This guide specifiation is intended to be used with the *North American Architectural Woodwork Standards* (*NAAWS*), the quality standard published by the Woodwork Institute and the Architectural Woodwork Manufacturers Association of Canada.

This is a narrow scope section incorporating plastic laminate, solid surface, and wood countertops.

This section incorporates the Woodwork Institute Quality Assurance Programs. Users are asked to choose between the Certified Compliance and Monitored Compliance programs. The Certified Compliance Program is based on a system of prequalification and accreditation. Woodwork Institute Affiliates inspect and certify their own work. Woodwork Institute inspectors will re-inspect the work if requested. The Monitored Compliance Program requires all work to be inspected at various stages of fabrication and installation by Woodwork Institute inspectors, with inspection reports issues to all parties after each inspection. Costs for these programs are borne by the millwork subcontractor. Visit <http://woodworkinstitute.com> for details.

Where materials or grades need to be selected, possible choices are in brackets and in [**Bold**]. Some of the choices you might otherwise have to specify are resolved by your choice of grade. In some cases, we may not have been able to list all available choices. We have tried to provide ample annotation. Notes and comments are in gray shaded text boxes such as this one.

We haven’t attempted to specify for LEED. While careful material selections may contribute to several LEED credits, we are not qualified to provide specification language. Please consult a qualified LEED authority if LEED certification is a goal.

This guide specification covers the materials and methods you would want to specify for countertops. If you have questions, the “Countertop” section (Section 11) of the *North American Architectural Woodwork Standards* is an excellent resource. Your local Woodwork Institute Director of Architectural Services is also available to answer questions. Contact information is on the WI website.

*NAAWS* Custom Grade is a good balance of quality and cost. It is the most commonly specified grade and is adequate for most work. Premium Grade represents requires exceptional quality of workmanship (and material in the case of wood countertops) that is generally reserved for board rooms, reception areas, and other areas where exceptional quality is desired.

*Revised November 2016*

# GENERAL

## SUMMARY

### Section Includes:

#### Plastic laminate countertops

#### Solid surface countertops

#### Wood countertops

#### Metal support brackets for wall-mounted countertops

#### **[Factory finishing]**

Delete those types of countertops that are NOT required on your project.

Factory finishing is strongly recommended for wood countertops. It is extremely difficult to get a satisfactory finish under job-site conditions, and even water-based finishes contain chemicals you would prefer not to breathe.

### Excluding:

#### Metal support brackets and fittings that are part of the building structure

#### Plumbing, electrical fixtures, and telephone equipment

### Related sections:

#### Rough carpentry: Wood blocking or grounds inside finished walls or above finished ceilings

#### Plumbing: Fixtures and fittings installed in countertops

## REFERENCES

### The *North American Architectural Woodwork Standards* (*NAAWS*), latest edition.

### NEMA LD-3, High Pressure Decorative Laminate, latest edition.

### ANSI 208.1, Particle Board, latest edition.

### ANSI 208.2, MDF, latest edition.

All of the other standards are referenced within *NAAWS.*

## SUBMITTALS

### Shop drawings:

#### Submit shop drawings in conformance with the requirements of *NAAWS*.

#### **[Furnish a Woodwork Institute Certified Compliance Shop Drawing Label on the first page of the shop drawings.]**

This is a requirement if you specify Certified Compliance or Monitored Compliance.

#### Submit two copies, one of which will be returned with reviewed notations. Make corrections noted (if any), and distribute required copies prior to the start of work.

### Samples:

#### Submit four finished samples of each species and cut of wood to be used. Lumber samples should be a minimum of 6 inches by 18 inches, and sheet product samples should be a minimum of 12 inches square. Samples shall represent the range of color and grain expected to be provided.

#### Submit four unfinished samples of each product to be provided for job-site painting or finishing. Lumber samples should be a minimum of 6 inches by 18 inches, and sheet goods should be 12 inches square.

Include Item 1 if there are factory-finished wood or veneer countertops. Include Item 2 if any countertops are to be provided for job-site finishing. Factory finishing is strongly recommended.

#### Submit a sample of each plastic laminate, and/or solid surface color and pattern to be used.

### **[Mockups:**

Mockups shouldn’t be necessary for most projects. Include this item if full-sized samples are desired.

#### **Provide mockups of one countertop of each type to be provided. Mockup shall be of the material and finish to be provided. The approved mockup may be incorporated in the project.]**

## QUALITY ASSURANCE

### Comply with requirements of the *NAAWS* grade or grades specified.

### **[Certified Compliance Program (CCP):**

The Certified Compliance Program provides an additional level of assurance that the work will comply with the requirements of *NAAWS* and the specifications. Woodwork Institute Affiliates have been tested and their work inspected by the Institute. Woodwork Institute inspectors will re-inspect Certified Compliance projects at no charge if there are any questions as to compliance.

#### **Before delivery to the job site, provide a Woodwork Institute Certified Compliance Certificate indicating the countertops being supplied and certifying that they fully meet the requirements of the grade or grades specified.**

#### **Provide a Woodwork Institute Certified Compliance Label on each plastic laminate countertop, each solid-surface countertop, and each wood countertop.**

#### **At completion of installation, provide a Woodwork Institute Certified Compliance Certificate indicating the products installed and certifying that the installation of these products fully meets the requirements of the grade or grades specified.**

#### **All fees charged by the Woodwork Institute for its Certified Compliance program are the responsibility of the millwork manufacturer and/or installer and shall be included in their bid.]**

### **[Monitored Compliance Program (MCP):**

The Monitored Compliance Program requires that work be inspected by Woodwork Institute inspectors at each phase of manufacturing and installation. Reports are issued after each inspection itemizing any noncompliant findings.

#### **All millwork and the installation thereof for this project shall be monitored for compliance to the contract documents by a Woodwork Institute Director of Architectural Services.**

##### **Full particulars of the Woodwork Institute Monitored Compliance Program may be found at the Institute website at <http://www.woodworkinstitute.com> or by calling the administrative office at (916) 372-9943.**

#### **Millwork and/or installation found to be noncompliant (and not corrected) will be rejected.**

#### **Issuance of a Monitored Compliance Certificate is a prerequisite of acceptance.**

#### **All fees charged by the Woodwork Institute for its Certified Compliance program are the responsibility of the millwork manufacturer and/or installer and shall be included in their bid.]**

### Qualification:

#### **[A manufacturer and installer accredited by the Woodwork Institute Certified Compliance Program.]**

Millwork subcontractors do not need to be WI Affiliates to participate in the certification programs. Affiliates are, however, prequalified in that their work has been inspected by WI staff, and they have passed a test on *NAAWS*.

#### Firm (countertop manufacturer) with no less than 5 years of production experience similar to a specific project, whose qualifications indicate the ability to comply with the requirements of this Section.

#### The woodwork manufacturer must have at least one project in the past 5 years where the value of the woodwork was within 20 percent of the cost of woodwork for this project.

### Single Source Responsibility: A single manufacturer shall provide and install the work of described in this Section.

## DELIVERY STORAGE AND HANDLING

### Deliver materials only when the project is ready for installation and the general contractor has provided a clean storage area.

#### Delivery of architectural millwork shall be made only when the area of operation is enclosed, all plaster and concrete work is dry and the area broom clean.

#### Maintain indoor temperature and humidity within the range recommended by the *North American* *Architectural Woodwork Standards* for the location of the project.

## SCHEDULING

### Coordinate fabrication, delivery, and installation with the general contractor and other applicable trades.

# PRODUCTS

## PLASTIC LAMINATE COUNTERTOPS

If there are no plastic laminate countertops on your project, delete all of 2.01.

### Grade: *NAAWS* **[Premium] [Custom]** Grade.

### Laminate:

#### Flat countertops: NEMA LD-3 Grade HGS. 0.048 inch thick.

#### Formed countertops: NEMA LD-3 Grade HGP. 0.039 inch thick.

#### **[Manufacturer, pattern] [As indicated on drawings] [As selected by the architect]**

### Core material: **[Particleboard] [MDF] [Hardwood plywood with a non-telegraphing grain, manufactured with exterior glue]**

#### Core for sink countertops: **[Water-resistant particle board] [Water-resistant MDF] [Hardwood plywood manufactured with exterior glue]**

Particleboard and MDF are satisfactory in most environments. *NAAWS* requires water-resistant particleboard or MDF at countertops with sinks. Plywood is recommended only in the most abusive wet environments. Do specify MR-50 grade particle board or MDF; there are “water resistant” grades that are less so.

### Backing sheet: **[NEMA LD-3 Grade BKL. 0.020 inch thick] [Meeting the requirements of *NAAWS*]**

### Backsplash detail: **[Square butt joint,] [Cove,] [Per drawings,] [\_\_\_\_]** inches (millimeters) high

#### **[Backsplash construction: [Deck mount] [Wall mount]]**

Include 1 if you have butt joint backsplashes. We prefer the deck mount system. If the backsplash is fastened to the wall, rather than the countertop, a gap between the bottom of the splash and the deck will develop over time. If you prefer the deck mount system, you must so specify, otherwise the assembly method is manufacturer’s option.

If several backsplash details are used, label “per drawing,” and be sure all countertops are clearly detailed in the plans.

#### Front edge: **[Self-edge] [No-drip bullnose edge] [Waterfall edge] [No-drip tilt edge] [Three millimeter PVC matching the color and pattern of the laminate] [Wood edge][As indicated on Drawings.]**

The list above is not comprehensive. See *NAAWS*, Section 11, for typical details. As mentioned above, if several details are to be used, make sure they are clearly shown and labeled on the plans.

### Cutouts: Seal edges of cutouts in sink countertops with a color-toned (for verification) water-resistant sealer before sinks are installed.

## SOLID-SURFACE COUNTERTOPS

If there are no solid-surface countertops on your project delete all of 2.02

### Grade: *NAAWS* **[Premium][Custom]** Grade.

### Solid-surface: A filled cast polymeric resin panel meeting the requirements of *NAAWS*

####  **[Brand, pattern] [Color and pattern as selected by the architect]**

### Backsplashes: **[Butt joint,] [Cove,] [Per drawings,] [\_\_\_\_]** inches (millimeters) high

If several backsplash details are used, call out “per drawings,” and be sure all tops are clearly detailed and labeled in the plans.

### Front edges: **[Self-edge] [No-drip bullnose edge] [Waterfall edge] [No-drip tilt edge] [As indicated on the drawings]**

As above, if several details are to be used, make sure they are clearly shown and labeled on the plans.

##  WOOD COUNTERTOPS

If there are no wood countertops on your project, delete all of 2.03.

### Grade: *NAAWS* **[Premium][Custom]** Grade

### Construction: **[Veneered] [Solid lumber, glued for width] [Butcher block]**

#### **[Use maximum available widths.] [Use equal width members.]**

Include 1. if construction is to be solid lumber.

### Faces: **[Species], [cut] [, match]**

Include “match” only if the top is veneered construction.

### Core: **[Hardwood plywood] [Particle board] [MDF]**

Use this item only if the construction type is “veneered.”

### Backsplash: **[Thickness, height]**

#### Front edge: Thickness, **[square edge] [bullnose edge] [waterfall edge]**

#### Adhesive: **[Type 1, fully waterproof] [Type 2, water-resistant]**

### **[Factory finishing**

#### **Finish all exposed and semi-exposed wood surfaces before delivery to the job site.**

#### ***NAAWS* finish system [\_\_\_\_].**

#### **Grade: *NAAWS* [Premium] [Custom] Grade.]**

Include F. if wood countertops are required.

As noted above, factory finishing is strongly recommended. In addition to getting a better finish, you are moving the air quality problems off-site where a proper spray booth will protect the environment and the health of the finishers. It is still worthwhile to select a low VOC finishing system, as some touch up will be required at the job site.

Commonly used *NA*AWS finish systems are: 2. Pre-catalyzed lacquer. 3. Post catalyzed lacquer. 5. Conversion varnish. 11. Catalyzed polyuretha*ne.* 12. Water-based polyurethane. See Section 5 of *NAAWS* for the advantages and disadvantages of each system.

# EXECUTION

## EXAMINATION

### Verify the adequacy and proper location of any required backing or support framing.

### Verify that mechanical, electrical, plumbing, and other building components affecting work in this section are in place and ready.

## INSTALLATION

### Install all work in conformance with the *North American Architectural Woodwork Standards,* latest edition.

#### Installation shall conform to the *NAAWS* grade of the product being installed.

### Secure all work in place, square, plumb, and level.

### All work abutting other building components shall be properly scribed.

### Equipment cutouts shown on plans shall be cut by the installer.

## ADJUSTING AND TOUCH UP

### All nicks, chips, and scratches in the finish shall be filled and retouched. Damaged items that cannot be repaired shall be replaced.

## CLEANUP

### Upon completion of installation, the installer shall clean all installed items of pencil and ink marks and broom clean the area of operation, depositing debris in containers provided by the general contractor.

END OF SECTION