

# Architectural Woodwork Standards

## SECTION - 1

### Submittals

## SECTION 1 ♦ SUBMITTALS

(Including: Shop Drawings, Profile and Veneer Flitch Samples, Finish Samples, Hardware Samples)

### GENERAL

#### 1 INFORMATION

- 1.1 **GRADES** - None; shop drawing requirements are the same for all architectural woodwork projects regardless of Grade specified.
- 1.2 **BASIC CONSIDERATIONS**
- 1.2.1 **SHOP DRAWINGS** are the means by which the design intent is turned into manufacturing information and are essential to a project's control and execution.
- 1.2.1.1 They serve to assure the design professional of:
- 1.2.1.1.1 Proper design interpretation and engineering.
- 1.2.1.1.2 The relationship of woodwork products to other trades for proper coordination.
- 1.2.1.1.3 Confirmation that the standards and grades are understood and will be conformed to.
- 1.2.1.2 They are the visual medium and coordinating function by which the manufacturer:
- 1.2.1.2.1 Communicates and illustrates to the contractor and design professional their interpretation of the contract documents.
- 1.2.1.2.2 Suggests modifications; the manufacturer is encouraged to make technical suggestions and raise questions based upon working experience; however:
- 1.2.1.2.2.1 Changes incorporated within shop drawings, in themselves, are not a request for approval.
- 1.2.1.2.2.2 Changes must be specifically addressed in separate written documentation, requesting approval of the suggested changes.
- 1.2.1.2.3 Communicates their woodwork engineering and declares their intended method of manufacturing and shows their experience and/or ability.
- 1.2.1.2.4 Sets forth the intended materials, methods of assembly, and instructions to their staff.
- 1.2.1.3 They are depended on by others:
- 1.2.1.3.1 They are the common language between the manufacturer, the design professional, and the contractor.
- 1.2.1.3.2 They serve as a guide for other trades.
- 1.2.1.4 They are the property of the manufacturer, and the manufacturer is not responsible for errors caused by their unauthorized use by others.
- 1.2.2 If **MOCK-UPS** or **HARDWARE, MOLDING,** or **FINISH SAMPLES** are desired, they shall be so specified.
- 1.2.2.1 **MOLDING SAMPLES** are typically not furnished until full-size details (in the shop drawings) have been approved.
- 1.2.2.2 **FINISH SAMPLES**
- 1.2.2.2.1 Due to variance in wood color within the same species and even within the same log, a range of color shall be expected on finished wood products.
- 1.2.2.2.2 **DESIGN PROFESSIONAL** shall provide a sample or paint chip indicating the desired color and transparency as applicable.
- 1.2.3 **COMPLIANCE** with codes and regulations are to be researched and directed by the design professional and are not the responsibility of the manufacturer.

## GENERAL

### 1.2 BASIC CONSIDERATIONS (continued)

- 1.2.4 It is the role of the contractor to coordinate the manufacturer's shop drawings with work of all other trades and to ensure that hold-to/guaranteed dimensions are actually enforced.
- 1.2.5 It is the responsibility of the design professional or contractor, depending on contract relationships, to communicate design and field changes to all parties so that if dimensions are changed, each subcontractor can be held responsible for its work.
- 1.2.6 The **SUBMITTAL APPROVAL** phase is potentially one of the most controversial phases of the relationship between a manufacturer and a design professional.
- 1.2.6.1 There is always the potential for misunderstanding on both sides.
- 1.2.6.2 Prompt, thorough review of shop drawings and accurate coordination of multiple trades save time and eliminate problems before construction begins.

### 1.3 RECOMMENDATIONS

- 1.3.1 That only **TWO** sets of shop drawings are required to be submitted for initial design professional review.
- 1.3.1.1 If the review is affirmative, the design professional keeps one copy, and a marked set is returned to the manufacturer with a request for the required number of final copies.
- 1.3.1.2 If the review is not affirmative, the design professional returns one set requesting correction and resubmittal. The other set is kept by the design professional to check the resubmittal against.
- 1.3.2 **SPECIFY** requirements for:
- 1.3.2.1 **MOCK-UPS**
- 1.3.2.2 **HARDWARE SAMPLES**
- 1.3.2.3 **MOLDING SAMPLES**
- 1.3.2.4 **FINISH SAMPLES**

### 1.4 ACKNOWLEDGEMENTS - None

### 1.5 INDUSTRY PRACTICES

- 1.5.1 **SUBMITTALS** are submitted to the contractor, design professional, and/or owner for review prior to fabrication.

## PRODUCT

### 2 SCOPE

- 2.1 All materials and products covered under the scope of these standards.

### 3 DEFAULT STIPULATION - Not used or applicable for this section.

### 4 RULES - The following RULES shall govern unless a project's contract documents require otherwise.

These rules are intended to provide a well-defined degree of control over a project's quality of submittals.

Errata, published on the Associations' websites at [www.awinet.org](http://www.awinet.org), [www.awmac.com](http://www.awmac.com), or [www.woodworkinstitute.com](http://www.woodworkinstitute.com), shall TAKE PRECEDENCE OVER THESE RULES, subject to their date of posting and a project's bid date.

