portions of project site beyond areas in which the work is indicated.

01 14 16 COORDINATION WITH OCCUPANTS

- SLCC will occupy adjacent buildings on campus and/or adjacent portions of the building during the entire construction period. Coordinate with the SLCC Project Manager during construction operations in order to minimize conflicts and facilitate the College's day-to-day operations. Maintain existing exits unless otherwise indicated.
- Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities. Do not close or obstruct walkways, corridors, or other occupied or used facilities without written permission from SLCC and approval of authorities having jurisdiction.
- Owner Limited Occupancy of Completed Areas of Construction: SLCC reserves the right to occupy and to place and install equipment in completed portions of the work, prior to Substantial Completion of the work, provided such

occupancy does not interfere with completion of the work. Such placement of equipment does not constitute acceptance of the total work.

- Architect will prepare a Certificate of Substantial Completion for each specific portion of the work to be occupied prior to the owner acceptance of the completed work.
- Obtain a Certificate of Occupancy from Authorities Having Jurisdiction (AHJ) before limited Owner Occupancy.
- Before limited Owner Occupancy, mechanical and electrical systems shall be fully operational, and required tests and inspections shall be successfully completed. On occupancy, owner will operate and maintain mechanical and electrical systems serving occupied portions of work.
- On occupancy, owner will assume responsibility for maintenance and custodial services for occupied portions of work.

01 18 00 PROJECT UTILITY SOURCES

Temporary Utilities

- The contractor shall arrange with available utility(s) for temporary connections and bear all costs for these utilities for projects involving new buildings. On the campus proper and some peripheral areas the utilities are SLCC utilities and the contractor shall arrange through FSD for connections. The Contractor shall provide and install meters for measuring use of utilities purchased from SLCC. FSD shall read or have the meters read at the beginning of the project, monthly, and at the end of the project. The contractor shall be responsible for all utility costs including those from SLCC.

01 20 00 PRICE AND PAYMENT PROCEDURES

01 21 00 ALLOWANCES

Certain items are specified in the Contract Documents by allowances.

01 25 00 SUBSTITUTION PROCEDURES

01 26 00 CONTRACT MODIFICATION PROCEDURES

01 30 00 ADMINISTRATIVE REQUIREMENTS

01 31 00 PROJECT MANAGEMENT AND COORDINATION

- Schedules: The Contractor shall provide to the Consultant a construction schedule with each pay request. Pay requests without schedules will not be processed. The Consultant will review the pay request to verify accuracy and amount completed and then transmit to the SLCC Project Manager for approval and payment.
- Progress Meetings: The Consultant shall be in charge of the construction progress meetings, set the agenda and take minutes of the meeting. The Consultant will distribute copies of the agenda and minutes to the SLCC Project Manager and Contractor prior to each meeting. The agenda for weekly scheduled progress meeting will cover:
 - Problems and potential field orders or change orders, proposal requests, and RFIs.
 - Update of the construction schedule.
 - Work completed during the prior week.
 - Items to be completed during the next week with assignments.

01 35 16 ALTERATION PROJECT PROCEDURES

01 40 00 QUALITY REQUIREMENTS

01 41 00 REGULATORY REQUIREMENTS

Permits:

- Building Permits are not required on SLCC owned (state owned) property or for connection to College Utilities. Building Permits are required on SLCC leased property. The Consultant shall contact the Local Authorities Having Jurisdiction (AHJ) and apply for any required permits.
- Digging Permits are required for any excavation, including utility installation, interruption, shut-off or outage, etc. Digging Permits are obtained through FSD Planning and are required to be submitted no later than five working days prior to the planned digging date. No digging shall take place until a valid Digging Permit has been obtained. The Digging Permit form can be found at <https://i.slcc.edu/facilities/docs/ehs/DiggingPermit.pdf> .

01 42 00 REFERENCES

- Consultant
- Contractor
- RFI
- Local Authorities Having Jurisdiction (AHJ)

01 50 00 TEMPORARY FACILITIES AND CONTROLS

01 52 00 CONSTRUCTION FACILITIES

- When required a construction office will be provided by the Contractor on the job site. The construction office will include conference room, table, and chairs sufficiently sized to accommodate meetings of 12 individuals, electrical power service and 120-V ac duplex receptacles with no fewer than one receptacle on each wall, tack board, marker board, drinking water, private toilet, and wash facilities. The office will have heating and cooling equipment necessary to maintain a uniform indoor temperature of 68 to 72 degrees Fahrenheit, and have adequate lighting.
- The Contractor will provide temporary toilets, wash facilities, and drinking water for the use of construction personnel. Comply with requirements of authorities having jurisdiction for type, number, location, operation, and maintenance of these facilities.

01 53 00 TEMPORARY CONSTRUCTION

- When routing pedestrians around an area of construction, the Contractor will provide temporary walking surfaces across existing landscaped areas. These surfaces must be constructed of a durable material with a slip-resistant surface. Coordinate the use and placement of temporary walking surfaces with FSD. The Contractor will be responsible for restoring any landscaping damaged by pedestrians routed over the landscaping in order to avoid construction.

01 55 00 VEHICULAR ACCESS AND PARKING

- Indicate on the Construction Drawings access routes to the job site for concrete trucks, delivery trucks and other vehicles required for the project. These routes should be determined with FSD. Any damage to these areas shall be repaired by the Contractor.

01 56 00 TEMPORARY BARRIERS AND ENCLOSURES

- Prior to commencing earthwork, furnish and install site enclosure fence in order to prevent people and animals from easily entering the site except by entrance gates. Entrances need to be locked at the end of each work day. The Contractor will maintain security by limiting the number of keys and restricting distribution to authorized personnel. Furnish one set of keys to the Owner. Fencing location to be shown on the Construction Drawings.
- Open excavations outside of construction fences shall be protected by a six-foot high chain link fence in good repair installed in a manner that will not create a safety hazard. Access gates to be locked.
- When pedestrians are routed around construction areas additional barricades will be required to prevent damage to adjacent landscaped areas.
- Contractor to provide temporary enclosures for protection of construction, in progress and completed, from exposure, foul weather, other construction operations and similar activities. Where heating and cooling is needed and the permanent enclosure is incomplete, insulate temporary enclosures.
- Comply with requirements of Authorities Having Jurisdiction for erecting structural adequate barricades, including warning signs and lighting.
- Temporary barriers and enclosures are to be dismantled removed from the site by the Contractor when the need for its services has ended or no later than Substantial Completion. Complete or, if necessary, restore permanent construction that may have been delayed because of interference with temporary facilities. Repair damaged work, clean exposed surfaces, and replace construction that cannot be satisfactorily repaired.

01 60 00 PRODUCT REQUIREMENTS

The term “product” includes the terms “material”, “equipment”, “system”, and terms of similar intent.

Definitions:

- Named Products: Items identified by manufacturer’s product name, including make or model number or other designation shown or listed in manufacturer’s published project literature that is current as of date of the Contract Documents.
- New Products: Items that have not previously been incorporated into another SLCC project or facility. Products salvaged or recycled from other projects are not considered new products.
- Comparable Product: Product that is demonstrated and approved through submittal process to have the indicated qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics that equal or exceed those of specified products.

Match building design concepts, makes, models, styles, etc. for small remodels.

01 70 00 EXECUTION AND CLOSEOUT REQUIREMENTS

01 74 00 CLEANING AND WASTE MANAGEMENT

- Clean project site and work areas daily, include common areas. Enforce requirements strictly and dispose of materials lawfully.
- Maintain project site free of waste materials and debris.

01 74 19 CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL

- Develop a Waste Management Plan according to ASTM E 1609. The plan shall include waste identification, waste reduction plan, and cost/revenue analysis. Distinguish between demolition and construction waste. Indicate quantities by weight or volume.
- Do not bury or burn waste materials on-site. Do not dump waste down sewers or into waterways.
- Dispose of materials lawfully.

01 77 00 CLOSEOUT PROCEDURES

- A Pre-Substantial Completion Inspection will be scheduled to include all Consultants, FSD Project Manager, Crafts and O&M personnel, Building Code Official or representative, and other invited SLCC representatives. SLCC representatives will provide inspections reports to the SLCC Project Manager who will provide the consultant with copies. The Consultant will check for conformance to the Contract Documents, and shall assemble all reports from SLCC representatives and distribute copies to the Contractor and FSD.
- Substantial Complete Inspection will be held after completion of the items noted on the pre-substantial completion inspection report have been remedied and when the building is ready for occupancy. The Substantial Completion Inspection will include the State Fire Marshal, State and SLCC Official, the Consultant and the Contractor.
- Substantial Completion certificate will be issued at the time that SLCC may occupy the building. The following Substantial Completion requirements have been clarified by the Attorney General and shall be included in the Contract Documents:
 - All Fire Marshal items are cleared and a “Certificate of Fire Clearance” is issued.
 - The Consultant has received balance reports from the Contractor.
 - All correction items have been substantially completed.
- The Contractor will provide a training session with FSD personnel on all mechanical, electrical, communication, etc. systems. It is the Contractor’s responsibility to submit to the SLCC Project Manager an attendance log of the personnel present at the above training. Contractor to provide FSD with a video of the training session.
- Deliverables:
 - The Contractor will provide one hard copy of operation and maintenance manuals and warranties on all equipment, and copies of all manufacturer’s brochures submitted to the Consultant as part of the shop drawing review process. The Contractor will also provide transmittals showing FSD’ acceptance of all extra material specified. Deliver to the Consultant for review for completeness and to incorporate changes in the as-built drawings. The Consultant will deliver to FSD.
 - The Contractor shall deliver as-built drawings to the Consultant for review. The Consultant will incorporate all corrections on the originals and provide FSD with a reproducible record set, and electronic files as outlined in the Design Criteria Section 01 78 39. The original Contractor red-lined set shall be delivered to FSD.
 - The Contractor shall transfer deliverables through the Consultant to SLCC. All Contractor supplied items transferred to the College shall be accompanied by a Letter of Transmittal signed by an authorized agent of the Consultant and delivered to FSD. As-builts, operations and maintenance manuals, guarantees, salvaged equipment, extra or service parts or other similar type items should be handled in this way in order to avoid misunderstanding of what has been transferred and when it was transferred. The Consultant shall verify that the correct quantities of all attic stock items are transferred.
 - Final payment will not be issued until all of the above items have been delivered.

01 78 23 OPERATION AND MAINTENANCE DATA

BIM Modeling - Comply with DFCM standards.

01 78 36 WARRANTIES AND BONDS

Comply with DFCM standards.

01 78 39 PROJECT RECORD DOCUMENTS

The Contractor shall provide video documentation of all ductwork and conduits before the installation of the ceiling grid system. Audio narration shall include the room number, identification of the duct or conduit and its location in the room. The video is to be included in the record drawing submittals and approved by the project design team.

- Consultant(s) shall deliver a complete copy of all record structural calculations to FSD. The documents shall include a valid Engineer’s stamp with signature and date, as well as the engineering firm’s project number.
- One complete copy of the energy model shall be submitted to FSD in electronic format.

- PDF:
 - Construction or Conformance Set
 - Construction Onsite Redlines
 - As-Built Drawing
 - All RFI, Change Orders, Construction Directives
- AutoCAD/ Revit:
 - Construction or Conformance Set
 - As-Built Set. All drawings and Revit files must include reference links.
- Operations & Maintenance Manuals
 - PDF's with bookmarks per Master Specification
 - Two (2) hard copies (bound/binders)
- Ductwork & Conduit Documentation
 - The Contractor shall provide video documentation of all ductwork and conduits before the installation of the ceiling grid system. Audio narration (digital file) shall include the room number, identification of the duct or conduit and its location in the room. The digital file is to be delivered to the FSD Project Manager after the completion of all duct and conduit work.

01 81 113 SUSTAINABLE DESIGN REQUIREMENTS

- SLCC projects shall be designed to the standard of “High Performance Building”.

DIVISION 02 - EXISTING CONDITIONS

02 21 00 SITE SURVEYS

Survey: SLCC or DFCM will provide an engineered site survey showing contours, existing grades, streets, walks and any special situations that might be within the site of the new building. The Consultant will also receive a map of the area showing the location of SLCC utilities: SLCC Tunnels, sewer, water (culinary and irrigation), electric lines, telephone, communications, gas lines, and steam lines.

- If the utility work involves crossing of city streets the Consultant must obtain information on location and depth of sewer lines, water lines, etc., from local jurisdictions and private utility companies.
- Elevations of survey monuments on SLCC maps and drawings are based upon U.S. Geological (USGS) Surveys.
- The Consultant will establish the facility location and elevations from available

Soil Report: Geotechnical soils report will be provided by the Owner. Testing for subsoil data shall be performed by third 3rd party testing companies. The testing consultant shall be contracted by SLCC or DFCM.

02 26 00 HAZARDOUS MATERIAL ASSESSMENT

02 26 23 ASBESTOS ASSESSMENT

Anytime a new project begins in the following buildings (constructed prior to 1978) a Hazmat assessment shall be conducted if one has not been completed within the past three years. See also Section 02 82 00 Asbestos Remediation. SLCC Construction & Crafts will contact a Hazmat Survey Company from DFCM's list. If the cost of the Hazmat Survey is less than \$3,500 SLCC can direct award.

- Applied Technology Building (ATC), Building 003, Redwood Campus

- Rampton Technology Building (TB), Building 005, Redwood campus
- Construction Trades Building (CT), Building 007, Redwood Campus
- Business Building (BB), Building 008, Redwood Campus
- Student Center (STC), Building 006, Redwood Campus
- South City Main (SCM), Building, 301, South City Campus

02 26 26 LEAD ASSESSMENT

Anytime a new project begins in the following buildings (constructed prior to 1978) a Hazmat assessment shall be conducted. See also Section 02 83 00 Lead Remediation. SLCC Construction & Crafts will contact a Hazmat Survey Company from DFCM's list. If the cost of the Hazmat Survey is less than \$3,500 SLCC can direct award.

- Applied Technology Building (ATC), Building 003, Redwood Campus
- Rampton Technology Building (TB), Building 005, Redwood campus
- Construction Trades Building (CT), Building 007, Redwood Campus
- Business Building (BB), Building 008, Redwood Campus
- Student Center (STC), Building 006, Redwood Campus
- South City Main (SCM), Building, 301, South City Campus

02 24 00 ENVIRONMENTAL ASSESSMENT

- Environmental Assessments, when required, will be commissioned by SLCC or DFCM.

02 31 00 GEOPHYSICAL INVESTIGATIONS

Geophysical Investigations, when required, will be commissioned by SLCC or DFCM

02 32 00 GEOTECHNICAL INVESTIGATIONS

Geotechnical Investigations, when required, will be commissioned by SLCC or DFCM.

02 41 00 DEMOLITION

Materials Ownership:

- Unless otherwise indicated, demolition waste becomes property of Contractor, Demolition Contractor, is encouraged to salvage building materials during process of demolition. Refer to Division 01 Sections 01 74 19 - Construction Waste Management and Disposal, and 01 18 113 - Sustainable Design Requirements.
- Historic items, relics, antiques, and similar objects including, but not limited to, cornerstones and their contents, commemorative plaques and tablets, and other items of interest or value to Owner that may be uncovered during demolition remain the property of Owner. Carefully salvage in a manner to prevent damage and promptly return to Owner.
- When feasible, removed brick should be carefully salvaged and returned to the Owner.

02 82 00 ASBESTOS REMEDIATION

- The abatement cost of \$8.75/sq. ft. shall be added to the project's overall budget in order to allow for the abatement of asbestos or lead. (per Director of Construction, 11/12/15)

- SLCC will contact Carpenters for coordination to abate 2 square feet or less of asbestos.
- For hazmat abatement, SLCC Construction & Crafts must contact three contractors on the DFCM list and obtain quotes.
- Air monitoring during abatement should be done based on the scope of the abatement. Anything that is friable should be monitored. Work with the Director of Construction on a case by case basis.

02 83 00 LEAD REMEDIATION

- The abatement cost of \$8.75/sq. ft. shall be added to the project's overall budget in order to allow for the abatement of asbestos or lead. (per Director of Construction, 11/12/15)
- For hazmat abatement, SLCC Construction & Crafts must contact three contractors on the DFCM list and obtain quotes.
- Air monitoring during abatement should be done based on the scope of the abatement. Anything that is friable should be monitored. Work with the Director of Construction on a case by case basis.

DIVISION 03 - CONCRETE

03 30 00

Do not use colored concrete.
Do not paint concrete.

- Site Cast Concrete:
 - 4500 fc @ 28 days, 0.45 Max W/C Ratio , 4.5% Air Content, 1" Max Aggregate, F1/S1/C1 Exposure Class
 - Micro Fiber Reinforcement complying with ASTM A706, Grade 60
 - Slump Limit: 4"
 - Cure: Sealer (double application)
- Sidewalks:
 - Pour diagonal corner piece in sidewalk corners by all building entrances to help reduce mud and dirt being kicked up onto the sidewalk and tracking dirt into buildings during snow removal.
 - Use concrete on entrance sidewalks, not bricks that makes cleaning and snow removal difficult.
 - Broom finish.
 - 6" minimum thickness.
- Stained Concrete:
 - Appropriate for use in interiors lab space.
 - Finish level: project dependent to be approved by FSD. Contact Project Manager.
- Vehicle Traffic Surfaces:
 - 6" minimum thickness.
 - Seal concrete interior floors that will be exposed to traffic.

Also, see DFCM Design Requirements, Section 3.4 Concrete at https://dfcm.utah.gov/wp-content/uploads/design_requirements.pdf .

DIVISION 04 - MASONRY

04 05 05 SELECTIVE DEMOLITION FOR MASONRY

- When a project requires the demolition of brick, care should be taken in order to return the brick to the SLCC in good condition, and free from mortar. This shall be determined by SLCC on a project-by-project basis, in coordination with the SLCC Project Manager.

DIVISION 05 - METALS

Metals selected should be able to service a 50-year building.

Exterior Metal Surfaces:

- Hot dipped galvanized steel
- Stainless steel - shall be finished with stainless steel polishing wheels.
- Aluminum

05 51 33 METAL LADDERS

- Metal ladders to be galvanized steel.
- Torch-cut modifications are not acceptable.

05 52 00 METAL RAILINGS

- Railings to be stainless steel or brass.
- Galvanized and rigid stock to absorb abuse may be used as outside fencing or gating.
- Use only stainless steel or anodized aluminum at interior stairs.
- Exterior railings to be stainless or anodized aluminum only.
- Field painted steel rails are not acceptable.

05 53 00 METAL GRATINGS

- Design gratings and trench covers to be structurally strong, stable and solid. Gratings to be galvanized and a minimum 3/16" thick flat stock.

DIVISION 06 - WOOD, PLASTICS, AND COMPOSITES

06 20 00 FINISH CARPENTRY

Item	Specification Description	Part Numbers
Countertops	<p><u>Materials:</u></p> <ol style="list-style-type: none"> 1) Granite: Can be used. 2) Solid surface with eased edge. NOT RECOMMENDED for water areas. 3) Plastic Laminate: Can be used in non-sink/water areas. <ol style="list-style-type: none"> a. Non-staining, high slick, and of maximum hardness. b. One-piece top with backsplash and bull nose, full wrap. Needs to roll around front a minimum of 2 inches. c. Sits on top of the cabinet. 4) Marble/Quartz: DO NOT USE. <p><u>Colors:</u> Specified by designer.</p> <p><u>Textures:</u></p> <ol style="list-style-type: none"> 1) Specified by designer 2) Satin Finish: DO NOT USE in sink/water areas. 	

<p>Cabinet Boxes</p>	<p><u>Wall Cabinet Materials:</u></p> <ol style="list-style-type: none"> 1) Wood: <ol style="list-style-type: none"> a. Oak panels: B1 plain sliced gold ply b. Maple panels: Hard rock natural finish 2) Melamine <p><u>Wall Cabinet Back:</u></p> <ol style="list-style-type: none"> 1) If closed bookcase, use ¼-inch white melamine with MDF core for both wood veneer and melamine boxes. 2) If open bookcase, use ¼ inch wood with wood box, ¼ inch melamine with melamine box. <p><u>Wall Cabinet Sides:</u> Line bore with 5 mm holes.</p>	
<p>Cabinet Drawers</p>	<p><u>Base Cabinet Materials:</u> Same as wall cabinet.</p> <p><u>Base Cabinet Back:</u></p> <ol style="list-style-type: none"> 1) Non-sink areas: Use ¼-inch melamine (non-sink areas). 2) Sink areas - no back. <p><u>Base Cabinet Sides:</u></p> <ol style="list-style-type: none"> 1) For wood: Use ¾" hardwood with ¼" edge; line bore with 5 mm holes. 2) For melamine: Particleboard preferred; MDF core also acceptable; line bore with 5mm holes. 3) Separate cabinet base: <ol style="list-style-type: none"> a) In sink/water areas: use CDX exterior in sink/water areas b) Other areas: use particle board or MDF c) Include ¾-inch back band cleat for fastening to the wall. d) Cover with cove base vinyl or matching laminate. <p><u>Faces / Edges:</u></p> <ol style="list-style-type: none"> 1) For wood, use ¼-inch edge. 2) For melamine (2-sided) or plastic laminate, use 5 mm PVC edge. 3) Edge bander applied <p><u>Cabinet Drawer Fronts - Materials:</u></p> <ol style="list-style-type: none"> 1) Wood Grain - Use ¾" gold ply Oak or Hard Rock Maple Veneer with ¼ inch wood edge banding. 2) Laminate - Use MDF or particle board core with either a ¼ inch edge or a 5 mm PVC edge. 3) Melamine with 5 mm edge. <p><u>Cabinet Drawer Front - Finish:</u> High solid lacquer.</p> <p><u>Drawer Box - Wood:</u> Use ½-inch Baltic Birch plywood with 7-9 plies.</p> <p><u>Drawer Mounts/Slides:</u> Use bottom mounts with a bottom mount drawer slide, self-closing. DO NOT USE groove mount.</p>	<p>Blum 230M or 430 E</p>

	<p><u>Drawer Construction:</u> Box with front, back and two sides. Rabbit or lock joints. Attach drawer fronts with screws. Use longer screws to attach handles and to secure drawer fronts.</p> <p><u>Drawer Tab Pull:</u> 1 ¼" Tab Drawer Pull sits flush on top of drawer door.</p> <p><u>Drawer Pull:</u> 3" c.c. (center-to-center screw holes), solid brass construction with different finishes.</p> <p>Colonial Brass Pulls:</p> <ul style="list-style-type: none"> • COL-167-14 Polished Nickel • COL-167-15 Satin Nickel • COL-167-15CC Nickel Stainless • COL-167-26 Polished Chrome/Satin Chrome <p>Drawer Guides: Grass Full Extension Slide Code: F080074538507</p>	<p>Accuride Brand #417 may be used only on file drawers.</p> <p>Mockett Part #DP3, Option B</p>
Cabinet Doors	<p><u>Cabinet Doors - Materials:</u> Same as drawers.</p> <p><u>Hinges:</u> Use 120 degree European, self-closing clip hinge. BLUM brand preferred.</p>	Blum 71T5580
Shelving	<p><u>Shelves:</u></p> <ol style="list-style-type: none"> 1) <u>Wood:</u> ¼ inch to match box. 2) <u>Melamine:</u> Use two-sided ¾" melamine with 5 mm PVC edge. <p><u>Clips:</u> Use 5 mm L-shaped nickel clips with pinhole.</p>	5 mm 1M/B 8551080
Hardware	<p><u>Door and Drawer Handles:</u></p> <ol style="list-style-type: none"> 1) Currently at designer's discretion. 2) Goal: Standardize pieces with supply on hand for repairs. <p><u>Wire Pulls:</u> Use pulls with ½-inch diameter base. DO NOT USE ¼ inch. (Need catalog part number for future repairs.)</p>	Colonial 167-26d
Cabinet Locks	<p>Use 7/8 4T3 Keyway System. Color: Brushed aluminum or polished brass.</p> <p>Door pairs: Use elbow catch on inactive door. Single door: Use an angle ½ x ¾ inch steel strike with chrome finish.</p>	Olympus brand locks: Doors: 100DR Drawers: 600DW Elbow Catch: P/N 1018-b or -al
Door Bumper Pads	Use ¼-inch felt, self-sticking.	
Installation	<p><u>Block or Brick Walls:</u> Use tap-con fasteners or ¼" Rawl leather plug.</p> <p><u>Sheet Rock or Dry Wall:</u> Fasten to metal studs. If that is not possible, use a steer horn nylon fastener.</p> <p><u>Screws:</u> Use #10 zinc pan head screws to fasten cabinets to wall surface.</p> <p><u>Cabinet Consolidation:</u> Use 1-1/4 inch Grabber screws to fasten cabinet units together.</p>	Rawlplug Jute fiber screw anchor

- Breakrooms/Prep Kitchens
 - Include space for a standard refrigerator
 - Backsplashes are required on counters, as well as any other table or surface that is being installed on a wall
 - Counters to accommodate standard size microwaves that can be placed at ADA compliant height
 - Provide location for recycling and waste collection systems

DIVISION 07 - THERMAL & MOISTURE PROTECTION

- Provide domestic water hose bibs on all new building roofs. Coordinate location(s) with FSD
- Provide roof fall protection as per OSHA and IBC standards. All fall protection shall be galvanized or stainless steel
- Furnish and install handrails around all roof hatches; Provide ladder cages if taller than 15 feet
- For roofs provide PVC or TPO material 25-30 year warranty as per DFCM standards

DIVISION 08 - OPENINGS

08 12 00 METAL FRAMES

- When painted, use semi-gloss DTM (Direct to Metal) paint. Match color of existing door frames when project is within an existing building.
- Painted door frames to be spray painted and not rolled.
- Anodized aluminum door frames have been used in the Professional Development Center, TB 3rd Floor. Use of this type of door frame to be pre-approved by SLCC.

08 36 16 BARN (SLIDING) DOORS

- Sliding doors are prohibited for offices, classrooms, and all other locations that require security.

08 50 00 WINDOWS

- Windows to be easily accessible for cleaning and glazing replacement.

08 70 00 HARDWARE

- Provide photos of all metal hardware (locks, poles, hinges, etc.) that will be attached to the wall.
- Any substitution on brand, type or color of any hardware must receive prior approval from FSD.

08 71 00 DOOR HARDWARE

- Exterior and Panic Hardware. Preference is to use Marks M9900 panic/exit hardware, includes lifetime warranty on mechanical hardware. Second choice is Von Duprin 99/98.
- Store front doors, preferred that stiles are 4" or bigger in order to avoid using narrow rail panic devices (Von Duprin 3300).
- Exterior and Interior Locks in order of preference: Marks 195 with lifetime warranty; Schlage ND Rhodes with 10-year warranty. SLCC uses entry function on all non-electrified office doors. All storage rooms that are non-electrified should use storeroom function.

- Electrified exterior and interior doors.
 - Use SDC retraction devices or command access retraction devices when using electrical Panic devices.
 - SLCC uses HESS 9600 and 9400 on all panics using electrical strikes.
 - Use Marks electrical 195 fail secure on all classrooms and other doors requiring levers.
 - Use fail-safe lever handles on all stair exits/entrances.
 - Use HESS 8400 electrical no cut strike where there is no backpressure on the door (not on a classroom door).
 - Where power transfer are used, use Von Duprin power transfer hinges with 18 gauge wire or Keedex armored door loops for panic hardware.
 - Electrical lever door should be core drilled and use power transfer hinges with 18-gauge wire.
 - Classrooms & Exterior Doors (except stairways) - use Schlage ND12DEU Electrically unlocked (fail secure).
 - Stairways - use Schlage ND12DEL Electrically locked (fail-safe).
- Color of the hardware to match the building hardware on existing buildings. Use 626, 26, or 26D on all large remodels and new construction.
- Power supplies for locks to be Securitron AQM20.
- Use removable mullions.
- Card readers to be located outside and inside of classroom doors. Use toggle function.
- Door hardware must accept ASSA cylinder.
- Door Operators:
 - Door Operator: Stanley Magic-Access® low energy swing door operator.
 - Power Swing Door Operators: Horton Automatics EasyAccess® Series 7100 Surface Applied, Single & Pair with Parallel Inswing Arm.
- For any project, there shall be 6% extra locks and keys (attic stock) left on the job for maintenance.
- All keying by SLCC Key Office/Locksmiths.
- Restroom doors shall be minimum of 3'-0" and designed to be held open for equipment and cart access.

08 74 00 ACCESS CONTROL HARDWARE

For new buildings, SLCC will hire local installers and SLCC Locksmiths will help installers troubleshoot. SLCC Locksmiths provide hardware for maintenance and retrofits.

Access Control Systems:

SLCC has two types of access control systems

1. ASSA key system: This system dictates what kind of keys and cylinders SLCC uses. SLCC must purchase the components of the ASSA system, as SLCC holds the rights to the sidebars and keys. SLCC uses, almost exclusively, Schlage type locks (Schlage, Marks, and Corbin), meaning they are a screw type tail piece. SLCC has had the fewest problems when using Marks. Corbin type locks are no longer used, as the double stocking of cylinders is prohibitively expensive.
2. Millennium Electronic System. This is an open architecture system, meaning that all of the readers, locks, and other parts for making the door function can be made by other companies. However, the site controller, door controller and power supplies for those items must be purchased from the company. SLCC to purchase.
 - Install a card access reader for each door that enters a hallway, except for electrical rooms. Users will pay for installation of card access readers beyond that scope.
 - Card readers to be located outside and inside of classroom doors. Use toggle function.
 - Power supplied by standby generator circuits.

DIVISION 09 - FINISHES

Durability and maintenance of interior finishes is a primary concern of FSD.

- All products to project consideration
- All user groups presentations must be approved by SLCC Interiors Group

09 20 00 PLASTER AND GYPSUM BOARD

- Plaster: Prohibited without prior approval by FSD. Architect to submit product specifications to FSD for approval. Avoid in high traffic area such as, halls, corridors, student lounge.

09 30 00 TILING

General:

- Built-In Seating: Walls around built-in seating should have tile to protect the wall from scuffs and dings.
- Elevators: Do not tile elevators.

Restrooms:

- Floor: Floors with no grout is preferred in restrooms. Flat surfaces are preferred. No small tiles, the bigger the tile the easier it is to clean due to reduced grout. Use shallow grout on any tile surfaces. Porcelain Floor Tile 12" x 12" - Daltile, Unpolished. No ceramic tile in restrooms. Easily accessible floor drains to be installed in every restroom.
- Base: Porcelain Cove Base 6" x 12" #S-36C96T Daltile Unpolished
- Walls: Ceramic Tile 6" x 6" - Daltile, Semi-Gloss. Tile walls in a manner that cleaning can be performed by spraying the walls down. Avoid curved walls and tiling in restrooms as they cannot be cleaned by custodial machine.
- Grout: Care should be taken when selecting grout color, white should not be used on restroom floors.
- Counters: Select a material that will not absorb water, soap, and other liquid materials as well as reduce scratching. Preferable to have no backsplash reducing cleaning surfaces.

09 50 00 CEILINGS

- SLCC has a need to limit the number of acoustical ceiling panels that are used throughout the numerous campuses and buildings. It is preferred that acoustical panels be limited to one of the following panels or an equivalent fire rated panel. Standard panel is 15/16. Do not use cast tiles. White is the only color to be used.
- Provide ceiling tiles for attic stock. Quantity of 5%.

BRAND	NUMBER	SIZE	NRC	CAC	LR
Armstrong Cortega Tegular	704	2 x 2	0.55	0.33	0.81
Armstrong Cortega Tegular	703	2 x 4	0.55	0.3	0.81
Armstrong Cortega Flat	770	2 x 2	0.55	0.33	0.81
Armstrong Cortega Flat	769	2 x 4	0.55	0.35	0.81
USG Frost	418	2 x 2	0.75	0.38	0.83
USG Radar Tegular Second Look	2742	2 x 4	0.55	0.35	0.84
USG Mars Tegular	87200	2 x 2	0.81	0.35	0.89

09 60 00 FLOORING

- FSD shall approve the design specification for all flooring.
- Concrete Flooring: Polished concrete is preferred hard floor due to ease of maintenance and cleaning. Polished concrete must be used in Health Sciences spaces and other laboratory spaces.
- Cork Flooring
- Wood Flooring
- Stone Flooring: See Campus specific standards, i.e. Jordan Campus Design Standards.
- Terrazzo - thin set.
- Granite
- Marble
- Ceramic tile can be used, but not in restrooms.
- Do not use porcelain.

09 65 00 RESILIENT FLOORING

- Resilient Base Standard: ASTM F 181. Standard style is 4 inch cove base with toe, type TS (rubber, vulcanized thermoset), 1/8, coils in manufacturer's standard length. Standard base manufacturers include Johnsonite, Roppe, and Flexco. Contract Project Manager for current interiors standards
- Vinyl Composition Tile Flooring should be used in custodial closets and break rooms. See Interior's Standard Spreadsheet for color details. Accents upon approval. Polished concrete is the preferred flooring in Health Sciences locations, VCT upon approval
- Vinyl flooring should be eliminated.
- Linoleum: Provide sheet goods in places like childcare, health care and cafeteria areas. Attic stock of linoleum should not be included as the product becomes too brittle when stored.
- Vending areas must be supplied with a hard resilient flooring surface. Carpet is prohibited.
- Luxury Vinyl Tiling (LVT) should not be used in SLCC projects for lack of durability.

09 68 00 CARPETING

- Use carpet tiles. Broadloom should not be used, except under special circumstances. Approval required.
- Carpet product must be on state contract.
- Use Type 6 Nylon or Type 66 Nylon. Do not use any material other than nylon.
- All carpet, including accents, must be heathered, variegated, or patterned in order to not show dirt. No solid product. Avoid light colors.
- Entry-level carpet tile must be used at exterior entrances.
- Attic Stock:
 - Carpet Tile: Full size units equal to 5 percent of amount installed for each type, but not less than 10 sq. yd. (8.3 sq. m.)
 - Carpet: Full-width rolls equal to 5 percent of amount installed for each type, but not less than 10 sq. yd. (8.3 sq. m.)

09 70 00 WALL FINISHES

- SLCC prefers to avoid use of wall covering, except in circumstances in which it is found necessary due to the use of the space. When wall coverings are used, they must be durable and easily maintained. Approval required.
- Stone Facing: Architect to submit specifications on product to FSD for approval prior to use.
- Fabric-Wrapped Panels: Architect to submit specifications on product to FSD for approval prior to use. When used, fabric-wrapped panels must be easily cleaned and attic stock must be provided.
- No fabric on walls.
- Avoid curved hallways which cause maintenance issues.
- Elevators walls: line with buffed stainless steel which has been swivel buffed.

09 90 00 PAINTING AND COATING

09 91 00 PAINTING

- SLCC has multiple campuses and buildings. In an effort to reduce the number of paints that must be kept on hand for maintenance, we have standardized the number of colors that we allow in each building. We request that when considering paint colors that the consultant consider the paints already in use at SLCC. See Interior's Standard Spreadsheet for color details.
- Paint to be provided by Pratt & Lambert (P&L) or approved equal. Pratt & Lambert (P&L) to match Sherwin Williams (SW) colors. Contractor must ensure that color and sheen is accurate, so as to be able to be matched in the future for maintenance purposes.
- Standard paint color "Revue" paint formula for one gallon: Color Guild System AX6.L16.SS+196 White Base, based on 48yh oz.
- Attic Stock: Provide 5%, but not less than 1 gallon (3.8 L) of each material and color applied.
- Painting of doors must be pre-approved. Paint hollow metal doors to match existing colors. Use Direct to Metal (DTM) semi-gloss.
- New door frames to be spray painted and not rolled, whenever possible. Existing frames may be brushed but not rolled.
- The painting of concrete flat work and floors is not permitted.

09 93 00 STAINING AND TRANSPARENT FINISHING

- Oak doors to be coated with clear satin lacquer finish from the manufacturer to match existing doors at SLCC.

DIVISION 10 - SPECIALTIES

10 11 00 VISUAL DISPLAY UNITS

- Chalkboards: Marker boards are preferred over chalkboards.
- Marker board Assemblies:
 - Porcelain-enamel marker boards shall be balanced, high-pressure, factory-laminated marker board assembly of three-ply construction consisting of backing sheet, core material, and porcelain-enamel face sheet listed above.
 - Particle Core: 3/8 inch (9.5 mm) thick, aluminum sheet 0.013-inch (0.35 mm) thick backing.
 - Manufacturer: ADP Lemco, Inc. or approved equal.
- Marker board Accessories:
 - Aluminum Frames and Trim: Fabricated from not less than 0.062-inch (1.57 mm) thick, extruded aluminum; slim size and standard shape. Trim applied in the field shall be manufacturer's standard, screw-on trim with Phillips flat-head screws. Factory-applied trim shall be manufacturer's standard.
 - Chalk tray: Extruded aluminum with ribbed section and smoothly curved exposed ends.
 - Map Rail (when required): Display rail shall be continuous and integral with map rail, and fabricated from cork approximately 1 to 2 inches (25 to 50 mm) wide. End stops shall be located at each end of the map rail. Two map hooks for every 48 inches (1219 mm) of map rail or fraction thereof.
- Glass boards: Glass boards may be used in lieu of marker boards at the request of the College.
 - Clarus View may be used with short throw projectors.
 - Clarus Glassboards, Claridge, or approved equals.
- Tackable Surface: Forbo Flooring, Inc., Bulletin Board resilient tackable surface sheet material, or a comparable approved equal linoleum sheet product by Armstrong World Industries, Johnsonite, or approved equal. Color shall extend throughout the thickness of the material.

- “Flex Classroom” design element includes multiple wall mounted/ portable boards or writing surfaces for students, as well as dedicated board(s) for short-throw projectors.

10 13 00 DIRECTORIES

Interior building directories shall be provided for each new building or for buildings under the process of a significant remodel. Until the time that the College adopts an electronic directory system, directories are recommended to be printed on vellum and displayed between two pieces of acrylic mounted to the wall with standoffs. The directory should be a minimum of 24” (w) x 36” (l). Power and data should be provided to directory locations for future electronic directories.

10 14 00 SIGNAGE

A team effort is required to create clear, uniform signage that complies with the Americans with Disabilities Act (ADA) requirements for Salt Lake Community College campuses. In accordance with ADA, signs are regulated on text length, letter size, raised lettering, mounting, international symbols, contrast, etc. The context of the sign must also include Braille.

Signage shall be included in the bidding on any project that includes more than 10 signs. Signage for projects involving 10 signs or less will be completed by the SLCC Sign Shop.

Disclaimer: SLCC signs are required to comply with current ANSI and ADA standards. Compare SLCC Sign Standards to current requirements. Address noncompliant standards with SLCC Project Manager prior to moving forward.

- Provide mockup of signs to SLCC Sign Shop for approval prior to proceeding.
- The name of the building must be placed on the building at main entry locations.
- Faculty and staff names will not appear on hallway signage with the exception of Division Chairs, Deans, Directors, and Vice Presidents.
- Signs mounted on doors are to be replaced with signs mounted on the wall, and the doors will be repaired and refinished.
- Any signage mounted to brick, must be mounted to the mortar only and not to the brick itself.
- Signage in existing buildings will be replaced and conform to ADA standards as time and funding permits. Work with SLCC Project Manager to determine when necessary.
- New buildings must have ADA signage installed prior to being occupied.
- No vinyl lettering/signage mounted directly to drywall.
- Type 2 signs scheduled to receive a Grip-a-strip will require 12” Grip-a-strip to match the size of the sign frame. Type 1 signs scheduled to receive a Grip-a-strip will require a 6” Grip-a-strip to match the size of the sign frame.
- Advantus Grip-a-strip standard for interior room signs. See Grip-a-strip specifications sheet.
- All existing frames and Grip-a-strips are to be reused, when possible.
- One approved frame provider that has previously provided frames for SLCC is *Delvie’s Plastics, Inc., 133 West Haven Ave., Salt Lake City, UT 84115, (800) 533-5843*

INTERIOR SIGN STANDARD ADOPTED 2016

- The new colors/styles for interior room signs have been adopted and are now being implemented. All new interior signs will be made using the new style and colors. Accordingly, they will not match the old style and color of existing signs. A long term effort is in place to bring all signs on all campuses up to this new standard as funds are available. Eventually, all campus signs will match this new standard. Signs associated with new projects, including existing signs associated with remodels, will be brought to meet the new sign standard.
- Type 2 signs are a three piece system, allowing for easy modification
- ID lettering is vinyl to allow for future modifications

- 6x12" sign frames in Satin Silver, supplied by Delvie's Plastics
- 6x12" sign components; All sign panels are Romark brand, "Ultra-Mattes Reverse engraveable plastics available through Johnson plastics or Delvie's Plastics in S.L.C.
- 4x12 main panel - Matte Driftwood, 1/16" thick #322-581
- 2x10" panel - Matte Ash #322-221 with black ADA compliant tactile letters and grade 2 braille "hot dots" (by Accent Signage <http://www.accent signage.com/>) per supplied SLCC Sign Standard sheet.
- 2x2" color accent piece - Matte Graphite #322-391.
- Applied vinyl lettering on 4x12 main panel is Rowmark 3m Scotchcal series220, matte white, Font is Helvetica 75, 58" tall, all caps.
- 2x4" Room numbers Only
- 2x4" sign frames in Satin Silver as described above
- 2x4 panel is Matte Ash (see above) with black tactile letters and braille dots as above

SIGN TYPES:

- Desk Name Plate. 10" x 2" can include the entire name, no matter how long (unregulated)
- Type "A" Room Number Sign 4" x 2" mounted in frame, will include room number and Braille cell only. Room numbers will be assigned by the Facilities Division (regulated).
- Type "C" Sign 12" x 6" mounted in a frame and each line of text may contain up to eighteen (18) characters each, including spaces. These signs will be used for room numbers, description, or departmental information (regulated).
- Type "D" Directional Sign. Please consult with the Sign Shop on these signs. Signs must conform to ADA and the College Master Plan (regulated).
- Type "S" Specialty Sign. Size and lettering is variable to fit the individual needs. These signs are exceptions to those listed above. A request for a specialty sign must be made by contacting the Sign Shop directly. Public use of signs must comply with the College signage policy and ADA standards.
- Names will no longer appear on hallway signage with the exception of Division Chairs, Deans, Directors, or Vice Presidents.

SOUTH CITY CAMPUS SIGNAGE

- Frame material is bronze.
- Grip-a-strip: Advantus Items #1010 6" Bronze and #1030 12" Bronze
- Font:
 - All text will be both raised and flat and is to be HelveticaNeue LT Std Med
 - Flat lettering font shall be Saddle Brown - Gerber Scotch-CAL 220-139
 - Raised lettering font shall be Rowmark ADA White or Rowmark ADA Dark Brown 311803
- Frames mounted to gypsum board shall use self-drilling anchors, do not use double-sided tape.
- Frames mounted to glass shall use double-sided tape. Rear cover plate color to be Beige 3X2-831.
- Braille dots shall be white.

LEVEL	SIGN TYPE	SECTION	COLOR NAME	COLOR #
LEVEL 1				
1	1	n/a	Beige	3X2-831
1	2	1	Ivory	3X2-231
		2	Beige	3X2-831
		3	Canyon	3X2-861
LEVEL	SIGN TYPE	SECTION	COLOR NAME	COLOR #
1	3	1	Beige	3X2-231
1	4	1	Ivory	3X2-231

		2	Beige	3X2-831
1	5	1	Ivory	3X2-231
		2	Beige	3X2-831
1	6	1	Ivory	3X2-231
		2	Beige	3X2-831
1	7	1	Ivory	3X2-231
		2	Beige	3X2-831
1	8	1	Ivory	3x2-231
		2	Beige	3X2-831
LEVEL 2				
2	1	n/a	Beige	3X2-831
2	2	1	Ivory	3x2-231
		2	Beige	3X2-831
		3	Dark Brown	3x2-841
2	3	1	Beige	3X2-231
2	4	1	Ivory	3X2-231
		2	Beige	3X2-831
2	5	1	Ivory	3X2-231
		2	Beige	3X2-831
2	6	1	Ivory	3X2-231
		2	Beige	3X2-831
2	7	1	Ivory	3X2-231
		2	Beige	3X2-831
2	8	1	Ivory	3X2-231
		2	Beige	3X2-831
LEVEL 3				
3	1	n/a	Beige	3X2-831
3	2	1	Ivory	3X2-231
		2	Beige	3X2-831
		3	Vintage Gold	3X2-731
3	3	1	Beige	3X2-231
3	4	1	Ivory	3X2-231
		2	Beige	3X2-831
3	5	1	Ivory	3X2-231
		2	Beige	3X2-831
3	6	1	Ivory	3X2-231
		2	Beige	3X2-831
3	7	1	Ivory	3X2-231
		2	Beige	3X2-831
3	8	1	Ivory	3X2-231
		2	Beige	3X2-831

10 21 00 COMPARTMENTS AND CUBICLES

- Carefully consider design concepts for toilet compartments that facilitate easy maintenance, safety, complete accessibility to the handicapped, and extreme durability for heavy institutional use.
- Toilet compartments standard is floor and ceiling mounted phenolic with stainless steel fasteners.
- Use gap free interlocking edges and continuous stainless steel hinges.
- Rabbeted strike edge for “no-peek”.
- Continuous hinge emergency stall door removal feature.
- Toilet compartments need to be wide enough to provide room for maintenance around the toilet.
- Non-porous material.
- Multi-colored surfaces preferred. Avoid compartments that are all white and only one color.
- Minimize metal to avoid rust developing from the cleaning process.
- Material to be scratch resistant and can be repainted if and when needed.
- Incorporate a low built-in shelf to place books, handbags, etc.
- Rubber bumper/ latch combo on stall doors.

10 26 13 CORNER GUARDS

- Corner guards to be considered in areas subject to heavy traffic and potential impact (e.g. areas that will use food service carts).
- Aesthetically, corner guards should appear as part of the originally design, and not as a design oversight.
- Finish to be compatible with adjacent finishes, but must be durable and highly resistant to scratches, nicks, gouges, etc. Stainless steel preferred.

10 28 13 TOILET ACCESSORIES

- Feminine Hygiene disposal cans should be attached to the wall and have lids that open on the top.
- ADA grab pull bars
- Baby changing stations
- Soap Dispensers
- Paper towel dispensers

10 70 00 EXTERIOR SPECIALTIES

Bike Racks:

- U Rack/ 1 Loop 3 Bikes Standard, Belson Outdoors Model #U238-IG-S or comparable. See specification sheet.
- Stainless steel, powder coated or, hot-tipped galvanized.

10 75 00 FLAGPOLES

Flagpoles shall be installed in a manner that provides for proper display. Adequate width between poles must be provided in order to allow for the proper size of flags to be displayed.

- Three flagpoles: State, Country, College.

DIVISION 11 - EQUIPMENT

11 5213 - PROJECTION SCREENS

Reserved

DIVISION 12 - FURNISHINGS

12 24 00 WINDOW SHADES

Roller Shades:

- When needed opacity level of rollers shades should be 1-3% when high sun exposure is anticipated. This is typically on south and east facing windows. Each project should be carefully analyzed to anticipate the needs, particularly in classrooms, so as to not interfere with A/V projection. Other roller shades should have a 5% opacity level.
- Manufacturers: Draper Inc.; Hunter Douglas Company; Lutron Electronics Co., Inc.; MechoShade Systems, Inc.; Nysan Solar Control Inc.; or approved equal.
- Attic Stock: Provide full-size units equal to 5 percent of the quantity installed for each size, color and shadeband material indicated, but no fewer than two units.
- Fabric: MechoShade Systems, Inc. Thermoveil Vertical Privacy Weave 0900 Series (0-1% Open) 0911 Porcelain

Manually Operated shades with Single Rollers:

Chain-and-Clutch Operating Mechanisms: With continuous-loop bead chain and clutch that stops shade movement when bead chain is released; permanently adjusted and lubricated.

- Bead Chains:
 - Loop Length: Full length of roller shade.
 - Limit Stops: Provide upper and lower ball stops.
 - Chain-Retainer Type: Chain tensioner, jamb mounted.
- Spring Lift-Assist Mechanisms: Manufacturer's standard for balancing roller-shade weight and lifting heavy roller shades shall be provided for shadebands that weigh more than 10 lb (4.5 kg) or for shades as recommended by manufacturer, whichever criteria is more stringent.

Volts/Motorized:

- For all motorized roller window shades use 120V systems.

Rollers: Corrosion-resistant steel or extruded-aluminum tubes of diameters and wall thickness required to accommodate operating mechanisms and weights and widths of shadebands indicated without deflection. Provide with permanently lubricated drive-end assemblies and idle-end assemblies designed to facilitate removal of shadebands for service.

12 36 00 COUNTERTOPS

- Select a material that will not absorb water, soap, and other liquid materials.
- Select a material that is scratch resistant.
- Preferable to have no backsplash reducing cleaning surfaces.
- Counter top for the South City classroom radiator cabinets, Formica White Tigress #4783-60

12 46 19 CLOCKS

- New buildings to include "Primex" GPS system.

12 51 00 OFFICE FURNITURE

- It is the policy of FSD to purchase only furnishings that have been tested for strength and durability and have been approved by the FSD to meet the needs of students, faculty, and staff.
- Office furniture must be on state contract, exceptions must receive prior approval by SLCC. Contact Project Manager for current standards.
- Office Furniture - Steelcase Context preferred line.
- Layout furniture in offices so that the occupant faces the door.
- Include modesty panels on desks.
- Height adjustable desks preferred.

12 52 00 CHAIRS

- Task chairs are to be purchased with regard to adequate back and arm support, adjustability and with five casters to avoid tipping and provide proper positioning to the desk.
- Office Chairs - Herman Miller Aeron Chair, Steelcase Amia, Leap.
- No hard foot furniture on hard surface flooring to avoid damage to the finish. Select castors according to floor type.
- Furniture to match up with chair rail to avoid wall damage.

12 56 00 INSTITUTIONAL FURNITURE

- Classroom Tables - Steelcase Verb, standard finish Gypsum Micro with Sterling leg; KI Synthesis tables; Enlite tables. Each classroom must include one ADA table and chair.
- Classroom chairs - Herman Miller Caper; Steelcase Cachet; Node; KI Strive; Perry; Sit on It (labs). If it is anticipated that students will be in class for more than one hour, height adjustable chairs should be considered.
- Lounge Furniture - Fabrics must be durable with 100,000 double rubs, and cleanable. Use patterns that hide wear and Brisa for solids or write off vinyl.
- "Flex Classroom" - furniture must be mobile, including tables, chairs and lectern.

12 59 00 SYSTEMS FURNITURE

- Preference is to not use Panel-Hung systems furniture. Exceptions must have prior Facilities Services Division approval.

12 48 00 RUGS AND MATS

- Entry-level carpet tile must be used at exterior entrances.

12 93 00 INTERIOR PUBLIC SPACE FURNISHINGS

12 93 23 Trash and Litter Receptacles

- Locations for trash and recycling receptacles should be included in the programming of new or remodeled spaces.

DIVISION 13 - SPECIAL CONSTRUCTION

Reserved.

DIVISION 14 - CONVEYING EQUIPMENT

Reserved.

DIVISION 21 - FIRE SUPPRESSION

Reserved.

DIVISION 22 - PLUMBING

22 40 00 PLUMBING FIXTURES

- Sinks: Porcelain sinks, no plastic sinks/countertop.
"Hardpipe" water supply lines under countertops in restrooms.
- Faucets: Use auto sensors that can be turned off during cleaning.

- Toilets: Provide an accessible 2'-0" plumbing chase for all multi-stall toilet rooms.
Install wall hanging toilets for cleaning purposes.
Install auto-flush sensors, which can be manually flushed when needed.
- Urinals: Install larger urinals. Smaller urinals cause splash and spray issues.
Use auto-flush sensors which can be flushed manually when needed.
Provide clean-outs at all urinals.
- Fasteners: All fasteners to be stainless steel.

DIVISION 23 - HEATING, VENTILATING, AND AIR CONDITIONING (HVAC)

Reserved.

DIVISION 25 - INTEGRATED AUTOMATION

Reserved.

DIVISION 26 - ELECTRICAL

- Electrical conduits attached (extended along) exterior walls of buildings is not acceptable, with the exception of feeders into buildings.
- Electrical closets and communication closets to be separated and sized for current and anticipated equipment.
- Communication design shall include raceways to manage cables in major corridors and shall terminate at communication closets.
- Electrical Vehicle Charging Equipment, shall be sole sourced, ChargePoint Model CT4000 Level 2 manufactured by ChargePoint, Inc. Inc. Contact FSD for specific project requirements. Link: <https://www.chargepoint.com/> (Electrical Vehicle Charging Equipment - Level 2, Section 262653)

DIVISION 27 - COMMUNICATIONS

Reserved.

DIVISION 28 - ELECTRONIC SAFETY AND SECURITY

Reserved.

DIVISION 31 - EARTHWORK

Reserved.

DIVISION 32 - EXTERIOR IMPROVEMENTS

32 10 00 BASES, BALLASTS, AND PAVING

- See DFCM Design Requirements, Section 3.2 Civil:
https://dfcm.utah.gov/wp-content/uploads/design_requirements.pdf

32 33 00 SITE FURNISHINGS

32 33 13 SITE BICYCLE RACKS

Bike Racks:

- U Rack/ 1 Loop 3 Bikes Standard, Belson Outdoors Model #U238-IG-S or comparable. See specification sheet.
- Stainless steel, powder coated, or hot-tipped galvanized.

32 33 23 SITE TRASH AND LITTER RECEPTACLES

32 33 43 SITE SEATING AND TABLES

- Avoid materials that will rust.
- Acceptable materials include hot dip galvanized steel, concrete and recycle plastic. Other materials to be approved by FSD, contact Project Manager.

32 84 00 PLANTING IRRIGATION

- Sprinkler heads shall be "Rain Bird" Series 6500, 5000, and 1800 with fixed nozzles. Variable Arc Spay Nozzles (VAN) are not allowed. Install "Rain Bird" Series 5000 and 1800 heads with "Rain Bird" Flex or Funny Pipe, Marlex 90 elbows are not needed. Install "Rain Bird" Series 6500 heads with 1" swing assemblies.
- Drip applications shall be "Rain Bird" Series Micro Xeri-Bubblers mounted on Xeri-Bubblers Spikes using ½" or ¾" thin wall tubing as needed. Drip valves shall be "Rain Bird" X CZ-100-PRB-COM
- Valves shall be "Rain Bird" PEB or PESB (dirty water) with Thread One End (T.O.E.) nipples in and out of all valves. Use 3M DBR/Y electrical connectors for solenoids. Use 12 AWG underground wire throughout.
- Irrigation piping shall be Schedule 40 PVC. All mainline joints such as Tees, 90s, Couplings, etc. shall use Schedule 80 fittings. All lateral joints shall use Schedule 40 fittings. Use Weld-On 711 grey glue and P-70 Purple Primer on all PVC irrigation piping. Thrust blocks must be used on all 3" or larger irrigation piping at all TEEs, 45 and 90 degree joints.
- Irrigation lines shall be buried as follows:
 - Lateral Lines a minimum of 12"
 - 2 ½" Mainlines a minimum of 18"
 - 3" to 4" Mainlines a minimum of 24"
 - 6" and larger Mainlines a minimum of 30"
- Provide AutoCAD or Revit compatible design drawings are required on all projects.
- Provide AutoCAD or Revit compatible As-built upon completion.

Also, see DFCM Design Requirements, Section 4.0 Landscape and Irrigation Standards at https://dfcm.utah.gov/wp-content/uploads/design_requirements.pdf.

32 90 00 PLANTING

- Xeriscaping within 20 feet of all buildings. No lawn in this area.

APPENDICES AND REFERENCES

Reserved.

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