

## SECTION 01 77 00.00 20

## CLOSEOUT PROCEDURES

**07/06**

## PART 1 GENERAL

## 1.1 REFERENCES

The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only.

## ASTM INTERNATIONAL (ASTM)

**ASTM E 1971** (1998; R 2005) Stewardship for the Cleaning of Commercial and Institutional Buildings

## GREEN SEAL (GS)

**GS-37** (2000; R 2005) Industrial and Institutional Cleaners

## 1.2 SUBMITTALS

Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for Contractor Quality Control approval. The following shall be submitted in accordance with Section **01 33 00** SUBMITTAL PROCEDURES:

**SD-10 Operation and Maintenance Data****Equipment/Product Warranty List; G**

Submit Data Package 1 in accordance with Section **01 78 23** OPERATION AND MAINTENANCE DATA.

**SD-11 Closeout Submittals****As-Built Drawings; G****Record Of Materials; G**

## 1.3 PROJECT RECORD DOCUMENTS

1.3.1 **As-Built Drawings**

See Section **01 33 00**, "Submittal Procedures"

1.3.2 **As-Built Record of Materials**

Furnish a record of materials.

Where several manufacturers' brands, types, or classes of the item listed have been used in the project, designate specific areas where each item was used. Designations shall be keyed to the areas and spaces depicted on the contract drawing. Furnish the record of materials used in the following

format:

MATERIALS DESIGNATION	SPECIFICATION	MANUFACTURER	MATERIALS USED (MANUFACTURER'S DESIGNATION)	WHERE USED
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1.4 EQUIPMENT/PRODUCT WARRANTIES

1.4.1 [Equipment/Product Warranty List](#)

Furnish to the Contracting Officer a bound and indexed notebook containing written warranties for equipment/products furnished under the contract, and prepare a complete listing of such equipment/products. The equipment/products list shall state the specification section applicable to the equipment/product, duration of the warranty therefor, start date of the warranty, ending date of the warranty, and the point of contact for fulfillment of the warranty. The warranty period shall begin on the same date as project acceptance and shall continue for the full product warranty period. Execute the full list and deliver to the Contracting Officer prior to final acceptance of the facility.

1.5 CLEANUP

Provide final cleaning in accordance with [ASTM E 1971](#). Leave premises "broom clean." Comply with [GS-37](#) for general purpose cleaning and bathroom cleaning. Only nonhazardous cleaning materials, including natural cleaning materials, shall be used in the final cleanup. 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. Clean or Replace filters of operating equipment and comply with the [Indoor Air Quality \(IAQ\) Management Plan](#). 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. Recycle, salvage, and return construction and demolition waste from project in accordance with the [Waste Management Plan](#). Promptly and legally transport and dispose of any trash. Do not burn, bury, or otherwise dispose of trash on the project site.

PART 2 PRODUCTS

Not used.

PART 3 EXECUTION

Not used.

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