Division 10 Specialties pre-submittal checklist

PROJECT	SPEC SECTION	SUBMITTAL NO.

CHECKED BY	DATE

1. Before you start

These apply to every submittal, whatever the trade.

- [ ] Pull the exact spec section this package answers to, including addenda that changed it.
- [ ] Read the submittal articles in Part 1 and list every item they ask for.
- [ ] Confirm the transmittal names the right section number, and that each product is tagged to the paragraph it answers.
- [ ] Mark any deviation from the spec yourself on the transmittal. A declared deviation gets reviewed; a hidden one gets the package rejected.
- [ ] Keep a copy of exactly what you sent, with the date, for your submittal log.

2. Named manufacturers and products match the spec **Blocker**

Compare every product in the package to the manufacturer and model the spec names. If anything differs, attach the approved substitution or or-equal letter, or swap back before you send. Tick each item once you have checked it and nothing below applies without written approval.

- [ ] Washroom accessory manufacturer substitutions (Bobrick, Bradley Corp, ASI American Specialties)
- [ ] Toilet partition manufacturer substitutions (Hadrian, Scranton Products, Bobrick, ASI)
- [ ] Wall and door protection manufacturer substitutions (Construction Specialties CS, Inpro, Pawling)
- [ ] Fire extinguisher cabinet manufacturer substitutions (Larsen's, JL Industries, Potter Roemer)
- [ ] Locker manufacturer substitutions (Republic Storage, Lyon, Penco, List Industries)
- [ ] Signage fabricator changes (when spec names an approved fabricator)
- [ ] Operable partition manufacturer substitutions (Modernfold, Hufcor, Kwik-Wall)
- [ ] Louver and vent manufacturer substitutions (Construction Specialties, Ruskin, Airline Louvers)

3. Performance values meet the spec numbers **Blocker**

Put the data sheet next to the spec and compare the actual values, not just the test method. A sheet that says "tested per ASTM" without the number is not proof. Tick each value once it meets or beats the spec.

- [ ] **Toilet partition material type** (HDPE, phenolic, stainless steel, powder-coated steel, solid polymer) - must match spec exactly

- [ ] **Partition thickness** (1 inch nominal for HDPE/phenolic, varies by material) and **panel height** (typically 58 inches standard, 62 or 72 inches for enhanced privacy)
- [ ] **Partition pilaster and panel gauge** for metal types (min 22ga, 20ga, or as specified)
- [ ] **Louver free area** (square feet per unit - must meet or exceed code-required ventilation)
- [ ] **Louver water penetration resistance** (tested per AMCA 500-L, rated in oz/sq ft/hr)
- [ ] **Operable partition STC rating** (Sound Transmission Class - typically STC 48-56 specified)
- [ ] **Signage luminance and contrast ratios** per ADA/ICC A117.1 (minimum 70% contrast between text and background)
- [ ] **Corner guard height** (typically 48 inches for standard, 96 inches for full-height) and **impact resistance** (measured in ft-lbs)
- [ ] **Locker tier configuration** (single, double, triple, box, or Z-style) and **ventilation** (perforated or louvered)
- [ ] **Accessory mounting heights** per ADA (grab bars, dispensers, mirrors - specific height ranges)
- [ ] **Fire extinguisher cabinet recessed depth** and rough opening dimensions
- [ ] **Flagpole height, shaft diameter, and wall thickness**

4. Certifications and test reports are attached Fix and Resubmit

Reviewers want the report itself, not a line on the data sheet saying one exists. Tick each document that the spec requires and the package actually contains. Skip lines that do not apply to your section.

- [ ] **ADA/ICC A117.1 compliance documentation** for all accessible toilet accessories, signage, and compartments
- [ ] **UL listing** for fire extinguisher cabinets (UL 2017 or applicable standard)
- [ ] **NFPA 10 compliance** for fire extinguisher type, size, and placement
- [ ] **ASTM E84 test report** (surface burning characteristics - flame spread and smoke development) for partition materials and wall protection
- [ ] **ASTM A480 compliance** for stainless steel accessories and partitions (surface finish, tolerances)
- [ ] **ANSI Z535 compliance** for safety signage (colors, symbols, format)
- [ ] **BHMA (Builders Hardware Manufacturers Association)** certification for hardware on toilet partitions
- [ ] **GREENGUARD or GREENGUARD Gold certification** when spec requires low-emitting materials
- [ ] **SCAQMD Rule 1168 VOC compliance** for adhesives and sealants used in installation
- [ ] **AMCA certified ratings** for louver performance (free area, water penetration, pressure drop)
- [ ] **Product data sheets** with physical and mechanical properties for each specified product

5. Colors, finishes, and profiles match the selection Fix and Resubmit

Match each visible attribute to the spec text and the architect's approved sample or color schedule. Tick each one you have confirmed.

- [ ] Accessory finish mismatch (satin stainless vs bright stainless, chrome vs brushed nickel, powder coat color)
- [ ] Toilet partition color or pattern (HDPE and solid polymer have limited standard color palettes)

- [ ] Wall protection color, end cap style, and mounting rail profile
- [ ] Corner guard material and color (stainless steel, aluminum, vinyl, rubber)
- [ ] Signage font, ADA-compliant tactile lettering, Braille placement, background color
- [ ] Locker finish color (powder coat RAL or manufacturer standard)
- [ ] Operable partition face fabric, laminate, or veneer species and finish
- [ ] Flagpole material finish (clear anodized, dark bronze anodized, satin, polished)
- [ ] Visual display surface type (porcelain enamel, painted steel, glass - affects writability and appearance)

6. Details and installation match the spec and drawings

Fix and Resubmit

These are the mismatches reviewers catch most in this division. Check your shop drawings and installation data against the spec and the contract drawings, and tick each line once you have confirmed it does not apply to your package.

- [ ] **Toilet partition mounting type** differs (floor-mounted/overhead-braced vs ceiling-hung vs floor-to-ceiling)
- [ ] **Partition pilaster anchorage** method does not match structural conditions (concrete vs steel stud vs CMU)
- [ ] **Accessory mounting method** (surface-mounted vs semi-recessed vs fully recessed)
- [ ] **Grab bar mounting blocking** not coordinated with wall framing plan
- [ ] **Corner guard adhesive vs mechanical fastener** attachment differs from spec
- [ ] **Louver frame depth** does not match wall thickness
- [ ] **Louver blade angle and spacing** differ from specified profile
- [ ] **Operable partition track and header detail** does not match structural framing
- [ ] **Signage mounting method** (standoff pins vs flush-mount vs surface-applied)
- [ ] **Fire extinguisher cabinet recessed vs surface-mounted** does not match wall condition
- [ ] **Locker base and anchorage** (pedestal base vs slope-top vs recessed base) differs

7. Every required item is in the package

Fix and Resubmit

Open the submittal articles in Part 1 of your spec section (often split into action and informational submittals) and confirm each required item is present. The list below is what this division's specs most often require.

- [ ] Product data sheets for each accessory, partition type, and specialty item
- [ ] ADA compliance documentation showing mounting heights and clearances
- [ ] Shop drawings for toilet partitions (layout, pilaster locations, door swings)
- [ ] Finish samples or sample chips (stainless steel, powder coat, laminate, HDPE color)
- [ ] Louver performance data (AMCA certified free area and water penetration ratings)
- [ ] Fire extinguisher cabinet UL listing certificate
- [ ] STC test report for operable partitions (tested per ASTM E90)
- [ ] Signage schedule with ADA-compliant layout, font size, Braille, and pictograms

- [ ] Warranty documentation (typically 1-5 years depending on product)
- [ ] Installation instructions from manufacturer
- [ ] Maintenance and cleaning instructions for stainless steel and specialty finishes
- [ ] LEED/sustainability documentation (recycled content, VOC data, GREENGUARD certificate)

Free checklist from deviationcheck.com/checklists/10-specialties/. Want the package checked against your spec? Deviation Check reviews it for $35 at deviationcheck.com.