1.0 GENERAL

1.1 SPARE PARTS AND MAINTENANCE MATERIALS

.1 Spare parts and maintenance materials for all mechanical and electrical systems and equipment shall be turned over to the Owner. A detailed itemized list must be provided to SFU, outlining all required spare parts and maintenance materials as specified.

.2 A list of manufacturer recommended critical spares or long delivery times should be included.

.3 Handover, acceptance, and documentation of this itemized list should be coordinated with SFU Project Manager and Facilities/ Central Stores.

.4 One year supply (2 sets) of new filters in addition to new construction filters must be provided.

.5 Directory to be provided for required equipment in fuse and sprinkler cabinets.

.6 Maintenance materials for architectural finishes and other similar items shall be carefully labeled and delivered as instructed by the Owner’s Representative. An itemized receipt shall be obtained for all items and shall be submitted to the Consultant. The Consultant will confirm that the correct materials have been delivered. Refer to Divisions 02 through 14 of these specifications for specific requirements.

1.2 RELATED SECTIONS

.1 Section 01 77 00 Closeout Procedures

.2 Section 01 78 23 Operation and Maintenance Data

1.3 KEYS

.1 Keys for door hardware shall be turned over as indicated in Section 08 71 00. Keys for thermostats, mechanical access panels, electrical panels and the like shall be turned over to the Owner’s Representative. Keys for cabinets, furniture, shutters etc. shall be turned over to the user’s representative and an itemized receipt shall be obtained for these items or they shall be turned over to the Owner’s Representative.

***END OF SECTION***