

DOCUMENT 00 90 00
ADDENDUM

ADDENDUM: 1

DATE: OCTOBER 15, 2026

PROJECT: WESTERN TECHNICAL COLLEGE
COLEMAN GENERAL STUDIES OFFICE RENOVATION
304 6TH STREET NORTH
LA CROSSE, WISCONSIN 54601
HSR PROJECT NUMBER: **26030**

FROM: HSR Associates, Inc.
100 Milwaukee Street
La Crosse, WI 54603
(608) 784-1830

TO: Prospective Bidders

This addendum forms a part of the Contract Documents and modifies the original Bidding Documents dated SEPTEMBER 29, 2026. Acknowledge receipt of this Addendum in the space provided on the bid form. Failure to do so may subject the Bidder to disqualification.

This Addendum consists of: 2 PAGES, 2 DOCUMENTS, 1 SECTION, and 5 DRAWINGS.

PRE-BID MEETING SIGN IN SHEET:

1. Pre-Bid Meeting Sign-In Sheet – October 13, 2026

CHANGES TO INTRODUCTORY INFORMATION AND BIDDING REQUIREMENTS:

2. Document 00 11 13 Advertisement for Bids
 - a. See the revised document included in this addendum. Disregard the previous version.
 - b. Revised the bid date and time from 2:00pm October 20, 2026 to 1:00pm October 22, 2026.

CHANGES TO SPECIFICATIONS

3. Section 23 01 30 HVAC AIR DUCT CLEANING
 - a. See the new section included in this addendum.

DRAWINGS

4. Sheet G000 COVER SHEET 30"x42"
 - a. See the revised sheet included in this addendum. Disregard the previous version.
 - b. Revised Index of Drawings to include FP100.

5. Sheet A100 PLANS 30"x42"
 - a. See the revised sheet included in this addendum. Disregard the previous version.
 - b. Revised Demolition Plan:
 - i. Added Demolition Key Note D7 regarding reception desk and electrical connection.
 - ii. Added Demolition Key Note D8 regarding whiteboards.
 - iii. Added Demolition Key Note D9 regarding core drilling for electrical connection.
 - c. Revised Floor Plan:
 - i. Revised Plan General Note D to provide floor to deck height.
 - ii. Revised Plan Key Note #2 to clarify requirements for window shades.
 - iii. Added Plan Key Note #7 regarding new electrical floor box.
 - iv. Revised plan for changes to reception desk; see A400 for more details on changes.
6. Sheet A400 ENLARGED, INTERIOR ELEVATIONS, DETAILS 30"x42"
 - a. See the revised sheet included in this addendum. Disregard the previous version.
 - b. Revised detail 1/A400 Reception Desk Enlarged Plan:
 - i. Added Int. Elevations Key Note #14 and updated detail to show sections of desk notated as adjustable height work surfaces.
 1. Casework manufacturer to supply adjustable height legs that support solid surface countertop.
 2. Basis of design: Mount-It! Dual Motor Electric Standing Desk Base.
 - c. Revised detail 12/A400 Reception Desk:
 - i. Added Int. Elevations Key Note #15 and updated the detail to show new locations of support brackets as well as adjustable height portions of desk.
 - ii. Revised Int. Elevations Key Note #9 to resize support brackets.
 - d. Revised detail 8/A400 Transaction Counter: Updated to show adjustable height worksurface.
 - e. Revised detail 9/A400 Low Transaction Counter: Updated to show depth of counter and updated support bracket.
7. Sheet FP100 FIRE PROTECTION 30"x42"
 - a. See the new sheet included in this addendum.
8. Sheet M100 FLOOR PLANS 30"x42"
 - a. See the revised sheet included in this addendum. Disregard the previous version.
 - b. Revised detail 4/M100 regarding the addition of duct cleaning scope.

MECHANICAL SCOPE CLARIFICATION

9. All control work will be provided by Owner (ALC by Winona Heat & Vent). All trades shall be responsible for coordinating the associated work.

END OF DOCUMENT 00 90 00

Pre-Bid Meeting Sign-In Sheet

October 13, 2026

PROJECT: WESTERN TECHNICAL COLLEGE
GENERAL STUDIES OFFICE RENOVATION
304 6TH STREET NORTH
LA CROSSE, WI 54601
HSR PROJECT NO. 26030

BID OPENING: 1:00 PM, October 22, 2026

Name	Company
1. Michelle Maland	HSR Associates
2. Jason Yahnke	Olympic Builders
3. Gene McWardy	WTC
4. Caleb Carpenter	Borten Construction
5. Bart Greiner	JF Ahern
6. Nic Brown	R+B Electric
7. Chris Langen	PAT Electric
8. Torrey Kistler	KNUTSON CONSTRUCTION
9. Jason Belter	Fineline
10. Hunter Gross	Wieser Brothers
11. Sam Furtak	Market + Johnson
12. Dick Iverson	Ahern Firm
13. Kait Hegewald	HSR Associates
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SECTION 00 11 13
ADVERTISEMENT FOR BIDS

Sealed bids for the construction of:

WESTERN TECHNICAL COLLEGE
COLEMAN GENERAL STUDIES OFFICE RENOVATION
304 6TH ST N
LA CROSSE, WISCONSIN 54601

will be received by:

WESTERN TECHNICAL COLLEGE
PHYSICAL PLANT OFFICE
505 9TH STREET NORTH
LA CROSSE, WISCONSIN 54601
GENE McCURDY - DIRECTOR, FACILITIES

until 1:00 pm, October 22, 2026, after which they will be opened publicly and read aloud. Bids received after the time set for receipt of bids will not be accepted. Bids will not be accepted via electronic delivery. Bids will not be accepted from prime contractors that are not pre-qualified through the Owner's annual pre-qualification process.

In general, the work includes, but is not limited to, interior renovation of the General Studies Office, including removal of existing carpet, acoustical ceiling grid and tile, light fixtures, and mechanical diffusers; installation of new flooring and partitions to create four offices and a storage room; new doors, frames, and a reception desk; rework of electrical power and data for the new office layout, including infill of existing floor boxes not required for the new layout; and installation and modification of the mechanical system to serve and control the new offices.

All Work performed under this Contract shall have a two year Contractor obligation as specified in Section 00 73 00 Article 12.

Lump-sum Bids will be received on a SINGLE PRIME CONSTRUCTION CONTRACT FOR THE ENTIRE WORK including plumbing, fire protection, mechanical and electrical work.

The Project Drawings, Project Manual and other Bidding Documents may be examined at the following locations:

AE's Office: HSR ASSOCIATES, INC.
 100 MILWAUKEE STREET
 LA CROSSE, WI 54603
 608-784-1830

Builder's Exchanges: LA CROSSE, WI
 NORTHWEST REGIONAL (EAU CLAIRE/CHIPPEWA FALLS)
 WAUSAU, WI
 BUILDERS EXCHANGE OF WISCONSIN (APPLETON)
 MINNEAPOLIS, MN
 ROCHESTER, MN

NORTHERN IA (Mason City, IA)
MASTER BUILDERS IA (Des Moines, IA)
BUILDERS EXCHANGE OF MICHIGAN
CONSTRUCTCONNECT
DODGE DATA & ANALYTICS (WEST ALLIS, WI)

Electronic Bidding Documents (.pdf) will be available from HSR Associates, Inc. via ShareFile electronic distribution and will be distributed to the listed Builders Exchanges. Electronic versions of addenda will be distributed via the same systems.

Hardcopy Bidding Documents may be picked up at HSR Associates' office. Bidders may request shipment of hardcopies by sending a check made out to HSR Associates in the amount of \$20.00. The shipping fee will not be refunded and must be received prior to shipment.

HSR Associates is responsible for distribution of addenda only to those who have requested project documents from HSR in formats described above.

HSR Associates will make AutoCAD files available to the Contractor following award of contract.

HSR Associates maintains a plan holder list at www.hsrassociates.com. This list includes only those who have requested plans from HSR and those who have requested to be added our list.

Bid Security in the amount of five percent (5%) of the maximum amount of the Bid must accompany each Bid as described in the Project Manual, Instructions to Bidders.

The Owner reserves the right to waive irregularities and to reject any or all Bids. Bids may only be withdrawn in accordance with the Project Manual, Instructions to Bidder

A non-mandatory pre-bid meeting will be conducted by the Owner and Architect/Engineer to answer questions and to enable bidders to examine conditions at the Project Site. Pre-Bid meeting will occur at **11:00 am October 13, 2026** at the project location.

By: Gene McCurdy Title: Director, Facilities

Publish Date: Weeks of September 28, 2026 and October 5, 2026, La Crosse Tribune.

END OF DOCUMENT 00 11 13

**SECTION 23 01 30
HVAC AIR DUCT CLEANING**

PART 1: GENERAL

1.01 RELATED DOCUMENTS

- A. Conditions of the Contract and portions of Division One of this Project Manual apply to this Section as though repeated herein.
- B. The requirements of Section 23 05 00 apply to this Section.

1.02 RELATED WORK

- A. Section 23 07 13 - Duct Insulation.
- B. Section 23 08 00 - Commissioning.
- C. Section 23 33 00 - Air Duct Accessories.
- D. Section 23 05 93 - Balancing Systems: Water/Air

1.03 APPLICABLE STANDARDS AND PUBLICATIONS

- A. The following current standards and publications of the issues currently in effect form a part of this specification to the extent indicated by any reference thereto:
 - 1. National Air Duct Cleaners Association (NADCA): "Assessment, Cleaning & Restoration of HVAC Systems (ACR)."
 - 2. National Air Duct Cleaners Association (NADCA): "Introduction to HVAC System Cleaning Services," 2004.
 - 3. Underwriters' Laboratories (UL): UL Standard 181 (current edition including all revisions).
 - 4. American Society of Heating, Refrigerating and Air Conditioning Engineers (ASHRAE): Standard 62-2010, "Ventilation for Acceptable Indoor Air Quality".
 - 5. Environmental Protection Agency (EPA): "Building Air Quality," December 1991.
 - 6. Sheet Metal and Air Conditioning Contractors' National Association (SMACNA): "HVAC Duct Construction Standards - Metal and Flexible," 2005.
 - 7. North American Insulation Manufacturers Association (NAIMA): "Cleaning Fibrous Glass Insulated Air Duct Systems," 2002.

1.04 SPECIAL PROVISIONS

- A. Qualification of the HVAC System Cleaning Contractor
 - 1. Membership: The HVAC system cleaning contractor shall be a certified member of the National Air Duct Cleaners Association (NADCA), or shall maintain membership in a nationally recognized non-profit industry organization dedicated to the cleaning of HVAC systems.
 - 2. Certification: The HVAC system cleaning contractor shall have a minimum of one (1) Air System Cleaning Specialist (ASCS) certified by NADCA on a full time basis, or shall have staff certified by a nationally recognized certification program and organization dedicated to the cleaning of HVAC systems.
 - 3. Supervisor Qualifications: A person certified as an ASCS by NADCA, or maintaining an equivalent certification by a nationally recognized program and organization, shall be responsible for the total work herein specified.

4. Experience: The HVAC system cleaning contractor shall submit records of experience in the field of HVAC system inspection and cleaning as requested by the owner. Bids shall only be considered from firms which are regularly engaged in HVAC system maintenance with an emphasis on HVAC system cleaning and decontamination.
5. Equipment, Materials and Labor: The HVAC system cleaning contractor shall possess and furnish all necessary equipment, materials and labor to adequately perform the specified services.
 - a) The contractor shall assure that its employees have received safety equipment training, medical surveillance programs, individual health protection measures, and manufacturer's product and material safety data sheets (MSDS) as required for the work by the U.S. Occupational Safety and Health Administration, and as described by this specification. For work performed in countries outside of the U.S.A., contractors should comply with applicable national safety codes and standards.
 - b) The contractor shall maintain a copy of all current MSDS documentation and safety certifications at the site at all times, as well as comply with all other site documentation requirements of applicable OSHA programs and this specification.
6. Licensing: The HVAC system cleaning contractor shall provide proof of maintaining the proper license(s), if any, as required to do work in this state. Contractor shall comply with all Federal, state and local rules, regulations, and licensing requirements.

1.05 STANDARDS

- A. NADCA Standards: The HVAC system cleaning contractor shall perform the services specified here in accordance with the current published standards of the National Air Duct Cleaners Association (NADCA).
 1. All terms in this specification shall have their meaning defined as stated in the NADCA Standards.
 2. NADCA Standards must be followed with no modifications or deviations being allowed.

1.06 ADMINISTRATIVE REQUIREMENTS

- A. Coordination:
 1. Coordinate the Work of this section with the work of other trades, and the work of different contractors.
- B. Pre-cleaning Meeting:
 1. Conduct pre-cleaning meeting with representatives of Owner, Contractor, and facility occupants affected by cleaning work.
 2. Coordinate meeting date with **A/E** and **Owner**.
- C. Sequencing:
 1. Perform duct cleaning work after HVAC system construction and duct leakage testing are complete.
- D. Scheduling:
 1. Prepare and submit HVAC system cleaning activities schedule in according with Division 01 section describing project scheduling requirements

1.07 SUBMITTALS

- A. Include manufacturer's data and/or Contractor data for the following:
 1. List of equipment to be used.

2. Product description and MSDS sheets for cleaners, biocides and encapsulants.
3. Access doors.

1.08 DOCUMENTS

- A. Mechanical Drawings: The **A/E** or **Owner** shall provide the HVAC system cleaning contractor with one copy of the following documents:
1. Project drawings and specifications.
 2. Approved construction revisions pertaining to the HVAC system.
 3. Any existing indoor air quality (IAQ) assessments or environmental reports prepared for the facility.

PART 2: PRODUCTS

2.01 GENERAL

- A. Use products which conform to NFPA 90A, possessing a flame spread rating of not over 25 and a smoke developed rating no higher than 50.

2.02 CLEANERS, BIOCIDES AND ENCAPSULANTS

- A. Cleaners, biocides and encapsulants shall be water based products specifically designed for application to HVAC duct interiors and capable of being applied with airless spray equipment. Biocides and encapsulants must be colored differently than substrate to be coated.
- B. Biocidal agents to be formulated for long term fungicidal activity with no loss on aging. Biocidal agents must be registered with the U.S. Environmental Protection Agency for use on the interior of HVAC duct systems.
- C. Cured biocides and encapsulants must provide tough washable elastic protective finish able to withstand light impact or abrasion without breaking down over time or releasing fibers.

2.03 DUCT LINERS AND DUCT ACCESSORIES

- A. See applicable specifications sections.

PART 3: CLEANING SPECIFICATIONS AND REQUIREMENTS

3.01 EXAMINATION

- A. HVAC System Assessment and Site Survey:
1. Before commencing work, assess HVAC system condition to determine appropriate engineering controls, safety measures, tools, equipment and cleaning products and methods required to complete the work.
 2. Perform HVAC system assessment by ASCS, Certified Ventilation Inspector (CVI), or equivalent.
 3. If microbial testing or sampling are required, engage services of technicians trained and acceptable to authorities having jurisdiction.
- B. Work Plans:
1. Project Schedule: Outline starting date, dates and times when work will take place, and completion date.
 - a) Determine sequence of cleaning each system or portion of the work and coordinate with work of other trades and activities.

2. Product Data and Safety Data Sheets: Product data submittals listing general use and specific chemical cleaning products and coatings used while performing the work, along with Safety Data Sheets for chemical products used to perform the work.
3. Safety Plan: Define responsibilities of each organization's designated representative involved with executing work plan throughout project.
 - a) Include disclaimers identifying items not covered under project warranty or guarantee.

3.02 PROTECTION OF IN-PLACE CONDITIONS

- A. Protect existing structures, surfaces, and systems from damage resulting from duct cleaning work.
- B. Report damage caused by this work to **A/E** and **Owner**.

3.03 HVAC SYSTEM PREPARATION

- A. Service openings:
 1. Access duct cleaning work through existing or new service openings, allowing safe access and thorough cleaning throughout specified components.
 2. Work through service openings sized to allow mechanical tool entry and visual inspection, as required for cleaning activities.
 3. Where possible, work through existing service openings.
 4. Where new service openings are required, install openings as follows:
 - a) Do not degrade structural, thermal, or functional system integrity, and comply with applicable SMACNA duct construction methods.
 - b) Install service openings complying with UL and NFPA standards, federal, state, and local code requirements, and requirements of Authorities Having Jurisdiction.
 - c) Where required, install duct access doors complying with UL Standard 181, and fabricated with materials classified for flammability and smoke developed.
 - d) Where required, install tapes complying with UL 181A.
 - e) Where required, install closure panels fabricated from equivalent material and same or heavier gage.
 - f) Mechanically fasten closure panels over service openings with screws or rivets at perimeter, maximum 4 inches spacing.
 - g) Fabricate closure panel to overlap duct opening perimeter, minimum 1 inch.
 - h) Insulate closure panels to match adjacent duct interior and exterior surfaces.
 - i) Seal rigid fibrous glass duct systems in accordance with NAIMA recommended practices.
 - j) Install closure techniques: UL Standard 181 or UL Standard 181A.
 - k) Close service openings installed in rigid fibrous glass ductwork and metal ductwork with fibrous glass liner with no exposed fibrous glass edges exposed to airstream.
 5. Install service openings that can be reopened for future inspection or remediation.
 - a) Mark outside of duct and report service opening locations to Owner in project closeout documents.
 6. Do not cut service openings into flexible duct.
 - a) Disconnect flexible duct at both ends as required for inspection and cleaning.
 - b) Reconnect flexible duct ends in accordance with SMACNA standards.

3.04 CLEANING EQUIPMENT MAINTENANCE AND USE

- A. Maintain equipment employed in work performance in good working order, consistent with equipment manufacturer's written instructions and applicable jurisdictional requirements.
- B. Clean and inspect equipment before bringing to work site.
- C. Do not introduce contaminants from cleaning equipment into indoor environment or HVAC system.
- D. Service equipment to limit possible HVAC system contamination from insufficient service equipment cleaning, and unsafe operating conditions for service personnel and building occupants.
- E. Perform activities requiring opening contaminated vacuum collection equipment on-site, including servicing or filter maintenance, in appropriate containment area or outside building.
- F. Clean and seal collection devices, vacuums and other tools and devices before relocating to different building areas, moving equipment through occupied spaces, and before removing equipment from building.
- G. Locate fuel-powered equipment to prevent combustion emissions and air exhaust emissions from entering building envelope.
 - 1. Monitor and manage equipment operation and location to prevent introduction of combustion emissions into occupied space.
- H. Furnish HEPA-filtered equipment with minimum collection efficiency of 99.97 percent at 0.3 micron particle size, when vacuum collection equipment exhausts within building envelope

3.05 CLEANING - GENERAL

- A. Perform HVAC system cleaning in accordance with ACR, The NADCA Standard.
- B. Remove visible non-adhered particulates.
 - 1. Clean HVAC components employing agitation device to dislodge contaminants from HVAC component surface, and then capturing contaminants with vacuum collection device.
 - a) Acceptable methods include those that do not damage integrity of ductwork and other system components, and does not damage porous surface materials including internal insulation and duct lining.
 - 2. Clean HVAC components using source removal mechanical cleaning methods designed to extract contaminants from within HVAC system and safely remove contaminants from facility.
 - 3. Select source removal methods rendering HVAC system visibly clean and capable of passing cleanliness verification methods as described in ACR, The NADCA Standard.
 - 4. Do not employ cleaning method, or combination of methods, that can damage HVAC system components or negatively alter system integrity.
 - 5. Do not damage HVAC system and components with wet cleaning, power washing, steam cleaning and other wet process cleaning.
- C. Apply cleaning materials in accordance with manufacturer's instructions.
 - 1. Do not apply cleaning agents or water to electrical, fibrous glass or other porous HVAC system components.
- D. Capture removed contamination and cleaning materials and legally dispose.
- E. Verify HVAC system surface and component cleanliness in accordance NADCA Standard.
- F. Particulate Collection:

1. Employ contaminant removal methods incorporating vacuum collection devices operated continuously during cleaning.
 - a) Connect vacuum collection device to component being cleaned through service opening.
 - b) Employ vacuum collection device of sufficient capacity to maintain areas being cleaned under negative pressure, containing debris is contained and preventing contaminant migration to adjacent areas.
2. When possible, discharge ducted exhaust air from vacuum collection devices outdoors, keeping discharge air clear of outdoor air intakes, operable windows, and other locations allowing outdoor air entry.
 - a) Do not violate outdoor environmental standards, codes or regulations.
 - b) Do not discharge unfiltered air from vacuum collection devices outdoors.
3. When necessary to exhaust vacuum collection devices indoors, including hand-held and wet-vacuum machines, keep discharge air in work area, and provide machine air discharge HEPA filtration, rated at 99.97 percent collection efficiency for 0.3 micron particles and larger.

3.06 AIR DUCT SYSTEMS

- A. Clean air ducts to remove non-adhered substances.
- B. Access air duct interiors through service openings in system that are large enough to accommodate mechanical cleaning procedures and allow for cleanliness verification.
- C. Use mechanical agitation methods to remove particulate, debris, and non-adhered particulate.
- D. Capture dislodged substances with vacuum collection device.
- E. Do not employ cleaning methods that damage HVAC components.
- F. Mark position of dampers and air-directional mechanical devices inside HVAC system prior to cleaning.
- G. When cleaning is complete, restore dampers and devices to their marked positions.
- H. After cleaning, verify cleanliness of HVAC system surfaces and components in accordance ACR, The NADCA Standard.

3.07 TYPE 1 DRY CLEANING METHOD

- A. Operate HEPA-filtered negative air machines with that discharge continuously during Type 1 cleaning process.
- B. Mechanically remove adhered dirt and contaminants in accordance with ACR, The NADCA Standard.

3.08 TYPE 2 WET CLEANING METHOD

- A. Employ Type 2 wet cleaning method when visual inspection reveals suspect microbial matter on coil or drain pan. Access both upstream and downstream sides of each coil section for cleaning.
- B. Employ engineering controls required for coil cleaning in accordance with ACR, The NADCA Standard.
- C. Verify cleanliness after cleaning has been performed as described in ACR, The NADCA Standard.

- D. Perform Type 2 cleaning if debris still remains on the coil or the coil is impacted after Type 1 cleaning has been completed and post-cleaning inspection has been performed.
- E. After cleaning, verify cleanliness of HVAC coils in accordance ACR, The NADCA Standard.

3.09 DUCT-MOUNTED INLINE COILS

- A. Perform visual inspection of coil to determine whether Type 1 dry cleaning, or Type 2 wet cleaning is required.
- B. Employ cleaning methods which will render coil visibly clean in accordance with ACR, The NADCA Standard.
- C. Isolate coil from duct system during cleaning process. Do not allow removed particles to migrate to, or redeposit on, unintended areas.
- D. Apply coil cleaning products in accordance with manufacturer's published data and labeling.
- E. Clean and flush coil.
- F. Apply cleaning methods and products that do not cause damage to, or erosion of, coil surface or fins.
- G. Type 1 Dry Cleaning Method:
 - 1. Operate negative air machines with HEPA-filtered discharge continuously during Type 1 cleaning process.
 - 2. Mechanically remove adhered dirt and contaminants in accordance with ACR, The NADCA Standard.
- H. Type 2 Wet Cleaning Method:
 - 1. Employ Type 2 wet cleaning method when visual inspection reveals suspect microbial matter on coil or drain pan. Access both upstream and downstream sides of each coil section for cleaning.
 - 2. Employ engineering controls required for coil cleaning in accordance with ACR, The NADCA Standard.
 - 3. Verify cleanliness after cleaning has been performed as described in ACR, The NADCA Standard.
 - 4. Perform Type 2 cleaning if debris still remains on the coil or the coil is impacted after Type 1 cleaning has been completed and post-cleaning inspection has been performed.
 - 5. Capture rinse water when cleaning duct mounted coils without drain pans. Do not allow water to remain in cleaned ductwork.
- I. After cleaning, verify cleanliness of HVAC coils in accordance ACR, The NADCA Standard.

3.10 INTERNALLY INSULATED DUCT SYSTEM COMPONENTS AND SOUND ATTENUATORS

- A. Employ cleaning methods that do not damage internal insulation or sound attenuating components, and that render system capable of passing cleanliness verification tests.
- B. Clean fibrous glass duct liner or duct board present in equipment or air ducts employing mechanical agitation methods to remove particulate, debris, and non-adhered particulate.
- C. Do not create abrasions, breaks, or tears to fibrous glass liner or duct board surfaces.
- D. Maintain HVAC system under constant negative pressure when cleaning internal insulation components.
- E. Do not wet insulation components.

- F. Identify for replacement fibrous glass materials with evidence of damage, deterioration, delaminating, friable materials, biological growth, or moisture that cannot be restored by cleaning or resurfacing.
- G. When required, remediate exposed, damaged insulation exposed to HVAC system air stream.
 - 1. Scrape insulation and adhesive residue from metal duct system surfaces that have undergone degraded insulation removal.
 - 2. Remove loose, visible debris prior to installation of new insulation.

3.11 SPECIAL TECHNIQUES

A. Engineering Controls:

- 1. Employ engineering controls to maintain worker and building occupant safety, and prevent contaminating surfaces outside work area.
 - a) Comply with government regulations, and industry standards and guidelines relevant to working in the facility environment in which the work is located.
 - b) Control odors, mists, and aromatic vapors during cleaning process.

B. Controlling Product Emissions:

- 1. Apply cleaning agents and other chemicals in accordance with manufacturer's recommended procedures and product application instructions, including exhaust ventilation.

C. Negative Duct Pressurization:

- 1. Throughout cleaning process, keep HVAC system and associated air ducts at negative differential pressure, relative to indoor non-work area.
- 2. Maintain negative pressure differential between portion of HVAC duct system being cleaned and surrounding indoor occupant spaces.
- 3. Continuously monitor and verify correct pressure differential.
- 4. When performing vacuum collection, employ negative air machine drawing air from equipment being cleaned.
- 5. When negative air machine is not fitted with HEPA filtration, duct exhaust air from negative air machine to outdoor location, keeping discharge air clear of outdoor air intakes, operable windows, and other locations where outdoor air enters building.
 - a) Do not violate outdoor environmental standards, codes or regulations by releasing debris.
 - b) Do not discharge unfiltered air from vacuum collection devices outdoors.

D. Microbial Agents:

- 1. Apply antimicrobial agents only when active biological growth is reasonably suspected, or where unacceptable levels of biological contamination have been verified through testing.
- 2. Apply antimicrobial agents after removal of surface deposits and debris.
- 3. Apply antimicrobial agents in accordance with antimicrobial agent manufacturer's written recommendations and associated EPA registration listing.

3.12 FIELD QUALITY CONTROL

- A. Inspect work to verify cleanliness immediately after HVAC system component cleaning and prior to placing system in operation.

- B. Do not apply treatment, coating, or antimicrobial agent to cleaned HVAC system or components until the work has been inspected and determined to be acceptable.
- C. Visual Inspection:
 - 1. When cleaning is complete, perform final inspection in presence of **A/E** and **Owner**.
 - 2. Perform visual inspection of porous and non-porous HVAC system component surfaces. Verify HVAC system is visibly clean as defined in ACR, The NADCA Standard.
 - 3. If no contaminants are evident through visual inspection, HVAC is considered clean and acceptable.
 - 4. If contaminants are evident through visual inspection, repeat cleaning system areas where contaminants are visible.
 - a) Notify **A/E** and **Owner** to schedule cleanliness re-inspection.
- D. Surface Comparison Test for Porous Surfaces Only:
 - 1. If visual inspection is inconclusive or disputed, then perform Surface Comparison Test in accordance with ACR, The NADCA Standard.
 - a) Attach vacuum brush to operating contact vacuum.
 - b) Employ contact vacuum with HEPA-filtered discharge, capable of achieving minimum 80 inches w.g. static lift and fitted with 2.5-inch diameter round nylon brush attached to 1.5-inch diameter vacuum hose.
 - c) Pass brush over surface test area four times.
 - d) Visually compare tested and untested surfaces to determine whether visible surface characteristics are detectable.
 - 2. When surface comparison test is complete, HVAC component surface is considered acceptably clean if there is no visually detectable difference between tested and untested surface characteristics.
- E. NADCA Vacuum Test for Non-Porous Surfaces Only:
 - 1. When required, perform Vacuum Test in presence of **A/E** and **Owner**, and in accordance with ACR, The NADCA Standard.
 - 2. Apply NADCA Vacuum Test template to flowing-air side of component's surface.
 - 3. Attach vacuum cassette with filter media to calibrated air sampling pump and pass open face of filter cassette over two 2 cm x 25 cm openings marked on template.
 - 4. Pass vacuum cassette over system surfaces at 2 inches/second.
 - 5. When sampling is complete, prepare filter cassette and weigh it to determine total amount of debris collected.
 - 6. Surface is considered acceptably clean, when net weight of debris collected on filter cassette is less than 0.75 mg/100 cm².

PART 4: EXECUTION

4.01 GENERAL REQUIREMENTS

- A. Use products and equipment in accordance with manufacturer's instructions.
- B. Protect existing structures, surfaces, and systems from damage resulting from duct cleaning work.
- C. Seal HVAC system debris and removed contaminated materials in containers before removal from work area.

4.02 DISPOSAL OF JOB SITE DUCT CLEANING WASTE

- A. Handle materials classified as hazardous by governmental agencies in accordance with applicable federal, state, and local, regulations and codes.
- B. Dispose of debris removed from HVAC System in accordance with applicable federal, state, and local requirements

4.03 SYSTEMS TO BE CLEANED

- A. Clean ductwork systems and associated turning vanes, dampers, coils, VAV boxes, drain pans, plenums, diffusers, registers, grilles and louvers; air handling units and associated fans, coils, drain pans, plenums and dampers; fans; terminal units and other equipment described below:
 - 1. **Area Outline on Plan: Clean duct system and all associated VAV, coils within area outline.**

4.04 ACCESS DOORS

- A. Install access doors where indicated on the drawings and in locations where access is required for cleaning or inspection. See specification Section 23 33 00 for access door requirements.
- B. Size and numbers of duct access doors to be sufficient to perform the intended service. Minimum access door size shall be 8 x 8 inch size for hand access, 18 x 18 inch size for shoulder access, or other size as indicated. Install access doors on both inlet and outlet sides of reheat coils as well as other duct mounted coils if not existing.

4.05 BIOCIDES AND ENCAPSULANTS

- A. Biocides and encapsulants are to be applied only after cleaning and verification have been completed and surfaces are dry. System fans are to remain off and critical barriers maintained to prevent migration of biocides and encapsulants from the HVAC systems.
- B. Apply biocides to the following surfaces which are suspected of or have been tested and verified for microbial contamination:
 - 1. Plenums and ductwork around and 5' downstream of cooling coils and humidifiers.
 - 2. Cooling coil drain pans.
 - 3. Outdoor air intake drain pans.
- C. Apply encapsulants to the following surfaces where microbial contamination is not suspected:
 - 1. Damaged fibrous glass thermal or acoustical insulation.
 - 2. Sheet metal where thermal or acoustical insulation has been removed.
- D. Biocides and encapsulants to be directly sprayed (not fogged), brushed or rolled onto surfaces to achieve a continuous film of thickness recommended by manufacturer. Increase application rate on porous or rough surfaces. Protect coils, fan blades, bearings, damper linkages and seals, fire/smoke dampers, humidifiers, airflow sensors, pressure sensors, temperature sensors and humidity sensors during application of biocides and encapsulants. Clean any overspray from these components immediately. Allow products to fully cure prior to using HVAC systems. Operate systems during unoccupied hours flushing with fresh air to purge system prior to occupied use.

4.06 SYSTEM STARTUP

A. Adjusting:

1. After satisfactory completion of field quality control activities, restore adjustable devices to original settings, including, but not limited to, dampers, air directional devices, etc.

B. Install closures over services access openings before allowing system restart for normal facility operation.

C. When system is placed in operation, remove temporary filter elements after minimum 24 hours operation

4.07 POST-PROJECT REPORT

A. At the conclusion of the project, the Contractor shall provide a report to the **A/E** and **Owner** indicating the following:

1. Describing systems cleaned, methods and materials used, problems encountered.
2. Success of the cleaning project, as verified through visual inspection and/or gravimetric analysis.
3. Areas of the system found to be damaged and/or in need of repair.

END OF SECTION 23 01 30

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WESTERN TECHNICAL COLLEGE - COLEMAN
GENERAL STUDIES OFFICE RENOVATION
304 6TH STREET NORTH
LA CROSSE, WI



ARCHITECTURE
ENGINEERING
INTERIOR DESIGN

HSR ASSOCIATES INC.
100 MILWAUKEE STREET
LA CROSSE, WISCONSIN
PHONE: 608.784.1830
FAX: 608.782.5844
www.hsrassociates.com

26030

SEPTEMBER 29, 2026

CONSTRUCTION DOCUMENTS

INDEX OF DRAWINGS

GENERAL

- G000 COVER SHEET
- G002 ADA MOUNTING HEIGHTS

ARCHITECTURAL

- A100 PLANS
- A400 ENLARGED, INTERIOR ELEVATIONS, DETAILS
- A600 WALL TYPES & DOOR SCHEDULE

INTERIOR DESIGN

- ID101 FINISH FLOOR PLAN

FIRE PROTECTION

- FP100 FIRE PROTECTION

MECHANICAL

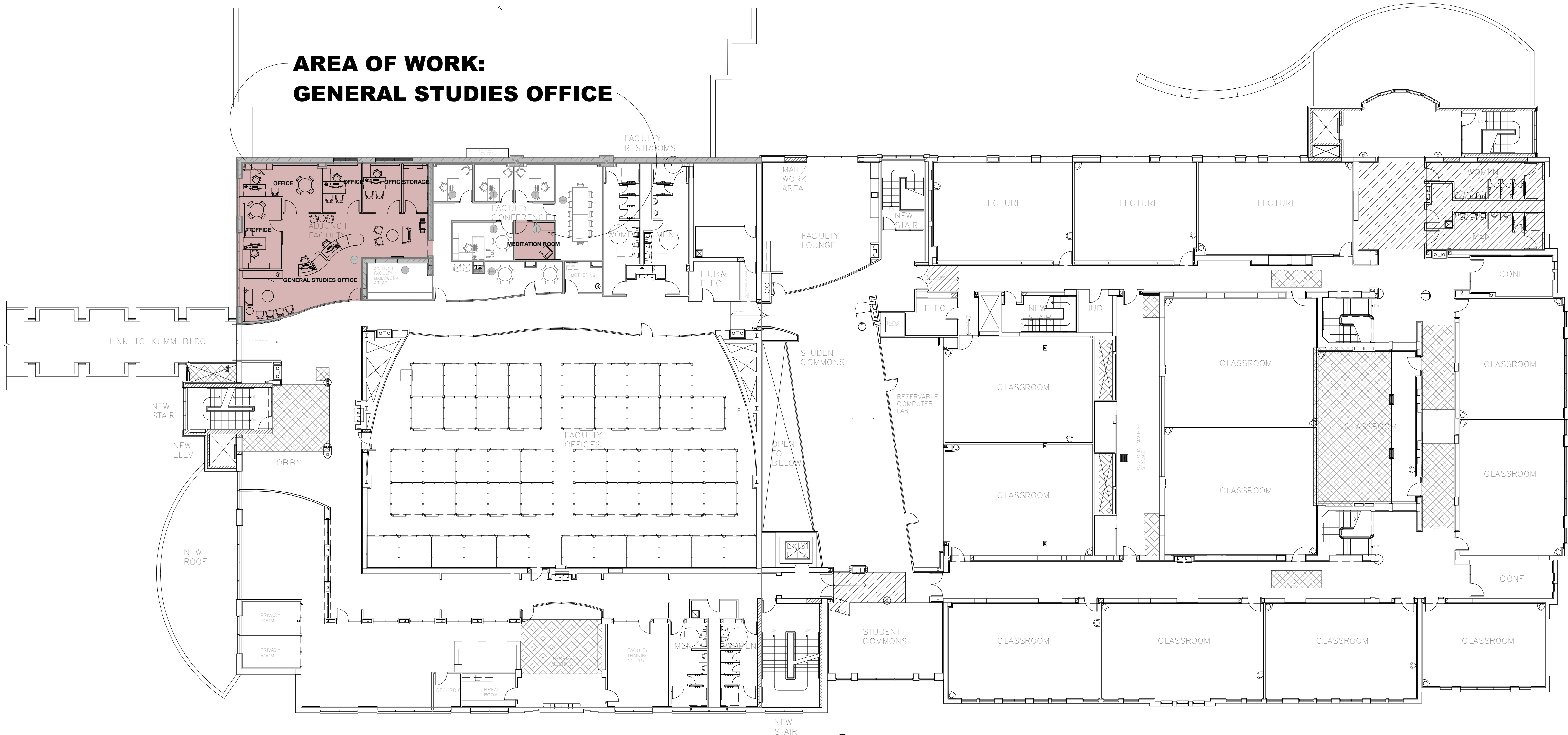
- M001 HVAC GENERAL INFO SHEET
- M100 FLOOR PLANS
- M500 HVAC DETAILS
- M600 HVAC SCHEDULES

ELECTRICAL

- E100 ELECTRICAL PLANS
- E400 ELECTRICAL DETAILS
- E401 ELECTRICAL PHOTOS

PROJECT TEAM

- PROJECT MANAGER:** HSR ASSOCIATES, INC.
MICHELLE MALAND
mmaland@hsrassociates.com
608.784.1830
- PROJECT ARCHITECT:** HSR ASSOCIATES, INC.
KAIT HEGEWALD
khegewald@hsrassociates.com
608.784.1830
- INTERIOR DESIGN:** HSR ASSOCIATES, INC.
BRANDY ERNST
bernst@hsrassociates.com
608.784.1830
- SPECIFICATIONS:** HSR ASSOCIATES, INC.
TOBIN FAUCHEUX
tfauchaux@hsrassociates.com
608.784.1830
- CONSTRUCTION ADMIN:** HSR ASSOCIATES, INC.
SEAN CAIN
scain@hsrassociates.com
608.615.7865
- MECHANICAL:** HSR ASSOCIATES, INC.
JAKE BERAN
jberan@hsrassociates.com
608.784.1830
- ELECTRICAL:** GALILEO CONSULTING GROUP
PAT POPOWICH
ppopowich@galileo-group.com
608.787.9106



1 OVERALL COLEMAN SECOND FLOOR PLAN
1/16" = 1'-0"



INTERIOR RENDER

PROJECT LOCATION:
304 6TH STREET NORTH
LA CROSSE, WI 54602



CITY MAP
SITE LOCATION MAP

WTC COLEMAN CENTER
GENERAL STUDIES OFFICE RENOVATION

304 6TH STREET NORTH
LA CROSSE, WI 54602

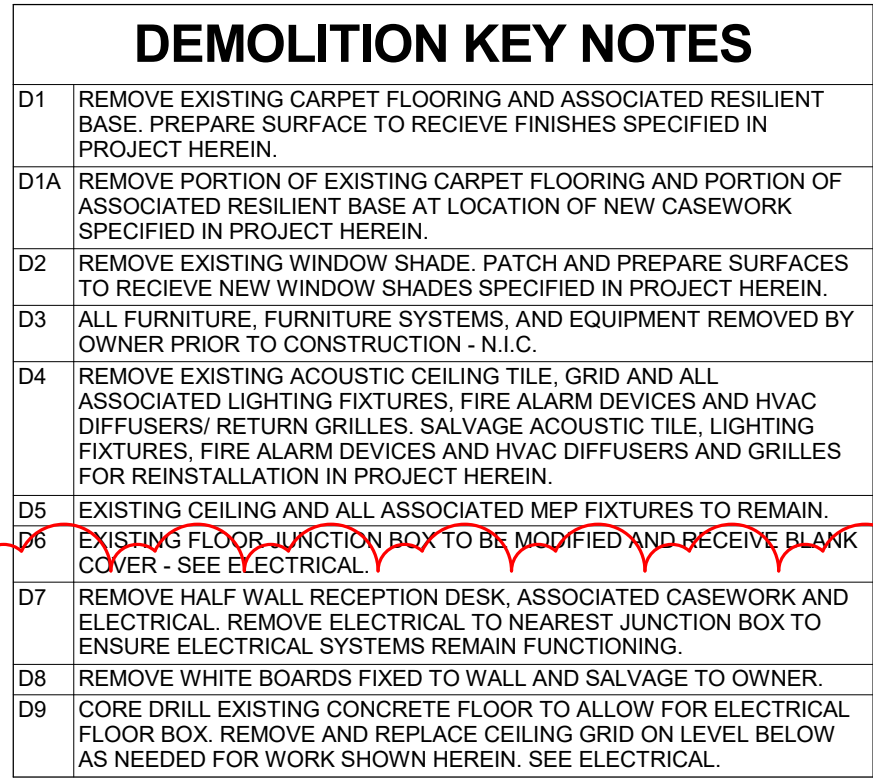
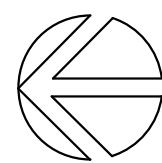
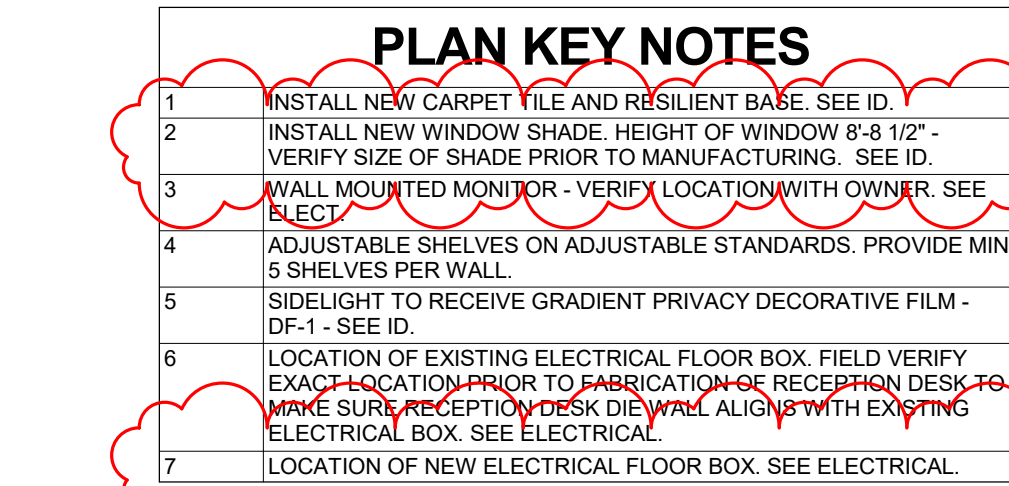
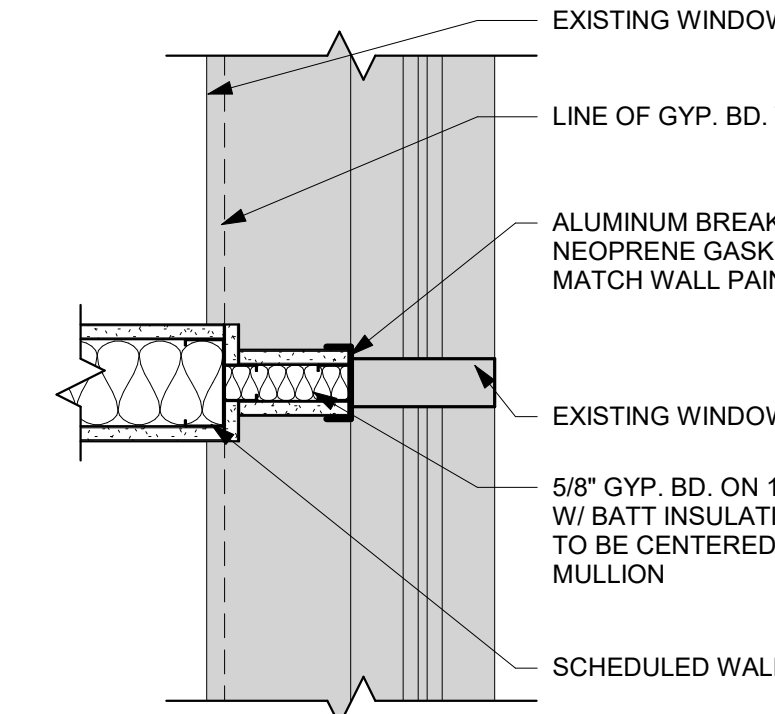
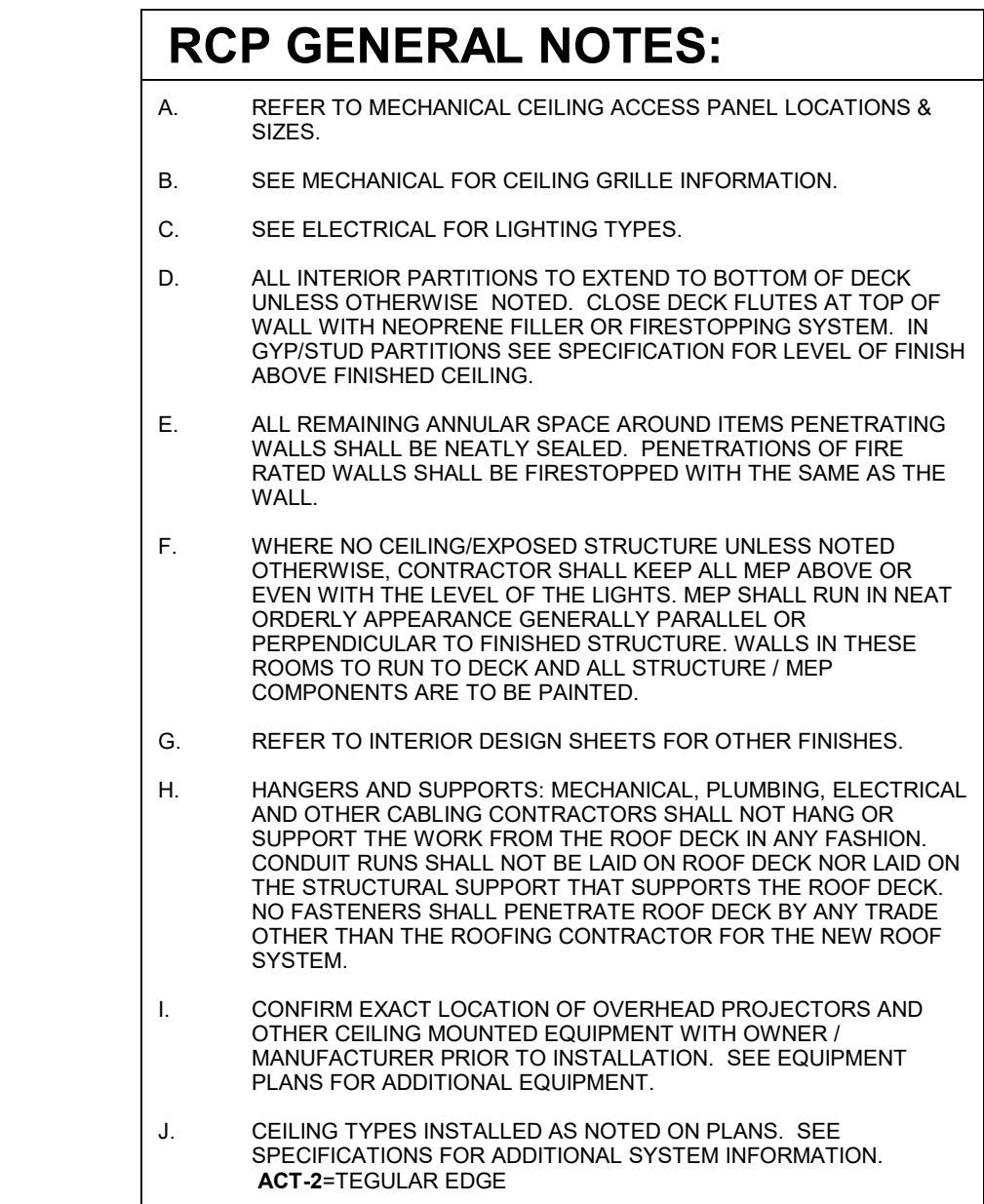
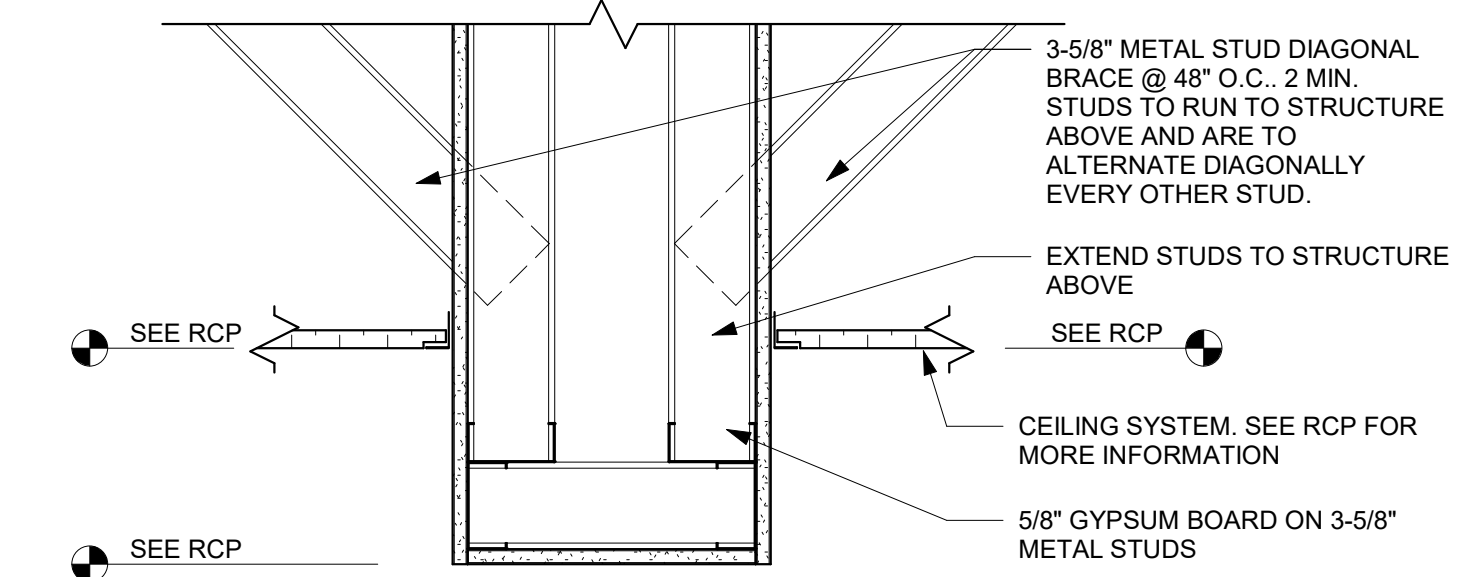
COVER SHEET

HSR Project Number:	26030
Project Date:	SEPTEMBER 29, 2026
Drawn By:	HSR
Key Plan:	

No.	Description	Date
A01	Addendum 01	10/15/2026

Graphic Scale:
VARIES

G000


$$1/8'' = 1'-0''$$

$$1/8'' = 1'-0''$$

$$1/8" = 1'-0"$$

$$1\frac{1}{2}'' = 1'-0''$$

$$1/8" = 1'-0"$$

$$1/4" = 1'-0"$$
$$1\frac{1}{2}'' = 1'-0''$$

CASEWORK GENERAL NOTES:

- A. ALL CABINET LOCKS SHALL BE KEYED ALIKE.
- B. CASEWORK MANUFACTURER SHALL FIELD VERIFY ALL CASEWORK DIMENSIONS & CONDITIONS PRIOR TO FABRICATION OF CASEWORK.
- C. PROVIDE FINISHED END PANELS AT ALL KNEE SPACE, ALCOVES, AND EXPOSED CABINET ENDS.
- D. INSTALL 1-1/2" WOOD BLOCKING BETWEEN STUDS FOR CASEWORK MOUNTING AT TOP AND BOTTOM OF ALL WALL CABINETS AND AT TOP OF ALL BASE CABINETS.
- E. ALL BASE CABINET KICKS, ALCOVES, KNEE SPACE AND END PANELS SHALL RECEIVE BASE UNLESS OTHERWISE NOTED. SEE MASTER COLOR SCHEDULE FOR SIZE AND COLOR.
- F. SEAL EDGE OF COUNTER/BACKSPLASH TO ALL WALL LOCATIONS W/ CLEAR SEALANT.
- G. PROVIDE CORD GROMMETS AT ALL WORK STATIONS - COORDINATE W/ OWNER FOR LOCATIONS.
- H. REFER TO MASTER COLOR SCHEDULE FOR PLASTIC LAMINATE SELECTIONS. ALL PLAM CASEWORK TO BE PLAM-1, UNLESS OTHERWISE NOTED.
- I. ALL CASEWORK SHELVES SHALL BE ADJUSTABLE UNLESS OTHERWISE NOTED.
- J. WALL CABINETS SHALL BE 13 1/2" DEEP (CLEAR INSIDE) AND BASE CABINETS SHALL BE 24" DEEP UNLESS NOTED OTHERWISE. COUNTERTOPS TO EXTEND 1" BEYOND THE FINISHED EDGE OF BASE CABINET UNLESS NOTED OTHERWISE.
- K. LAMINATE GRAIN TO ALIGN VERTICALLY ON ALL CASEWORK.

ELEVATION GENERAL NOTES:

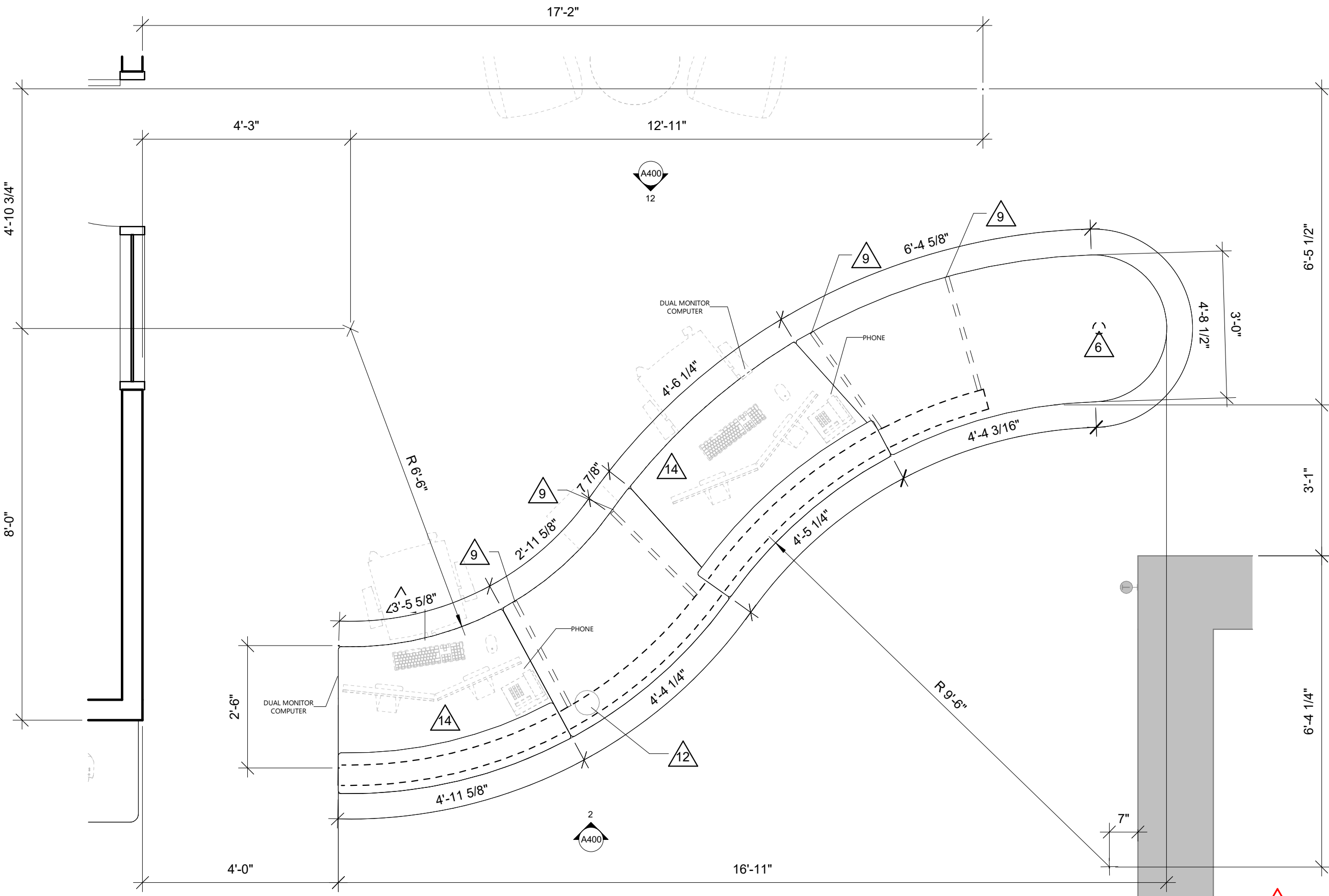
- A. SEE SPECIFICATION FOR MATERIAL TYPE.

ELEVATION LEGEND:

- KEYNOTE TAG
- WINDOW TAG - SEE SHEET A600 FOR FRAME ELEVATIONS
- OWNER FURNISHED, OWNER INSTALLED EQUIPMENT - COORDINATE REQUIREMENTS AND LOCATIONS WITH OWNER
- EQUIPMENT TAG - SEE EQUIPMENT PLANS/SCHEDULE FOR MORE INFORMATION
- SIDESPLASH - SEE ELEVATIONS FOR LOCATIONS
- BACKSPLASH - SEE ELEVATIONS FOR LOCATIONS
- PULLS - SEE SPEC FOR TYPE
- ADJUSTABLE SHELF ON ADJUSTABLE STANDARDS
- LOCKS - SEE ELEVATIONS FOR LOCATIONS AND TYPES
- FILLER, SCRIBE TO FIT ADJOINING OBJECTS

INT. ELEVATIONS KEY NOTES

- 1 SCHEDULED BASE - SEE ID101
- 1A REPLACE BASE TO MATCH EXISTING
- 2A PLASTIC LAMINATE BASE CABINET, 24" DEEP WITH SHELVES ON ADJUSTABLE STANDARD PEGS. SEE ELEVATIONS FOR WIDTH AND HEIGHT. FINISH TO BE PLAM-1. SEE ID101
- 2B PLASTIC LAMINATE BASE CABINET, 24" DEEP WITH OPEN BASE FOR TRASH CAN. TRASH CAN TO BE OWNER FURNISHED, OWNER INSTALLED. SEE ELEVATIONS FOR WIDTH AND HEIGHT. FINISH TO BE PLAM-1. SEE ID101
- 2C PLASTIC LAMINATE BASE CABINET, 24" DEEP WITH DRAWERS. SEE ELEVATIONS FOR WIDTH AND HEIGHT. FINISH TO BE PLAM-1. SEE ID101
- 3A SOLID SURFACE COUNTERTOP, 25" DEEP. PROVIDE SQUARE SET-ON BACK AND SIDE SPLASHES AS SHOWN ON ELEVATIONS. ROUND ALL OUTSIDE CORNERS NOT DIING INTO WALLS WITH 1" RADIUS. FINISH TO BE SS-1. SEE ID101 FOR MORE INFORMATION.
- 3B SOLID SURFACE CURVED TRANSACTION TOP, 10" DEEP. ROUND ALL OUTSIDE CORNERS NOT DIING INTO WALLS WITH 1" RADIUS. FINISH TO BE SS-1. SEE ID101
- 3C SOLID SURFACE RECEPTION DESK WORKSURFACE. ROUND ALL OUTSIDE CORNERS NOT DIING INTO WALLS WITH 1" RADIUS. FINISH TO BE SS-1. SEE ID101
- 4 PLASTIC LAMINATE RECEPTION DESK. FINISH TO BE PLAM-1. SEE ID101
- 5 PLASTIC LAMINATE END PANEL. FINISH TO BE PLAM-1. SEE ID101
- 6 EXTEND WORK SURFACE BEYOND RECEPTION DESK HALF WALL. END WITH 1-4" RADIUS. PROVIDE POST MOUNTED SUPPORT IN CENTER OF EXTENDED WORKSURFACE.
- 7 PAINT SPLIT FINISH
- 8 OWNER FURNISHED, OWNER INSTALLED EQUIPMENT/FURNISHINGS. MINIMUM 30"x24" COUNTERTOP SUPPORT BRACKET AT 4'-0" MAXIMUM SPACING.
- 9 PLAM ADJUSTABLE SHELVES ON ADJUSTABLE STANDARDS. PROVIDE MIN. 5 SHELVES
- 10 ACOUSTIC WALL PANEL - SEE ID101
- 11 LOCATION OF EXISTING ELECTRICAL FLOOR BOX. FIELD VERIFY EXACT LOCATION PRIOR TO FABRICATION OF RECEPTION DESK TO MAKE SURE RECEPTION DESK HALF WALL ALIGNS WITH EXISTING ELECTRICAL BOX. SEE ELECTRICAL
- 12 PLASTIC LAMINATE BASE CABINET, 24" DEEP WITH DRAWERS. SEE ELEVATIONS FOR WIDTH AND HEIGHT. FINISH TO BE PLAM-1. SEE ID101
- 13 PLASTIC LAMINATE BASE CABINET, 24" DEEP WITH DRAWERS. SEE ELEVATIONS FOR WIDTH AND HEIGHT. FINISH TO BE PLAM-1. SEE ID101
- 14 HEIGHT ADJUSTABLE PORTION OF FRONT DESK. ELECTRIC ADJUSTABLE LEGS TO BE SPECIFIED AND PROVIDED BY CASEWORK MANUFACTURER. BASIS OF DESIGN: MOUNT-IT DUAL MOTOR ELECTRIC STANDING DESK. BASE
- 15 ADJUSTABLE HEIGHT BASE. BASIS OF DESIGN: MOUNT-IT DUAL MOTOR ELECTRIC STANDING DESK. TO BE PROVIDED BY CASEWORK MANUFACTURER





HSR ASSOCIATES INC.
100 MILWAUKEE STREET
LA CROSSE, WISCONSIN
PHONE: 608.784.1830
FAX: 608.782.5844
www.hsrassociates.com

Consultant:

WTC COLEMAN CENTER
GENERAL STUDIES OFFICE RENOVATION

304 6TH STREET NORTH
LA CROSSE, WI 54602

FIRE PROTECTION

Project Title:

HSR Project Number:

26030

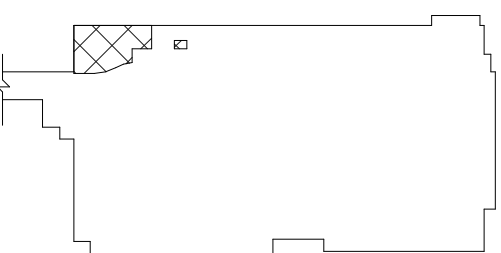
Project Date:

SEPTEMBER 29, 2026

Drawn By:

RGJ

Key Plan:



KEY PLAN

Revisions:

No.	Description	Date
A01	ADDENDUM #1	10/15/2026

Graphic Scale:

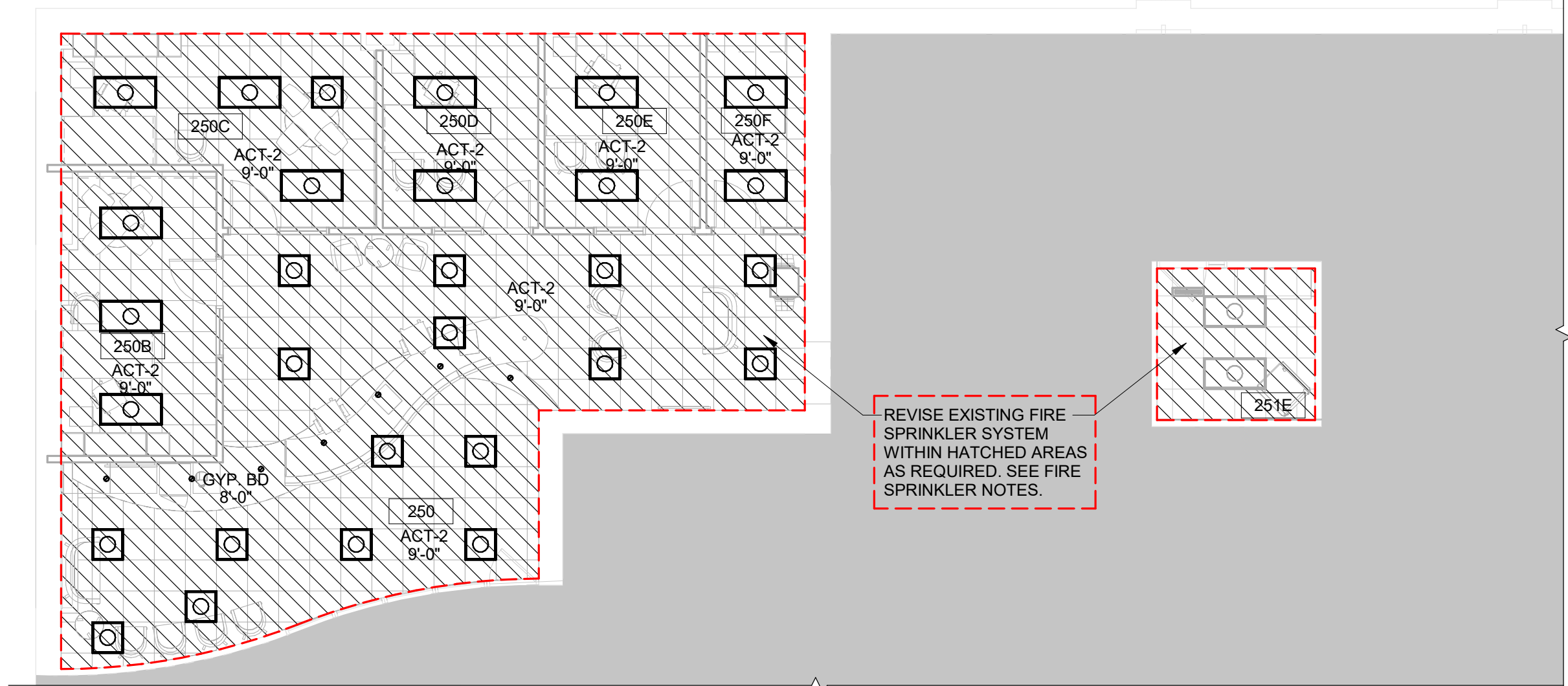
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A01

FP100

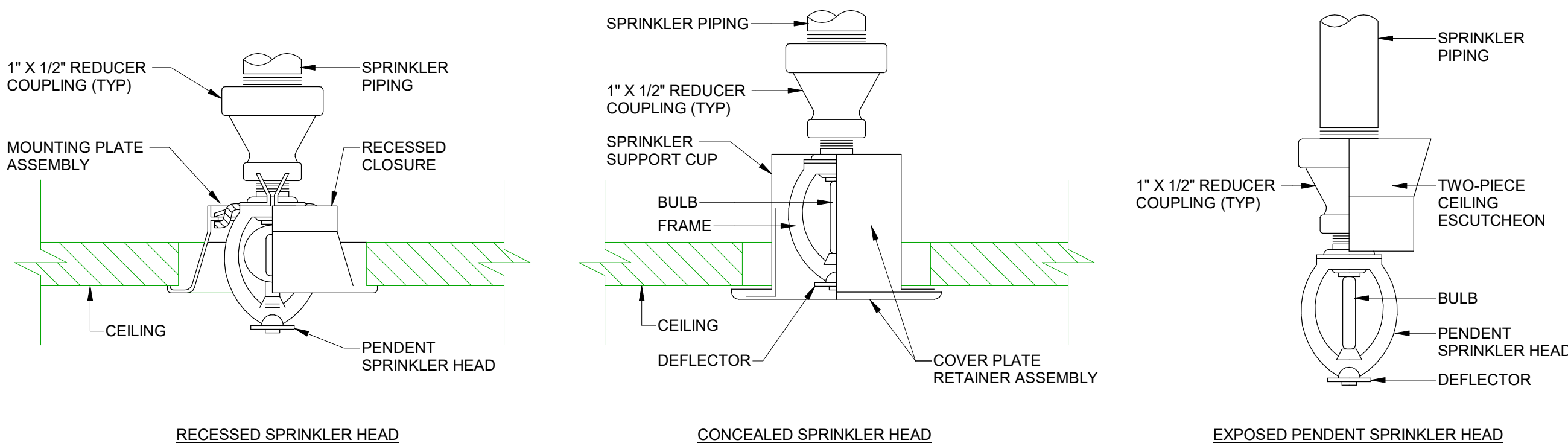
FIRE SPRINKLER NOTES:

1. PROVIDE NEW AND/OR REVISE EXISTING FIRE SPRINKLER SYSTEM AS REQUIRED TO ACCOMMODATE ROOM & CEILING LAYOUTS IN CONFORMANCE WITH REQUIREMENTS OF THE STATE OF WISCONSIN, INTERNATIONAL BUILDING CODE, INTERNATIONAL FIRE CODE, NFPA AND INSURANCE SERVICES OFFICE.
2. ALL SECURE PERMITS AND APPROVALS FROM PROPER OFFICES AND PAY FEES. FURNISH OWNER WITH ONE COPY OF ALL PERMITS.
3. FURNISH ALL LABOR, MATERIALS, EQUIPMENT AND RELATED ITEMS REQUIRED TO COMPLETE THE WORK INDICATED ON DRAWINGS.
4. ALL INSTALLATION WORK UNDER THIS SECTION BY A QUALIFIED FIRE PROTECTION SUBCONTRACTOR.
5. DESIGN SHALL BE COMPLETED AND CERTIFIED BY A LICENSED PROFESSIONAL ENGINEER OR DESIGNER OR NICET (NATIONAL INSTITUTE OF CERTIFIED ENGINEERING TECHNICIANS) CERTIFIED.
6. SIZE SPRINKLER SYSTEM BY HYDRAULIC CALCULATIONS WHERE APPLICABLE.
7. ALL SPRINKLER PIPING IN FINISHED SPACES SHALL BE CONCEALED IN CHASES, PIPE SHIFTS, SOFFITS, FURRED SPACES, OR WALLS EXCEPT MAY BE EXPOSED IN MAINTENANCE, JANITOR ROOMS, CLOSETS, MECHANICAL ROOMS. ALL COSTS ASSOCIATED WITH PROVIDING ADDITIONAL SOFFITS, CHASES, ETC. NOT SHOWN ON ARCHITECTURAL DRAWINGS SHALL BE INCLUDED IN THIS SECTION OF WORK. ADDITIONAL SOFFITS, CHASES, ETC. MUST MEET AIE APPROVAL.
8. ALL MATERIALS AND EQUIPMENT SHALL BE MANUFACTURED IN THE UNITED STATES, AND APPROVED/LISTED BY UNDERWRITERS' LABORATORIES, INC. (UL), FACTORY MUTUAL (FM) WHERE APPLICABLE.
9. INSTALL SPRINKLERS CENTERED IN THE PORTION OF THE ACOUSTICAL CEILING TILE (ACT) BORDERED BY SCORED LINES ("SECOND LOOK"), REGULAR EDGES AND/OR CEILING GRID, AS APPLICABLE.
10. TEST ALL PIPING, FITTINGS, HEADS, ETC. AS REQUIRED.
11. MATCH EXISTING SPRINKLER HEAD TYPE, COORDINATE.
12. ADJUST EXISTING SPRINKLER HEADS AS REQUIRED TO ACCOMMODATE NEW CEILING, LIGHTS, DIFFUSERS, DUCTWORK, ETC.
13. ALLOW FOR THREE ADDITIONAL HEADS BEYOND MINIMUM DESIGN FOR ANY SPECIAL STORAGE REQUIREMENTS.
14. EXISTING BUILDING SYSTEMS MUST REMAIN OPERATIONAL UNLESS OTHERWISE PERMITTED BY OWNER. COORDINATE AS REQUIRED.
15. ALL WORK TO BE SCHEDULED AS DIRECTED BY OWNER. COORDINATE AS REQUIRED.
16. CONDUCT BUILDING OBSERVATION AND BECOME THOROUGHLY FAMILIAR WITH ALL EXISTING CONDITIONS AFFECTING THE WORK.
17. REVIEW, COORDINATE, AND SCHEDULE INSTALLATION OF WORK WITH OTHER TRADES.
18. REFER TO ARCHITECTURAL DRAWINGS FOR ADDITIONAL INFORMATION AFFECTING THE WORK.
19. IT IS THE INTENT OF THESE DRAWINGS THAT THE FIRE SPRINKLER SYSTEM REVISIONS BE COMPLETE, WORKING, TESTED, AND OPERATIONAL.
20. INCLUDE ALL RELATED CUTTING, PATCHING AND/OR REMOVAL AND REPLACEMENT OF EXISTING WALLS, FLOORS & CEILINGS UNLESS OTHERWISE INDICATED.
21. IDENTIFY PIPING LOCATED ABOVE CEILINGS PRIOR TO CEILING GRID INSTALLATION.



1 FIRE PROTECTION PLAN

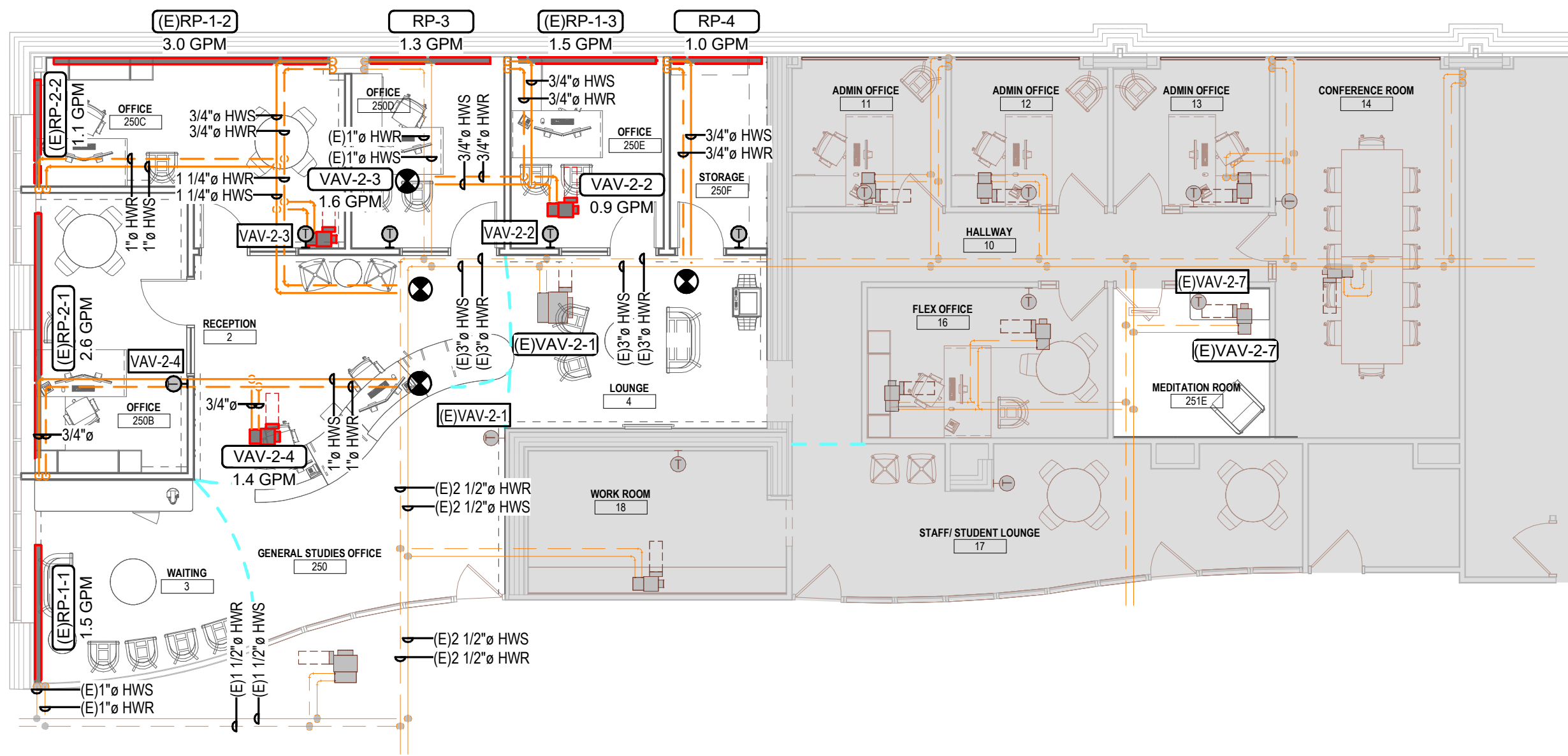
1/8" = 1'-0"



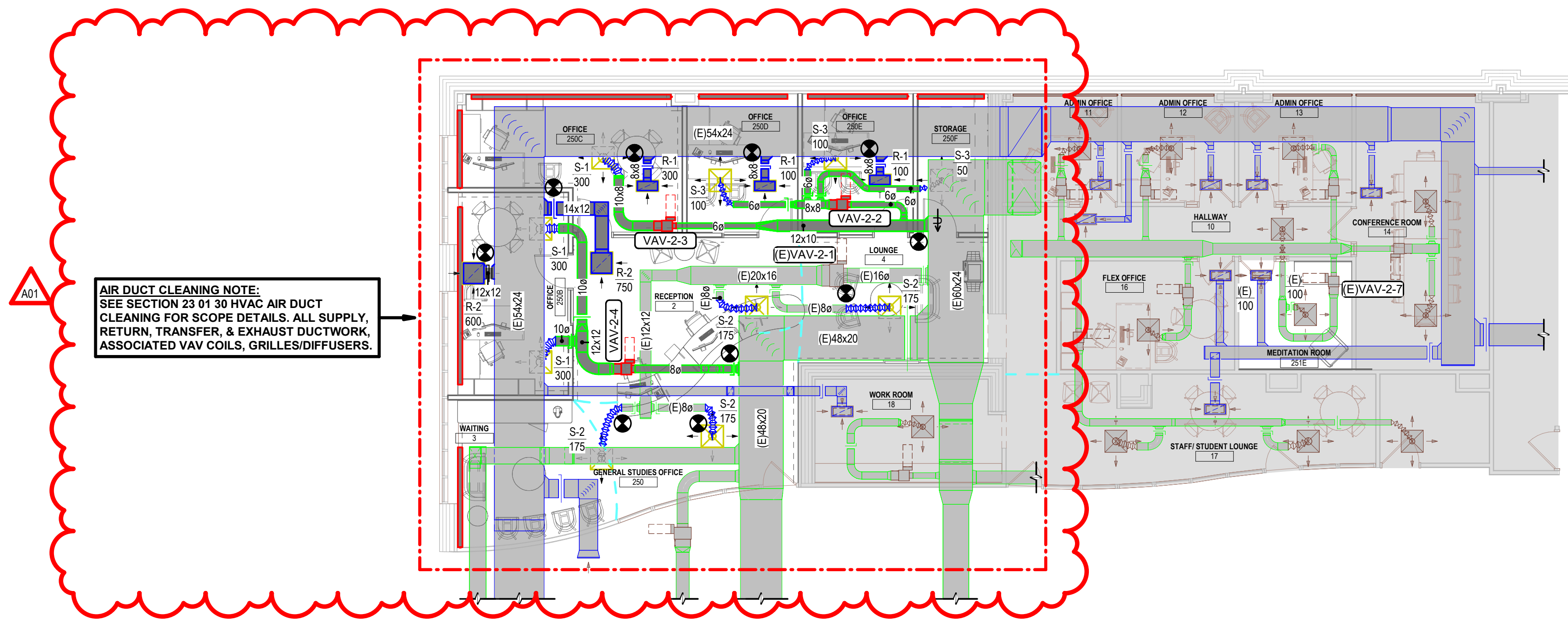
2 SPRINKLER HEAD DETAIL

N.T.S.

◆ KEYNOTES - REMODEL	
Keynote Number	Keynote Description
#	COORDINATE EXACT LOCATION OF ALL CEILING MOUNTED GRILLES AND DIFFUSERS WITH CEILING GRID. SPRINKLER HEADS, RECESSED LIGHTING AND ALL OTHER CEILING MOUNTED EQUIPMENT.



 **2** MECHANICAL PIPING REMODEL PLAN
1/8" = 1'-0"



 **4** MECHANICAL DUCTWORK REMODEL PLAN
1/8" = 1'-0"