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

This is a narrow-scope section covering architectural wood paneling.

Woodwork Institute offers two quality assurance programs and a Certified Seismic Installation Program.

Where materials or grades need to be selected, possible choices are in brackets and in **[Bold]**. 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.

The Certified Compliance Program allows manufacturers and installers accredited by the Woodwork Institute through inspections and testing to certify their own work. Woodwork Institute inspectors will re-inspect work certified by accredited shops on request. Certification is, however, open to all bidders regardless of Woodwork Institute affiliation. The Monitored Compliance Program requires multiple inspections of both the manufactured product and of the installation, with reports issued to all parties after each inspection. Costs of these programs are borne by the manufacturers and installers. Language requiring both programs is included in this guide specification: Please select one program and delete the other. Do not require both. More information is available at <http://woodworkinstitute.com>. The certified seismic installation program does not apply to products in this section.

We have not included language for sustainable building programs such as LEED. While careful material selections may contribute to several LEED credits, we are not qualified to provide the specification language. Please consult a qualified authority if green certification is a goal.

While we have tried to include ample annotation within the guide specification, helpful information may be found in the *North American Architectural Woodwork Standards,* which can be downloaded at no cost from https://naaws.com/get-naaws-4-0/

# GENERAL

## SUMMARY

### Section includes

Select the applicable items from the list below

#### **[Solid or veneered wood paneling]**

#### **[High-pressure decorative laminate wall covering]**

#### **[Solid-surface wall covering]**

#### **[Solid-phenolic wall covering]**

Include item 5 if installation is included.

#### **[All furring, blocking, shims and methods of attachment from the face of the wall out]**

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

Factory finishing is strongly recommended. It is extremely difficult to get a quality finish under job-site conditions. Factory finishing also moves hazardous materials and air quality issues off-site and to a properly equipped facility.

### Excluding

#### Casework soffits or other filler panels

#### Room, closet, or access doors

#### Any structural wood framing of plywood

#### Exposed base

### Related sections

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

#### Casework

#### Wood doors

#### Wood trim

## REFERENCES

All the other standards you would reference are themselves referenced within *NAAWS*.

### Minimum standards for work in this section shall be in conformity with the *North American Architectural Woodwork Standards* (*NAAWS*)*,* latest edition, published jointly by the Woodwork Institute and the Architectural Woodwork Manufacturers Association of Canada.

## SUBMITTALS

Include this item if you are using the Woodwork Institute Certified Compliance or Monitored Compliance quality assurance programs.

### Shop drawings

#### Submit shop drawings in conformance with the requirements of the *North American Architectural Woodwork Standards.*

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

#### 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 12 inches, plywood samples should be a minimum of 12 inches by 12 inches. Samples shall represent the range of color and grain expected to be provided in the finished product

Include this item if materials are to be finished at the job site.

#### **[Submit four additional samples of each material for the use of the paint trade.]**

### **[Mockups:**

Include this item if a full-sized sample is desired.

#### **Provide a mockup of one section of paneling, including an outside and an inside corner. The mockup shall be of the materials and finish to be provided.]**

## QUALITY ASSURANCE

### Work shall be in accordance with grade or grades specified of the *North American Architectural Woodwork Standards.*

### **[Certified Compliance**

Woodwork Institute Certified Compliance provides an optional prequalification for the subcontractor. Bidders will be Woodwork Institute Accredited Millwork Manufacturers and/or installers, or they will understand that their work will be inspected by a Woodwork Institute staff member. Architects, owners, and inspectors may request an inspection by WI staff of Certified Compliance work at any point in the construction process. For better Quality Assurance choose either Certified Compliance or Monitored Compliance, but not both.

#### **Before delivery to the job site, the woodwork supplier shall provide a Woodwork Institute Certified Compliance Certificate indicating the millwork products being supplied and certifying that these products fully meet the requirements of the grade, or grades specified.**

#### **At completion of installation, the woodwork installer shall 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**

The Monitored Compliance program requires that work be inspected by Woodwork Institute staff. Inspections are performed of the shop drawings, at the beginning of fabrication, at the time of delivery to the job, at the beginning of installation, and at completion.Select either Certified Compliance or Monitored Compliance.

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

##### **Full details of the Woodwork Institute Monitored Compliance Program may be found at the Institute website at** [**www.woodworkinstitute.com**](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

#### Firm (woodwork manufacturer) with not less than 5 years of production experience similar to this project, whose qualifications indicate the ability to comply with the requirements of this section.

#### The woodwork manufacturer must have had 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 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

## COMPONENTS

### Meeting the requirements of the *North American Architectural Woodwork Standards*:

Include 1 and 2 for natural-finish wood paneling. Include 3 for opaque-finish panels. Use 5 if you have any plastic laminate paneling, and 6 for solid-surface wall covering.

#### Lumber shall be sound and kiln dried.

##### Exposed lumber shall be **[[species], [cut]] [closed grained hardwood].**

The species is the species of tree, such as birch or oak. The cut is the angle of the face to the grain, such as plain sliced or rift. Use closed grain hardwood for painted wood paneling.

#### Veneer shall be **[species], [cut], [book] [slip]** matched.

The match is the way the veneers are arranged on the panel. Book match is the most common.

#### Panels for opaque finish shall be **[MDO] [MDF] [closed grain hardwood veneer.]**

#### Core material for laminated panels shall be **[MDF] [particle board]**.

##### Fire-retardant core: Where paneling is indicated to meet flame spread and smoke development requirements use fire-retardant core.

#### Laminate: **[[Manufacturer], [pattern]] [As selected by the architect]**

#### Solid surface: **[[Manufacturer], [pattern]] [As selected by the architect]**

##### All solid surface at any room or area shall be from the same batch to prevent color mismatch.

## FABRICATION

### Grade: *North American Architectural Woodwork Standards* **[Custom] [Premium]** Grade.

### Stile and rail wood paneling

Include this paragraph if there is stile and rail paneling; otherwise delete all of it.

#### Stiles and rails:

##### Thickness: **[3/4] [1]**-inch thick

##### Widths as indicated in drawings

#### Joints at stiles and rails shall be securely fastened with dowels or biscuits.

#### Panels: **[Flat] [Raised]**

##### Edge details and/or moldings as detailed in drawings

### Flat veneered paneling

#### Panels shall be **[full width] [selectively reduced] [balanced sequence matched panels] [blueprint matched].**

#### Visible edges and reveals: **[Filled and painted] [Match faces] [Per drawings]**

#### Outside corners: **[Lock mitered] [Mitered and splined] [Per drawings]**

If you specify “Per drawings” for any item above, be sure that item is clearly shown in the drawings.

#### **[Blueprint match: Work at room(s) [\_\_\_\_\_\_\_\_\_\_] shall be blueprint-matched.**

This item is only necessary if there is an area where a blueprint match is desired. This could apply if there is transparent finish flat wood paneling adjacent to wood doors and wood casework. Similar language must be inserted in the sections specifying casework, wood trim, and wood doors.

##### **All work in this/these area(s) shall be Woodwork Institute Premium Grade.**

##### **Casework, paneling, doors, and wood trim shall be provided by the same manufacturer.**

##### **Veneers shall be taken from the same flitch, to be selected by the architect.**

##### **Faces at cabinet doors, drawer fronts and false fronts shall be sequence matched, shall run and match vertically, and shall be sequence matched with adjacent wall paneling and/or doors.**

##### **Faces at exposed ends of cabinets shall be selected from the same flitch and shall be well matched to the adjacent paneling and to the cabinet fronts.**

##### **All components including casework, paneling, doors, and trim shall be factory finished at the same time in the same facility.]**

### High-pressure decorative laminate paneling

#### Panel width: **[Full width] [Balanced] [Selectively reduced]**

#### Visible edges and reveals: **[Filled and painted] [Laminate matching panel faces] [Per drawings]**

#### Outside corners: **[Lock mitered] [Mitered and splined] [Per detail]**

### Solid-surface paneling

#### Panel composition and pattern: [**[Manufacturer], [pattern]] [To be selected by the architect.]**

#### Provide 3/16 inch reveals for expansion a maximum of 96 inches on center.

##### Reveals shall be **[butt jointed and caulked.] [covered with a trim batten.] [splined with a loose spline.]**

#### Outside corners: **[Hard seamed] [Per details]**

### **[Factory Finishing**

This item will not apply to HPDL or solid-surface paneling.

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 proper equipment will protect the environment and the health of the finishers.

Commonly used finish systems are: 2. Pre-catalyzed lacquer, 3. Post-catalyzed lacquer, 5. Conversion varnish, 11. Catalyzed polyurethane, 12. Water based polyurethane. See Section 5 of the *North American Architectural Woodwork Standards* for comparisons of the various finishes.

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

#### **Finish system: *North American Architectural Woodwork Standards* finish system [\_\_\_\_\_].**

#### **Finish all paneling and associated trim before delivery to the project site. After installation repair and touch up as necessary.]**

# EXECUTION

## EXAMINATION

### Verify the adequacy and proper location of blocking and support framing.

### Verify that mechanical, electrical, plumbing and other building components (supplied by others) 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 items being installed.

### All work shall be secured in place, square, plumb and level.

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

### Mechanical fasteners at exposed and semi-exposed surfaces shall be countersunk and filled.

## ADJUSTING AND TOUCH UP

### All nicks, chips and scratches shall be **[sanded smooth] [filled and retouched].** Replace damaged items that cannot be repaired.

Use “sanded smooth” if the work is to be finished at the job site. Use “filled and retouched” if the materials are factory finished.

## CLEANUP

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

END OF SECTION