

SECTION 01 78 00

CLOSEOUT SUBMITTALS  
01/08

PART 1 GENERAL  
1.1 SUBMITTALS

Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for Contractor Quality Control approval and for information only. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-03 Product Data

As-Built Record of Equipment and Materials

Two copies of the record listing the as-built materials and equipment incorporated into the construction of the project.

Warranty Management Plan

One set of the warranty management plan containing information relevant to the warranty of materials and equipment incorporated into the construction project, including the starting date of warranty of construction. Furnish with each warranty the name, address, and telephone number of each of the guarantor's representatives nearest to the project location.

Warranty Tags

Two record copies of the warranty tags showing the layout and design.

Final Cleaning

Two copies of the listing of completed final clean-up items.

Spare Parts Data

Two copies of list that indicates manufacturer's name, part number, nomenclature, and stock level recommended for maintenance and repair. List those items that may be standard to the normal maintenance of the system.

SD-08 Manufacturer's Instructions

Preventative Maintenance and Condition Monitoring (Predictive Testing) and Inspection schedules with instructions that state when systems should be retested.

Define within the schedule the anticipated length of each test, test apparatus, number of personnel identified by responsibility, and a testing validation procedure permitting the record operation capability requirements. On each test feature; e.g., gpm, rpm,

psi, provide a signoff blank for the Contractor and Contracting Officer. Within a remarks column of the testing validation procedure include references to operating limits of time, pressure, temperature, volume, voltage, current, acceleration, velocity, alignment, calibration, adjustments, cleaning, or special system notes. Delineate procedures for preventative maintenance, condition monitoring (predictive testing) and inspection, adjustment, lubrication and cleaning necessary to prevent failure.

#### Posted Instructions

#### SD-10 Operation and Maintenance Data

Submit Operation and Maintenance Manuals in accordance with paragraph entitled, "Operation and Maintenance," of this section.

#### SD-11 Closeout Submittals

##### Record Drawings

Drawings showing final as-built conditions of the project. The final CADD record drawings must consist of one set of electronic CADD drawing files in the specified format and one set of the approved working Record drawings.

##### Certification of EPA Designated Items; G

##### Form DD1354; G

##### Checklist for Form DD1354; G

##### Equipment-in-Place List; G

## 1.2 PROJECT RECORD DOCUMENTS

### 1.2.1 Record Drawings

This paragraph covers record drawings complete, as a requirement of the contract. The terms "drawings," "contract drawings," "drawing files," "working record drawings" and "final record drawings" refer to contract drawings which are revised to be used for final record drawings showing as-built conditions.

#### 1.2.1.1 Government Furnished Materials

One set of electronic CADD files in the specified software and format revised to reflect all bid amendments will be provided by the Government at the preconstruction conference for projects requiring CADD file record drawings.

#### 1.2.1.2 Working Record and Final Record Drawings

Revise 2 sets of paper drawings by red-line process to show the as-built conditions during the prosecution of the project. Keep these working as-built marked drawings current on a weekly basis and at least one set available on the jobsite at all times. Changes from the contract plans which are made in the work or additional information which might be

uncovered in the course of construction must be accurately and neatly recorded as they occur by means of details and notes. Prepare final record (as-built) drawings after the completion of each definable feature of work as listed in the Contractor Quality Control Plan (Foundations, Utilities, Structural Steel, etc., as appropriate for the project). The working as-built marked prints and final record (as-built) drawings will be jointly reviewed for accuracy and completeness by the Contracting Officer and the Contractor prior to submission of each monthly pay estimate. If the Contractor fails to maintain the working and final record drawings as specified herein, the Contracting Officer will deduct from the monthly progress payment an amount representing the estimated cost of maintaining the record drawings. This monthly deduction will continue until an agreement can be reached between the Contracting Officer and the Contractor regarding the accuracy and completeness of updated drawings. Show on the working and final record drawings , but not limited to, the following information:

a. The actual location, kinds and sizes of all sub-surface utility lines. In order that the location of these lines and appurtenances may be determined in the event the surface openings or indicators become covered over or obscured, show by offset dimensions to two permanently fixed surface features the end of each run including each change in direction on the record drawings. Locate valves, splice boxes and similar appurtenances by dimensioning along the utility run from a reference point. Also record the average depth below the surface of each run.

b. The location and dimensions of any changes within the building structure.

c. Correct grade, elevations, cross section, or alignment of roads, earthwork, structures or utilities if any changes were made from contract plans.

d. Changes in details of design or additional information obtained from working drawings specified to be prepared and/or furnished by the Contractor; including but not limited to fabrication, erection, installation plans and placing details, pipe sizes, insulation material, dimensions of equipment foundations, etc.

e. The topography, invert elevations and grades of drainage installed or affected as part of the project construction.

f. Changes or modifications which result from the final inspection.

g. Where contract drawings or specifications present options, show only the option selected for construction on the final as-built prints.

h. If borrow material for this project is from sources on Government property, or if Government property is used as a spoil area, furnish a contour map of the final borrow pit/spoil area elevations.

i. Systems designed or enhanced by the Contractor, such as HVAC controls, fire alarm, fire sprinkler, and irrigation systems.

j. Modifications (include within change order price the cost to change working and final record drawings to reflect modifications) and compliance with the following procedures.

- (1) Follow directions in the modification for posting descriptive changes.
- (2) Place a Modification Circle at the location of each deletion.
- (3) For new details or sections which are added to a drawing, place a Modification Circle by the detail or section title.
- (4) For minor changes, place a Modification Circle by the area changed on the drawing (each location).
- (5) For major changes to a drawing, place a Modification Circle by the title of the affected plan, section, or detail at each location.
- (6) For changes to schedules or drawings, place a Modification Circle either by the schedule heading or by the change in the schedule.
- (7) The Modification Circle size shall be 1/2 inch diameter unless the area where the circle is to be placed is crowded. Smaller size circle shall be used for crowded areas.

#### 1.2.1.3 Drawing Preparation

Modify the record drawings as may be necessary to correctly show the features of the project as it has been constructed by bringing the contract set into agreement with approved working as-built prints, and adding such additional drawings as may be necessary. These working as-built marked prints must be neat, legible and accurate. These drawings are part of the permanent records of this project and must be returned to the Contracting Officer after approval by the Government. Any drawings damaged or lost by the Contractor must be satisfactorily replaced by the Contractor at no expense to the Government.

#### 1.2.1.4 Computer Aided Design and Drafting (CADD) Drawings

Only employ personnel proficient in the preparation of CADD drawings to modify the contract drawings or prepare additional new drawings. Additions and corrections to the contract drawings must be equal in quality and detail to that of the originals. Line colors, line weights, lettering, layering conventions, and symbols must be the same as the original line colors, line weights, lettering, layering conventions, and symbols. If additional drawings are required, prepare them using the specified electronic file format applying the same graphic standards specified for original drawings. The title block and drawing border to be used for any new final record drawings must be identical to that used on the contract drawings. Accomplish additions and corrections to the contract drawings using CADD files. Where applicable, the Contractor will be furnished "as-designed" drawings in AutoCAD Release 2008 format compatible with a Windows XP operating system. The electronic files will be supplied on compact disc, read-only memory (CD-ROM). Provide all program files and hardware necessary to prepare final record drawings. The Contracting Officer will review final record drawings for accuracy and return them to the Contractor for required corrections, changes, additions, and deletions.

a. Provide CADD "base" colors of red, green, and blue. Color code for changes as follows:

(1) Deletions (Red) - Over-strike deleted graphic items (lines), lettering in notes and leaders.

(2) Additions (Green) - Added items, lettering in notes and leaders.

(3) Special (Blue) - Items requiring special information, coordination, or special detailing or detailing notes.

b. Rename the Contract Drawing files in a manner related to the contract number (i.e., 98-C-10.DGN) as instructed in the Pre-Construction conference. Use only those renamed files for the Marked-up changes. All changes shall be made on the layer/level as the original item.

c. When final revisions have been completed, show the wording "RECORD DRAWINGS / AS-BUILT CONDITIONS" followed by the name of the Contractor in letters at least 3/16 inch high on the cover sheet drawing. Mark all other contract drawings either "Record" drawing denoting no revisions on the sheet or "Revised Record" denoting one or more revisions. Date original contract drawings in the revision block.

d. Within 10 days after Government approval of all of the working record drawings for a phase of work, prepare the final CADD record drawings for that phase of work and submit two sets of blue-lined prints of these drawings for Government review and approval. The Government will promptly return one set of prints annotated with any necessary corrections. Within 7 days for revise the CADD files accordingly at no additional cost and submit one set of final prints for the completed phase of work to the Government. Within 10 days of substantial completion of all phases of work, submit the final record drawing package for the entire project. Submit one set of electronic files on compact disc, read-only memory (CD-ROM) and one set of the approved working record drawings. They must be complete in all details and identical in form and function to the contract drawing files supplied by the Government. Any transactions or adjustments necessary to accomplish this are the responsibility of the Contractor. The Government reserves the right to reject any drawing files it deems incompatible with the customer's CADD system. Paper prints, drawing files and storage media submitted will become the property of the Government upon final approval. Failure to submit final record drawing files and marked prints as specified will be cause for withholding any payment due the Contractor under this contract. Approval and acceptance of final record drawings must be accomplished before final payment is made to the Contractor.

#### 1.2.1.5 Not Used

#### 1.2.1.6 Payment

No separate payment will be made for record drawings required under this contract, and all costs accrued in connection with such drawings are considered a subsidiary obligation of the Contractor.

#### 1.2.2 As-Built Record of Equipment and Materials

Furnish one copy of preliminary record of equipment and materials used on the project 15 days prior to final inspection. This preliminary submittal will be reviewed and returned 2 days after final inspection with Government comments. Submit two sets of final record of equipment and materials 10 days after final inspection. Key the designations to the related area depicted on the contract drawings. List the following data:

RECORD OF DESIGNATED EQUIPMENT AND MATERIALS DATA

Description	Specification Section	Manufacturer and Catalog, Model, and Serial Number	Composition and Size	Where Used
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1.2.3 Final Approved Shop Drawings

Furnish final approved project shop drawings 30 days after transfer of the completed facility.

1.2.4 Construction Contract Specifications

Furnish final record (as-built) construction contract specifications, including modifications thereto, 30 days after transfer of the completed facility.

1.2.5 Real Property Equipment

Furnish a list of installed equipment furnished under this contract. Include all information usually listed on manufacturer's name plate. In the **Equipment-in-Place List** include, as applicable, the following for each piece of equipment installed:

- Description of item
- Item name or designation
- Location (by room number or some other indicator, such as column number)
- Model number
- Serial number
- Capacity
- Replacement cost
- Name, address, telephone number, and e-mail address of manufacturer
- Trade name of item if different from item name
- Name, address, telephone number, and e-mail address of equipment supplier
- Condition
- Spare parts list

Manufacturer's catalog number or part number

Warranty period

Furnish a draft list at time of transfer. Furnish the final list within 30 days after final inspection or transfer of the completed facility. The Contracting Officer will review all final Equipment-In-Place Lists for accuracy and conformance to contract. The lists shall be returned to the Contractor if corrections are necessary. The Contractor shall make all corrections and shall return the lists to the Contracting Officer within 7 calendar days of receipt.

The EQUIPMENT-IN-PLACE LIST shall be comprised of all equipment falling under one or more of the following classifications:

- a. Each piece of equipment listed on the mechanical equipment schedules.
- b. Each electrical panel, switchboard, and MCC panel.
- c. Each transformer.
- d. Each piece of equipment or furniture designed to be movable.
- e. Each piece of equipment that contains a manufacturer's serial number on the name plate.
- f. All Government furnished, Contractor installed equipment per a. through e. (price data excluded)

#### 1.3.6. Asbestos-Free Record

The contractor will provide a signed certification stating that no asbestos containing material was incorporated into this project. The certification shall contain the building number, a description of the work accomplished, contract number, name and address of contractor, date and signature of responsible official. One copy of the certificate will be included in the O & M manual and one copy will be forwarded to the Fort Lewis Public Works Environmental Division to the attention of the Air Program Manager.

#### 1.3 SPARE PARTS DATA

Indicate manufacturer's name, part number, nomenclature, and stock level required for maintenance and repair. List those items that may be standard to the normal maintenance of the system.

#### 1.4 PREVENTATIVE MAINTENANCE

Submit Preventative Maintenance and Condition Monitoring (Predictive Testing) and Inspection schedules with instructions that state when systems should be retested.

Define the anticipated length of each test, test apparatus, number of personnel identified by responsibility, and a testing validation procedure permitting the record operation capability requirements within the schedule. Provide a signoff blank for the Contractor and Contracting Officer for each

test feature; e.g., gpm, rpm, psi. Include a remarks column for the testing validation procedure referencing operating limits of time, pressure, temperature, volume, voltage, current, acceleration, velocity, alignment, calibration, adjustments, cleaning, or special system notes. Delineate procedures for preventative maintenance, inspection, adjustment, lubrication and cleaning necessary to minimize corrective maintenance and repair.

Repair requirements must inform operators how to check out, troubleshoot, repair, and replace components of the system. Include electrical and mechanical schematics and diagrams and diagnostic techniques necessary to enable operation and troubleshooting of the system after acceptance.

## 1.5 CERTIFICATION OF EPA DESIGNATED ITEMS

Submit the **Certification of EPA Designated Items** as required by FAR 52.223-9, "Certification and Estimate of Percentage of Recovered Material Content for EPA Designated Items". Include on the certification form the following information: project name, project number, Contractor name, license number, Contractor address, and certification. The certification will read as follows and be signed and dated by the Contractor. "I hereby certify the information provided herein is accurate and that the requisition/procurement of all materials listed on this form comply with current EPA standards for recycled/recovered materials content. The following exemptions may apply to the non-procurement of recycled/recovered content materials: 1) The product does not meet appropriate performance standards; 2) The product is not available within a reasonable time frame; 3) The product is not available competitively (from two or more sources); 4) The product is only available at an unreasonable price (compared with a comparable non-recycled content product)." Record each product used in the project that has a requirement or option of containing recycled or biobased content in accordance with Section 01 62 35 RECYCLED/RECOVERED MATERIALS, noting total price, total value of post-industrial recycled content, total value of post-consumer recycled content, exemptions (1, 2, 3, or 4, as indicated), and comments. Recycled content values may be determined by weight or volume percent, but must be consistent throughout.

## 1.6 WARRANTY MANAGEMENT

### 1.6.1 Warranty Management Plan

Develop a warranty management plan which contains information relevant to the clause Warranty of Construction. At least 30 days before the planned pre-warranty conference, submit the warranty management plan for Government approval. Include within the warranty management plan all required actions and documents to assure that the Government receives all warranties to which it is entitled. The plan must be in narrative form and contain sufficient detail to render it suitable for use by future maintenance and repair personnel, whether tradesmen, or of engineering background, not necessarily familiar with this contract. The term "status" as indicated below must include due date and whether item has been submitted or was accomplished. Warranty information made available during the construction phase must be submitted to the Contracting Officer for approval prior to each monthly pay estimate. Assemble approved information in a binder and turn over to the Government upon acceptance of the work. The construction warranty period will begin on the date of project acceptance and continue for the full product warranty period. A joint 4 month and 9 month warranty inspection will be conducted, measured from time of acceptance, by the Contractor,



Contracting Officer and the Customer Representative. Include within the warranty management plan , but not limited to, the following:

a. Roles and responsibilities of all personnel associated with the warranty process, including points of contact and telephone numbers within the organizations of the Contractors, subcontractors, manufacturers or suppliers involved.

b. Listing and status of delivery of all Certificates of Warranty for extended warranty items, to include roofs, HVAC balancing, pumps, motors, transformers, and for all commissioned systems such as fire protection and alarm systems, sprinkler systems, lightning protection systems, etc.

c. A list for each warranted equipment, item, and feature of construction or system indicating:

1. Name of item.
2. Model and serial numbers.
3. Location where installed.
4. Name and phone numbers of manufacturers or suppliers.
5. Names, addresses and telephone numbers of sources of spare parts.
6. Warranties and terms of warranty. Include one-year overall warranty of construction. Items which have extended warranties must be indicated with separate warranty expiration dates.
7. Cross-reference to warranty certificates as applicable.
8. Starting point and duration of warranty period.
9. Summary of maintenance procedures required to continue the warranty in force.
10. Cross-reference to specific pertinent Operation and Maintenance manuals.
11. Organization, names and phone numbers of persons to call for warranty service.
12. Typical response time and repair time expected for various warranted equipment.

d. The Contractor's plans for attendance at the 4 and 9 month post-construction warranty inspections conducted by the Government.

e. Procedure and status of tagging of all equipment covered by extended warranties.

f. Copies of **instructions** to be posted near selected pieces of equipment where operation is critical for warranty and/or safety reasons.

#### 1.6.2 Performance Bond

The Contractor's Performance Bond must remain effective throughout the construction period.

a. In the event the Contractor fails to commence and diligently pursue any construction warranty work required, the Contracting Officer will have the work performed by others, and after completion of the work, will charge the remaining construction warranty funds of expenses incurred by the Government while performing the work, including, but not limited to administrative expenses.

b. In the event sufficient funds are not available to cover the construction warranty work performed by the Government at the Contractor's expense, the Contracting Officer will have the right to recoup expenses from the bonding company.

c. Following oral or written notification of required construction warranty repair work, respond in a timely manner. Written verification will follow oral instructions. Failure of the Contractor to respond will be cause for the Contracting Officer to proceed against the Contractor.

### 1.6.3 Pre-Warranty Conference

Prior to contract completion, and at a time designated by the Contracting Officer, meet with the Contracting Officer to develop a mutual understanding with respect to the requirements of this section. Communication procedures for Contractor notification of construction warranty defects, priorities with respect to the type of defect, reasonable time required for Contractor response, and other details deemed necessary by the Contracting Officer for the execution of the construction warranty will be established and reviewed at this meeting. In connection with these requirements and at the time of the Contractor's quality control completion inspection, furnish the name, telephone number and address of a licensed and bonded company which is authorized to initiate and pursue construction warranty work action on behalf of the Contractor. This point of contact will be located within the local service area of the warranted construction, be continuously available, and be responsive to Government inquiry on warranty work action and status. This requirement does not relieve the Contractor of any of its responsibilities in connection with other portions of this provision.

### 1.6.4 Contractor's Response to Construction Warranty Service Requirements

Following oral or written notification by the Contracting Officer, respond to construction warranty service requirements in accordance with the "Construction Warranty Service Priority List" and the three categories of priorities listed below. Submit a report on any warranty item that has been repaired during the warranty period. Include within the report the cause of the problem, date reported, corrective action taken, and when the repair was completed. If the Contractor does not perform the construction warranty within the timeframes specified, the Government will perform the work and backcharge the construction warranty payment item established.

a. First Priority Code 1. Perform onsite inspection to evaluate situation, and determine course of action within 4 hours, initiate work within 6 hours and work continuously to completion or relief.

b. Second Priority Code 2. Perform onsite inspection to evaluate situation, and determine course of action within 8 hours, initiate work within 24 hours and work continuously to completion or relief.

c. Third Priority Code 3. All other work to be initiated within 3 work days and work continuously to completion or relief.

d. The "Construction Warranty Service Priority List" is as follows:

Code 1-Air Conditioning Systems

- (1) Recreational support.
- (2) Air conditioning leak in part of building, if causing damage.

(3) Air conditioning system not cooling properly.

Code 1-Doors

- (1) Overhead doors not operational, causing a security, fire, or safety problem.
- (2) Interior, exterior personnel doors or hardware, not functioning properly, causing a security, fire, or safety problem.

Code 3-Doors

- (1) Overhead doors not operational.
- (2) Interior/exterior personnel doors or hardware not functioning properly.

Code 1-Electrical

- (1) Power failure (entire area or any building operational after 1600 hours).
- (2) Security lights
- (3) Smoke detectors

Code 2-Electrical

- (1) Power failure (no power to a room or part of building).
- (2) Receptacle and lights (in a room or part of building).

Code 3-Electrical

Street lights.

Code 1-Gas

- (1) Leaks and breaks.
- (2) No gas to family housing unit or cantonment area.

Code 1-Heat

- (1). Area power failure affecting heat.
- (2). Heater in unit not working.

Code 2-Kitchen Equipment

- (1) Dishwasher not operating properly.
- (2) All other equipment hampering preparation of a meal.

Code 1-Plumbing

- (1) Hot water heater failure.
- (2) Leaking water supply pipes.

Code 2-Plumbing

- (1) Flush valves not operating properly.
- (2) Fixture drain, supply line to commode, or any water pipe leaking.
- (3) Commode leaking at base.

Code 3 -Plumbing

Leaky faucets.

Code 3-Interior

- (1) Floors damaged.
- (2) Paint chipping or peeling.
- (3) Casework.

Code 1-Roof Leaks

Temporary repairs will be made where major damage to property is occurring.

Code 2-Roof Leaks

Where major damage to property is not occurring, check for location of leak during rain and complete repairs on a Code 2 basis.

Code 2-Water (Exterior)

No water to facility.

Code 2-Water (Hot)

No hot water in portion of building listed.

Code 3-All other work not listed above.

1.6.5 Warranty Tags

At the time of installation, tag each warranted item with a durable, oil and water resistant tag approved by the Contracting Officer. Attached each tag with a copper wire and spray with a silicone waterproof coating. The date of acceptance and the QC signature must remain blank until the project is accepted for beneficial occupancy. Show the following information on the tag.

- a. Type of product/material\_\_\_\_\_.
- b. Model number\_\_\_\_\_.
- c. Serial number\_\_\_\_\_.
- d. Contract number\_\_\_\_\_.
- e. Warranty period\_\_\_\_\_ from\_\_\_\_\_ to\_\_\_\_\_.
- f. Inspector's signature\_\_\_\_\_.
- g. Construction Contractor\_\_\_\_\_.
- Address\_\_\_\_\_.
- Telephone number\_\_\_\_\_.
- h. Warranty contact\_\_\_\_\_.
- Address\_\_\_\_\_.
- Telephone number\_\_\_\_\_.
- i. Warranty response time priority code\_\_\_\_\_.
- j. WARNING - PROJECT PERSONNEL TO PERFORM ONLY OPERATIONAL MAINTENANCE DURING THE WARRANTY PERIOD.

1.7 MECHANICAL TESTING AND BALANCING

Prior to final inspection and transfer of the completed facility; all reports, statements, certificates, and completed checklists for testing,

adjusting, balancing, and commissioning of mechanical systems shall be submitted to and approved by the Contracting Officer as specified in applicable technical specification sections.

#### 1.8 OPERATION AND MAINTENANCE MANUALS

Operation and Maintenance Manuals must be consistent with the manufacturer's standard brochures, schematics, printed instructions, general operating procedures, and safety precautions. Bind information in manual format and grouped by technical sections. Test data must be legible and of good quality. Light-sensitive reproduction techniques are acceptable provided finished pages are clear, legible, and not subject to fading. Pages for vendor data and manuals must have 0.3937-inch holes and be bound in 3-ring, loose-leaf binders. Organize data by separate index and tabbed sheets, in a loose-leaf binder. Binder must lie flat with printed sheets that are easy to read. Caution and warning indications must be clearly labeled.

Submit classroom and field instructions in the operation and maintenance of systems equipment where required by the technical provisions. These services must be directed by the Contractor, using the manufacturer's factory-trained personnel or qualified representatives. Contracting Officer will be given 7 calendar days written notice of scheduled instructional services. Instructional materials belonging to the manufacturer or vendor, such as lists, static exhibits, and visual aids, must be made available to the Contracting Officer.

Submit one electronic (.pdf) version and 3 hard copies of the project operation and maintenance manuals 30 calendar days prior to testing the system involved. Update and resubmit data for final approval no later than 30 calendar days prior to contract completion.

#### 1.9 CLEANUP

Leave premises "broom clean." Clean interior and exterior glass surfaces exposed to view; remove temporary labels, stains and foreign substances; polish transparent and glossy surfaces; vacuum carpeted and soft surfaces. Clean equipment and fixtures to a sanitary condition. Replace filters of operating equipment. Clean debris from roofs, gutters, downspouts and drainage systems. Sweep paved areas and rake clean landscaped areas. Remove waste and surplus materials, rubbish and construction facilities from the site.

#### 1.10 REAL PROPERTY RECORD

Instructions for completing Form DD1354 and a blank Checklist for Form DD1354 (fill-able) in ADOBE (PDF) may be obtained at the following web site: [http://www.wbdg.org/ccb/DOD/UFC/ufc\\_1\\_300\\_08.pdf](http://www.wbdg.org/ccb/DOD/UFC/ufc_1_300_08.pdf)

This form shall be submitted for approval to the contracting officer, and be approved a minimum of 30 days before final inspection of the project. Failure to have this form completed and approved in time for the final inspection will result in delay of the inspection until the checklist is completed.

#### 1.11 RADON TESTING

All newly constructed buildings and building undergoing major modification must have radon testing done. Testing will follow the protocols outlined in EPA guidance document Indoor Radon and Radon Decay Product Measurement Device Protocols , Number 402-R-92-004, July 1992 and meet the following minimum criteria.

(1) Conduct a short-time test using an activated charcoal adsorption device (AC). Follow the manufacturer's directions for deployment.

(2) The test must be conducted in closed house conditions (i.e. windows and doors shut at least 12 hours prior to deployment and throughout the testing period.

(3) One AC will be placed at least every 5000 square feet on the lowest level of the occupied space.

(4) The following criteria must be considered when selecting the location of the device:

(a) The device must not be disturbed during the entire test period.

(b) Don't place the device near drafts from HVAC vents, doors, fans, or windows.

(c) Don't place near excessive heat (e.g. direct sunlight) or high humidity.

(d) Don't place device within 3 feet of openings (e.g. windows, doors) in the exterior walls.

(e) Don't place device within 1 foot of an exterior wall with no outside openings.

(f) Don't place device within 20 inches of the floor or within 4 inches of other objects. The breathing zone is the optimal height.

(g) Don't place device in kitchens, bathrooms, laundry rooms, or closets.

(5) Copies of all laboratory test results shall be sent from the testing laboratory directly to the Fort Lewis Public Works ENRD Division to the attention of the Radon Program Manager at: Public Work, Attn: IMWE-LEW-PWE MS 17, Box 339500, Fort Lewis, WA 98433-9500.

The test result report shall contain the contract number, name of contractor and the number of the building tested.

PART 2 PRODUCTS (NOT USED)

PART 3 EXECUTION (NOT USED)

-- End of Section --

