



FINISH HARDWARE
Elementary & Secondary

1.1 ARCHITECTURAL HARDWARE CONSULTANT

1.1.1 Prior to the preparation of hardware schedule, the Architect is to request from the Construction Department a list of the currently acceptable hardware schedule writers. The Architect shall then employ, as part of his/her negotiated consultative services, the selected Architectural Hardware Consultant who is a current member of the American Society of Hardware Consultants, and who shall be made available for consultation during the course of construction at no additional cost to the Board.

1.2 ARCHITECTURAL HARDWARE SUPPLIER

1.2.1 The Architectural Hardware Supplier shall supervise the hardware installation, provide assistance to the General Contractor, carry out inspections as required, and provide written certification of the finished door hardware installation to the Board's Construction Department.

1.3 HARDWARE ALLOWANCE

1.3.1 The SUPPLY of the Finish Hardware for all new projects is to be tendered POST GENERAL TENDER.

1.3.1.1 Review of the schedule, products, manufacturers, the preparation of hardware bids and approval of acceptable bidders and suppliers is the responsibility of the CONSTRUCTION DEPARTMENT.

1.3.2 A Hardware Allowance to be included in the Contract Documents for SUPPLY ONLY. Specify that the General Contractor will be responsible for the installation of hardware, either directly by the General Contractor's forces or by a hardware installation sub-trade with the following exceptions:

1.3.2.1 Auto Operators (supply and install)

1.3.2.2 Permanent Cores (supply and install) – separate price in the *Bid Form* of the Hardware Tender

1.3.3 The hanging of doors is the responsibility of the General Contractor and not part of the Hardware Allowance.

- 1.3.4 A Hardware Allowance for additions may not be required. In most cases the hardware for the addition should match existing and its supply and
- 1.3.5 Installation may be included in the Contract Documents. (Review this option with the Design Department.)
 - 1.3.5.1 The Architect should review the existing facilities to ascertain whether upgrading to barrier free codes is required.

1.4 HARDWARE LIST INCLUDED IN THE SPECIFICATIONS

- 1.4.1 In order to provide adequate information to the hollow metal supplier, and the General Contractor regarding expected hardware installation, the Architect is to include in the Tender Documents a Finish Hardware Schedule FOR INFORMATION ONLY.
- 1.4.2 The Hardware Consultant should prepare a list of hardware based on the suggested hardware and locations below and consistent to the Board's standards. The location list applies to both elementary and secondary schools. Under the auspices of the Construction Department, this Hardware Schedule will be reviewed/amended and tendered prior to the start of the construction phase.

1.5 LOCATIONS

- 1.5.1 **Front entrance (exterior);** 2 panic sets (hex key dogging), one door keyed access, overhead stop, auto operator (control key switch on unit), closer, 2 pulls, 2 continuous hinges, weather-stripping, bottom sweeps, mullion stabilizer, kickplates. Include in the hardware, an electric strike, and prep frame and mullion for security contact and card access.
- 1.5.2 **Front entrance (interior);** 2 pulls, 2 push plates, closer, auto operator (control key switch on unit), 2 continuous hinges, wall stop (if possible), kickplates *** if this door & frame are fire rated then fire exit devices (no locking) required in lieu of push & pull, also electric strike is required for auto operator ***
- 1.5.3 **Corridor entrances (exterior)** 2 panic sets (hex key dogging), one only door keyed access (at a designated door), overhead stop, optional auto operator on one designated entrance (control key switch on unit), closer, 2 pulls, 2 continuous hinges, weather-stripping, bottom sweeps, mullion stabilizer, kickplates. Include in the hardware, an electric strike, and prep frame and mullion for security contact and card access at designated exterior corridor entrances.

- 1.5.4 **Corridor entrances (interior)** 2 pulls, 2 push plates, closer, optional auto operator on one designated entrance (control key switch on unit), 2 continuous hinges, wall stop (if possible), kickplates
- 1.5.5 **Stair (interior);** continuous hinges, fire exit devices (no locking), closers, wall stops (if possible), kickplates **** auto operator may be required, provide electric strike ****
- 1.5.6 **Stair (exterior);** continuous hinges, panic sets (hex key dogging), pulls, closers, overhead stops, weather-stripping, bottom sweeps, kickplates, security contact prep., **** one entry other than front door will have keyed and card access, auto operator may be required ****
- 1.5.7 **Main elementary school administrative office (from corridor)** 3 hinges, classroom function lockset (cylindrical), closer, wall mount magnetic hold open device, kickplate.
- 1.5.7.1 For main administrative secondary school office, delete magnetic hold-open device but add electric strike.
- 1.5.8 **Principal / Vice-Principal / Health / PIP Workroom / Kindergarten / Seminar / Academic Resource / Classroom / Spec. Ed. Withdrawal / Spec. Ed. / Commercial / Library Seminar / Library Workroom;** 3 hinges, classroom function lockset (cylindrical), wall stop.
- 1.5.8.1 A closer is required on all of the above doors where access is from main school corridors.
- 1.5.9 **Quiet Room,** 3 hinges, latch set (cylindrical), wall stop.
- 1.5.10 **Barrier-free washroom;** 3 hinges, privacy set, kickplate, wall stop, delayed action closer.
- 1.5.11 **Barrier-free washroom, dual access;** provide an indicator bolt on corridor door along with a classroom function lockset (cylindrical).
- 1.5.12 **Server room / Custodial / Storage (from Custodial) / Laminator / Copy / Storage / Custodial Storage / Electrical / Elevator Machine/AV room;** 3 hinges, closer, wall stop, storeroom function lockset (cylindrical).
- 1.5.13 **Admin. Office workroom / Guidance / Spec. Ed. Resource room / Staff room;** 3 hinges, wall stop, classroom function lockset (cylindrical), closer (from corridor only).
- 1.5.13.1 For staff rooms in secondary schools, add electric strike.
- 1.5.14 **Kindergarten washroom;** 3 hinges, wall stop, passage set.
- 1.5.15 **Kindergarten / PIP vestibule, (interior);** continuous hinge, wall stop, push plate, pull, alarmed egress rough-in, kickplate **** auto operator for PIP ****
- 1.5.16 **Kindergarten / PIP vestibule, (exterior);** continuous hinge, overhead stop, panic set (hex key dogging), weather-stripping, bottom sweep, closer, pull, security contact prep., kickplate **** auto operator for PIP ****

- 1.5.17 **Storage / Water Meter, (exterior);** 3 hinges, deadlock with cylinder pull, overhead stop, weather-stripping, bottom sweeps, kickplate, security contact prep.
- 1.5.18 **Outdoor Storage (exterior)/** pair of 900 mm doors required, 6 hinges, 2 surface bolts for inactive leaf, overhead stops, deadlock with cylinder pull, weather-stripping, bottom sweeps, kickplates, security contact prep., and astragal.
- 1.5.19 **Stage (from G.P. Room, not part of access to exit);** 3 hinges, wall stop, closer, deadlock with cylinder pull.
- 1.5.20 **G.P. Room/Gymnasia (exterior);** continuous hinges, panic sets (hex key dogging), closers, overhead stops, pulls, weather-stripping, bottom sweeps, kickplates, security contact prep.
- 1.5.21 **G.P. Room/Library, (to corridor);** continuous hinges, fire exit devices, closers, wall stop (if possible), kickplates.
- 1.5.22 **Change Rooms (to Corridor);** continuous hinge, classroom function lockset (cylindrical), closer, wall stop, kickplate.
- 1.5.23 **Change Rooms (to G. P. Room/Gymnasia);** continuous hinge, deadbolt, key both sides, push plate, door pull, closer, wall stop, kickplate.
- 1.5.24 **Staff/barrier free washroom (single stall);** 3 hinges, privacy set, wall stop, kickplate.
- 1.5.25 **Staff washroom (multi stall);** 3 hinges, classroom function lockset (cylindrical), closer, wall stop, kickplate.
- 1.5.26 **Student washrooms (multi stall, from corridor);** continuous hinge, classroom function lockset (cylindrical), closer, wall stop, kickplate. Add electromagnetic hold opens on all student washroom doors.
- 1.5.27 **Computer Lab / Science / Prep. Room / Art / Project Storage / Workroom / Staff Workroom / Gym Storage / PIP / BBT shops;** 3 hinges, wall stop, classroom function lockset (cylindrical), closer, kickplate.
- 1.5.28 **Mechanical/Storage rooms;** 3 hinges, closer, wall stop, storeroom function lockset (cylindrical), kickplate, sound seals – for mechanical rooms, if adjoining teaching spaces.
- 1.5.29 **Heat Pump Closet;** 3 hinges, closer, store room function lockset.
 - 1.5.29.1 For heat pump closet doors that are not rated, consider a dead bolt @ 1,200 mm from fin. floor, thumbturn - open only on inside with cylinder pull, sound seals – if adopting teaching spaces. Review this option with the Construction Department.
- 1.5.30 **Teacher Closets; /Millwork Storage Units A & B** (Refer to Secondary School Guidelines Architectural Cabinetry): 5 *Blum* or *Hattach* hinges or light duty piano hinges on each leaf. Classroom function cylindrical lockset (knob in lieu of lever) with thumb turn on inside – open only - on one leaf. Second leaf to have top and bottom slide bolts.

1.6 HARDWARE MOUNTING HEIGHTS

1.6.1 For both ***Elementary and Secondary School*** projects mounting heights shall be as per the following chart below:

HARDWARE ITEM	DIMENSION ABOVE FIN. FLOOR
LOCKSET OR LATCHSET (<i>Lever handle</i>)	900 MM TO CENTER LINE OF LEVER HANDLE
DEADLOCK OR MORTICE NIGHT LATCH	1500 MM TO CENTER LINE OF KEYWAY
EXIT DEVICE (<i>Panic bar</i>)	900 MM TO CENTER LINE OF LEEVER HANDLE
PUSH PLATE	900 MM TO CENTERLINE OF PLATE
PULL	900 MM TO CENTERLINE OF PULL
GUARD BARS	900 MM
BLANK STRIKES & BLANK FRONTS	AS NOTED

END OF FINISH HARDWARE

LATEST REVISION IN GREEN FONT

REVISIONS:

COMPLETE REVISION: NOVEMBER 2008

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