



REAL ESTATE AND CONSTRUCTION SERVICES  
301 Centennial Office Building  
658 Cedar Street  
St. Paul, Minnesota 55155-1625  
Voice: (651) 201.2399  
TTY: (800) 627.3529  
FAX: (651) 296.7650  
[www.admin.state.mn.us/recs](http://www.admin.state.mn.us/recs)

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**INSTRUCTIONS TO ARCHITECT-ENGINEER FOR  
ON-LINE DISTRIBUTION OF CONSTRUCTION PLANS AND SPECIFICATIONS  
Revised 12/3/2013**

**Franz Reprographics Technical Help: [support@franzrepro.com](mailto:support@franzrepro.com) or 763.503.3401.**

If there are questions from contractors you may direct them to Franz Reprographics for assistance.

**GENERAL INFORMATION**

1. The State of Minnesota has a digital web based distribution process for project plans and specifications. To view and/or download the project plans and specifications, go to the following website: <http://www.mmd.admin.state.mn.us/solicitations.htm> and click on Construction Contract Solicitations. Architects/Engineers who are under contract with the State for designing and preparing project documents will be required to furnish plans and specifications in the required pdf format.

**INSTRUCTIONS TO ARCHITECTS/ENGINEERS**

1. The Architect/Engineer is to complete (fill out) the Bid Request Form a minimum of two weeks prior to the anticipated date when the plans and specifications will be ready for distribution. The form is available on Real Estate and Construction Service's website at <http://mn.gov/admin/business/vendor-info/construction-projects/Forms/index.jsp>, click on "Construction Contracts".

2. The Architect/Engineer is to submit the completed Bid Request Form to the State's Project Manager. After approval by the State's Project Manager, the Bid Request Form will be submitted to the Materials Management Division and to the Risk Management Division.

3. The Materials Management Division will complete the following on the Bid Request Form:

- a. Scheduled solicitation opening date and time(s)
- b. Assign a Division 00 "front-end" boilerplate document (Procurement and Contracting Requirements)
- c. The date the plan and specification documents and CD must be received by MMD

The Bid Request Form, Division 00 boilerplate and instructions for completing the Division 00 will be returned to the State's Project Manager by email.

4. The State's Risk Management Division will complete the insurance section of the Bid Request Form and return the completed form to the State's Project Manager.

The State's Project Manager will then furnish the Architect/Engineer with the completed Bid Request Form, Division 00 template, and Instructions for completing the Division 00 template by email.

The State's Project Manager will also furnish the Architect/Engineer with amended AIA A201 "General Conditions of the Contract for Construction" by email. This document will need to be inserted in the Division 00 template.

Note: There are (4) four different state Division 00's "front-end" boilerplate types. If you have worked on a prior state project DO NOT copy the front end from another project. Each project is evaluated

independently for the type/version of “front-end” to use. It is also important to use the most current version of the “front-end”.

5. The Architect/Engineer will edit the “front-end” (Solicitation Advertisement, Solicitation Response Forms, Supplementary Conditions, etc.) to include project specific information.

6 The Architect/Engineer will incorporate the State’s “front-end” into the project specifications.

7. Once the project documents are ready to be assembled, use Adobe Acrobat to create one document in pdf format that includes all the specifications and plans for the project (everything that is normally included in a paper plan set). If you have files that are not digital files to incorporate into your assembly, you will need to make arrangements to have them scanned into a pdf format. The plans and specifications must be on one pdf file. Do not secure the pdf file as Franz Reprographics will secure the pdf during the upload process. If you cannot combine them together into one file, then the separate files must be put together into one zip file for submission.

The main purpose for the zip functionality is to allow for the uploading and distribution of multiple files of various file types, while simultaneously guaranteeing that anyone downloading gets all of the documents required for bidding. This means that the plans and specifications can be provided in pdf format and additional documentation that bidders might need for some other purpose can be provided in other formats [examples: Excel (.xls) or MS Word (.doc)].

The main plans and specifications must be in pdf format and in one file. In order to select the correct file for viewing purposes, the file name must start with “vu” – for example vu12345.pdf or vuxyz-project.pdf. By doing this, bidders will still be able to view the main documents before downloading, but will also download the complete zip file with all of its contents. The only part that will be available for free viewing will be the single pdf file, but all of the zip file will be downloadable.

Set “MN ADMIN Named Destinations” and set “Bookmarks” (use codes in Attachment A) in the completed pdf file when required by the State’s Project Manager. The named destinations are helpful for viewing and the bookmarks are helpful for the downloaded copy. If required, it is imperative that Named Destinations are inserted exactly as shown in Attachment A, including use of upper and lower case letters. Franz Reprographics suggests that you modify the pdf document properties to display the page and bookmarks when opened.

8. Once you have created your plan set as a pdf or zip file, copy it onto a compact disk (CD).

9. After copying to a CD, take some time to view the CD to make sure it is readable and bookmarked as instructed by the State’s Project Manager. After the initial copy has been made, make an additional copy on a CD.

10. Plans and specifications must be submitted to MMD as a single pdf file or zip file on a CD, along with a bound or stapled paper copy of the plans and specifications. Label the delivery envelope and the CD with the following information:

- a. DIGITAL SOLICITATION DOCUMENTS for
- b. Project Name
- c. Project Facility & Location
- d. State Project Number

The CD(s) and a bound or stapled set of plans and specifications must be submitted to the following address so they are received in MMD by the specified Due Date:

Name of MMD Acquisition Management Specialist  
Materials Management Division (MMD)  
Department of Administration  
Room 112 Administration Building  
50 Sherburne Ave  
St. Paul, MN 55155

11. MMD will upload the CD onto the web based plan and specification distribution site. The plans and specifications will then be available for immediate download by interested parties. If the CD won't upload because there is a problem with the files the Architect/Engineer will be notified and a corrected CD will have to be submitted to MMD.

12. After the CD has been uploaded by MMD (MMD will send an E-mail to the Architect/Engineer when the upload has occurred), the Architect/Engineer should then provide the following additional copies:

- a. One CD to the State's Project Manager
- b. One hardcopy of the plans and specifications to the State's Project Manager
- c. One CD to the user agency
- d. Two hardcopies of the plans and specifications to the user agency.
- e. One hardcopy of the plans and specifications can be given to each of the Architect/Engineer's M, E, C and S project consultants (upon approval of the State's Project Manager) with the understanding that they cannot give copies of those plans and specifications to anyone else.
- f. Upon approval of the State's Project Manager, hardcopies of the plans and specifications may be given to other State personnel and authorities having jurisdiction over the project (examples: State Building Code Office, a City, etc.).

**The Architect/Engineer cannot distribute the plans and specifications to any other parties.**

13. When issuing addenda during the solicitation process, convert your native addenda files into a single pdf file just as you did for the plans and specifications. The State's Project Manager may request that you bookmark the file if it is extensive and set the document properties to display both page and bookmarks when opening.

14. Deliver the addenda as an E-mail attachment to MMD at: [Construction.PlanAndSpec@state.mn.us](mailto:Construction.PlanAndSpec@state.mn.us) and the Acquisition Management Specialist email address. It is MMD's responsibility to have addenda uploaded into the Franz Reprographics system. Also send this E-mail to the State's Project Manager's E-mail address, and to the user agency's E-mail address. The E-mail can also be sent to each of the Architect/Engineer's M, E, C and S project consultants and to other State personnel and authorities having jurisdiction over the project (examples: State Building Code Office, a City, etc.), upon approval of the State's Project Manager. The Architect/Engineer cannot distribute the addenda to any other parties.

15. The Architect/Engineer will provide to the Prime Contractor that is awarded the project a complete digital project plan set and any ongoing changes in a pdf digital file format for their construction use. AutoCADD file format (.dwg) may be provided to the awarded Prime Contractor only upon the State Project Manager's written approval. The Prime Contractor will provide to their Subcontractors, etc. all printed paper project plan specifications and drawings required for the construction for the project. All printing and distribution costs incurred will be at the Prime Contractor's expense.

**CONCLUSION:**

Interested parties may view the plans and specifications at no cost on the website or download the digital documents at a cost of \$7.00. Please contact Franz Reprographics.com at 952-233-1632 or [info@FranzReprographics.com](mailto:info@FranzReprographics.com) for assistance with downloading or working with this digital project information.

## ATTACHMENT A - "MN ADMIN Named Destinations"

Named Destination	Section Name
<b>Dv00</b>	<b>DIVISION 00 – PROCUREMENT AND CONTRACTING REQUIREMENTS</b>
<b>TitleP</b>	00 01 01 Project Title Page
<b>TOC</b>	00 01 10 Table of Contents
<b>BidAdver</b>	00 11 00 Advertisements and Invitations
<b>BidInst</b>	00 21 13 Instructions to Bidders
<b>ProInst</b>	00 21 16 Instructions to Proposers
<b>BidMtg</b>	00 25 13 Pre-Bid Meetings
<b>ProMtg</b>	00 25 16 Pre-Proposal Meetings
<b>BidForm</b>	00 41 00 Bid Forms
<b>ProForm</b>	00 42 00 Proposal Forms
<b>BidSecForm</b>	00 43 13 Bid Security Form
<b>BidQual</b>	00 45 13 Bidder's Qualifications
<b>ProQual</b>	00 45 16 Proposer's Qualifications
<b>CondCon</b>	00 70 00 CONDITIONS OF THE CONTRACT
<b>CondSupp</b>	00 73 00 Supplementary Conditions
<b>Dv1</b>	<b>DIVISION 01 – GENERAL REQUIREMENTS</b>
<b>Dv2</b>	<b>DIVISION 02 – EXISTING CONDITIONS</b>
<b>Dv3</b>	<b>DIVISION 03 – CONCRETE</b>
<b>Dv4</b>	<b>DIVISION 04 – MASONRY</b>
<b>Dv5</b>	<b>DIVISION 05 – METALS</b>
<b>Dv6</b>	<b>DIVISION 06 – WOOD, PLASTICS, AND COMPOSITES</b>
<b>Dv7</b>	<b>DIVISION 07 – THERMAL AND MOISTURE PROTECTION</b>
<b>Dv8</b>	<b>DIVISION 08 – OPENINGS</b>
<b>Dv9</b>	<b>DIVISION 09 – FINISHES</b>
<b>Dv10</b>	<b>DIVISION 10 – SPECIALTIES</b>
<b>Dv11</b>	<b>DIVISION 11 – EQUIPMENT</b>
<b>Dv12</b>	<b>DIVISION 12 – FURNISHINGS</b>
<b>Dv13</b>	<b>DIVISION 13 – SPECIAL CONSTRUCTION</b>
<b>Dv14</b>	<b>DIVISION 14 – CONVEYING EQUIPMENT</b>
<b>Dv21</b>	<b>DIVISION 21 – FIRE SUPPRESSION</b>
<b>Dv22</b>	<b>DIVISION 22 – PLUMBING</b>
<b>Dv23</b>	<b>DIVISION 23 – HEATING, VENTILATING, AND AIR-CONDITIONING (HVAC)</b>
<b>Dv25</b>	<b>DIVISION 25 – INTEGRATED AUTOMATION</b>
<b>Dv26</b>	<b>DIVISION 26 – ELECTRICAL</b>
<b>Dv27</b>	<b>DIVISION 27 – COMMUNICATIONS</b>
<b>Dv28</b>	<b>DIVISION 28 – ELECTRONIC SAFETY AND SECURITY</b>
<b>Dv31</b>	<b>DIVISION 31 – EARTHWORK</b>
<b>Dv32</b>	<b>DIVISION 32 – EXTERIOR IMPROVEMENTS</b>
<b>Dv33</b>	<b>DIVISION 33 – UTILITIES</b>
<b>Dv34</b>	<b>DIVISION 34 – TRANSPORTATION</b>
<b>Dv35</b>	<b>DIVISION 35 – WATERWAY AND MARINE CONSTRUCTION</b>
<b>Dv40</b>	<b>DIVISION 40 – PROCESS INTEGRATION</b>
<b>Dv41</b>	<b>DIVISION 41 – MATERIAL PROCESSING AND HANDLING EQUIPMENT</b>
<b>Dv42</b>	<b>DIVISION 42 – PROCESS HEATING, COOLING, AND DRYING EQUIPMENT</b>
<b>Dv43</b>	<b>DIVISION 43 – PROCESS GAS AND LIQUID HANDLING, PURIFICATION, AND STORAGE EQUIPMENT</b>
<b>Dv44</b>	<b>DIVISION 44 – POLLUTION CONTROL EQUIPMENT</b>
<b>Dv45</b>	<b>DIVISION 45 – INDUSTRY-SPECIFIC MANUFACTURING EQUIPMENT</b>
<b>Dv48</b>	<b>DIVISION 48 – ELECTRICAL POWER GENERATION</b>

<b>ConSheet</b>	<b>CONSTRUCTION SHEETS (DRAWINGS)</b>
<b>TitleS</b>	Title Page
<b>ShIndex</b>	Sheet Index
<b>ArchD</b>	Architectural Drawings
<b>CivD</b>	Civil/Site Drawings
<b>DemD</b>	Demolition Drawings
<b>EleD</b>	Electrical Drawings
<b>FouD</b>	Foundation Drawings
<b>FirProD</b>	Fire Protection Drawings
<b>GenD</b>	General Information
<b>HazMat</b>	Hazardous Materials & Safety Drawings
<b>IntD</b>	Interiors Drawings
<b>LanD</b>	Landscaping Drawings
<b>MechD</b>	Mechanical Drawings
<b>PlumD</b>	Plumbing Drawings
<b>EquipD</b>	Equipment Drawings
<b>ResD</b>	Resource Drawings
<b>StruD</b>	Structural/Foundation Drawings
<b>TelD</b>	Telecommunications Drawings
<b>TempConD</b>	Temperature Controls Drawings
<b>OthD</b>	Other Discipline Drawings
<b>ConShoD</b>	Contractor/Shop Drawings

#### **NAMED DESTINATIONS AND BOOKMARKS INFORMATION**

For viewing purposes in the new plan and specification distribution system there needs to be an application of "Named Destinations" to the pdf files that the consultants will be doing. Bookmarks and Named Destinations are different items. Bookmarks are the internal links that let a person easily navigate inside the pdf file once they have it open. Named Destinations are external links that let a person that is doing a view find a place inside the file before they download it. The Viewer uses the Named Destinations. When the Viewer clicks on view, it presents them with a list of places inside the file. When the Viewer selects one of those places, the Viewer opens up to that page first, letting them start viewing the document at a place where he/she would find the information they are most interested in. Do not try to make a Named Destination for each bookmark. Make a few Named Destinations based upon the places that you believe the Viewer would most likely want to view first.

The view option is mostly intended for prospective bidders to take a look inside before they download the complete project (and pay the download fee). So what would they want to look at to decide if this is a project they are interested in? Have Named Destinations placed for those places. Once the document is open in the viewer, they can use the Bookmarks to get to any other information they would want.

**ATTACHMENT A**

**Level One (1) Bookmark**

**Level Two (2) Bookmark**

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**DIVISION 00 – PROCUREMENT AND CONTRACTING REQUIREMENTS**

- 00 01 01 Project Title Page
- 00 01 10 Table of Contents
- 00 01 15 List of Drawing Sheets
- 00 01 20 List of Schedules
- 00 11 00 Advertisements and Invitations
- 00 21 13 Instructions to Bidders
- 00 21 16 Instructions to Proposers
- 00 25 13 Pre-Bid Meetings
- 00 25 16 Pre-Proposal Meetings
- 00 41 00 Bid Forms
- 00 42 00 Proposal Forms
- 00 43 13 Bid Security Form
- 00 45 13 Bidder's Qualifications
- 00 45 16 Proposer's Qualifications
- 00 60 00 PROJECT FORMS
- 00 70 00 CONDITIONS OF THE CONTRACT
- 00 73 00 Supplementary Conditions

**DIVISION 01 – GENERAL REQUIREMENTS**

- 01 10 00 SUMMARY
- 01 20 00 PRICE AND PAYMENT PROCEDURES
- 01 30 00 ADMINISTRATIVE REQUIREMENTS
- 01 40 00 QUALITY REQUIREMENTS
- 01 50 00 TEMPORARY FACILITIES AND CONTROLS
- 01 60 00 PRODUCT REQUIREMENTS
- 01 70 00 EXECUTION AND CLOSEOUT REQUIREMENTS
- 01 80 00 PERFORMANCE REQUIREMENTS
- 01 90 00 LIFE CYCLE ACTIVITIES

**DIVISION 02 – EXISTING CONDITIONS**

- 02 20 00 ASSESSMENT
- 02 30 00 SUBSURFACE INVESTIGATION
- 02 40 00 DEMOLITION AND STRUCTURE MOVING
- 02 50 00 SITE REMEDIATION
- 02 60 00 CONTAMINATED SITE MATERIAL REMOVAL
- 02 70 00 WATER REMEDIATION
- 02 80 00 FACILITY REMEDIATION

**DIVISION 03 – CONCRETE**

- 03 10 00 CONCRETE FORMING AND ACCESSORIES
- 03 20 00 CONCRETE REINFORCING
- 03 30 00 CAST-IN-PLACE CONCRETE
- 03 40 00 PRECAST CONCRETE
- 03 50 00 CAST DECKS AND UNDERLAYMENT
- 03 60 00 GROUTING
- 03 70 00 MASS CONCRETE
- 03 80 00 CONCRETE CUTTING AND BORING

**DIVISION 04 – MASONRY**

- 04 20 00 UNIT MASONRY
- 04 40 00 STONE ASSEMBLIES
- 04 50 00 REFRACTORY MASONRY
- 04 60 00 CORROSION-RESISTANT MASONRY
- 04 70 00 MANUFACTURED MASONRY

**DIVISION 05 – METALS**

- 05 10 00 STRUCTURAL METAL FRAMING
- 05 20 00 METAL JOISTS
- 05 30 00 METAL DECKING
- 05 40 00 COLD-FORMED METAL FRAMING
- 05 50 00 METAL FABRICATIONS
- 05 70 00 DECORATIVE METAL

**DIVISION 06 – WOOD, PLASTICS, AND COMPOSITES**

- 06 10 00 ROUGH CARPENTRY
- 06 20 00 FINISH CARPENTRY
- 06 40 00 ARCHITECTURAL WOODWORK
- 06 50 00 STRUCTURAL PLASTICS
- 06 70 00 STRUCTURAL COMPOSITES
- 06 80 00 COMPOSITE FABRICATIONS

**DIVISION 07 – THERMAL AND MOISTURE PROTECTION**

- 07 10 00 DAMPPROOFING AND WATERPROOFING
- 07 20 00 THERMAL PROTECTION
- 07 30 00 STEEP SLOPE ROOFING
- 07 40 00 ROOFING AND SIDING PANELS
- 07 50 00 MEMBRANE ROOFING
- 07 60 00 FLASHING AND SHEET METAL
  
- 07 70 00 ROOF AND WALL SPECIALTIES AND ACCESSORIES
- 07 80 00 FIRE AND SMOKE PROTECTION
- 07 90 00 JOINT PROTECTION

**DIVISION 08 – OPENINGS**

- 08 10 00 DOORS AND FRAMES
- 08 30 00 SPECIALTY DOORS AND FRAMES
  
- 08 40 00 ENTRANCES, STOREFRONTS, AND CURTAIN WALLS
- 08 50 00 WINDOWS
- 08 60 00 ROOF WINDOWS AND SKYLIGHTS
- 08 70 00 HARDWARE
- 08 80 00 GLAZING
- 08 90 00 LOUVERS AND VENTS

**DIVISION 09 – FINISHES**

- 09 20 00 PLASTER AND GYPSUM BOARD
- 09 30 00 TILING
- 09 50 00 CEILINGS
- 09 60 00 FLOORING
- 09 70 00 WALL FINISHES
- 09 80 00 ACOUSTIC TREATMENT
- 09 90 00 PAINTING AND COATING

**DIVISION 10 – SPECIALTIES**

- 10 10 00 INFORMATION SPECIALTIES
- 10 20 00 INTERIOR SPECIALTIES
- 10 30 00 FIREPLACES AND STOVES
- 10 40 00 SAFETY SPECIALTIES
- 10 50 00 STORAGE SPECIALTIES
- 10 70 00 EXTERIOR SPECIALTIES
- 10 80 00 OTHER SPECIALTIES

**DIVISION 11 – EQUIPMENT**

- 11 10 00 VEHICLE AND PEDESTRIAN EQUIPMENT
- 11 20 00 COMMERCIAL EQUIPMENT
- 11 30 00 RESIDENTIAL EQUIPMENT
- 11 50 00 EDUCATIONAL AND SCIENTIFIC EQUIPMENT
- 11 60 00 ENTERTAINMENT EQUIPMENT
- 11 70 00 HEALTHCARE EQUIPMENT
- 11 80 00 COLLECTION AND DISPOSAL EQUIPMENT
- 11 90 00 OTHER EQUIPMENT

**DIVISION 12 – FURNISHINGS**

- 12 10 00 ART
- 12 20 00 WINDOW TREATMENTS
- 12 30 00 CASEWORK
- 12 40 00 FURNISHINGS AND ACCESSORIES
- 12 50 00 FURNITURE
- 12 60 00 MULTIPLE SEATING
- 12 90 00 OTHER FURNISHINGS

**DIVISION 13 – SPECIAL CONSTRUCTION**

- 13 00 00 SPECIAL CONSTRUCTION
- 13 10 00 SPECIAL FACILITY COMPONENTS
- 13 20 00 SPECIAL PURPOSE ROOMS
- 13 30 00 SPECIAL STRUCTURES
- 13 40 00 INTEGRATED CONSTRUCTION
- 13 50 00 SPECIAL INSTRUMENTATION

**DIVISION 14 – CONVEYING EQUIPMENT**

- 14 10 00 DUMBWAITERS
- 14 30 00 ESCALATORS AND MOVING WALKS
- 14 40 00 LIFTS
- 14 70 00 TURNTABLES
- 14 80 00 SCAFFOLDING
- 14 90 00 OTHER CONVEYING EQUIPMENT

**DIVISION 21 – FIRE SUPPRESSION**

- 21 10 00 WATER-BASED FIRE-SUPPRESSION SYSTEMS
- 21 20 00 FIRE-EXTINGUISHING SYSTEMS
- 21 30 00 FIRE PUMPS
- 21 40 00 FIRE-SUPPRESSION WATER STORAGE

**DIVISION 22 – PLUMBING**

- 22 10 00 PLUMBING PIPING AND PUMPS
- 22 30 00 PLUMBING EQUIPMENT
- 22 40 00 PLUMBING FIXTURES
- 22 50 00 POOL AND FOUNTAIN PLUMBING SYSTEMS
- 22 60 00 GAS AND VACUUM SYSTEMS FOR LABORATORY AND HEALTHCARE FACILITIES

**DIVISION 23 – HEATING, VENTILATING, AND AIR-CONDITIONING (HVAC)**

- 23 10 00 FACILITY FUEL SYSTEMS
- 23 20 00 HVAC PIPING AND PUMPS
- 23 30 00 HVAC AIR DISTRIBUTION
- 23 40 00 HVAC AIR CLEANING DEVICES
- 23 50 00 CENTRAL HEATING EQUIPMENT
- 23 60 00 CENTRAL COOLING EQUIPMENT
- 23 70 00 CENTRAL HVAC EQUIPMENT
- 23 80 00 DECENTRALIZED HVAC EQUIPMENT

**DIVISION 25 – INTEGRATED AUTOMATION**

- 25 10 00 INTEGRATED AUTOMATION NETWORK EQUIPMENT
- 25 30 00 INTEGRATED AUTOMATION INSTRUMENTATION AND  
TERMINAL DEVICES
- 25 50 00 INTEGRATED AUTOMATION FACILITY CONTROLS
  
- 25 90 00 INTEGRATED AUTOMATION CONTROL SEQUENCES

**DIVISION 26 – ELECTRICAL**

- 26 10 00 MEDIUM -VOLTAGE ELECTRICAL DISTRIBUTION
- 26 20 00 LOW -VOLTAGE ELECTRICAL DISTRIBUTION
- 26 30 00 FACILITY ELECTRICAL POWER GENERATING AND  
STORING EQUIPMENT
- 26 40 00 ELECTRICAL AND CATHODIC PROTECTION
- 26 50 00 LIGHTING

**DIVISION 27 – COMMUNICATIONS**

- 27 10 00 STRUCTURED CABLING
- 27 20 00 DATA COMMUNICATIONS
- 27 30 00 VOICE COMMUNICATIONS
- 27 40 00 AUDIO-VIDEO COMMUNICATIONS
- 27 50 00 DISTRIBUTED COMMUNICATIONS AND MONITORING  
SYSTEMS

**DIVISION 28 – ELECTRONIC SAFETY AND SECURITY**

- 28 10 00 ELECTRONIC ACCESS CONTROL AND INTRUSION  
DETECTION
- 28 20 00 ELECTRONIC SURVEILLANCE
- 28 30 00 ELECTRONIC DETECTION AND ALARM
- 28 40 00 ELECTRONIC MONITORING AND CONTROL

**DIVISION 31 – EARTHWORK**

- 31 10 00 SITE CLEARING
- 31 20 00 EARTH MOVING
- 31 30 00 EARTHWORK METHODS
- 31 40 00 SHORING AND UNDERPINNING
- 31 50 00 EXCAVATION SUPPORT AND PROTECTION
- 31 60 00 SPECIAL FOUNDATIONS AND LOAD-BEARING  
ELEMENTS
- 31 70 00 TUNNELING AND MINING

**DIVISION 32 – EXTERIOR IMPROVEMENTS**

- 32 10 00 BASES, BALLASTS, AND PAVING
- 32 30 00 SITE IMPROVEMENTS
- 32 70 00 WETLANDS
- 32 80 00 IRRIGATION
- 32 90 00 PLANTING

**DIVISION 33 – UTILITIES**

- 33 10 00 WATER UTILITIES
- 33 20 00 WELLS
- 33 30 00 SANITARY SEWERAGE UTILITIES
- 33 40 00 STORM DRAINAGE UTILITIES
- 33 50 00 FUEL DISTRIBUTION UTILITIES
- 33 60 00 HYDRONIC AND STEAM ENERGY UTILITIES
- 33 70 00 ELECTRICAL UTILITIES
- 33 80 00 COMMUNICATIONS UTILITIES

**DIVISION 34 – TRANSPORTATION**

- 34 10 00 GUIDEWAYS/RAILWAYS
- 34 20 00 TRACTION POWER
- 34 40 00 TRANSPORTATION SIGNALING AND CONTROL EQUIPMENT
- 34 50 00 TRANSPORTATION FARE COLLECTION EQUIPMENT
- 34 70 00 TRANSPORTATION CONSTRUCTION AND EQUIPMENT
- 34 80 00 BRIDGES

**DIVISION 35 – WATERWAY AND MARINE CONSTRUCTION**

- 35 10 00 WATERWAY AND MARINE SIGNALING AND CONTROL EQUIPMENT
- 35 20 00 WATERWAY AND MARINE CONSTRUCTION AND EQUIPMENT
- 35 30 00 COASTAL CONSTRUCTION
- 35 40 00 WATERWAY CONSTRUCTION AND EQUIPMENT
- 35 50 00 MARINE CONSTRUCTION AND EQUIPMENT
- 35 70 00 DAM CONSTRUCTION AND EQUIPMENT

**DIVISION 40 – PROCESS INTEGRATION**

- 40 10 00 GAS AND VAPOR PROCESS PIPING
- 40 20 00 LIQUIDS PROCESS PIPING
- 40 30 00 SOLID AND MIXED MATERIALS PIPING AND CHUTES
- 40 40 00 PROCESS PIPING AND EQUIPMENT PROTECTION
- 40 80 00 COMMISSIONING OF PROCESS SYSTEMS
- 40 90 00 INSTRUMENTATION AND CONTROL FOR PROCESS SYSTEMS

**DIVISION 41 – MATERIAL PROCESSING AND HANDLING EQUIPMENT**

- 41 10 00 BULK MATERIAL PROCESSING EQUIPMENT
- 41 20 00 PIECE MATERIAL HANDLING EQUIPMENT
- 41 30 00 MANUFACTURING EQUIPMENT
- 41 40 00 CONTAINER PROCESSING AND PACKAGING
- 41 50 00 MATERIAL STORAGE
- 41 60 00 MOBILE PLANT EQUIPMENT

**DIVISION 42 – PROCESS HEATING, COOLING, AND DRYING EQUIPMENT**

- 42 10 00 PROCESS HEATING EQUIPMENT
- 42 20 00 PROCESS COOLING EQUIPMENT
- 42 30 00 PROCESS DRYING EQUIPMENT

**DIVISION 43 – PROCESS GAS AND LIQUID HANDLING, PURIFICATION, AND STORAGE EQUIPMENT**

- 43 10 00 GAS HANDLING EQUIPMENT
- 43 20 00 LIQUID HANDLING EQUIPMENT
- 43 30 00 GAS AND LIQUID PURIFICATION EQUIPMENT
- 43 40 00 GAS AND LIQUID STORAGE

**DIVISION 44 – POLLUTION CONTROL EQUIPMENT**

- 44 10 00 AIR POLLUTION CONTROL
- 44 20 00 NOISE POLLUTION CONTROL
- 44 40 00 WATER TREATMENT EQUIPMENT
- 44 50 00 SOLID WASTE CONTROL

**DIVISION 45 – INDUSTRY-SPECIFIC MANUFACTURING EQUIPMENT**

**DIVISION 48 – ELECTRICAL POWER GENERATION**

- 48 10 00 ELECTRICAL POWER GENERATION EQUIPMENT
- 48 70 00 ELECTRICAL POWER GENERATION TESTING

**Construction Sheets (Drawings)**

- Title Page
- Sheet Index
- Architectural
- Civil/Site
- Demolition
- Electrical
- Foundation
- Fire Protection
- General Information
- Hazardous Materials, Safety Zoning, Evacuation Plans, etc
- Interiors
- Landscaping
- Mechanical
- Plumbing
- Equipment Drawings
- Resource Drawings
- Structural/Foundation
- Telecommunications
- Temperature Controls
- Other Disciplines
- Contractor/Shop Drawings