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SECTION 01 79 00

DEMONSTRATION AND TRAINING

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**PART 1 - GENERAL**

1.1 SUMMARY

- A. Section Includes: Provide equipment and systems demonstration and instruction in accordance with Contract Documents.
  - 1. Video record seminars and system demonstrations.
- B. Related Sections:
  - 1. Section 01 31 00: Project management and coordination.
  - 2. Section 01 77 00: Contract closeout procedures.
  - 3. Refer to Facility Services Subgroups for mechanical and electrical requirements.

1.2 DESCRIPTION

- A. Seminar Agenda and Outline:
  - 1. Prepare a seminar agenda and outline in consultation and cooperation with Owner. Include following:
    - a. Equipment and systems that will be included in seminars.
    - b. Name of companies and representatives presenting at seminars.
    - c. Outline of each seminar's content.
    - d. Time and date allocated to each system and item of equipment.
  - 2. Submit preliminary seminar agenda and outline for review and comment by Owner.
    - a. Revise and resubmit agenda and outline until all seminar requirements have been satisfied and seminar dates and presenters have been finalized.
  - 3. Submit final seminar agenda and outline no later than eight weeks before date of Acceptance of Work.
- B. Seminar Organization:
  - 1. Contractor's presentation leaders shall chair seminars.
    - a. Coordinate qualification of training personnel, seminar contents, and presentations with Owner.
  - 2. Coordinate individual presentations and ensure manufacturer's representatives scheduled to be at training seminars are present.

3. Arrange for presentation leaders familiar with design operation, maintenance and troubleshooting of equipment and systems.
    - a. Where one person is not familiar with all aspects of equipment or system; arrange for specialists familiar with each aspect.
  4. Coordinate proposed seminar dates with Owner and select mutually agreeable dates.
  5. Video Recording: Arrange for video recording (audio and video) of training seminars and system demonstrations, including seminar and demonstration questions and answers.
- C. Seminar Content:
1. Architect's Consultants will explain design philosophy of primary systems.
  2. Include following information in presentations dealing with specific systems.
    - a. An overview of how system is intended to operate.
    - b. Describe design parameters, constraints and operational requirements.
    - c. Describe system operation strategies.
    - d. Provide information to help in identifying and troubleshooting problems.
  3. Include following information in presentations dealing with equipment.
    - a. Explanation of how equipment operates.
    - b. Recommended preventative and routine maintenance.
- D. System Demonstration:
1. Demonstrate operation of equipment and systems when specified in individual technical sections. Include following in demonstration.
    - a. Start-up and shut down.
    - c. Operation.
    - d. Scheduled and preventative maintenance.
    - e. Troubleshooting.
  2. Demonstration may be conducted at time of original starting with Owner's prior approval.
- E. Seminar and Demonstration Questions:
1. Be prepared to answer questions raised by Owner's personnel at demonstrations and seminars.
  2. If unable to satisfactorily answer questions immediately, provide written response within three days.
- F. Use manufacturer's operation and maintenance data as basis of instruction.

**1.3 SUBMITTALS**

- A. Video Recording: Submit three copies of each video recording in DVD format acceptable to Owner; include label on each DVD and on each container identifying Project and Seminar content.

**END OF SECTION**