PART 1 GENERAL

1.01 SECTION INCLUDES:
A. The work of this section shall include all labor, material, equipment, accessories and services necessary and required for the remanufacture of modular furnishings as indicated or specified.
B. All workmanship, material, and components utilized in the completion of this sections requirements shall comply with the respective manufacturer's specifications and recommendations for each product.

1.02 DEFINITIONS
A. Deflection - The movement or deviation of a surface or plane from its normally intended orientation or position as a result of stress.
B. Inspection - Visual examination without the use of special laboratory appliances or procedures, and without testing of physical and chemical properties by technical means.
C. Loss of Functionality - Loss of flexibility, adjustment capability, or normal function of components, including but not limited to, deficiencies resulting from unapproved substitutions in lieu of original manufacturer's standard parts or components, improper assembly, improper applications of finishes, or other practices which could result in incompatibility of components or impairment of normal function.
D. Racking - Distortion of misalignment of a component as a result of stress.
E. Refurbish - Partially restore or repair. Example: Replace fabric and missing hardware but do not repaint parts of a component.
F. Remanufacture - Restore component to "as new" condition. Example: Replace fabric, repaint, and repair or replace all parts of a component.
G. Structural Integrity - Having same structural performance requirements and characteristics of new component.
H. Tolerance - The total amount by which a specific dimension is permitted to deviate from standard.

1.03 SYSTEM DESCRIPTION
The term "Remanufactured Modular Furnishings" shall refer to refurbished and/or refinished units which are complete with all parts, equal to new modular systems. Panels and components, the units of the system, shall be capable of assembly, disassembly, relocation and reassembly without incurring damage or destruction, including any refinishing.

1.04 QUALITY ASSURANCE
A. All remanufactured modular furnishings shall meet the minimum acceptable requirements specified herein.
B. Workmanship shall comply with industry standards except where more rigid standards or more precise workmanship is indicated or specified.
C. Remanufactured systems shall not contain any surface projections, sharp corners or edges, rough areas or any other condition which could result in damage or injury.
D. Remanufactured components shall exhibit the structural integrity, dimensional stability, functionality and appearance equal to the manufacturer's new product. Replacement parts must be of the same manufacturer as the original equipment being refurbished.
E. The original manufacturer's requirements for tolerances shall be met.
F. All material used must comply with local air pollution control district regulations and federal lead content laws. MSDS sheets shall be provided for all materials.
G. All work shall comply with the manufacturer's specifications and recommendations for all products and applications.

1.05 SUBMITTALS
A. Submit Product Data Sheets, shop drawings, and cleaning and maintenance instructions.
B. The requirements unique to each manufacturer's system are identified in the manufacturer's "Standard Specification for (System Name) Modular Furnishings Remanufacture" document as published by each respective manufacturer. A copy of the specification developed for the system being remanufactured shall be submitted. Compliance with these recommendations and specifications is required.
C. Submit samples of each material and component being refurbished to indicate the color, finish, texture and workmanship. Samples shall be of sufficient size to include finished edge with applicable trim applied.
D. Submit a written description of the Packaging Process the contractor will use for protecting the returned Remanufactured Systems during warehousing and delivery to other sites.

1.06 INSPECTION CHECKLIST
A. The quality and completeness of finished work shall be evaluated in accordance with this Checklist, a copy of which is included at the end of this section.
B. Finished components shall comply with the qualities identified in the Checklist.

1.07 MANUFACTURER'S SERVICE PARTS MANUAL
The Contractor shall maintain a manual for each modular system which shall be used for procurement of replacement parts.

1.08 DELIVERY, STORAGE AND HANDLING
A. All components shall be labeled with the Contractor's name and date of remanufacture.
B. Locate labels in accordance with Inspection Checklists.
C. Concealed label locations are indicated by dashed lines on the drawings.
D. Appropriate loading methods and packaging materials shall be used during product delivery to avoid incurring damage during loading, transport and unloading processes.
E. Packages shall be clearly marked indicating purchase order number, release number, product description and quantity.
F. Small items shall be separately packaged and identified.
G. Product shall be delivered to the designated site in accordance with the established project schedule.

1.09 PROJECT/SITE CONDITIONS
A. Contractor shall insure against all conditions which may adversely affect successful accomplishment of the processes specified.
B. No work shall be executed when environmental conditions are unsuitable to the achievement of satisfactory results, or any condition unacceptable to the Designated Representative or not in compliance with the manufacturer's recommendations.
C. All floors and adjacent surfaces shall be free from dust, debris, etc., before commencing any painting or coating process.
D. The Contractor shall allow the Designated Representative access to the product, shop and storage areas during normal business hours.

PART 2 PRODUCTS

2.01 MATERIALS
A. System components
   1. Systems to be remanufactured shall include all modular components and accessories, such as, but not limited to: Electrified and non-electrified panels, worksurfaces, lateral files, binder bins, open shelves, task lights, keyboard trays, shelf dividers, markerboards, tackboards, drawers, hardware, trim and finish pieces.
   2. All components and parts used for remanufacture shall be the manufacturer's original parts and materials except where otherwise specified.
   3. Defective parts shall be replaced with new or remanufactured parts as needed.
4. All parts used for repair shall be free of defects.
5. All hardware having worn or stripped threads shall be replaced.
6. All non-repairable substrates shall be replaced.
7. Particle board, plywood or wood panel frames shall be replaced, not repaired, when broken edges or corners exist.
8. Damaged work surfaces, countercaps and tackboards shall be cut down to the next standard size unless otherwise indicated.

B. Refurbishing Materials
1. New fabric shall replace existing fabric as indicated by the contract document.
2. New laminate shall replace existing laminate indicated by the contract documents. Old laminate shall be removed unless new laminate is post-formed.
3. Edge trims shall be reinstalled except trim with worn or torn edges which should be replaced.
4. Damaged markerboard surfaces shall be cut to the next smaller size or relaminated in lieu of any other type repair.

C. Refinishing Material
1. All components and parts shall be repainted as indicated by the contract documents.
2. All colors and coatings shall be tinted, mixed and applied in accordance with the manufacturer's specifications.
3. Each base coat shall have a slight color variation from the finish coat.
4. The Contractor shall furnish all refinishing material including but not limited to: Linseed oil, turpentine, paint thinners and other materials not specifically indicated but required to achieve the specified finishes.
5. Lacquer shall not be used for any condition.
6. Only compatible materials and equipment shall be used.
7. Prime coats, intermediate coats and finish coats shall be chemically compatible.
8. Thinner shall be those specifically recommended by the manufacturer of the material to be thinned.
9. Metal paint shall be Cardinal, catalyzed acrylic, polyester polyurethane or approved equal.

D. Cleaning Material
1. Prior to refinishing, metal surfaces shall be wiped down with MEK/Methylethyl Keytone, Acetone or approved equal.
2. All cleaning materials shall be those specified by the manufacturer of the surface to be cleaned.

E. Fabrication
1. Screw sizes may be increased provided the functionality of parts and components is maintained.
2. Metalwork, consisting of shearing, cutting, punching, drilling, tapping or reinforcing, shall precede surface finishing.
3. Cut edges shall be smooth and free of imperfections.
4. All punched or drilled holes shall be correctly placed.
5. Holes shall be round and free from burrs, folds, depressed or upset edges.
6. Punching or drilling holes in bent members shall follow the bending operation.
7. Slotting of incorrectly punched or drilled holes shall not be accepted.
8. Welds shall possess the following characteristics.
   a. Seams shall be smooth, of uniform width and thickness throughout the full length.
   b. Sealing shall be complete with no voids at seams.
   c. Fission to base metal shall be complete with no voids at seams.
   d. Gouging, grooving or reduction of base metal thickness shall not be acceptable.

PART 3 EXECUTION
3.01 EXAMINATION
The Contractor shall inspect all components before proceeding with remanufacturing process, insuring surface and substrate conditions are acceptable to receive work. Start of the remanufacturing process shall indicate acceptance of component condition.

3.02 PREPARATION
A. All hardware, trim, tape, fabric, backing material, staples and other fasteners shall be removed as necessary.
B. Substrates shall be repaired or replaced, as needed, to achieve a uniform, smooth and clean surface, free of any voids or projections.

3.03 APPLICATION
A. Repainting - Refinishing
1. The term "repainting" shall refer to all necessary preparation and finishing, including but not limited to filling, sealing, priming, sanding and coating.
2. All hardware, accessories, machined surfaces and other items not scheduled to receive paint shall be masked off, removed, or otherwise completely protected.
3. All surfaces to be refinished shall be thoroughly cleaned and prepared according to the best trade practices and the manufacturer's directions.
4. All dirt, oil and foreign substances shall be removed.
5. Manufacturer's recommendations shall be followed relative to the surface preparation, materials and products used, and the environmental conditions in which work is accomplished.
6. All painted surfaces of component parts scheduled to receive paint shall be repainted, inside and outside as applicable.
7. Each coat shall be applied smoothly and uniformly.
8. Surfaces shall be sanded between each coating layer.
9. Each coat shall be allowed to thoroughly dry before subsequent coats are applied.
B. Metal Refinishing
1. All existing paint, primer, rust and mill scale shall be removed to assure a smooth substrate upon which to apply the new finish.
2. All blemishes and surface imperfections shall be removed or repaired prior to cleaning, treating or applying surface finish.
3. The edges of touch up areas shall be feathered and smoothed prior to applying the new finish.
4. All bare metal shall be primed.
C. Laminates
1. Existing laminate shall be removed as necessary, to accomplish uniform, finished surfacing edges.
2. All surfaces to receive laminate shall be prepared in accordance with the Laminate Manufacturer's recommendations.
3. Before installation, laminate shall be conditioned in accordance with the manufacturer's instructions.
4. Correct positioning of laminate shall be insured.
5. Bonding to substrate shall be uniform and complete. Spot bonding is not acceptable.
6. Finished edges of laminate shall be smooth, finished and completely concealed by edge trim.
7. Splicing of edge trim shall not occur at more than one location and shall not be visible when the component is installed.
D. Particle Board
1. All untreated surfaces shall be sealed.
E. Fabric
1. Include overlap when cutting new fabric.
2. Fabric shall be installed in accordance with the Component Manufacturer's installation specifications.
3. The fabric grain shall be straight with fabric closely fit to the component but not overstretched resulting in distortions of the grainline.
4. No puckers, sags, tears, frays, loose threads, exposed fabric edges and/or other defects shall be accepted.

3.04 ASSEMBLY
A. The Inspection Checklist shall be used as a resource for the Contractor to assure correct and complete assembly.
B. Doors, drawers, hardware, locks and other moving or operating parts shall be adjusted to assure smooth, correct functioning.
C. Finished product shall be free of grease, dust, dirt, stains, fingerprints and other foreign materials.

3.05 FIELD QUALITY CONTROL
A. The Designated Representative shall inspect finished work to identify material and workmanship deficiencies to be corrected by the Contractor.
B. Needed corrections shall be made by the Contractor at no additional cost to the Purchaser.
C. Acceptance by the Designated Representative during inspection does not release the Contractor from conformance to the requirements of the contract documents.
D. The Designated Representative shall use Abbreviation Codes to identify product that fails final inspection. The Codes, provided at the end of this section, have been developed in accord with the Inspection Checklist.

3.06 CHECKLISTS
A. Abbreviation Codes for Inspection Checklists:
   S - Includes dirt, stains, foreign materials, or other related items.
   M - Includes missing parts, missing holes, missing labels, or other missing elements.
   D - Includes broken, punctured, cracked, deformed, dented, buckled, warped, or otherwise damaged parts; tears, snags, runs, flaws, or otherwise damaged fabric; wrinkling, alligatoring, checking, cracking, abrasion, incomplete or nonuniform coverage, runs, sags, scratched, foreign matter in coating, unacceptable touch-up, or otherwise unacceptable paint finish; exposed, incomplete, cracked or fractured welds, welds with sharp edges or burrs, or not finished as specified; cracked, scratched, or otherwise damaged laminate; incorrect or illegible label.
   NS - Use of non-specified parts, materials, or components.
   I - Includes incorrectly installed or assembled parts; exposed threads or edges, loose, bunching or puckering or otherwise incorrectly installed fabric; incorrectly located holes or slots in metalwork; separation of joints, incomplete adhesion, or delamination of laminate, or other installation and assembly deficiencies.
   A - Includes incorrect alignment of fabric warp and weave; racking of component; and other alignment deficiencies.
   WP - Includes use of paint that is not equivalent to original manufacturer's "as new" finish.
   R - Includes visible rust and evidence of rust damage beneath an applied finish.
   OP - Includes glides, mechanisms, and other parts that do not operate correctly.
   DT - Includes dimensional tolerances not met
   V - Includes color, sheen, or texture between components or nonuniform color, sheen, or texture on single component.
   OS - Includes overspray.
E  Exposed edge
WC  Wrong Color
WF  Wrong Fabric weave or pattern
WL  Wrong Laminate style, material, or finish

ABOVE CODES MAY BE USED IN COMBINATION WITH THE FOLLOWING ABBREVIATIONS TO CALL OUT THE SPECIFIC ITEM BEING REJECTED:
F    Fabric
H    Hardware
L    Laminate
P    Paint

For example, SF would indicate soiled or stained fabric, MH would indicate missing hardware, and so on.

END SECTION