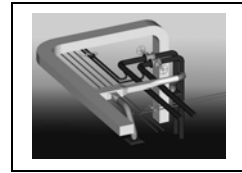


# **EHKA&A Inc.**

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## **COORDINATION DRAWING GUIDELINES**

Provided below are guidelines based on generic project specifications. This is not to be applied specifically for any past, present or future projects, but serves as an outline for developing and implementing the coordination process.

### **1.1 DESCRIPTION**

**A. EHKA&A** shall coordinate construction operations, included in various Sections of Specifications as provided to assure efficient and orderly installation of all parts of Work. Coordinate construction operations included under different Sections that depend on each other for proper installation, connection, and operation. Coordination of all parts of Work shall be limited to but not exclusive of the contract to which **EHKA&A** is under contract to provide.

**B. Coordination drawings:** Reproducible drawings showing work with horizontal and vertical dimensions to avoid interference with structural framing, ceilings, partitions, equipment, lights, mechanical, electrical, conveying systems, and other services:

1. In and above ceilings.
2. Within walls.
3. Within chases.
4. In mechanical spaces.
5. In electrical spaces.

**C.** Prepare coordination drawings where coordination is needed for installation of products and materials fabricated by separate entities.

**D.** Prepare coordination drawings where limited space availability necessitates maximum utilization of space for efficient installation of different components.

**E.** Coordinate installation of different components to assure maximum accessibility for required maintenance, service, and repair.

**F.** Work out all "tight" conditions involving Work of various Sections in advance of installation.

**G.** Sleeve, coredrill and blockout layout drawings: Drawings showing proposed locations and sizes of sleeves, coredrills blockouts, and embedded items in concrete walls, columns, floors and beams.

**H.** Prior to start of work and installation in any given area, Contractor/Subcontractor to which **EHKA&A** is under contract shall approve, sign, coordination drawings affecting the Contractor/Subcontractor's work in that area.

**I.** Modifications required as result of failure to resolve interference's, provide correct coordination drawings, or call attention to changes required in other work as result of modifications shall be paid for by responsible Contractor/Subcontractor.

**J.** Coordination meetings shall be scheduled by the Contractor, with all affected Subcontractors.

## **1.2 PRODUCTION OF COORDINATION DRAWINGS**

**A.** Contractor shall provide minimum 1/4 IN scale plan, elevation and section drawings, both as paper hard copies and as CAD electronic files preferably developed using AutoCAD, showing:

1. Partitions.
  - a. Fire/smoke rated barriers.
2. Ceiling heights.
3. Structural framing locations and elevations.
4. Column lines.
5. Other work.

**B.** **EHKA&A** shall provide as is contracted per individual trade, coordination drawings in order for Contractor/Subcontractors to produce combined coordination layout drawings plan and sections of HVAC ductwork, hydronic, steam, condensate, fuel oil, fire protection piping, plumbing, special water systems, gas systems, electrical cable tray, conduit, conveying systems, equipment and other work, where applicable.

**C.** **EHKA&A** shall work to resolve major interference's at initial coordination meeting prior to production of any drawings.

**D. EHKA&A** shall work to produce initial coordination drawings within reason, after initial meeting, so as not to delay proposed timelines, and schedules.

**E. EHKA&A** shall meet as is required, within reason, to resolve interference's and correct drawings.

### **1.3 AFTER APPROVAL**

**A.** After Subcontractors' written approval of coordination drawings, Contractor shall determine method used to resolve interference's not previously identified.

**B.** Contractor shall give written approval of changes to coordination drawings prior to start of work in affected area.

**C.** Maintain one copy of current approved Coordination Drawings at project site.

### **1.4 PRECEDENCE OF SERVICES FOR COORDINATION DRAWINGS**

**A.** In event of conflicts involving location and layout of work; **EHKA&A** shall use the following priority to resolve disputes:

1. Structure and partitions have highest priority.
2. Equipment location and access.
3. Ceiling system and recessed light fixtures.
4. Gravity drainage lines.
5. High pressure ductwork and devices.
6. Large pipe mains, valves and devices.
7. Pneumatic tube and material conveying systems.
8. Low pressure ductwork, diffusers, registers, grilles, HVAC equipment.
9. Fire protection piping, devices and heads.
10. Small piping, tubing, electrical conduit, and devices.
  - a. Conduits installed in corridors shall be maintained at least 9 IN above finished ceiling.

Conduits shall be grouped within a 12 IN width.

b. The space utilized for conduit shall be selected to allow access to all devices which normally require adjustment, repair, resetting, etc.

11. Sleeves through rated partitions.

12. Access panels.

## **1.5 PRODUCTION OF LAYOUT DRAWINGS**

A. Contractor shall provide to **EHKA&A** scale plan and elevation drawings, in CAD format preferably for use with AutoCAD

B. Subcontractors shall indicate to **EHKA&A**, proposed location and size of their required sleeves, coredrills, blockouts and embedded items.

1. At floor slabs and walls to be core drilled or cut, Contractor shall find and mark all reinforcing in both faces located by means of x-ray, pach-ometer, or prof-ometer. Submit sketch showing location of rebar and proposed cores for review and implementation by **EHKA&A**.

## **1.6 SUBMITTALS**

A. Project information:

1. Contractor's approved Coordination Drawings.

a. Letter indicating one copy of approved Coordination Drawings available at project site.

b. One copy of approved Coordination Drawings to the Owner/General Contractor for information, if requested.

2. Contractor's proposed sleeve, coredrill and blockout layout drawings.

**END OF SECTION**