

SECTION 01 78 43

SPARE PARTS AND EXTRA MATERIALS

PART 1 – GENERAL

1.1 DESCRIPTION

- A. CONTRACTOR shall furnish spare parts data and extra materials for materials and equipment in accordance with the Contract Documents.
- B. List of Spare Parts and Extra Materials: With the Shop Drawings and product data for each Specification Section, submit a complete list of spare parts, extra stock materials, maintenance supplies, and special tools required for maintenance (“spare parts and extra materials”) for two years of operation, with unit prices in current United States funds, and source(s) of supply for each.
- C. Packaging and Labeling: Furnish spare parts and extra materials in manufacturer’s unopened cartons, boxes, crates, or other original, protective covering suitable for preventing corrosion and deterioration for maximum length of storage normally anticipated by manufacturer. Packaging of spare parts and extra materials shall be clearly marked and identified with name of manufacturer, applicable equipment, part number, part description, and part location in the equipment. Protect and package spare parts and extra materials for maximum shelf life normally anticipated by manufacturer.
- D. Storage Prior to Delivery to Owner: Prior to furnishing spare parts and extra materials to OWNER, store spare parts and extra materials in accordance with the Contract Documents and manufacturers’ recommendations.
- E. Delivery Time and Eligibility for Payment:
 - 1. Deliver to OWNER spare parts and extra materials prior to date of Substantial Completion for equipment or system associated with the spare parts and extra materials. Do not deliver spare parts and extra materials before commencing start-up for associated equipment or system.
 - 2. Spare parts and extra materials are not eligible for payment until delivered to OWNER and CONTRACTOR’s receipt of OWNER’s countersignature on letter of transmittal.
- F. Procedure for Delivery to Owner: Deliver spare parts and extra materials to OWNER’s permanent storage rooms at the Site or area(s) at the Site designated by OWNER. When spare parts and extra materials are delivered, CONTRACTOR and OWNER will mutually inventory the spare parts and extra materials delivered to verify compliance with the Contract Documents regarding quantity and part numbers. Additional procedures for delivering spare parts and extra materials to

OWNER, if required, will be developed by ENGINEER and complied with by CONTRACTOR.

G. Transfer Documentation:

1. Furnish on CONTRACTOR letterhead a letter of transmittal for spare parts and extra materials furnished under each Specification Section. Letter of transmittal shall accompany spare parts and extra materials. Do not furnish letter of transmittal separate from associated spare parts and extra materials.
2. Furnish three original, identical, signed letters of transmittal for each Specification Section. Upon delivery of specified quantities and types of spare parts and extra materials to OWNER, designated person from OWNER will countersign each original letter of transmittal indicating OWNER's receipt of spare parts and extra materials. OWNER will retain one fully signed original, CONTRACTOR shall submit one fully signed original to ENGINEER, and CONTRACTOR shall retain one fully signed original for CONTRACTOR's file.
3. Letter of transmittal shall include the following:
 - a. Information required for letters of transmittal in Section 01 33 00, Submittal Procedures.
 - b. Transmittal shall list spare parts and extra materials furnished under each Specification Section. List each individual part or product and quantity furnished.
 - e. Provide space for countersignature by OWNER as follows: space for signature, space for printed name, and date.

H. CONTRACTOR shall be fully responsible for loss or damage to spare parts and extra materials until spare parts and extra materials are received by OWNER.

PART 2 – PRODUCTS (NOT USED)

PART 3 – EXECUTION (NOT USED)

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