

# MASTERSPEC®

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GENERAL REQUIREMENTS LIBRARY  
Short Form Basic

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Issue Date	Sect. No.	SECTION TITLE	SECTION DESCRIPTION
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### DIVISION 01 - GENERAL REQUIREMENTS

02/10	011000	SUMMARY	Summary of the Work, phased construction, purchase contracts, Owner-furnished products, access to site, and work restrictions.
02/10	011200	MULTIPLE CONTRACT SUMMARY	Responsibilities of each contract for the Work, coordination, and temporary facilities and controls.
02/10	012100	ALLOWANCES	Provisions for cash allowances including lump-sum, unit cost, contingency, and testing and inspecting allowances.
02/10	012200	UNIT PRICES	Provisions for unit prices.
02/10	012300	ALTERNATES	Provisions for change-of-scope and cost-comparison type alternates.
02/10	012500	SUBSTITUTION PROCEDURES	Procedural requirements for requests for substitutions during construction.
02/10	012600	CONTRACT MODIFICATION PROCEDURES	Procedural requirements for changes to the Contract.
02/10	012900	PAYMENT PROCEDURES	Administrative requirements for Contractor's Applications for Payment.
02/10	013100	PROJECT MANAGEMENT AND COORDINATION	Administrative requirements for project meetings; preconstruction, preinstallation, and project closeout conferences; RFIs; and project Web sites.
02/10	013200	CONSTRUCTION PROGRESS DOCUMENTATION	Contractor's Construction Schedule including Gantt charts and CPM schedules; Contractor's reports.
02/10	013233	PHOTOGRAPHIC DOCUMENTATION	Construction photographs, video recordings, and web-based photographic documentation.
02/10	013300	SUBMITTAL PROCEDURES	Procedures for Action and Informational Submittals including Delegated-Design Submittals and Submittals Schedule.
02/10	013513.16	SPECIAL PROJECT PROCEDURES FOR DETENTION FACILITIES	Special requirements for detention work including responsibilities of a detention specialist.
02/10	013591	HISTORIC TREATMENT PROCEDURES	General protection and treatment of historic spaces; historic removal and dismantling; and bird-excrement removal.
02/10	014000	QUALITY REQUIREMENTS	Quality-assurance and -control requirements, special tests and inspections, and Contractor's quality-control plan.
02/10	014200	REFERENCES	Common definitions and terms; and acronyms and trade names of associations, government agencies, and other entities referenced in MasterSpec.
02/10	015000	TEMPORARY FACILITIES AND CONTROLS	Temporary utilities and facilities for construction support, security, and protection.
02/10	016000	PRODUCT REQUIREMENTS	Administrative and procedural requirements for product, material, and equipment selection and handling; warranties; and comparable products.
02/10	017300	EXECUTION	General requirements for product installation, cutting and patching, protection, field engineering, and progress cleaning.
02/10	017419	CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL	Salvaging, recycling, and disposing of non-hazardous demolition and construction waste.
02/10	017700	CLOSEOUT PROCEDURES	Contract closeout including Substantial Completion and Final Completion procedures, warranties, and final cleaning.
02/10	017823	OPERATION AND MAINTENANCE DATA	Emergency, operation, and maintenance manuals for products and equipment.
02/10	017839	PROJECT RECORD DOCUMENTS	Record record Drawings, Specifications, and Product Data.
02/10	017900	DEMONSTRATION AND TRAINING	Administrative and procedural requirements for instructing Owner's personnel in operation and maintenance.

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02/10	018113.13	SUSTAINABLE DESIGN REQUIREMENTS - LEED FOR NEW CONSTRUCTION AND MAJOR RENOVATIONS	General requirements and procedures for LEED for New Construction and Major Renovations.
02/10	018113.16	SUSTAINABLE DESIGN REQUIREMENTS - LEED FOR COMMERCIAL INTERIORS	General requirements and procedures for LEED for Commercial Interiors.
02/10	018113.19	SUSTAINABLE DESIGN REQUIREMENTS - LEED FOR CORE AND SHELL DEVELOPMENT	General requirements and procedures for LEED for Core and Shell Development.
02/10	018113.23	SUSTAINABLE DESIGN REQUIREMENTS - LEED FOR SCHOOLS	General requirements and procedures for LEED for Schools.
02/10	019113	GENERAL COMMISSIONING REQUIREMENTS	Administrative requirements and procedures for commissioning all systems.

### DIVISION 02 - EXISTING CONDITIONS

02/10	024119	SELECTIVE STRUCTURE DEMOLITION	Demolition and removal of selected portions of buildings and site elements.
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### DIVISION 23 - HEATING VENTILATING AND AIR CONDITIONING

03/10	230800	COMMISSIONING OF HVAC	Administrative requirements and procedures for commissioning HVAC systems.
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