Division 13 Special Construction 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.

- [ ] Clean room system manufacturer substitutions (Terra Universal, Cleanroom Systems)
- [ ] Pre-engineered metal building manufacturer substitutions (Nucor, BlueScope, Chief Industries, Metallic Building Company)
- [ ] Lightning protection manufacturer substitutions (Thompson Lightning, East Coast Lightning Equipment)
- [ ] Insulated panel manufacturer substitutions for cold storage and clean rooms (Metl-Span, Kingspan, CENTRIA)
- [ ] Radiation shielding manufacturer substitutions (MarShield, Nelco)
- [ ] Storm shelter and safe room manufacturer substitutions (US Safe Room, Survive-A-Storm)
- [ ] Seismic isolation bearing manufacturer substitutions (DIS/Dynamic Isolation Systems, Earthquake Protection Systems)
- [ ] Pool equipment manufacturer substitutions (Pentair, Hayward, Fluidra)

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.

- [ ] **Clean room ISO classification** (ISO 5 through ISO 8 per ISO 14644-1) - particle count at rest vs operational
- [ ] **Air changes per hour (ACH)** for clean rooms and controlled environments

- [ ] **Room pressurization** (Pa positive or negative relative to adjacent spaces)
- [ ] **Cold storage temperature range** and insulation R-value for envelope panels
- [ ] **Pool circulation rate** (gpm) and turnover time (hours)
- [ ] **Lightning protection zone of coverage** - rolling sphere radius per NFPA 780/UL 96A
- [ ] **Vault fire rating** (hours per ASTM E119 or UL 72)
- [ ] **Blast resistance** (psi overpressure and duration)
- [ ] **Sound isolation** - STC (Sound Transmission Class) and NIC (Noise Isolation Class) per ASTM E90/E413
- [ ] **Seismic isolation bearing capacity** (kips) and maximum displacement (inches)
- [ ] **Radiation shielding thickness** (mm lead equivalent or concrete density)
- [ ] **Storm shelter wind speed rating** (mph) and missile impact resistance per ICC 500
- [ ] **Flame propagation** of clean room wall/ceiling panels per ASTM C1166
- [ ] **Pre-engineered building design loads** - wind, snow, seismic per ASCE 7 and IBC

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.

- [ ] **UL 96A** listing for lightning protection components
- [ ] **NFPA 780** compliance documentation for lightning protection system design
- [ ] **ISO 14644** clean room classification test protocol and certification plan
- [ ] **ASHRAE 90.1/189.1** energy compliance for controlled environment enclosures
- [ ] **IBC Chapter 30** and local health department compliance for aquatic facilities
- [ ] **ASTM E90/E413** test reports for sound-rated room assemblies
- [ ] **ASTM C1166** flame propagation test report for clean room panels
- [ ] **NRC (Nuclear Regulatory Commission)** approval for radiation shielding materials
- [ ] **ICC 500** certification for storm shelters
- [ ] **FEMA P-361** compliance documentation for safe rooms
- [ ] **ASCE 7** seismic design basis and isolation system qualification test reports
- [ ] **FM Approvals** for insulated metal panels (fire, wind)
- [ ] **UL listing** for vault doors and modular vault systems
- [ ] **IAS (International Accreditation Service)** or equivalent for metal building fabricator
- [ ] **AWS D1.1** welding certifications for pre-engineered structures

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.

- [ ] Pre-engineered metal building exterior finish, color, and panel profile
- [ ] Clean room wall panel finish and color (powder coat, stainless, painted steel)
- [ ] Insulated panel color and texture for cold storage visible exteriors
- [ ] Lightning protection conductor routing visibility on architectural facades
- [ ] Pool tile color, pattern, and finish
- [ ] Vault door finish and hardware style

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.

- [ ] **Clean room ceiling grid** module size or layout differs from design
- [ ] **HEPA/ULPA filter** size, quantity, or placement differs from room layout
- [ ] **Cold storage panel joint detail** - tongue-and-groove vs cam-lock vs other
- [ ] **Cold storage door type** - sliding vs hinged, heated frame threshold detail
- [ ] **Pool gutter system** - perimeter overflow type differs (deck-level vs roll-out)
- [ ] **Pool structural shell** - thickness or reinforcing differs from structural drawings
- [ ] **Lightning protection conductor** size, material, or routing path differs
- [ ] **Air terminal (lightning rod) spacing** exceeds NFPA 780 maximum
- [ ] **Radiation shielding lap joints** - overlap dimension below design minimum
- [ ] **Seismic isolation bearing anchorage** detail differs from structural drawings
- [ ] **Storm shelter connection** to foundation - anchor bolt size/spacing differs
- [ ] **Pre-engineered building secondary framing** member size or spacing differs
- [ ] **Vapor barrier location** in cold storage panel assembly (warm side required)

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.

- [ ] Clean room ISO classification test plan and commissioning protocol
- [ ] Air balance calculations showing ACH, pressurization cascade, and filter coverage
- [ ] Cold storage refrigeration load calculations and panel U-value data
- [ ] Pool hydraulic calculations (turnover rate, pipe sizing, pump curves)

- [ ] Lightning protection system design drawing with zone of coverage analysis
- [ ] Radiation shielding calculations signed by qualified health physicist
- [ ] Storm shelter structural calculations per ICC 500 loading criteria
- [ ] Seismic isolation system qualification test data per ASCE 7 Chapter 17
- [ ] Pre-engineered building design calculations (wind, snow, seismic, live load)
- [ ] Vault fire test reports and UL listing documentation
- [ ] Manufacturer installation manuals for specialty systems
- [ ] Installer qualification records and manufacturer authorization letters
- [ ] Warranty documentation with coverage terms and exclusions

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Free checklist from deviationcheck.com/checklists/13-special-construction/. Want the package checked against your spec? Deviation Check reviews it for $35 at deviationcheck.com.