

These guidelines are updated periodically. Users of the guidelines are encouraged to check this site as needed to be sure of having the most current edition. Comments and suggestions concerning improvements to this section of the guidelines may be submitted to: [m\\_takacs@uncg.edu](mailto:m_takacs@uncg.edu).

#### **09001. GENERAL**

Updated: February 9, 2017

The Designer shall consider specifying low or no VOC products for interior finishes, where appropriate and economically feasible. All adhesives, sealants, paints and coatings used on the interior and exterior of buildings must comply with the VOC limits established in the South Coast Air Quality Management District Rules 1113 and 1168.

Maintenance stock for each color, type, pattern, etc. of the following materials (and others as appropriate) shall be provided **in full unopened boxes**. Each is to be packaged, protected, identified and stored by the Contractor at a location **within the building to be indicated in the specifications**. **A check list will be provided by the Contractor indicating all maintenance stock items and signed by the Contractor, Construction Project Manager and Facilities Operations Buildings Manager or designee. A copy of the check list will also be included in the project closeout documentation.**

1. Carpet – 10 square yards
2. Ceiling Tile – 4 boxes
3. Wall Covering – 1 full roll
4. Tile (floor, wall, etc.) – 1 box **for each**
5. **Any special order items as requested in the design documents.**
6. **No other material is to be left by the Contractor other than what is specified.**

#### **09002. COLORS**

Updated: February 9, 2017

Color presentation boards will be developed by the Designer and presented to FDC and the end user for approval twice during the course of the project: once for approval of the basic design, as part of the Design Development Phase; and once during the Construction Phase using the actual color and material submittals provided by the Contractor. For the construction color boards, the Designer will select color and material samples based on the original, approved color and material boards. The Designer will include in the specifications and as part of the pre-construction meeting agenda direction to the General Contractor to provide all color and material samples as soon as possible following the start of construction. The color board presentations will be arranged by the FDC



Design and Construction Project Managers, respectively.

In an effort to make the submittals consistent, UNCG has prepared the following requirements for all color board submittals by the Designer. These color boards will be submitted twice, once during the Design Phase and again during the Construction Phase. The requirements for each submission are the same and are as follows:

1. The background board color is to be a neutral gray.
2. Colors or materials that will be next to each other in the building shall be placed adjacent to one another on the board with no gap in between. This may require some creative placement on the board which is OK. Use your creativity!
3. Colors and/or samples should be of a representative or proportional size to indicate the overall feeling of the space – (i.e. do not have a smaller wall sample next to a large rubber base sample). Pictures or other representations of the overall floor pattern should be shown along with actual samples.
4. Have a color board or portion of a board dedicated to each “major” space in the building. If you have 20 classrooms or offices that are all similar in size and function, one representative board will suffice for all of them. However, each space that has a different purpose or special condition needs to have its own board.
5. The front of the boards should include a label with the project name and should identify the “major” space being presented. A separate sheet of paper may be passed around to the viewers as a key to understanding the boards when viewed at a distance.
6. It is recommended that samples be attached with Velcro for ease in changing or viewing adjacent samples.
7. Some standard colors used by the University are as follows:
  - a) UNCG official colors - gold (Pantone Matching System (PMS) 116), navy (PMS 281) and white
  - b) Exterior signage - terra cotta (Munsell Palette 7.5R 3/6) background. Matte Finish.
  - c) Interior signage - white letters on warm gray (PMS 404) or cool gray (PMS 421)
  - d) Exterior equipment and fixtures such as posts, bicycle racks, railings and bollards - Benjamin Moore Black Walnut #13361
  - e) Mechanical room color codes




**e.1) Piping Updated: February 9, 2017**

In all cases, piping labels will be color coded and clearly marked with words describing the material in the pipe and direction of flow as follows:

	Chilled Water – Aqua (Green)
	City Water (domestic) – Blue (Green)
	Communications– Orange
	Compressed Air - Blue
	Condensate – Brown
	Fire Protection – Red
	Hot water (Non-potable) – Dark Blue (Green)
	Natural Gas or Fuel Oil – Yellow
	Sewer and drain – Green
	Steam, High Pressure – Yellow-Orange
	Steam, Low Pressure – Yellow

Stencil labels may be required when many pipes of the same general character must be differentiated from one another such as steam pipes of various pressures. Coded banding systems without lettering to differentiate pipes from one another may not be used. Standard pipe labels may be used and where different, the color in parentheses may be used.

**e.2) Other mechanical room surfaces**

	Ceilings & Walls - white
	Floors, gratings and platforms - gray
	Hand rails - safety yellow

Other colors may be more appropriate to the specific location or be governed by OSHA standards and each situation shall be considered individually. Stencil labels are also required where color blindness or poor lighting conditions render color coding ineffective. Fluid flow direction may be indicated by piping label or arrows painted on the piping.

**e.3) Valve Covers**

Valve access covers or access points will be color coded in accordance with the color code above.

## **09100. STUCCO**

Stucco use should be avoided at ground level where it may be easily damaged. Stucco used in locations such as soffits shall be glass-fiber reinforced type.

## **09500. ACOUSTICAL TREATMENT**

Noise control as measured by decibel reduction through partitions and floors shall be thoroughly reviewed during the design.

## **09510. ACOUSTICAL CEILINGS**

Updated: December 23, 2014

Acoustical ceiling tile shall not be installed until work above ceilings has been completed and temperature and humidity will be maintained as indicated for final occupancy. Two by two grid configurations are preferred. Tile selection shall be based on standard types by national suppliers and costs of maintenance and replacement must be considered in the selection. Concealed grid systems, such as tee-and-spline systems, which are not accessible, are not acceptable. Access to all utilities shall be provided to the fullest extent possible regardless of the ceiling type used.

Mineral fiber and fiberglass ceiling tiles are 100% recyclable and should be recycled on each renovation project where feasible. All new ceiling tile should be specified to meet the specific attributes required for the project, including the consideration for high recycled content.

## **09700. FLOORING**

Updated: December 23, 2014

The following flooring materials are preferred at the locations indicated:

1. High traffic areas such as lobbies and corridors - high wear resistant material such as ceramic tile or terrazzo. Consider the use of other durable, rapidly renewing materials in appropriate locations.
2. General purpose rooms - vinyl composition tile. Consider substituting bio-based tile in appropriate locations.
3. Offices, conference, auditorium aisles (with permanent seating), teacher lounges, music or language listening rooms – carpet. Preference is for carpet tiles to ease the cost of replacing damaged sections. Designer to consider the recycled content and recyclability when specifying these products.
4. Bathrooms and showers - ceramic tile
5. Food service areas - quarry tile or antibacterial cement
6. Laboratories - monolithic systems with no seams or cracks
7. Mechanical, storage and custodial rooms - sealed concrete with steel trowel finish

(See Section 1900.2.7 for mechanical room floors above occupied areas)

8. Computer rooms - raised removable panels supported on interconnecting grids and pedestals providing an under-floor plenum for air distribution and utilities (where the extra utilities access needed for these rooms is not provided some other way)

Address all transitions between flooring materials, especially carpet to resilient flooring, with detailed designs, thresholds, or resilient nosing accessories. All transition elements must meet ADA requirements for wheeled traffic.

Base boards should generally be rubber (except in wet or high humidity areas), set on top of the flooring, with pre-molded inside and outside corners.

## **09900. PAINTING**

Standard paint finishes preferred by the University are:

1. Walls - eggshell
2. Doors - gloss
3. Door and Window Trim - gloss
4. Ceilings - flat
5. Mechanical Room Walls - epoxy paint on block
6. Mechanical Room Floors - multi-coat sealer adequate for wear and dust protection on concrete
7. Mechanical Room Equipment - Glidden Glid-Guard Alkyd Gloss Enamel #4500 or equal (except boilers and burners - Glidden Glid-Guard Silicon-Alkyd Enamel #5539 or equal)

Items especially noted to be painted:

1. Paint grade woodwork should be painted, not stained.
2. Visible surfaces on interior of ducts behind louvers, diffusers, registers and grills shall be primed and painted (typically flat black enamel).
3. Painting of all insulated piping shall be clearly put in the general construction specifications since this contract contains the majority of painting. Colors are noted in 09002.

Items typically not to be painted:

1. Ducts, conduit and mechanical equipment where concealed from view and not susceptible to rusting.
2. Items completely finished at the factory.
3. Stainless steel, aluminum, copper and other non-ferrous metals.
4. Prefinished millwork and casework.
5. Acoustical tile and grid system.

## **09950. WALL COVERING**

The following wall covering materials are preferred at the locations indicated:

1. High traffic areas such as corridors and stairwells - enamel paint
2. Bathrooms and showers - ceramic tile
3. Food service areas - quarry tile

When special wall finishes are used, the University shall be provided with maintenance instructions.

Use of vinyl wall covering is discouraged and must be limited to specially approved areas.