



# City of Stuart

121 SW Flagler Avenue • Stuart • Florida 34994  
Department of Financial Services  
Procurement & Contracting Services Division

Telephone (772) 288-5308  
Fax: (772) 600-0134  
[www.cityofstuart.us](http://www.cityofstuart.us)

Lenora Darden, CPPB  
Procurement Manager  
[ldarden@ci.stuart.fl.us](mailto:ldarden@ci.stuart.fl.us)

September 8, 2016

Via Email Transmission: [drjett@live.com](mailto:drjett@live.com)

Customer's Choice Garage Doors & Openers, Inc.  
Attn: Mr. Donald Jett, Owner  
706 NW Buck Hendry Way  
Stuart, FL 34994

Subject: Renewal for ITB No. 2015-295: Service and Repair of Overhead Doors

Dear Mr. Jett,

This is official notification to your firm that the City of Stuart is satisfied with your firm's performance and wishes to extend your current contract for Geographical Information System Services, for the period beginning October 1, 2016 and ending on September 30, 2017, which represents the first of two (one year) renewal options. This extension is granted under the same terms, conditions, and pricing as the original contract.

Please complete the bottom portion of this letter if your firm will agree to the requested renewal. Your response must be received **no later than 4:00 p.m., September 20, 2016**. You may fax your response to (772) 600-0134 or send by email to [purchasing@ci.stuart.fl.us](mailto:purchasing@ci.stuart.fl.us).

Thank you for your cooperation and immediate attention to this matter. Please contact me at (772) 288-5308, if you should have any questions.

Best Regards,

Lenora Darden, CPPB  
Procurement Manager

- I hereby agree to the contract renewal as specified of the subject Agreement  
 I am unable to agree to the contract renewal as specified of the subject Agreement

(Signature)

Terrence O'Leary  
Printed Name

10/27/16  
Date

CEO  
Title



# City of Stuart

121 SW Flagler Avenue • Stuart • Florida 34994  
Department of Financial Services  
Procurement & Contracting Services Division

Amanda Reed  
Procurement Specialist  
areed@ci.stuart.fl.us

Telephone (772) 288-5320  
Fax: (772) 600-1202  
[www.cityofstuart.us](http://www.cityofstuart.us)

## MEMORANDUM

To: Lenora Darden, Procurement Manager  
From: Amanda Reed, Procurement Specialist  
Date: October 12, 2015  
Subject: Recommendation of ITB #2015-295: Overhead Doors

Attached are: the tabulation sheet, the approved 2015 fiscal budget, and the department's recommendation for the above referenced project. In accordance with the City of Stuart Code of Ordinances, you have authority to award solicitations that are valued at less than Twenty-Five Thousand and 00/100 Dollars (\$25,000.00) and where the vendor was selected in accordance with the City Procurement Ordinance.

This solicitation was legally advertised in the Stuart News on September 17, 2015 and was disseminated by DemandStar on-line, to three (3) supplemental suppliers, and broadcasted to one hundred seventy-one (171) suggested vendors. Out of eight (8) planholders, one (1) responsive bid was received by 2:30 pm on the ITB opening date, September 30, 2015. Staff has reviewed the bids and recommends award to the lowest, most responsive and responsible bidder for Groups 1 & 2: Customer's Choice Garage Doors for the bid amount of \$6,837.50.

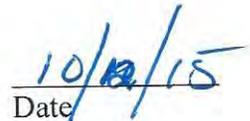
Please review the attached documentation and signify by signature below your determination of award, request for further information or recommended rejection of all bids.

Should you have any questions or if I might be of further assistance please call me at ext. 5320 or contact me by email at [areed@ci.stuart.fl.us](mailto:areed@ci.stuart.fl.us).

Award Groups 1 and 2 for ITB #2015-295 Overhead Doors to Customer's Choice Garage Doors for the initial term of one (1) year with two (2) - one (1) year renewals to the lowest responsive and responsible bidder in the amount not to exceed \$825.00 for Group 1 and \$6,012.50 for Group 2.

- Further information is required  
 Recommend all bids be rejected

  
Lenora Darden, Procurement Manager

  
Date





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/9/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER SUNZ Insurance Solutions, LLC. c/o TLR of Bonita, Inc 700 Central Ave, Suite 500 St. Petersburg, FL 33701	ID: (TLR)	CONTACT NAME: Aimee Gray	FAX (A/C, No): 727-525-3862
		PHONE (A/C, No, Ext): 727-520-7676 x 222	E-MAIL ADDRESS:
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: SUNZ Insurance Company	
		INSURER B: Aspen Re - London - Best Rating "A"	
		INSURER C: Catlin Syndicate - Lloyds - Best Rating "A"	
		INSURER D: Brit Syndicate - Lloyds - Best Rating "A"	
		INSURER E:	
		INSURER F:	

INSURED  
TLR of Bonita, Inc  
EnterpriseHR  
700 Central Avenue Suite 500  
St. Petersburg FL 33701

**COVERAGES**

CERTIFICATE NUMBER: 26879146

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WCPEO000001 11	6/1/2015	6/1/2016	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Workers Compensation						This is for informational purposes and nothing shall create any right under such reinsurance.
C	Excess Coverage						
D							

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Coverage Provided for all leased employees but not subcontractors of: Customer's Choice Garage Doors & Openers, Inc  
 Client Effective: 1/13/2014  
 Re: ITB #2015-295, Annual Contract for Service and Repair of Overhead Doors.

**CERTIFICATE HOLDER**

7452  
 City of Stuart Department of Financial Services  
 Procurement & Contracting Services Division  
 121 SW Flagler Ave.  
 Stuart FL 34994

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Glen J Distefano

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ACORD 25 (2014/01)

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# City of Stuart

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Procurement and Contracting Services Division

Lenora Darden, CPPB  
Procurement Manager  
[ldarden@ci.stuart.fl.us](mailto:ldarden@ci.stuart.fl.us)

Telephone (772) 288-5308  
Fax: (772) 600-0134  
[www.cityofstuart.us](http://www.cityofstuart.us)

October 8, 2015

**Via:** Email transmission: [drjett@live.com](mailto:drjett@live.com)

Customer's Choice Garage Doors & Openers, Inc.  
Attn: Donald Jett, Owner  
706 NW Buck Hendry Way  
Stuart, FL 34994

Subject: Notice of Intent to Award  
ITB No. 2015-295: Purchase and Installation, Service and Repair of Overhead Doors

Dear Mr. Jett,

Please accept this letter of intent on behalf of the City of Stuart for ITB No. 2015-295, Purchase and Installation, Service and Repair of Overhead Doors for Group1 and Group 2 for an annual amount not to exceed \$6,837.50. As discussed, the door your firm specified for Group 3 has been determined not an equivalent to the DAB Door Series 1200. In preparation of award, The City of Stuart requests that you provide all necessary insurance requirements within 10 days (October 18, 2015) as listed below:

A "Certificate of Insurance" which reflects all types and levels of coverage as noted in the Invitation to Bid. The insurance certificate must also have printed in the "Remarks" box, words to the effect: **"The City of Stuart is an additional insured"**. The City requests that the insurance certificate lists the **project number and the project name**, ITB #2015-295, Annual Contract for Service and Repair of Overhead Doors.

Upon receipt of insurance requirements, the initial contract period will be for one year, effective on November 1, 2015 through October 31, 2015, with two one-year renewal options. The City reserves the right to exercise the option to renew annually, if mutually agreed upon in writing by both parties subject to the same terms and conditions of the original agreement. Annual renewals shall be subject to the appropriation of funds, vendor's satisfactory performance and determination that the contract renewal is in the best interest of the City.

All services shall be coordinated with the City Project Manager, as identified on the purchase order, which will serve as your notice to proceed.

The City of Stuart looks forward to a mutually beneficial business relationship. If you have any questions, please feel free to contact me by email at [ldarden@ci.stuart.fl.us](mailto:ldarden@ci.stuart.fl.us) or call me at (772) 288-5308.

Sincerely,

Lenora Darden  
Procurement Manager  
City of Stuart, Florida

Cc: 2015-295 ITB File  
Fire Rescue Staff

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CITY OF STUART

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BID PACKAGE

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City of Stuart  
121 SW Flagler Avenue  
Stuart, FL 34994  
Department of Financial Services

Lenora Darden  
Procurement Manager

Procurement & Contracting Services Division  
772.288.5320 PHONE

772.600.0134 FAX  
[purchasing@ci.stuart.fl.us](mailto:purchasing@ci.stuart.fl.us)

## INVITATION TO BID

FOR: Purchase and Installation, Service and Repair of Overhead Doors

DATE: September 16, 2015

DEPT: Fire Rescue

BID NUMBER: 2015-295

### THIS IS NOT AN ORDER

Bids will be opened and publicly read aloud at City Hall, 121 S.W. Flagler Ave., Stuart, FL at **2:30 pm on Wednesday, the 30<sup>th</sup> day of September, 2015.** Bids must be SUBMITTED ON THE desired.

Please attach this completed form as the top sheet for all bids submitted. Bid bonds, if required, may be in the form of a Surety Bond, Cashier's Check or Certified Check (checks payable to The City of Stuart).

Bidder's Name

DONALD R. JETT

Company Name

CUSTOMER'S CHOICE GARAGE DOORS & OPENERS, INC.

Street Address

206 NW Buck-Hendry Way

City, State, Zip

STUART, FL. 34994

Total Group 1 \$ 825.<sup>00</sup> Total Group 2 \$ 6,012.<sup>50</sup> Total Group 3 \$ 75,266.<sup>00</sup>

Total Overall Amount \$ 82,103.<sup>50</sup>

It is the intent and purpose of the City of Stuart that this Invitation to Bid promotes competitive bidding. It shall be the bidder's responsibility to advise the Procurement Division if any language, requirements, etc., or any combination thereof, inadvertently restricts or limits the requirements stated in this Invitation to Bid to a single source. Such notification must be submitted in writing and must be received by the Procurement Division not later than five (5) days prior to the bid opening date.

**Hand Deliver Mail/Express Bids to:**

**Stuart City Hall**

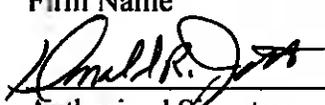
**Procurement & Contracting Services Office**

**121 S.W. Flagler Avenue**

**Stuart, Florida 34994**

**A2 BID SIGNATURE SECTION**

- A2.1 This sheet must be signed by a person authorized to sign for your firm and returned with your bid. Failure to comply will result in disqualification of submittal.
- A2.2 Delivery shall be a factor in award. Failure to perform within delivery deadline(s) set forth in the specifications or any other contract document shall constitute default.
- A2.3 Section Not Used
- A2.4 The City reserves the right to reject any or all bids, without recourse, to waive technicalities or to accept the bid which in its sole judgment best serves the interest of the City. Cost of submittal of this bid is considered an operational cost of the bidder and shall not be passed on to or be borne by the City.
- A2.5 Goods, services, supplies or equipment covered in the specifications shall be delivered F.O.B. Destination.
- A2.6 The City may accept any item or group of items on any bid unless the offeror qualifies his bid by specific limitations.
- A2.7 Bidders are requested not to contact the City Commission, requesting/evaluating Departments or Divisions from the time of the issuance of the solicitation or advertisement through award recommendation posting, unless otherwise set forth in a solicitation. Any questions from bidders or evaluating Departments or Divisions will be answered through the Procurement Division.
- A2.8 If not bidding any or all items, please so state.
- A2.9 Bidders are expected to examine the specifications, delivery schedule, bid prices, extensions and all instructions pertaining to supplies and services. In the event of extension error(s), the unit price will prevail and the Bidder's total offer will be corrected accordingly. In the event of addition errors, the extended totals will prevail and the Bidder's total will be corrected accordingly. Bids having erasures or corrections must be initialed in ink by the Bidder.
- A2.10 Failure to comply with these instructions may result in disqualification of your bid.

<u>CUSTOMER'S CHOICE GARAGE DOORS &amp; OPENERS, INC.</u>	<u>29 SEPT 2015</u>	<u>DRJETT@LIVE.COM</u>
Firm Name	Date	Email Address
<u></u>	<u>(772) 675-1446 office (772) 380-3390 cell</u>	
Authorized Signature (Manual)	Telephone Number	
<u>DONALD R. JETTON / CEO</u>	<u>(772) 382-0923</u>	
Name/Title (Please Print)	Facsimile Number	

Any questions regarding this Invitation to Bid should be addressed to the Procurement & Contracting Services Office, City of Stuart, Florida. Contact Purchasing: Email: [purchasing@ci.stuart.fl.us](mailto:purchasing@ci.stuart.fl.us), and Fax # (772) 600-0134.

**Customer's Choice Garage Doors & Openers**

706 NW Buck Hendry Way  
 Stuart, Fl. 34994

FAX - (772)382-0923

Phone # (772)206-0136

drjett@live.com

Estimate

Date	Estimate #
9/23/2015	1703

Name / Address
City of Stuart Fire Stations 121 SW Flagler Avenue Stuart, Fl. 34994 Dept. of Financial Services

Project

Description	Qty	Rate	Total
FOR FIRE STATION1 800 MLK BLVD - Furnish Cookson 20 gauge 14x14 rolling steel doors standard finish (powder coat extra) Miami Dade rated with 100,000 cycle springs 25 cycles per day. Bottom bar, guides, brackets, and hood to be powder coated same standard color as door.	8	3,678.00	29,424.00T
Furnish MGH7511 motors 3/4 hp slide bolt operable one side with motor interlock, NEMA 1 photo eye entrapment and NEMA 1 surface mount push button station.	8	1,648.00	13,184.00T
Labor to install Cookson 14x14 door and motor	8	950.00	7,600.00T
Forklift rental one day for each door and motor	8	450.00	3,600.00T
Furnish Cookson 20 gauge 10x10 rolling steel door standard finish (powder coat extra) Miami Dade rated with 100,000 cycle springs 25 cycles per day. Bottom bar, guides, brackets, and hood to be powder coated same standard color as door.	1	2,638.00	2,638.00T
Furnish MGH7511 motors 3/4 hp slide bolt operable one side with motor interlock, NEMA 1 photo eye entrapment and NEMA 1 surface mount push button station.	1	1,648.00	1,648.00T
Labor to install Cookson 10x10 door and motor	1	950.00	950.00T
Forklift rental one day for each door and motor	1	450.00	450.00T
FOR FIRE STATION 2 1100 SE MONTEREY RD. - Furnish Cookson 20 gauge 13x13 rolling steel doors standard finish (powder coat extra) Miami Dade rated with 100,000 cycle springs 25 cycles per day. Bottom bar, guides, brackets, and hood to be powder coated same standard color as door.	2	3,188.00	6,376.00T
Furnish MGH7511 motors 3/4 hp slide bolt operable one side with motor interlock, NEMA 1 photo eye entrapment and NEMA 1 surface mount push button station.	2	1,648.00	3,296.00T
Labor to install Cookson 13x13 door and motor	2	950.00	1,900.00T
Forklift rental one day for each door and motor	2	450.00	900.00T
Permitting and inspections for 11 doors	11	300.00	3,300.00T

Please sign and return via e-mail as verification of acceptance.

<b>Subtotal</b>	\$75,266.00
<b>Sales Tax (0.0%)</b>	\$0.00
<b>Total</b>	\$75,266.00

**F. BID SCHEDULE**

In accordance with the terms, conditions and specifications, the undersigned bidder hereby submits the following prices for supplying The City of Stuart with the goods and/or services called for in ITB #2015-295. Bidders may only submit one bid.

GROUP 1 - PREVENTATIVE MAINTENANCE (PM)					
Item No.	Description/Location	QTY	UOM	ANNUAL PM/INSPECTION UNIT COST	TOTAL PRICE (Qty X Unit Cost=)
1	Fire Station No. 1	9	Each	\$ 75. <sup>00</sup>	\$ 675. <sup>00</sup>
2	Fire Station No. 2	2	Each	\$ 75. <sup>00</sup>	\$ 150. <sup>00</sup>
Group 1: Preventative Maintenance Annual Cost (Items 1-2)					\$ 825. <sup>00</sup>
GROUP 2 - REPAIR/SERVICE CALLS					
<p>All rates quoted shall include travel means, labor and any and all equipment and tools required. All disposal charges should be included in the contractor's overhead. There shall be no charges to and from the City work sites. The City will pay a minimum 1-hour of service for repairs performed. Contractor shall round to the ½ hour for all work performed in excess of an hourly increment.</p> <p>Also include labor rate during normal working hours (standard hourly rate) and a maximum response time; and services rendered after working hours (overtime hourly rate).</p> <p>➤ <b>Regular Time/Non-Emergency:</b> Mon-Fri, 8am – 5pm</p> <p>➤ <b>Overtime/After Hours:</b> Weekends (Sat &amp; Sun), Mon-Fri, 5:01pm – 7:59am, including Holidays</p>					
Item No.	Description	Hourly Labor Rate	Estimated Hours	TOTAL PRICE (Rate X Hrs=)	
1	Labor, Technician: Regular Hourly Rate	\$ 105. <sup>00</sup>	10	\$ 1,050. <sup>00</sup>	
2	Labor Technician: Overtime/After Hour Hourly Rate	\$ 157. <sup>50</sup>	5	\$ 787. <sup>50</sup>	
3	Labor, Mechanics Helper: Regular Hourly Rate	\$ 50. <sup>00</sup>	10	\$ 500. <sup>00</sup>	
4	Labor, Mechanics Helper: Overtime/After Hour Hourly Rate	\$ 75. <sup>00</sup>	5	\$ 375. <sup>00</sup>	
5	Labor, Electrician Regular Hourly Rate	\$ N/A	4	\$ N/A	
Group 2: Estimated Annual Cost (Items 1-5)					\$2712. <sup>50</sup>
GROUP 2A - ANNUAL PARTS AND MATERIALS (P&M)					
City's Estimated Annual Parts & Materials Expenditure					\$3,000.00

Company Name: CUSTOMER'S CHOICE GARAGE DOORS & OPENERS, INC.

<b>Bidders are to provide a percentage markup of cost for parts and materials. Percentage Mark-Up ( Not to exceed 10%)</b>					<b>10 %</b>
<b>Group 2A - Total Estimated Annual Expenditure (P&amp;M X %=)</b>					<b>\$ 3,300.<sup>00</sup></b>
<b>Group 2 + Group 2A - Overall Total</b>					<b>\$ 6,012.<sup>50</sup></b>
<b>GROUP 3 – NEW INSTALLATION / REPLACEMENT OF EQUIPMENT AND LABOR (E &amp; L)</b>					
<b>Item No.</b>	<b>Description/Door Type</b>	<b>QTY</b>	<b>UOM</b>	<b>UNIT COST</b>	<b>TOTAL PRICE (Qty X Unit Cost=)</b>
1	DAB Rolling Steel Door Series 1200 (14 X 14)	8	Each	\$ 7,026. <sup>00</sup>	\$ 56,208. <sup>00</sup>
2	DAB Rolling Steel Door Series 1200 (10 X 10)	1	Each	\$ 5,986. <sup>00</sup>	\$ 5,986. <sup>00</sup>
2	DAB Rolling Steel Door Series 1200 (13 X 13)	2	Each	\$ 6,536. <sup>00</sup>	\$ 13,072. <sup>00</sup>
<b>Group 3: New Installation/Replacement Annual Cost (Items 1-3)</b>					<b>\$ 75,266.<sup>00</sup></b>
<b>Group 1: Preventative Maintenance Annual Cost</b>					<b>\$ 825.<sup>00</sup></b>
<b>Group 2: Estimated Annual Labor Cost + Parts &amp; Materials</b>					<b>\$ 6,012.<sup>50</sup></b>
<b>Group 3: New Install/Replace including E &amp; L</b>					<b>\$ 75,266.<sup>00</sup></b>
<b>OVERALL ANNUAL TOTAL (Groups 1-3)</b>					<b>\$ 82,103.<sup>50</sup></b>
Preferred method of payment is by the City Purchasing Card (VISA). <b>DO YOU ACCEPT THE PURCHASING CARD (VISA)?</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>					

All Prices will remain firm for a period of forty-five (45) days from the date of Bid opening.

*The City of Stuart offers bidders who commit to accepting the Purchasing Card, noted above in the Bid Schedule as payment method, a one percent (1%) reduction in their bid price for evaluation purposes only. When evaluating prices submitted by bidders in response to this solicitation, the total offered price of a bidder committed to accepting the Purchasing Card will be reduced by one percent, the resulting number is then compared to the other bidders' offered price. If the committed bidder is awarded the contract, the award will be at the originally bid price.*

The undersigned bidder hereby certifies that the invitation to bid has not been altered in any manner; and that bidder has received all the Addenda listed below and has incorporated them

# *State of Florida*

## *Department of State*

I certify from the records of this office that CUSTOMER'S CHOICE GARAGE DOORS & OPENERS INC. is a corporation organized under the laws of the State of Florida, filed on December 30, 2010, effective December 30, 2010.

The document number of this corporation is P11000000051.

I further certify that said corporation has paid all fees due this office through December 31, 2015, that its most recent annual report/uniform business report was filed on March 20, 2015,, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the  
Great Seal of the State of Florida  
at Tallahassee, the Capital, this  
the Twentieth day of March, 2015*



*Ken Retzner*  
**Secretary of State**

Tracking Number: CC9065478760

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>



# CERTIFICATE OF LIABILITY INSURANCE

CUSTO-2

OP ID: SP

DATE (MM/DD/YYYY)

09/23/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> The Roney Group 701 W. Fletcher Avenue, Ste A Tampa, FL 33612 Susan M. Caldwell Panazze CPCU	<b>CONTACT NAME:</b> Susan M. Caldwell Panazze CPCU	
	<b>PHONE (A/C No, Ext):</b> 813-935-0306	<b>FAX (A/C No):</b> 813-935-0806
<b>ADDRESS:</b> Sue1@Roneyinsurance.com		
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURED</b> Customer's Choice Garage Doors & Openers Inc Donald R. Jett, CEO 706 NW Buck Hendry Way Stuart, FL 34994	<b>INSURER A:</b> Scottsdale Insurance Company	<b>41297</b>
	<b>INSURER B:</b> MAPFRE Ins Co of Florida	<b>34932</b>
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES**      **CERTIFICATE NUMBER:**      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

NSR TR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER	X		CPS2194117	04/16/2015	04/16/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> Hired AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			4150130009097	10/24/2014	10/24/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED.      RETENTION \$						<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE EACH OCCURRENCE \$ AGGREGATE \$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	N/A			<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIM T \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

<b>CERTIFICATE HOLDER</b>  City of Stuart Dept of Financial Services Procurement & Contracting Srv 121 SW Flagler Avenue Stuart, FL 34994	<b>CITY/STU</b>	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE <i>Susan M. Panazze</i>
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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/24/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> SUNZ Insurance Solutions, LLC. c/o TLR of Bonita, Inc 700 Central Ave, Suite 500 St. Petersburg, FL 33701	<b>ID: (TLR)</b>	<b>CONTACT NAME:</b> Aimee Gray
		<b>PHONE (A/C, No, Ext):</b> 727-520-7676 x 222
		<b>FAX (A/C, No):</b> 727-525-3862
		<b>E-MAIL ADDRESS:</b>
		<b>INSURER(S) AFFORDING COVERAGE</b>
		<b>INSURER A:</b> SUNZ Insurance Company
		<b>INSURER B:</b> Aspen Re - London - Best Rating "A"
		<b>INSURER C:</b> Catlin Syndicate - Lloyds - Best Rating "A"
		<b>INSURER D:</b> Brit Syndicate - Lloyds - Best Rating "A"
		<b>INSURER E:</b>
		<b>INSURER F:</b>

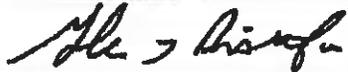
**COVERAGES**      **CERTIFICATE NUMBER:** 26573169      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input type="checkbox"/> N/A	WCPEO0000001 11	6/1/2015	6/1/2016	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Workers Compensation					This is for informational purposes and nothing shall create any right under such reinsurance.
C	Excess Coverage					
D						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Coverage Provided for all leased employees but not subcontractors of: Customer's Choice Garage Doors & Openers, Inc  
 Client Effective. 1/13/2014

<b>CERTIFICATE HOLDER</b> 7452 City of Stuart Department of Financial Services Procurement & Contracting Services Division 21 SW Flagler Ave. Stuart FL 34994	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE  Glen J Distefano
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**CITY OF STUART  
LOCAL BUSINESS TAX RECEIPT  
2014-2015**

10582	27003	090220
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BUSINESS TYPE	REPAIR/SERVICE W/SHOP
NAME AND LOCATION	JETT, DONALD 706 NW BUCK HENDRY WAY
T/CITY LICENSE	N/A
SCRIPT	REPAIRS & MAINTENANCE GARAG

TAX YEAR BEGINS OCTOBER 1 AND ENDS SEPTEMBER 30.  
PAYMENT OCTOBER 1 CONSTITUTES VIOLATION  
OF CITY CODE OF ORDINANCES

This local business tax receipt does not permit the holder to operate in violation of any City law, ordinance, or regulation. Any changes in location or ownership must be approved by the City License Section, subject to zoning restrictions. This receipt does not constitute an endorsement, approval, or disapproval of the holder's skill or competence or of the compliance or non-compliance of the holder with other laws, regulations, or standards.

Local Business Taxing Questions 772-288-5319

FEE	PENALTY	TRANSFER	MISCELLANEOUS	PAID
70.00	0.00	0.00	0.00	70.00

BUSINESS NAME AND MAILING ADDRESS	CUSTOMER'S CHOICE GARAGE DOORS & OP JETT, DONALD 706 NW BUCK HENDRY WAY STUART FL 34994
-----------------------------------	--

DATE
09/28/2014

**CHERYL WHITE**  
CITY CLERK

**KEEP THIS RECEIPT - NO TRANSFER WITHOUT ORIGINAL RECEIPT**

**THIS IS NOT AN INVOICE**

**THIS IS YOUR LOCAL BUSINESS TAX RECEIPT**

COPY



**Martin County Building Department**

900 SE Ruhnke Street  
Stuart, Fl 34994  
(772) 288-5482  
Fax (772) 419-6935

DEVAULT JR, TERRANCE E  
CUSTOMER'S CHOICE GARAGE DOORS & OPE  
706 NW BUCK HENDRY WAY  
STUART, FL 34994

**NOTICE TO ALL CONTRACTORS**

**PLEASE BE ADVISED THAT MARTIN COUNTY, FLORIDA SECTION 43.42 REQUIRES COMPLIANCE WITH THE FOLLOWING EXERPT FROM THE GENERAL ORDINANCES OF THE MARTIN COUNTY CODE:**

**PROHIBITED ACTIVITIES:**

43.42 R Advertising contracting work in any advertisement to the public in a newspaper or telephone directory without including in the advertisement the number of the contractor license issued to the person or business being advertised.

43 42 S Operating any commercial vehicle in the course of conducting the practice of contractng that fails to display the contractor license number of the contractor.

If you have any questions relating to the information in this letter , please contact the Martin County Contractor's Licensing Division of the Martin County Building Department.



**MARTIN COUNTY, FLORIDA  
Contractor's Licensing  
Certificate of Competency**

**GARAGE DOOR - MC**

License # MCGD6683 Expires: 09/30/2016  
DEVAULT JR, TERRANCE E  
CUSTOMER S CHOICE GARAGE DOORS & OPE  
706 NW BUCK HENDRY WAY  
STUART, FL 34994

## Request for Taxpayer Identification Number and Certification

**Give Form to the  
requester. Do not  
send to the IRS.**

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return) <b>Customer's Choice Garage Doors &amp; Openers, Inc.</b>	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification: <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input checked="" type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate  <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____  <input type="checkbox"/> Other (see instructions) ▶ _____	
	Exemptions (see instructions):  Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____	
Address (number, street, and apt. or suite no.) <b>70 NW Buck Hendry Way</b>		Requester's name and address (optional)
City, state, and ZIP code <b>Stuart, FL 34994</b>		
List account number(s) here (optional)		

<b>Part I Taxpayer Identification Number (TIN)</b>																																					
Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> on page 3.																																					
Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="9" style="text-align: center;">Social security number</th> </tr> <tr> <td style="width: 20px; height: 20px;"></td> </tr> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="9" style="text-align: center;">Employer identification number</th> </tr> <tr> <td style="width: 20px; height: 20px; text-align: center;">2</td> <td style="width: 20px; height: 20px; text-align: center;">7</td> <td style="width: 20px; height: 20px; text-align: center;">-</td> <td style="width: 20px; height: 20px; text-align: center;">4</td> <td style="width: 20px; height: 20px; text-align: center;">4</td> <td style="width: 20px; height: 20px; text-align: center;">3</td> <td style="width: 20px; height: 20px; text-align: center;">4</td> <td style="width: 20px; height: 20px; text-align: center;">4</td> <td style="width: 20px; height: 20px; text-align: center;">8 9</td> </tr> </table>	Social security number																		Employer identification number									2	7	-	4	4	3	4	4	8 9
Social security number																																					
Employer identification number																																					
2	7	-	4	4	3	4	4	8 9																													

<b>Part II Certification</b>	
Under penalties of perjury, I certify that:	
1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and 2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and 3. I am a U.S. citizen or other U.S. person (defined below), and 4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.	
<b>Certification instructions.</b> You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.	
<b>Sign Here</b>	Signature of U.S. person ▶  (CEO)      Date ▶ 9/29/15

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** The IRS has created a page on IRS.gov for information about Form W-9, at [www.irs.gov/w9](http://www.irs.gov/w9). Information about any future developments affecting Form W-9 (such as legislation enacted after we release it) will be posted on that page.

### Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, payments made to you in settlement of payment card and third party network transactions, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and

4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct.

**Note.** If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

## ATTACHMENT D

### REFERENCES

Provide three (3) satisfactory references within the past five (5) years of similar complexity, nature, and size of this project for services performed for a continuous one year period (periodic services); and one reference with one year experience with a governmental Fire Rescue Operation or an Emergency Rescue Facility that is familiar with emergency response requirements.

#### #1 REFERENCE

Company/Entity Name: <i>City of Port St Lucie</i>	
Address <i>121 SW Port St Lucie Blvd</i>	
City <i>Port St Lucie</i> , State <i>FL</i> Zip Code <i>34984</i>	
Contact Name: <i>Mark Olson</i>	Title: <i>Maintenance Supervisor</i>
Phone No: <i>(772) 771-5223</i> Fax: <i>( ) -</i>	Email: <i>Molson@cityofpsl.com</i>
Installation Date: <i>4-17-15</i> Location <i>City Hall</i>	
Type of Product Supplied <i>Fire Doors &amp; Motors Service Annual PM's</i>	
<input checked="" type="checkbox"/> Governmental or <input type="checkbox"/> Private	Dollar Value of Contract \$ <i>24,806 + 5000 PM's</i>

#### #2 REFERENCES

Company/Entity Name: <i>Scheer Construction Co., Inc.</i>	
Address <i>6600 NW 14th St #7</i>	
City <i>Plantation</i> , State <i>FL</i> Zip Code <i>33313</i>	
Contact Name: <i>Kernit Scheer</i>	Title: <i>Owner</i>
Phone No: <i>(954) 257-3830</i> Fax: <i>( ) -</i>	Email: <i>KernitScheer@gmail.com</i>
Installation Date: <i>9/13-9/15</i> Location <i>Ft Lauderdale</i>	
Type of Product Supplied <i>Rolling Steel Doors</i>	
Governmental or <input checked="" type="checkbox"/> Private	Dollar Value of Contract \$ <i>40,000</i>

#### #3 REFERENCES

Company/Entity Name: <i>Jordin International</i>	
Address <i>12502 SW 78th St</i>	
City <i>Miami</i> , State <i>FL</i> Zip Code <i>33183</i>	
Contact Name: <i>Jorge Grillo</i>	Title: <i>Project Manager</i>
Phone No: <i>(305) 915-0356</i> Fax: <i>( ) -</i>	Email: <i>JGrillo@jordin.com</i>
Installation Date: <i>4/14-8/14</i> Location <i>Miami Airport</i>	
Type of Product Supplied <i>Windloaded Fire Doors</i>	
Governmental or <input checked="" type="checkbox"/> Private	Dollar Value of Contract \$ <i>76,840</i>

Company Name *CUSTOMER'S CHOICE GARAGE DOORS & OPENERS, INC.*

ATTACHMENT E

SAFETY STANDARDS CERTIFICATION

The undersigned bidder hereby certifies that he or she has or will thoroughly familiarize him or herself with the contents of the City of Stuart Safety Standards. The Bidder further certifies that he or she either has or will submit a fully executed copy of those same Safety Standards to the City Purchasing Manager for inclusion in the City's official public record prior to commencing any work on this project.

Signed, Sealed and Witnessed in the Presence of:

DATE: 29 Sept 2015

FOR: Customer's Choice Garage Doors + Openers, INC.

(Firm Name)

[Signature]

(Witness)

BY: [Signature]

(Signature)

[Signature]

(Witness)

CEO

(Title)

\_\_\_\_\_  
(Corporate Attest by Secretary)

(Affix Seal)

Sworn to and subscribed before me this 29 day of September 2015,

known to me, or identified as Personally Known

in the City of Port Saint Lucie, County of Saint Lucie, State of Florida.

Signed: [Signature]

Notary Public

My Commission Expires: 10/1/18

(Affix Seal)



**David Timpone**  
Commission # FF164909  
Expires: OCT 01, 2018  
BONDED THRU  
1ST FLORIDA NOTARY, LLC

**SAFETY REPORT**  
**QUALITY PROGRAM**

Safety manual can be provided upon request.

**CORNELL**

***Service Door***  
***(Insulated and Non-  
Insulated)***  
***Installation Instructions***

<b>Section</b>	<b>Page</b>
Safety Check List	2.1
Freight Receiving	3.1
Pre-installation	4.1
Guides – Face-of-Wall	5.1
Guides – Between-Jambs	5.5
Guides – Between-Jambs (Two Angle Guide with Flat)	5.7
Guides – Between-Jambs (Two Angle Guide with Tube)	5.8
Barrel and Brackets - Preparation	6.1
Barrel and Brackets – Ring Attachment	6.2
Barrel and Brackets – Bracket Preparation	6.3
Barrel and Brackets – Hoisting and Installing Barrel Assembly	6.3
Motor Operator Installation	7.1
Curtain Installation	8.1
Curtain Installation – Applying spring turns	8.2
Lintel Seal	9.1
Hood Support Installation	10.1
Hood, Fascia, and Covers – Hood and Fascia	11.1
Hood, Fascia, and Covers – Hood Splice	11.2
Hood, Fascia, and Covers – Covers	11.3
Torque Specifications	12.1
Maintenance Schedule	13.1
Appendix A – Chain Sprocket Adjustor	14.1
Appendix B – Vinyl Guide Weather Seal	15.1

Rolling doors are large, movable objects. They move with the help of electric motors or manual operators (chain, crank, push up, etc), and most have springs under high tension. These items and their components can cause injury. In order to avoid injury to yourself and others, please follow the instructions in this manual.

- Review the potential hazards and preventative measures listed below:

Potential Hazard		Preventative Measure
	<b>⚠ DANGER</b> Pinned or crushed by closing door.	<ul style="list-style-type: none"> <li>Keep yourself and others clear of opening while door is in motion.</li> <li>Do not allow children to play near or operate door.</li> <li>Do not operate if door becomes jammed or broken.</li> </ul>
	<b>⚠ WARNING</b> Struck by adjusting wheel bar while applying spring turns.	<ul style="list-style-type: none"> <li>Be sure bar is adequate in strength and long enough to allow installer to apply the necessary torque.</li> <li>Make sure bar is fully seated into the adjusting wheel slot before applying pressure.</li> <li>Use two bars while applying turns to the adjusting wheel.</li> </ul>
	<b>⚠ WARNING</b> Electrical shock.	<ul style="list-style-type: none"> <li>Make sure electrical operator is properly grounded.</li> <li>Turn off source power completely prior to servicing the motor.</li> <li>Make sure wires are clear of any moving or potentially moving parts.</li> <li>Avoid pinching wires when installing the motor cover.</li> </ul>
	<b>⚠ WARNING</b> Pinched by moving components.	<ul style="list-style-type: none"> <li>Make sure the motor is turned off and unplugged before working with moving parts such as roller chain and sprockets, drop-out mechanisms, adjusting wheels, etc.</li> <li>Locate the possible pinch-points of the unit (Drive chain, coil area, bottom bar, etc.) Do not operate the door while someone is near these areas.</li> </ul>

*Table 2.1 - Potential hazards and Preventative Measures*

- Check the following during installation and before leaving the job site:
  - If the unit has tension springs, be sure the proper amount of tension is applied to the torsion springs, in order to properly counterbalance the weight of the curtain.
  - Securely fasten the tension adjusting wheel in place with the appropriate hardware provided.
  - Check that the keys and/or cotter pins have been set in place and fit properly at all sprockets or gears.
  - Check that the setscrews in each sprocket or gear (one over the key and one offset from the key) have been tightened properly.
  - Check all fasteners holding the unit to the building structures.
  - Check all fasteners used to assemble the components of the unit together.
  - Instruct owner or representative in the proper method of operating the door.

- Upon delivery, check condition of components for damage.
- If damage occurred in transit, the installation should not proceed without authorization.

**NOTICE**

If the installation proceeds, neither the carrier nor the manufacturer will assume responsibility for replacing the damaged material.

- **If the installation is stopped due to damage, do the following:**
  1. Take pictures of the damage.
  2. Do not move material from point of delivery to other premises once the damaged components are discovered.
  3. Do not unpack, if the damage is visible prior to removing packaging, until an inspection is made.
  4. If the damage is found while removing contents from packaging, the packaging material must be saved until inspection is made.
  5. Container and packaging should be retained by consignee until inspection is made.
  6. Have components inspected by carrier's representative within 15 days from date of delivery.
  7. Consignee must obtain a copy of the Inspection Report.
- **Returning damaged components:**
  1. Obtain permission from carrier to return.
  2. Route the return shipment via the identical carrier(s) involved in the original shipment.
  3. Notify the manufacturer when shipment is returned to manufacture plant.
- **Verify that all components have arrived. Look for the following:**
  1. Job construction drawings featuring different views (elevation, section, plan, etc.)
  2. (2) Guide assemblies; check for guide weathering if included in order
  3. Barrel assembly
  4. Curtain assembly with bottom bar attached
  5. (2) Bracket assemblies
  6. Operator; if not attached to bracket
  7. Operator cover; may not be included in order
  8. Adjusting wheel; if the barrel assembly contains springs
  9. Inertia brake; typically on units with springless barrel assemblies
  10. Hood and hood supports; may not be included in order
  11. Hardware
  12. Misc. items (Reelite, lintel seal, hood baffle, etc.)
  13. Verify material/finish/color of components matches what is listed on the job construction drawings and/or what was ordered.
- **If the delivery is incomplete:**
  1. Make note on delivery receipt.
  2. Note should be verified by driver's signature.
  3. Notify carrier and manufacturer.

- **Read entire instruction manual thoroughly. The manufacturer will not be held responsible for any charges incurred due to improperly installed components.**
  - a. Only trained door systems technicians should perform installation, maintenance, etc.
  - b. Each unit comes with an individual item number. If the job contains multiple units, be sure to locate all the components for each item and separate each.

**⚠ WARNING**

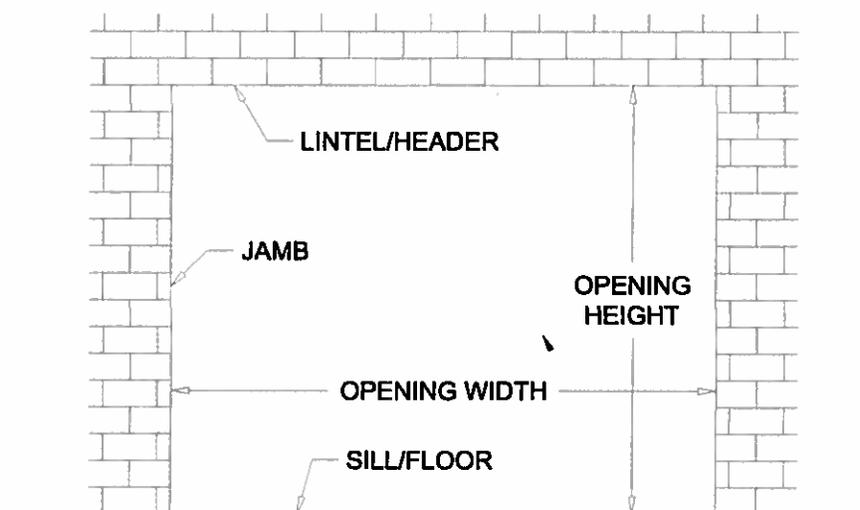
**Do not** interchange parts from one door to another.

- c. Find the job construction drawings for the unit being installed and check the dimensions of the opening against those on the drawings. See **Figure 4.1** below.
- d. If the opening dimensions differ from those on the drawings, **do not proceed**, check with distributor/manufacturer to be sure the correct door is being installed.
- e. Check the jambs of the opening for plumb. Check the head/lintel and floor for level. If the unit is to be free standing, for example mounted to tubes, check the floor and ceiling for level and for adequate mounting areas at the top and bottom.

*Note: The floor may not be level if a pitched bottom bar is specified.*

**▪ Work Area:**

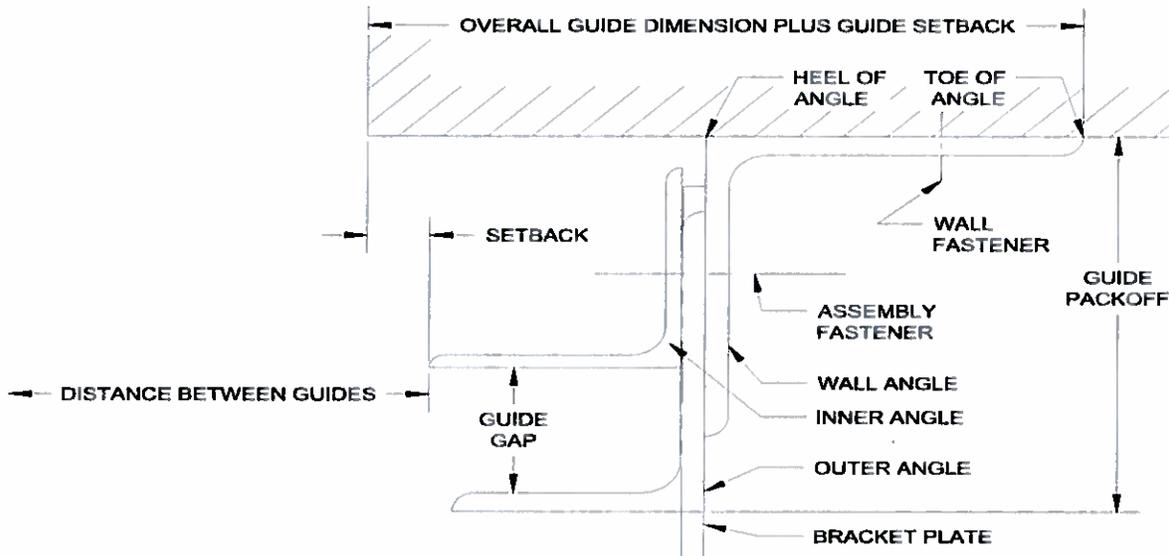
- a. The key to a smooth installation is a clean and well-prepared work environment. Once the components have been inspected and the job construction drawings have been reviewed; lay out the components in the order of installation.
- b. The opening for the door should be cleaned and inspected for rough surfaces and construction debris.
- c. Lastly the mounting hardware supplied with the door should correspond with the surface and construction features of the opening.
- d. The basic assembly sequence is as follows: guides, barrel w/ rings or tapped holes, brackets, motor operator (if applicable), curtain, bellmouth, stoppers, weather stripping, hood, and operator/adjustor/idler covers.



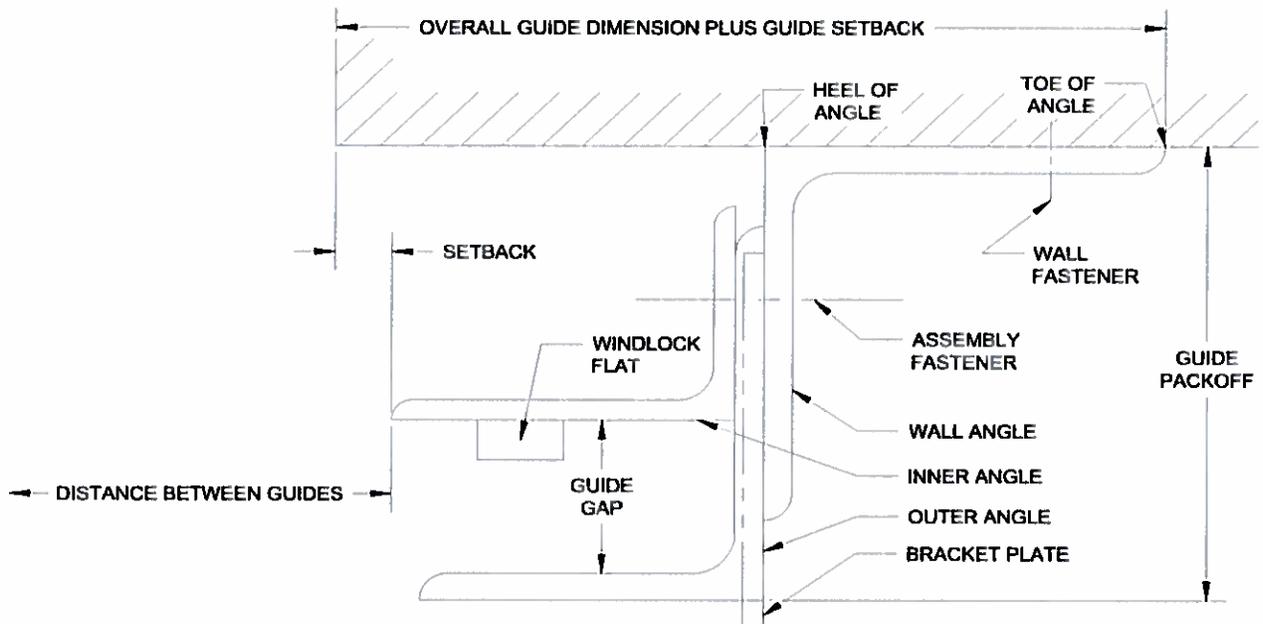
*Figure 4.1 - Opening Dimensions and Designations*

• Face of Wall Units (Figures 5.1 - 5.5):

**Note:** Determine which guide assemblies are utilized on the unit from the job construction drawings and compare to the diagrams below.<sup>1</sup>



*Figure 5.1 – Face of Wall "Z" Guide*



*Figure 5.2 – Face of Wall "Z" Guide with Windlock Flat*

<sup>1</sup> The guide assembly may differ from the right to left hand side of the unit. In these cases, follow the directions for each particular guide assembly, as well as the job construction drawings provided with the unit.

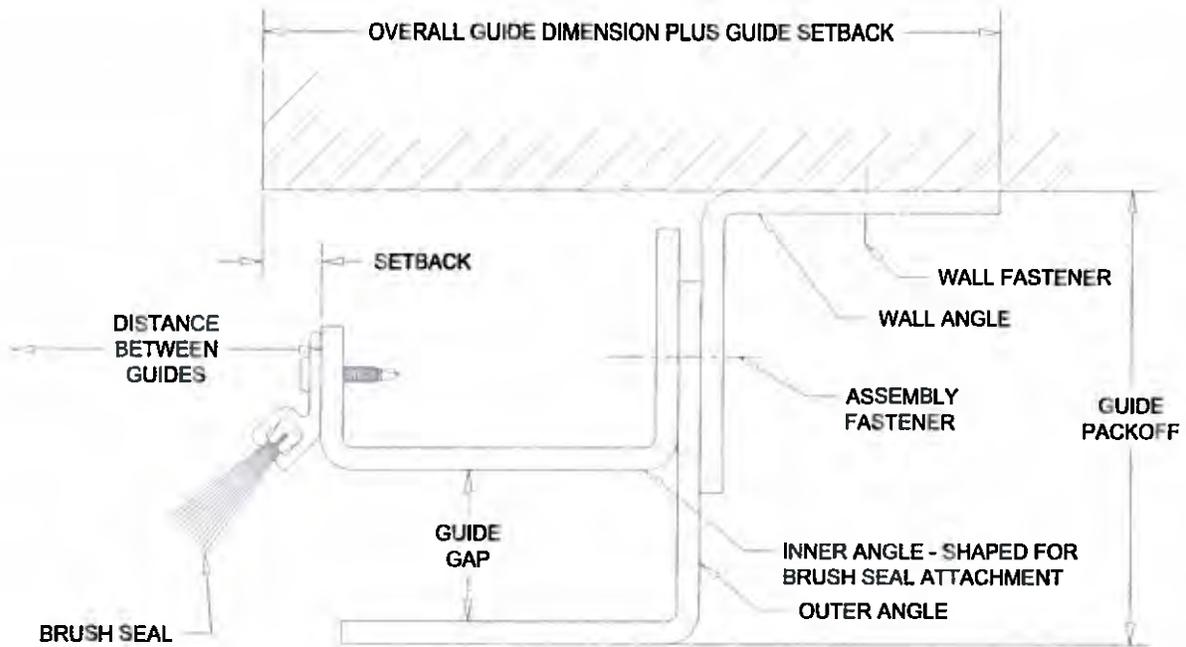


Figure 5.3 – Face of Wall "Z" Guide (with Formed Stainless Steel<sup>1</sup> Angles & Brush Seal)

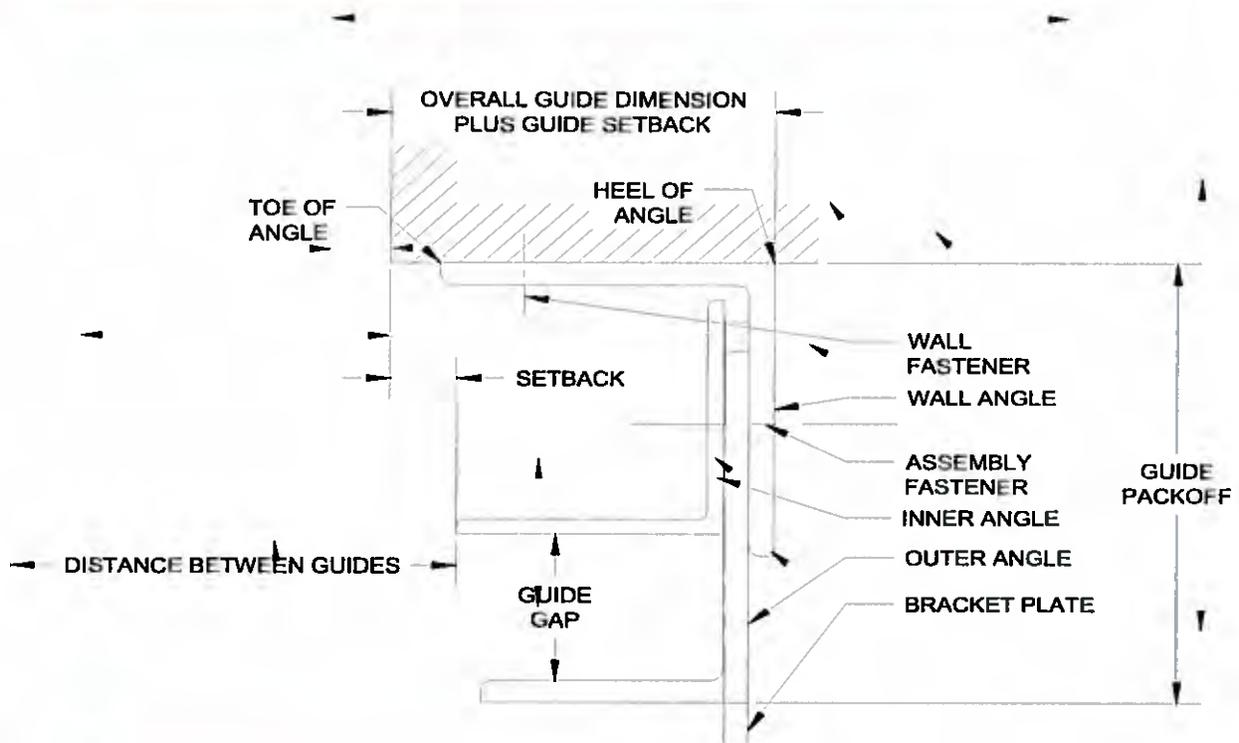


Figure 5.4 – Face of Wall "E" Guide

<sup>1</sup> Formed stainless steel guide assemblies have the same basic dimensions as structural steel guide assemblies shown.

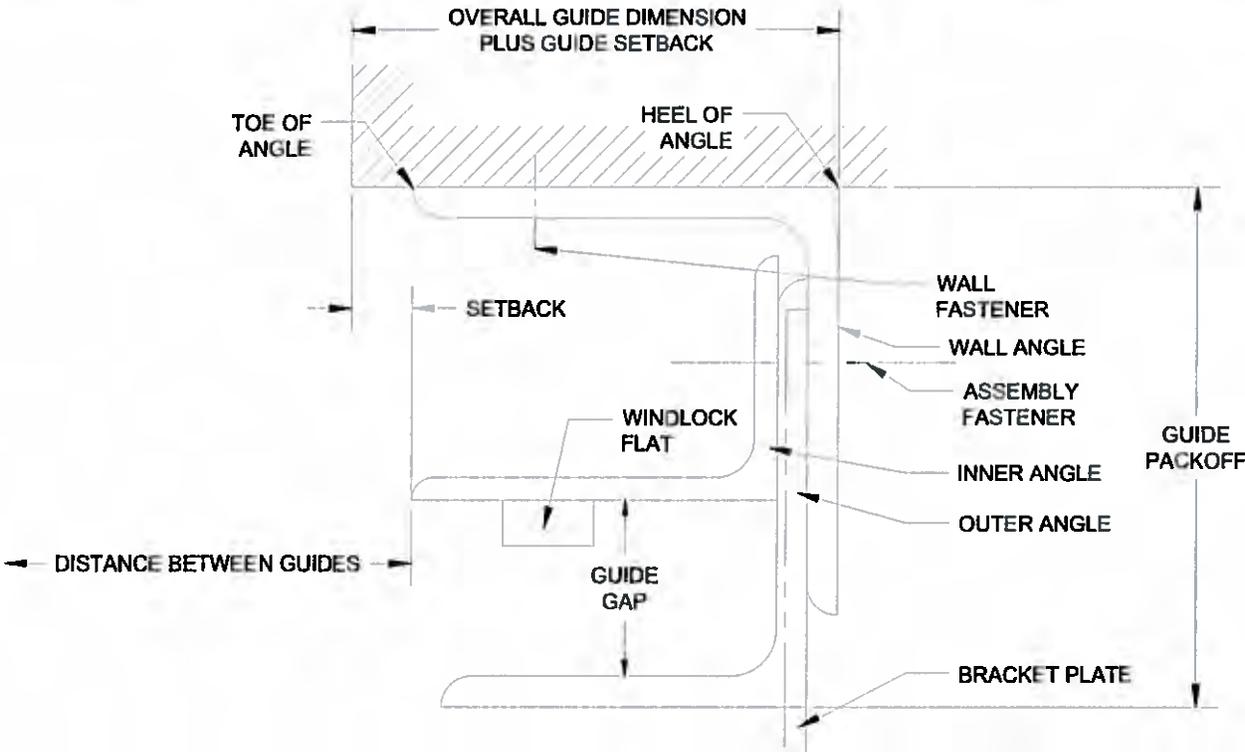


Figure 5.5 – Face of Wall "E" Guide with Windlock Flat

1. Remove the bellmouth from the guide by removing the bolts that anchor the bellmouth to the wall angle. Loosen the first bolt closest to the bellmouth on the guide.
2. Certain guide assemblies may have to be disassembled in order to mark the location of the wall fastener mounting holes, and in order to fasten to wall.<sup>1</sup>
  - “Z” guides, with or without windlock flat, may **not** have to be disassembled to install.
  - “E” guides, with or without windlock flat, must be disassembled in order to install the wall angle.
3. Measure the distance from the opening/jamb to the heel of the wall angle (on “E” guides) or the toe of the wall angle (on “Z” guides). This distance is referred to as the “*Overall Guide Dimension plus Guide Setback*”; see **Figures 5.1 - 5.5**. See the job construction drawings for the dimensions.
4. Place mark on the floor at measured location. Check the distance between these marks and compare with the job construction drawing. It will be the “*Distance Between Guides*” plus the “*Overall Guide Dimension plus Guide Setback*” at both jambs.

**NOTICE**

If the measurement does not equal the dimensions on the job construction drawings, **STOP**. Check the guide dimensions against those on the job construction drawings to be sure the correct guides are being installed. If so, repeat previous step and re-check.

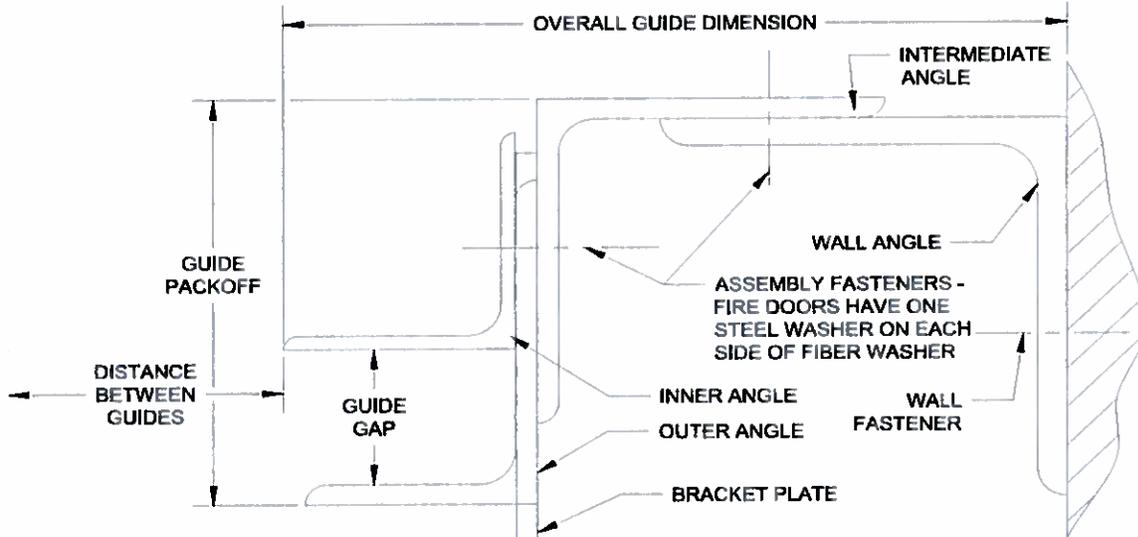
5. Scribe a plumb line on the wall from the marks on the floor.
6. Place the guide or wall angle against the scribed line, check the top of the guide for level, and mark the location of the wall fastener mounting holes.
7. If the guide is attached to the wall with fasteners, drill mounting holes for the wall fasteners and fasten the guides / wall angle with the hardware provided. Check the job construction drawings for the wall fastener required. Tighten the wall fasteners to the recommended installation torque in the *Torque Specifications Tables* in **Section 12**.
8. If the guide is attached to the wall by welding to structural steel, see the job construction drawings for details on weld location, type, pitch, size, etc.<sup>2</sup>
9. Reassemble inner and outer angles if necessary.
10. Adjust the guide gap if necessary. Guide gap is **critical** and must be verified. Check the job construction drawing to determine what guide gap is required for the unit.
11. Preload the assembly fasteners per the torque recommendations in the *Torque Specifications Tables* in **Section 12**.
12. If guide brush seal is provided, fasten it to the guide at this time per the guide detail on the job construction drawings.

<sup>1</sup> In some cases where there is a mounting member, such as a structural tube (not provided by door manufacturer), the guide may be fastened to the mounting member and then the entire assembly is stood up and installed together. If the guides are too heavy to stand up assembled, they will have to be installed in pieces.

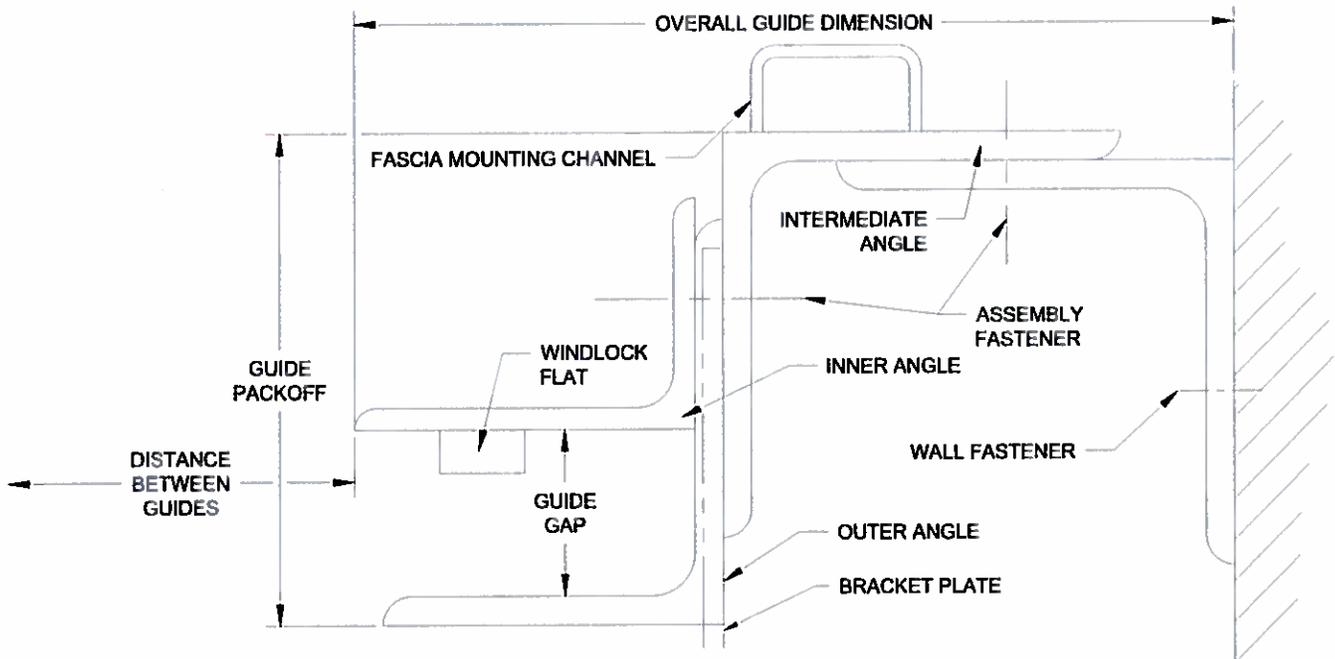
<sup>2</sup> Minimum recommended weld rod: AWS A5.1, Grade E-70.

Between Jambs Units Four-Angle Guide (Figures 5.6-5.7):

*Note: Determine which guide assemblies are utilized on the unit from the job construction drawings and compare to the diagrams below.<sup>1</sup>*



*Figure 5.6 – Between Jambs Four-Angle Guide*



*Figure 5.7 – Between Jambs Four-Angle Guide with Windlock Flat (Shown with fascia mounting channel provided for mounting fascia.)*

<sup>1</sup> The guide assembly may differ from the right to left hand side of the unit. In these cases, follow the directions for each particular guide assembly, as well as the job construction drawings provided with the unit.

1. Remove the bellmouth from the guide by removing the bolts that anchor the bellmouth to the wall angle. Loosen the first bolt closest to the bellmouth on the guide.
2. Certain guide assemblies may have to be disassembled in order to mark the location of the wall fastener mounting holes, and in order to fasten to the wall. The four angle guide assembly may be too bulky to maneuver or too compact to allow sufficient access for the tool(s) required to apply the necessary torque.<sup>1</sup>
3. Measure the "Opening Width", or the distance between jambs, and compare with the job construction drawings provided. If this distance is not equal to the job construction drawing dimension, **do not proceed!!** Be sure the correct unit is being installed. Contact the project manager.
4. Determine where the fascia of the door will be located with respect to the header / lintel (if one exists) and the jamb.
5. If a header/lintel exists, see the elevation view of the job construction drawings to determine if the door is to be placed against the header as shown below. If so, project a plumb line from the header to the floor. Mark the floor at this location.
6. If a header/lintel does not exist, or if the door is not going to be placed against the header/lintel, contact the project manager to determine where the door will be located. Mark the floor at this location and scribe a plumb line up the jambs.
7. Stand the guide/wall angle up to the wall, holding the bottom of the guide on the mark while making the guide plumb. Mark the location of the wall fastener mounting holes.
8. If possible, check the "Distance between Guides"<sup>2</sup> dimension at this time.

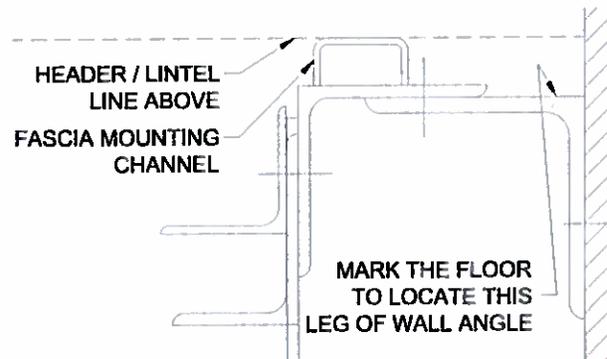


Figure 5.8 - Locating & Marking BJ Four Angle Guide Ass'y

### NOTICE

If the "Distance between Guides" dimension does not equal the dimension on the job construction drawings, **STOP**. Check the guide dimensions against those on the job construction drawings to be sure the correct guide is being installed. If so, repeat the previous steps and check the "Distance Between Guides" dimension again.

9. If the guide is attached to the wall with fasteners, drill mounting holes for the wall fasteners and fasten the guides / wall angle with the hardware provided. Check the job construction drawings for the wall fastener required. Tighten the wall fasteners to the recommended installation torque in the *Torque Specifications Tables* in **Section 12**.
10. If the guide is attached to the wall by welding to structural steel, see the job construction drawings for details on weld location, type, pitch, size, etc.<sup>3</sup>
11. Reassemble guides if necessary.
12. Adjust the guide gap if necessary.

<sup>1</sup> In some instances where there is a mounting member, such as a structural tube (not provided by door manufacturer), the guide may be fastened to the mounting member and then the entire assembly is stood up and mounted in place together. If the guides are too heavy to stand up fully assembled, the guides will have to be disassembled to be installed.

<sup>2</sup> The "Distance between Guides" dimension may be taken from the tip of the inner or outer angle, depending on which angle extends further into the opening. See the job construction drawing of the guide detail.

<sup>3</sup> Minimum recommended weld rod: AWS A5.1, Grade E-70.

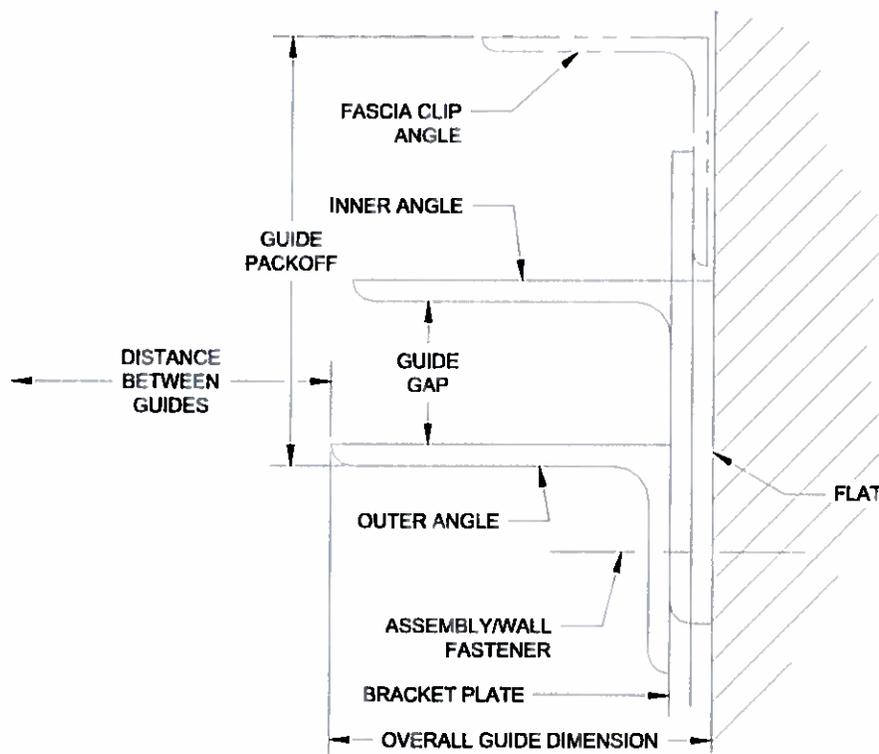
**NOTICE**

Guide gap is **critical** and must be verified. Check the job construction drawing to determine what guide gap is required for the unit.

13. Preload the assembly fasteners per the torque recommendations in the *Torque Specifications Tables* in **Section 12**.

- **Between Jambs Units Two-Angle Guide with Flat:**

**Note:** Determine which guide assemblies are utilized on the unit from the job construction drawings and compare to the diagram below.



*Figure 5.9 – Between Jambs Two-Angle Guide with Flat*

1. Measure the "Opening Width" or the distance between jambs. Compare with the job construction drawings provided.

**NOTICE**

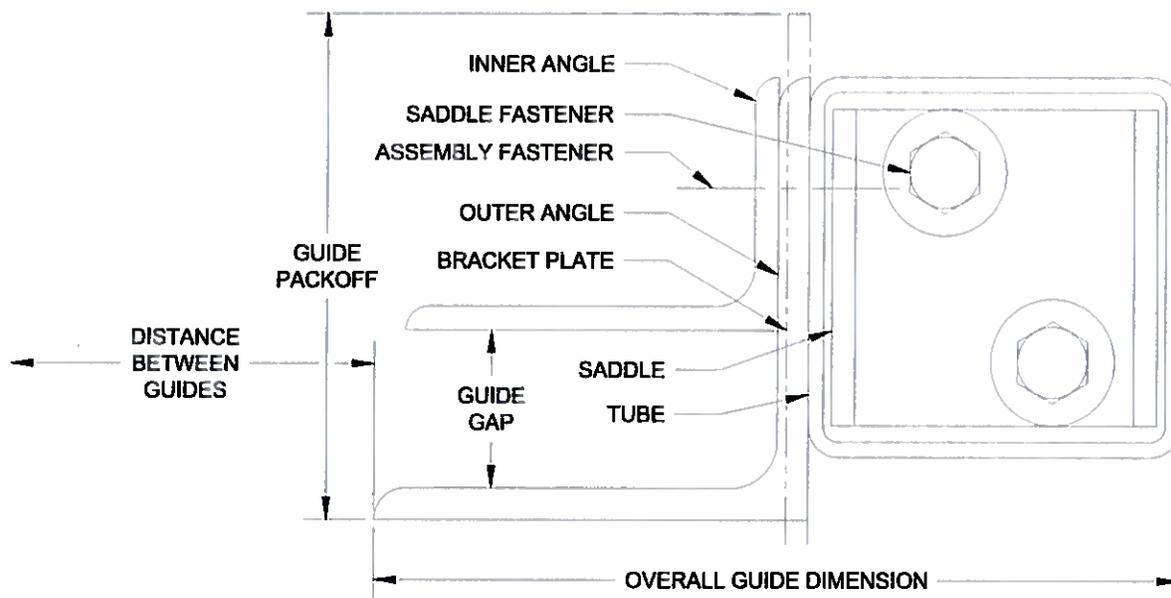
If this distance is not equal to the job construction drawing dimension, **do not proceed!!** Be sure the correct unit is being installed. Contact the project manager.

2. *Two-Angle Guides with Flats* **cannot** be assembled prior to attachment. Since the wall fastener is also the assembly fastener for this type of guide, the entire assembly will have to be installed at once.
3. Determine where the fascia of the door will be located with respect to the header/lintel (if one exists) and the jamb. See *Figure 5.10*.

4. If a header/lintel exists, see the elevation view of the job construction drawings to determine if the door is to be placed against the header. If so, project a plumb line from the header to the floor. Mark the floor at this location.
5. If a header/lintel does **not** exist, or if the door is **not** going to be placed against the header/lintel, contact the project manager to determine where the door will be located. Mark the floor at this location.
6. Hold the flat against the wall at the marked location and make sure it is plumb. Mark the wall fastener hole locations on the wall construction using the flat as a template.
7. Drill holes in the wall construction.
8. Pre-assemble the inner and outer angles with the flat and stand them upright against the wall construction. Fasten the assembly to the wall.
9. Do not attach the bellmouth at this time.

▪ **Between Jambs Units Two-Angle Guide Mounting to Tubes:**

**Note:** Determine which guide assemblies are utilized by the unit from the job construction drawings and compare to the diagram below.<sup>1</sup>



*Figure 5.10 – Between Jambs Two-Angle Guide Mounting to Tubes*

1. Measure the "Opening Width", or the distance between jambs. Compare with the job construction drawings provided.

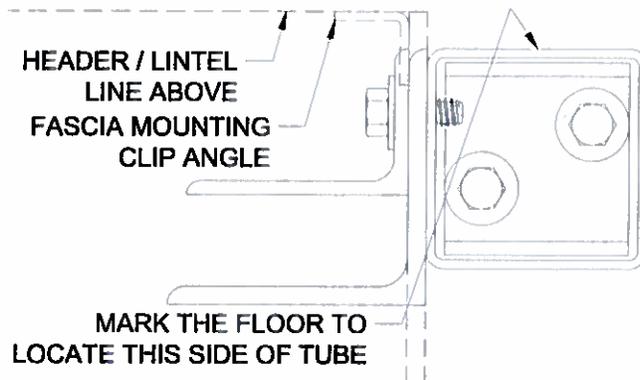
**NOTICE**

If this distance is not equal to the job construction drawing dimension, **do not proceed!!** Be sure the correct unit is being installed. Contact the project manager.

2. *Two-Angle Guides Mounting to Tubes* are usually supplied with the inner and outer guides already attached, and can usually be installed as one unit. For larger units, installing the tubes with the guides attached may prove difficult. The tubes may need to be installed **without** the inner and outer angles attached. If you feel this is the case, remove the inner and outer angles at this time.

<sup>1</sup> The guide assembly may differ from the right to left hand side of the unit. In these cases, follow the directions for each particular guide assembly, as well as the job construction drawings provided with the unit.

- Determine where the fascia of the door will be located with respect to the header/lintel (if one exists) and the jamb. In this configuration, the fascia mounts to clip angles located on the front of the bracket. See **Figure 5.11**.

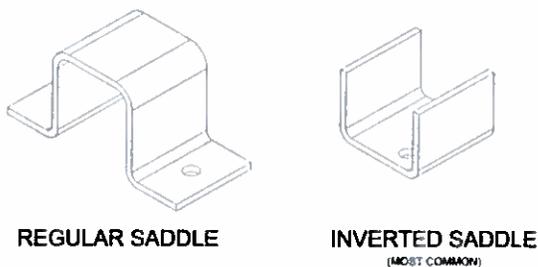


*Figure 5.11 - Fascia Mounting Clip Angle*

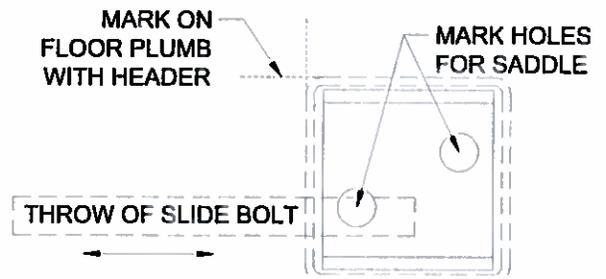
**Note:** If the door has mixed guides (face of wall on one side and between jambs on the other) refer to the job construction drawings to determine how to install the guides so the guide openings are aligned and flush with the fascia.

- If a header/lintel exists, see the elevation view of the job construction drawings to determine if the door is to be placed against the header. If so, project a plumb line from the header to the floor. Mark the floor at this location.
- If a header/lintel does **not** exist, or if the door is **not** going to be placed against the header/lintel, contact the project manager to determine where the door will be located. Mark the floor at this location.
- Locate the *Tube Saddles* (brackets used to constrain the tube at the bottom). There are two types of saddles: *standard saddles* and *inverted saddles*. Both utilize the same steps for installation. The difference is the mounting flange.

**Note:** If bottom bar locking is provided, be sure to orient the saddles as not to interfere with the throw of the slide bolt. See **Figure 5.13**.



*Figure 5.12 - Tube Saddles*



*Figure 5.13 - Tube Saddle Hole location*

- Use the mark placed on the floor in the previous steps, to locate where the saddle will be and mark the hole locations by placing the saddle on the floor. See **Figure 5.13**.
- Double check the width dimensions provided on the job construction drawings, then drill holes for the saddle fasteners.
- Install saddles using the provided hardware.

10. Guides mounting to tubes, sometimes require the use of a slip joint. There are (3) mounting styles for slip joints, as detailed in **Figures 5.14, 5.15 and 5.16**. Refer to the job information to determine the correct mounting style for the unit. Locate the Slip Joint Mounting Member(s).

**Note:** *If the unit does not have slip joints and the top mounting for the tube is not provided by the manufacturer, install as recommended by supplier, then proceed to Step 15.*

11. Use the job information and the marks made in the previous steps to determine the correct Slip Joint Mounting Member location. Install using the provided hardware. Use only enough fasteners to hold the Mounting Members securely in place (2), as they will be removed in a later step.
12. Determine the required tube length. Refer to **Figure 5.14, 5.15 and 5.16**, depending on which configuration you are installing.
  - a. Measure from the "Floor to Slip Joint Mounting Member" as shown in the corresponding figure below. Record this measurement.
  - b. To allow for expansion, the steel tube will need to be cut short. To determine the required "Expansion Allowance", round the measurement taken in the previous step **up** to the nearest foot increment. Multiply the rounded value by 1/8 in/ft. Refer to the table below for examples:

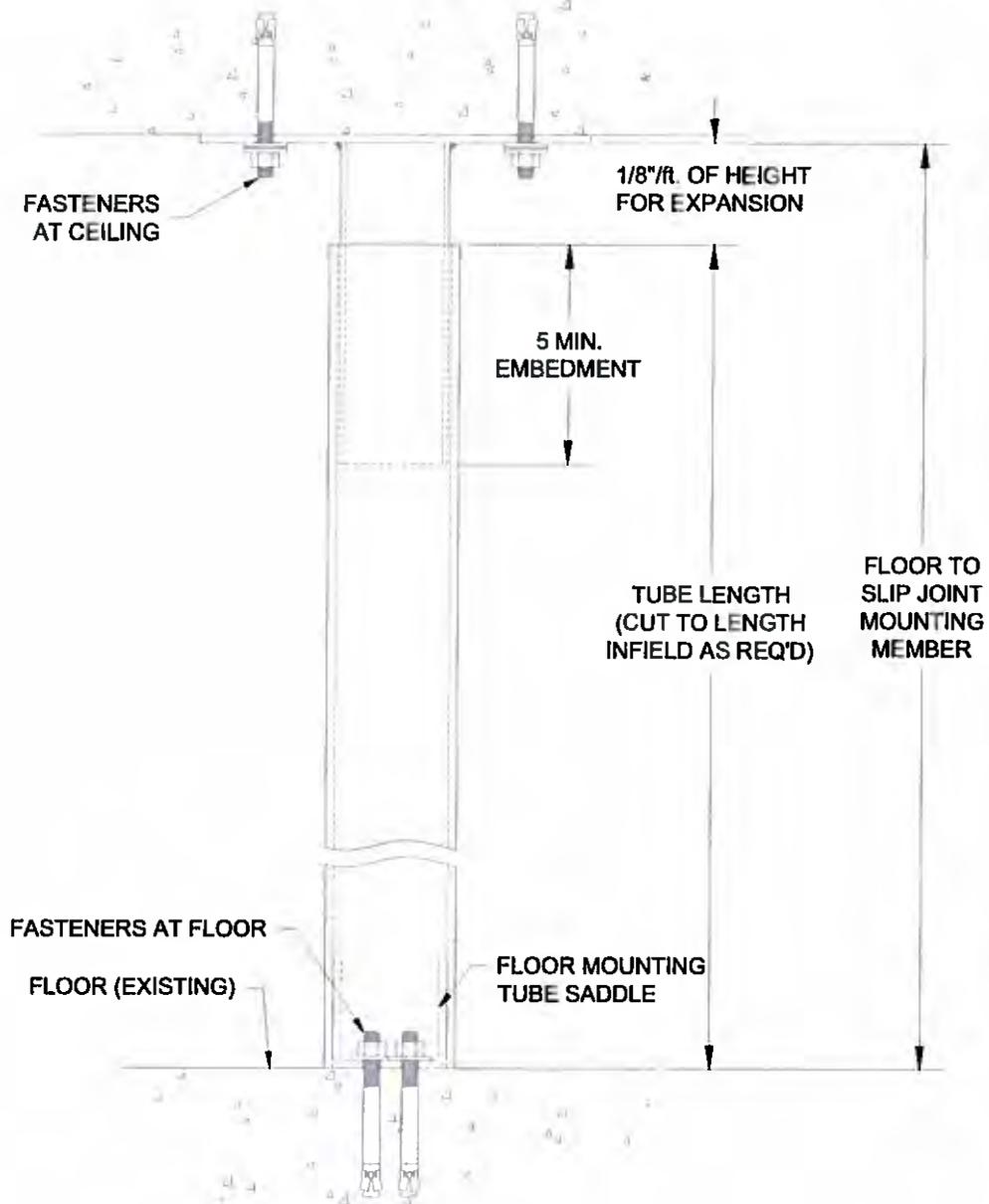
Floor to slip joint mounting member (ft)	9	10	11	12	13	14	15	16	17	18	19	20
Expansion Allowance (in)	1 1/8	1 1/4	1 3/8	1 1/2	1 5/8	1 3/4	1 7/8	2	2 1/8	2 1/4	2 3/8	2 1/2

*Table 5.1 – Slip Joint Expansion Allowances*

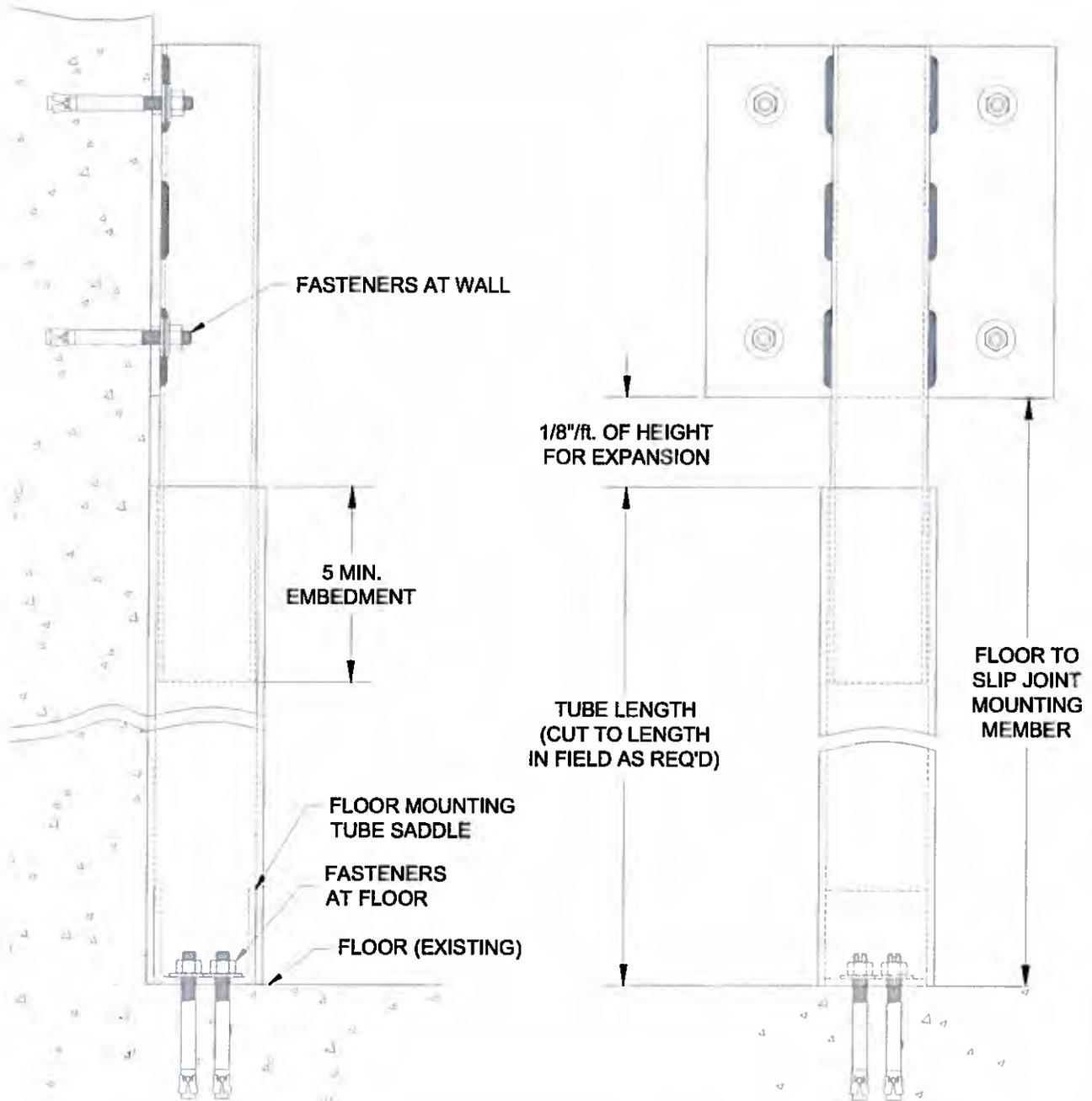
- c. Calculate the Tube Length:  
 $Tube\ Length = "Floor\ to\ Slip\ Joint\ Mounting\ Member" - "Expansion\ Allowance"$
- d. Cut the tubes to the calculated "Tube Length". Make sure you cut the excess tubing from the top. Otherwise you will cut off necessary mounting holes and/or notches.

**Note:** *If regular saddles are provided, the tube length will have to be adjusted because the tube will not sit on the saddle flanges instead of the floor. Subtract the thickness of the flanges from the tube length.*

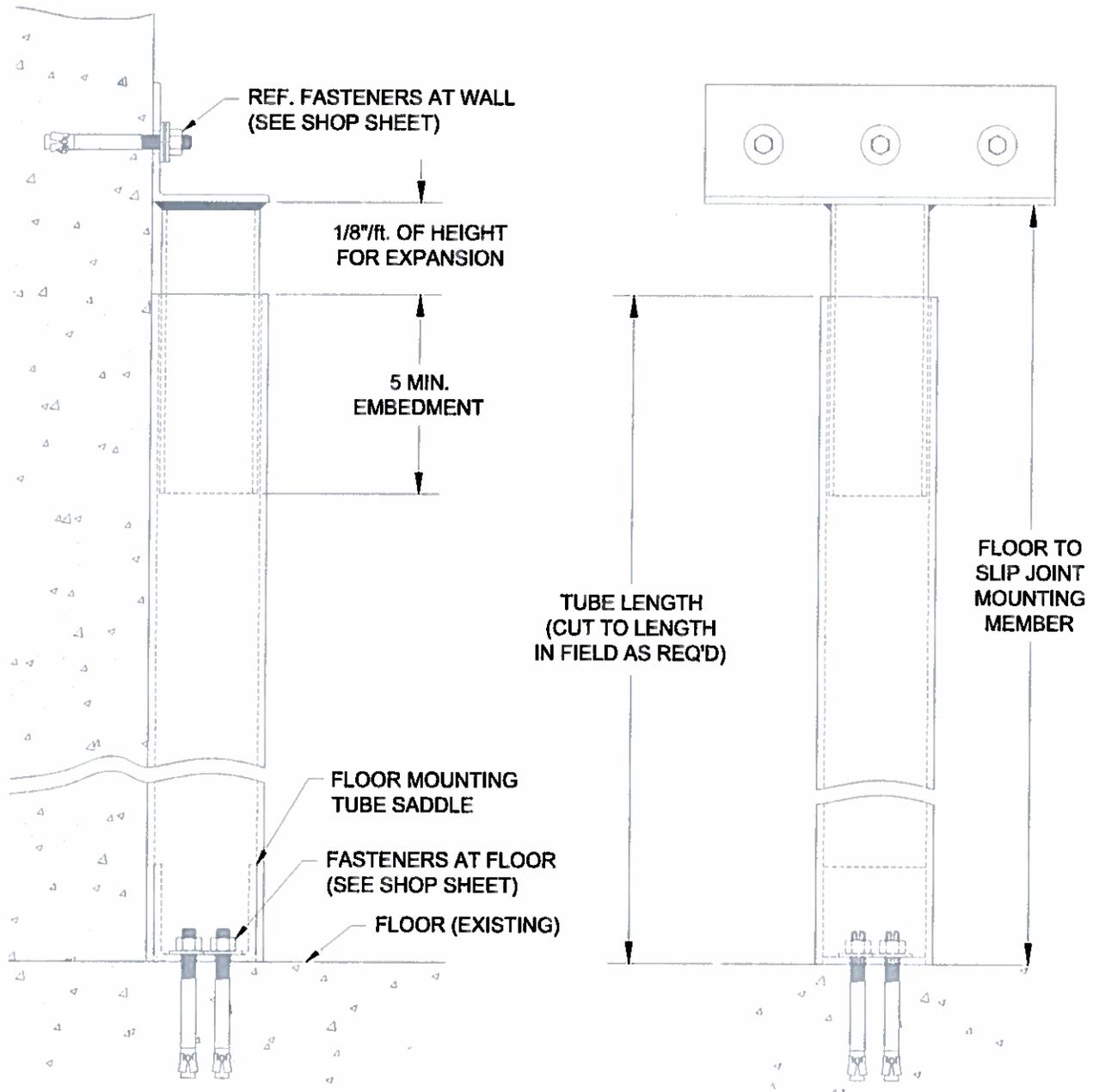
13. Remove the Slip Joint Mounting Member(s). Place the Slip Joint Mounting Members in the tops of the tubes.
14. Orient the tubes (ensure the guides, mounting holes or notches are facing the correct direction.) Place the bottom of the tube over the saddle. Stand the tube upright and reattach the slip joint mounting member using the previously drilled/marked holes to locate. Use all provided fasteners at this stage. Check that installed tube is plumb.



*Figure 5.14 – Slip Joint - Between Floor and Ceiling Mounting Assembly*



*Figure 5.15 – Slip Joint - Floor to Wall with Plate Mounting Assembly*



*Figure 5.16 – Slip Joint - Floor to Wall with Angle Mounting Assembly*

15. If you removed the inner and outer angles in **Step 2**, reinstall them at this point.
16. Reassemble guides if necessary.
17. Adjust the guide gap if necessary.

#### **NOTICE**

Guide gap is **critical** and must be verified. Check the job construction drawing to determine what guide gap is required for the unit.

18. Preload the assembly fasteners per the torque recommendations in the *Torque Specifications Tables* in **Section 12**.

- **Mixed Guides (One Face of Wall and One Between Jambs):**
  1. Refer to the job construction drawings for specific mounting information.
  2. Follow the steps in the preceding sections for each of the respective guide configurations.
  3. Ensure that the guide centers (centerline of the guide openings) are aligned before proceeding.

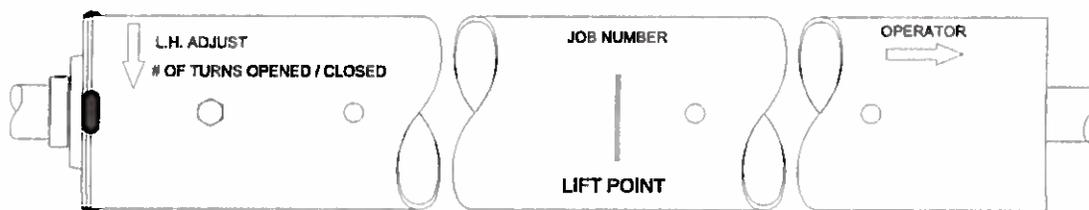
### Preparation of the Barrel and Brackets

**Note:** Check to see if a hood support will be required. If so, refer to the "Hood Support Installation" section before proceeding to the barrel and brackets.

1. Refer to the job construction drawings to determine the "coil side" of the opening, or the side of the opening on which the coil is to be installed. Then determine which jamb wall is your "operator side", or side on which the operator is to be installed. The following instructions refer to these directional cues.

**Note:** Units without operators (such as push-up units) are still considered to have an "operator" side. The shaft and job drawings will be marked with "operator" side regardless of the operation of the door so that it can be used as a directional cue.

2. Unpack the barrel assembly. Note the markings on the barrel, see **Figure 6.1** below.

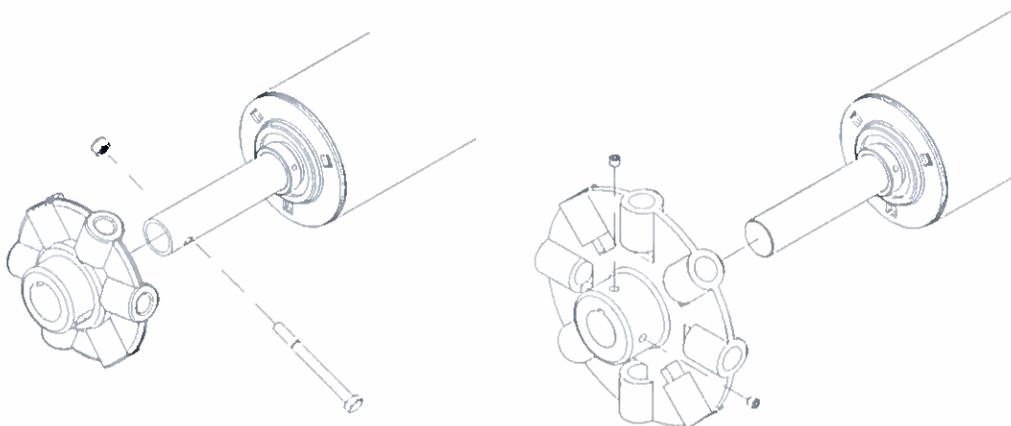


*Figure 6.1 – Barrel Markings (left hand adjust shown)*

3. Position the barrel assembly on the coil side of the opening, with the end marked "operator" towards the "operator side" of the opening. In order to alleviate the ring and bracket installation, place the barrel assembly on blocks or spacers such that it is elevated off the ground.

**Note:** Choose sufficiently sized blocks. The barrel assembly should be elevated off the ground enough that the brackets can be installed without contacting the floor.

4. Check to make sure the required number of turns is noted on the barrel, as shown in **Figure 6.1**. Consult the distributor or the manufacturer if you cannot locate this information. Check that these numbers match the information provided on the job information. Take note of these numbers, as access to this information may be obstructed once the curtain is installed.
5. Typically the adjusting wheel is not shipped attached to the barrel. However, if the adjusting wheel is attached to the barrel, remove by loosening the bolt or set screws that secure the adjusting wheel to the barrel and sliding the wheel off the inner shaft. See **Figure 6.2**.

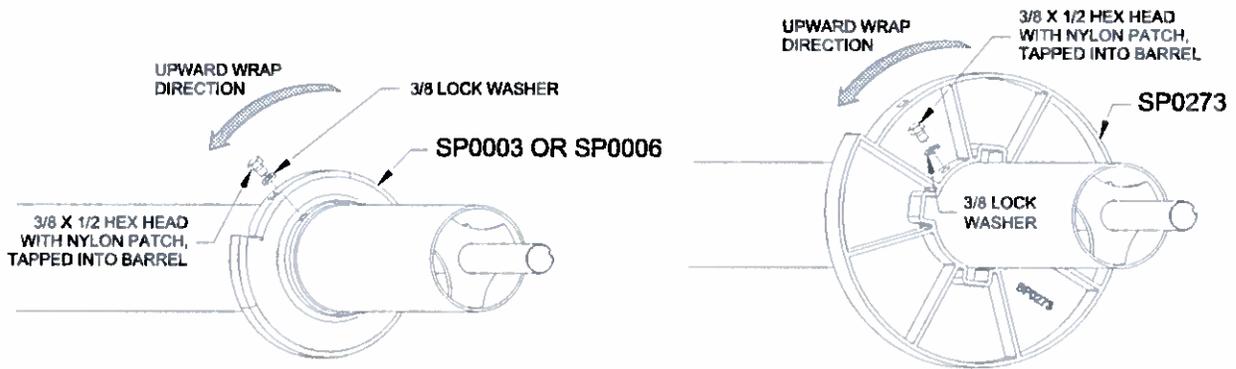


*Figure 6.2 – Removal of adjustor from barrel assembly*

6. Refer to the job information provided with the door to determine the correct ring type and quantity. If the unit does not require rings, skip to Step 9. Many larger diameter (8", 10", 12", etc.) barrel assemblies do not require rings for curtain attachment.
7. Locate the rings in the hardware bag/box provided. Check that you were supplied the correct type and quantity. (Use **Figure 6.3** as a visual aid.)
8. Use the information in **Figure 6.3** to install the rings.

**Note:** It is **critical** that the rings are installed correctly in relation to the coiling direction, or the direction of wrap as the door travel upward. The rings act as graduated spacers, meaning they increase in diameter such that the curtain wraps in a consistent and smooth manner. Use the arrows on the figures below to determine the correct orientation of the rings in relation to the coiling direction.

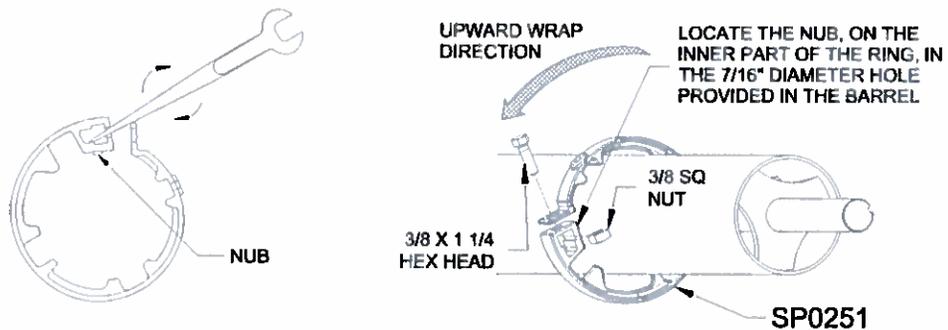
**SP0003 (for 4" barrels) and SP0006 (for 6" barrels) Stamped Rings, and SP0273 Cast Rings:**



**Installation:**

- Slip the rings over the barrel, noting direction of wrap, and place over tapped hole in barrel. Insert the 3/8" x 1/2" hex bolt (with nylon patch on threads) through the ring into the tapped hole in barrel.
- Be sure rings sit straight on barrel and tighten the fasteners to minimum 20 ft lbs of torque.

**SP0251 Cast Rings:**



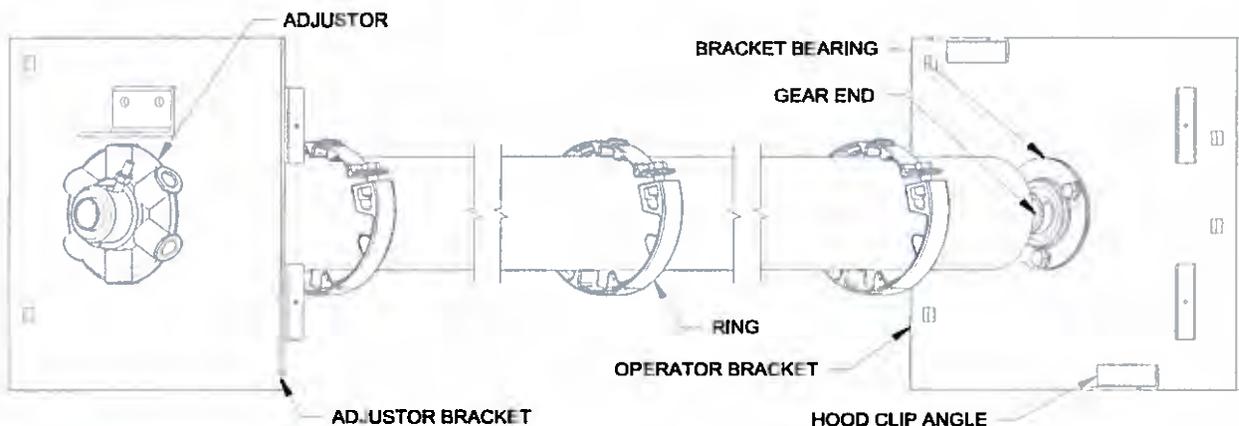
**Installation:**

- Use a small pry bar or large standard screwdriver to spread the gap in the ring by prying between bolt flange and the nut cradle of the casting (see above).
- Slide the ring over the barrel, noting direction of wrap, and rotate the ring so the locating nub in the casting aligns with the locating hole in the barrel.
- Insert the 3/8 square nut into the nut cradle of the casting and the 3/8" x 1-1/4" hex bolt through the bolt flange in the casting and tighten to minimum 20 ft lbs of torque.
- Be sure ring sits straight on barrel.

*Figure 6.3 – Ring Installation*

9. Locate the brackets. Determine the "operator" and "adjustor" brackets by referring to *Figure 6.4*. The "operator" bracket may vary significantly based on the operation of the door. The "adjustor" bracket will contain a label with spring adjustment instructions.
10. Remove the adjusting wheel if you haven't previously, and slide the adjustor bracket over the inner shaft of the barrel assembly. Install the adjusting wheel (see *Figure 6.2*).
11. Slide the operator bracket over the gear end until the inside face of the bracket is approximately 3 inches from the edge of the outer shaft. Do not tighten the set screws at this point, as you may need to adjust the position of the bracket. You may choose to install the drive sprocket (if present) at this point.

**Note:** Do not install the operator until the barrel and bracket assembly is hoisted into position and securely fastened to the guides. Installing the operator at this stage will cause the assembly to be lopsided and cumbersome, making it difficult and potentially dangerous to hoist into position.



*Figure 6.4 – Brackets and Barrel Prior to Installation*

#### ▪ Hoisting and installing Barrel Assembly

1. The following methods can be used for hoisting them into place:
  - **Crane Hoisting:** Place a sling or lifting agent under the barrel assembly at the "lift point" provided on the barrel, see *Figure 6.1*.
  - **Forklift Hoisting:** Space the forks evenly under the "lift point" provided on the barrel, see *Figure 6.1*. Ensure that the barrel assembly is positioned close enough to the tips of the forks that the fastening holes in the bracket can be aligned with those of the guides without the forks contacting the wall. Secure the barrel assembly to avoid the slipping off the tip of the forks.

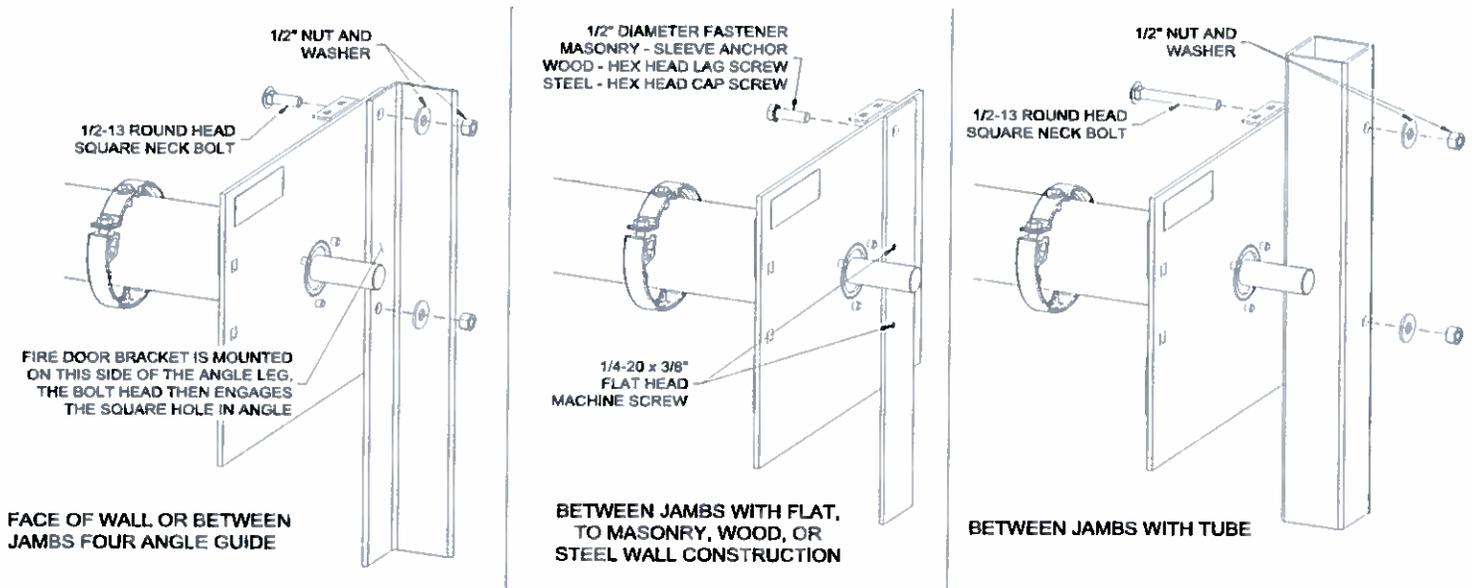
#### **WARNING**

The addition of brackets may offset the balance slightly from when the "lift point" was marked. Check to make sure the assembly is properly balanced before hoisting.

2. Before hoisting, refer to the hardware sheet and ensure that the proper type and quantity of fasteners were provided for the bracket installation. Measure the distance between the brackets and compare that to your wall angles (or between mounting angles if tubes are present). Readjust the brackets as needed before hoisting.
3. Center the barrel assembly between the guides, keeping approximately 2 feet of clearance between the barrel assembly and wall/guides.
4. Raise the barrel assembly up to the approximate bracket mounting level. The brackets should be clear of the outer and inner guide angles.

**Note:** Position the brackets in the upright position, with the mounting holes facing the wall, before moving the assembly towards the wall. It may be difficult to rotate the bracket when in close to the wall.

5. Slowly maneuver the barrel assembly towards the guide, and align the mounting holes of the brackets with those of the wall angles (or mounting angles if tubes are present).
6. Insert the specified bolts and snug tighten, see **Figure 6.5**.



*Figure 6.5 – Bracket Mounting Configurations and Hardware*

7. Check to see that the barrel is positioned properly between the brackets. That is, so that the proper amount of space is allowed between the barrel and the brackets. Typically the space is equal at both the operator and adjustor side. Adjust as necessary.
8. Place a level in the center of the barrel. If the shaft is **not** level:
  - Check the dimensions of the brackets from the top of the bracket to the center of the barrel.
  - Verify that the bracket mounting fasteners are the same distance from the top of the bracket.
    - a. If the dimensions **are not** correct, contact the Service Department.
    - b. If the dimensions **are** correct, the floor may be out of level, causing the bracket mounting holes in the guides to be out of alignment.
9. Fully tighten mounting bolts to the torque specifications in this manual. See *Torque Specification Tables* in **Section 12**.

**NOTICE**

Proper pretension of the bracket mounting bolts will benefit the life of the bolts and brackets.

10. If the adjusting wheel was not previously installed, install it now. Do not install the adjustor pin yet.

▪ **Motor Operator Installation (if required):**

1. Unpack the motor operator from the shipping box and retrieve the *Operator Mounting Bracket* and bolts provided in the kit.
2. There are several motor mounting configurations that can be formed with the supplied components. Refer to the shop drawings and components supplied with the kit in order to identify the specific style of mounting ordered for the unit. Some of the types of mounting are:
  - Vertical Bracket
  - Vertical Bracket Mounting With Tight Headroom
  - Wall Mounting
  - Horizontal Top of Coil
  - Horizontal Front of Coil
  - Horizontal Upside Down Front of Coil
  - Vertical Tube Mounting
  - Vertical Tube Top of Coil
3. Mount the operator mounting bracket to the operator using the supplied fasteners.
4. Mount the operator mounting bracket to the operator bracket according to the shop drawings using the supplied fasteners.
5. Install controls and wire the operator. Refer to the wiring diagram provided with the operator for proper connections and voltages. The controls should be installed in an area from which the door/opening is clearly visible. This will allow an individual operating the unit to make a visual inspection of the opening for any obstacles or other potential hazards before setting the door into motion.

**Note:** Do not attempt to set the upper and lower limits until the curtain is installed.

▪ **Attaching Additional Bracing (if required):**

1. Attach a clip angle to the operator mounting bracket and the bracing angle to the clip angle. Snug all bolts.
2. Mount the other supplied clip angle to the bracing angle and swing the bracing angle to the wall or structural support.
3. Align the mounting face of the clip angle with the face of the wall, mark and drill a mounting hole for the size of the supplied mounting fastener, and secure the clip angle to the wall with the fastener.
4. Square the operator-mounting bracket, adjusting the bracing angle as necessary, and fully tighten all the mounting bolts.
5. Lift the motor operator into position on the mounting bracket and align it with the appropriate hole pattern. **See figure below for operator mounting details.**
6. Insert the fasteners included in the kit from the bracket side first into the mounting foot of the operator and tighten the nuts with lock washers.

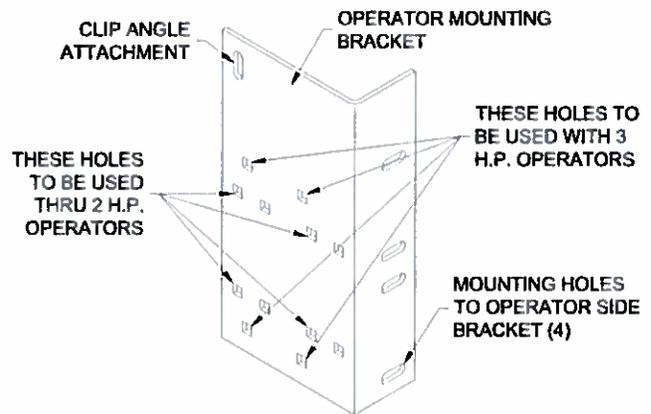


Figure 7.1 - Additional Operator Bracing

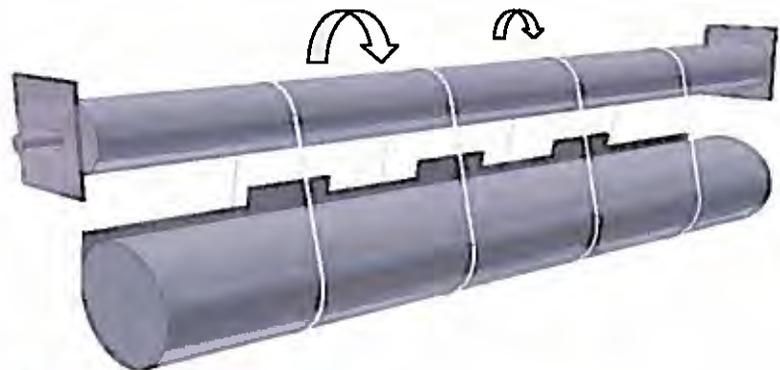
**Note:** All mounting bolts are supplied with nuts and lock washers.

### ▪ Curtain Installation

1. Remove the stoppers from the guides, or position them so they do not protrude into the opening.
2. Open the curtain packaging. Leave the plastic straps that keep the curtain from uncoiling in place. It may also be beneficial to leave some of the packaging under the curtain to protect the finish during installation.
3. The coil will be provided with the top of the curtain on the outside, thus leaving the fastening sections exposed. Position the coil on the floor between the guides so that the open end of the fastening sections is facing up and nearer the wall.
4. Remove the outer guides.
5. Locate the curtain attachment hardware provided with the unit. Refer to the job information to ensure you have the correct type and quantity.
6. Lift the coil until it is just below the shaft. Using appropriately rated ropes or straps, sling the coil from the shaft as shown in *Figure 8.2*. Remove the plastic strapping securing the coil at this point.
7. Uncoil the curtain enough for the fastening sections to reach the attachment points on the shaft. Fasten them by aligning the fastening section with the hole in the ring or shaft respectively, and fasten using the provided hardware (See *Figure 8.1*). If the curtain is too heavy to uncoil by hand, use the method described in the following step to get the fastening sections in position.
8. Uncoiling a slung curtain using the operator/adjusting wheel:
  - For units with operators, use the hand chain, crank or override feature of the motor to rotate the shaft in the "open" direction. Be sure not to overrun the limits of the motor. The upper motor limit may have to be adjusted to reel the entire curtain onto the shaft. Make sure the adjusting wheel is **not** pinned in place for this operation and that the shaft spins freely, so as to **not** backwind the springs.
  - For push-up units, turns can be added to the adjusting wheel in order to assist in rotating the shaft. Keeping count of the turns added to the spring at this stage will save installation time later.
9. Continue to rotate the shaft, reeling the curtain out of the sling and onto the shaft until the bottom bar reaches the bottom of the bracket.
10. Replace the outer guides.
11. Feed the bottom bar into the guides and lower the curtain until the bottom bar is below the stopper location.
12. Since there is no spring tension holding the curtain open, the curtain may fall if released. If the operator cannot be used to hold the curtain in the open position, place C-clamps or vice grips, see *Figure 8.4*, on the guides just below the bottom bar -or- rest the bottom bar on the slings used to hang the shaft in the previous steps to hold the door open.
13. Replace the stoppers.



*Figure 8.1 - Installing the Fastening Section*



*Figure 8.2 - Slings the Curtain*

▪ **Applying Spring Turns (not including chain sprocket adjusters):**

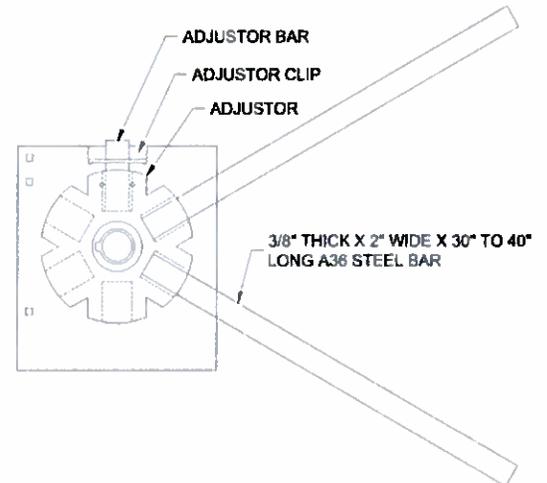
**NOTICE**

Applying more turns on the springs than is recommended will reduce spring life and can cause failure. **Do not** exceed the recommended number of turns stated on the barrel or job construction sheets.

1. Refer to the job information or markings on the shaft for the number of spring turns required on the unit.
2. To apply spring charge, remove cotter and stop pin from adjusting wheel.

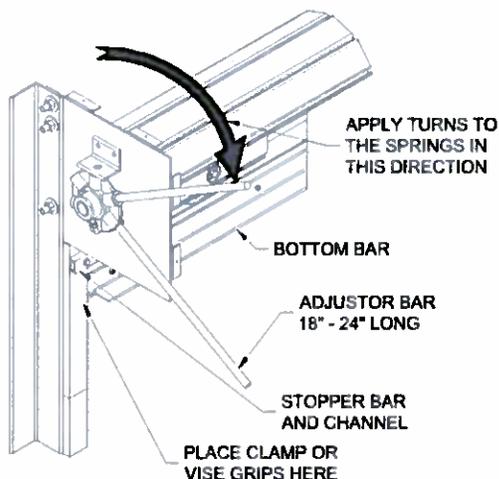
**Note:** SA0005 adjusters require the use of an adjustor bar as a stop as well as a 3/8" thick x 2" wide x 30" to 40" long A36 steel bars to apply spring torque. See **Figure 8.3**.

3. Using two 1/2" diameter (or greater depending on the adjusting wheel) steel rods, approximately 18"-24" long, apply spring torque by inserting both rods into adjustor wheel one above the other.
4. Rotate wheel in a direction of raising the curtain. Maintain applied torque with upper rod, while removing lower rod. RE-insert this rod above the other and continue applying torque one notch at a time using this hand over hand procedure until the specified number of spring turns has been applied.
5. Replace stop pin or bar into adjustor wheel as shown in **Figure 8.5** and insert the cotter pin to hold it in place.
6. The spring should now hold the door in the open position. Remove any devices applied to hold the door in the open position (clamps, slings, vice grip, etc.)
7. Check curtain for ease of operation. If the door operates correctly, skip to the next section, if not, continue to the next step.
8. Final spring tension adjustment, if necessary, should be increased or decreased with the curtain in the fully open position. Insert one [two if necessary] 1/2" diameter steel rods into adjustor wheel.
9. Remove cotter pin and stop pin from adjustor wheel and begin to increase or decrease tension.
  - To increase tension, rotate the wheel in the direction of raising the curtain.
  - To decrease tension, carefully rotate the wheel in the direction of lowering the curtain.
10. Recheck the balance in one notch increments (one notch at a time). Re-insert stop pin and cotter pin.

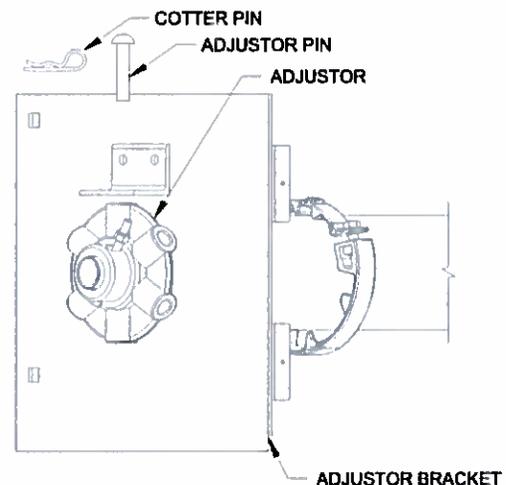


*Figure 8.3 – SA0005 Spring Adjustor*

**Note:** If you have difficulty balancing the door, or the number of turns required to balance the door varies significantly from the quantity provided, contact the **Service Department**.



*Figure 8.4 – Clamping the Guides, Applying Turns.*

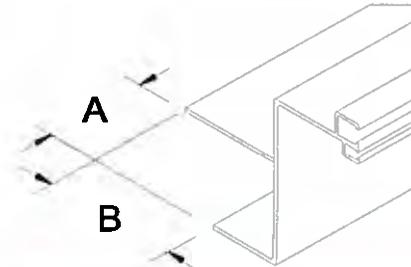


*Figure 8.5 – Pinning the Adjusting Wheel*

▪ "Z" Shaped Seal

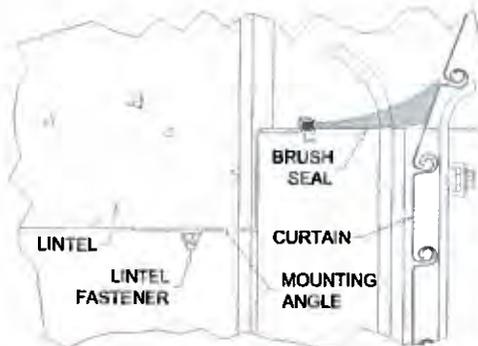
**Note:** The Lintel Seal should be installed before the hood and fascia, and after all other door components are installed and operational.

1. Clean and inspect the top of the opening where the Lintel Seal will be installed. See shop drawings for details.
2. Make the "A" & "B" cutouts to the ends of the extrusion(s) according to the dimensions on the shop sheet to allow for the guide setbacks and pack-off. (See *Figure 9.1*)



*Figure 9.1 - "Z" Shaped Lintel Seal Cutout*

3. Mark and drill the mounting holes in the extrusion. Ensure the mounting holes allow sufficient clearance for the fasteners being used to attach the lintel seal. The mounting holes should be spaced at a maximum of 24 inches apart. Position the holes equally between the front edge of the lintel and the back edge of the extrusion.
4. Place the lintel seal at the bottom of the lintel with the brush contacting the curtain (in the closed position) with the bristles pushed to about a 45-degree angle. (See *Figure 9.2*)



*Figure 9.2 - "Z" Shaped Lintel Seal*

**Note:** Check the lintel brush for proper contact on the door curtain at the edges and in the middle when the door is both open and closed (mounting extrusion will not sit flush with the corner of the lintel in most cases). On large doors, toward the center, the multi-piece Lintel Seals may have to be angled inward and trimmed on the edges to follow the bow of the door curtain when closed. (Make sure that the brush stays in contact with the door and that the door does not hit the extrusion when it is fully opened.)

5. Once you determine the correct mounting position of the lintel seal, mark the mounting hole locations on the header using the previously drilled holes in the mounting extrusion as a template.
6. Remove the lintel seal and prepare the mounting hole locations for the proper fasteners supplied with the unit.
7. Replace the lintel seal in the opening and insert the fasteners. Make any adjustments the Lintel Seal and properly orient the multi-piece lintel seal (if present) and tighten the fasteners.
8. Operate the door and ensure that the lintel seal sustains sufficient contact with the curtain (The curtain should always touch the Lintel Seal and not hit the extrusion).

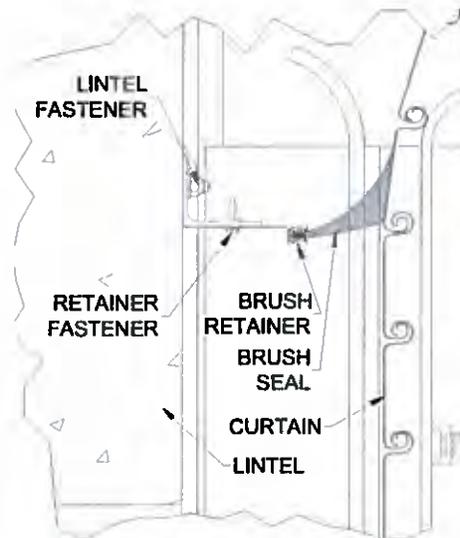
- "L" Shaped Seal

**Note:** The Lintel Seal should be installed before the hood and fascia, and after all other door components are installed and operational.

1. Clean and inspect the top of the opening where the *Lintel Seal* will be installed. See shop drawings for details.
2. Mount the angle to the lintel with the correct fasteners according to the wall construction. (Refer to the job information for the correct location of the angle from the lintel.)

**Note:** Check the lintel brush for proper contact on the door curtain at the edges and in the middle when the door is both open and closed. On large doors, toward the center, the multi-piece Lintel Seals may have to be angled inward and trimmed on the edges to follow the bow of the door curtain when closed. (Make sure that the brush stays in contact with the door and that the door does not hit the extrusion when it is fully opened)

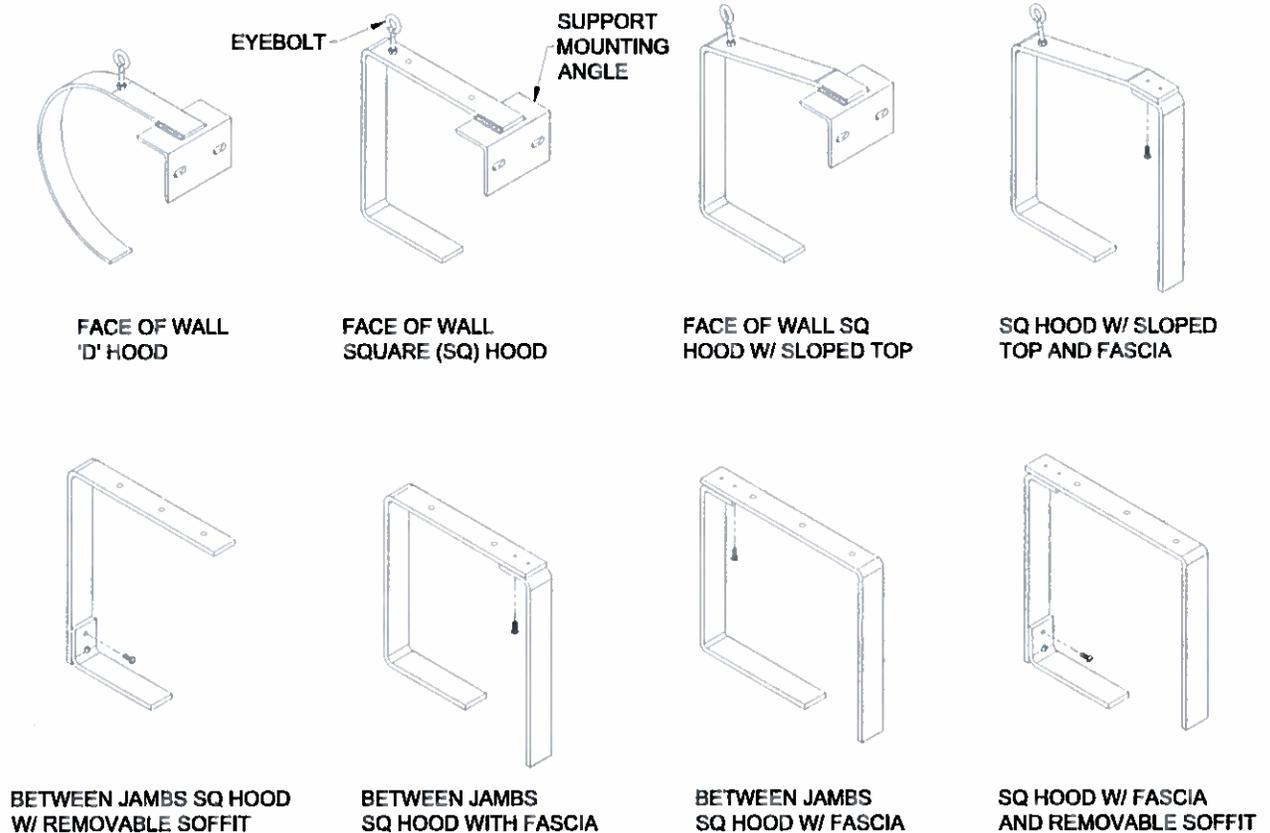
3. Place the brush extrusion in place on the mounting angle so the brush makes contact with the door in the closed position. (Brush should be at about a 45-degree angle) Mark the mounting holes locations. Before removing the lintel seal, scribe a line on the back edge of the extrusion and mounting angle. This will help ensure the lintel seal is replaced in the correct location.
4. Remove the lintel seal. Drill the required pilot/clearance holes in the mounting extrusion. The mounting holes should be spaced at a maximum of 24 inches apart. Position the holes equally between the front and the back edges of the extrusion, or as needed to line up with the mounting angle.
5. Replace the lintel seal on the angle using the scribed line as a guide. Mark the mounting holes on the angle using the previously drilled holes in the mounting extrusion as a template. Remove lintel seal and drill the required pilot/clearance holes.
6. Attach the extrusion to the mounting angle with the proper fasteners.
7. Operate the door and ensure that the lintel seal sustains sufficient contact with the curtain (The curtain should always touch the Lintel Seal and not hit the extrusion).



*Figure 9.3 - "L" Shaped Lintel Seal*

▪ **Hood Support installation:**

1. Refer to the job information to determine the type and quantity of hood supports required for your door. Hood supports will be noted on the elevation view of the job construction drawings. See **Figure 10.1** for hood support types.



*Figure 10.1 - Hood Supports*

2. Determine where the support(s) will be located between the guides.
  - a. If multiple supports are required, see the job construction drawings to determine the centerline of each.
  - b. If a single support is required, it will be located at the center of the unit.
3. Mark a line on the lintel or ceiling (for units without a lintel) at the centerline of each support.
4. Check the construction at the support locations to be sure it is strong enough to handle the weight of the hood.

**Note:** *If the construction is not strong enough, do not proceed until rectified.*

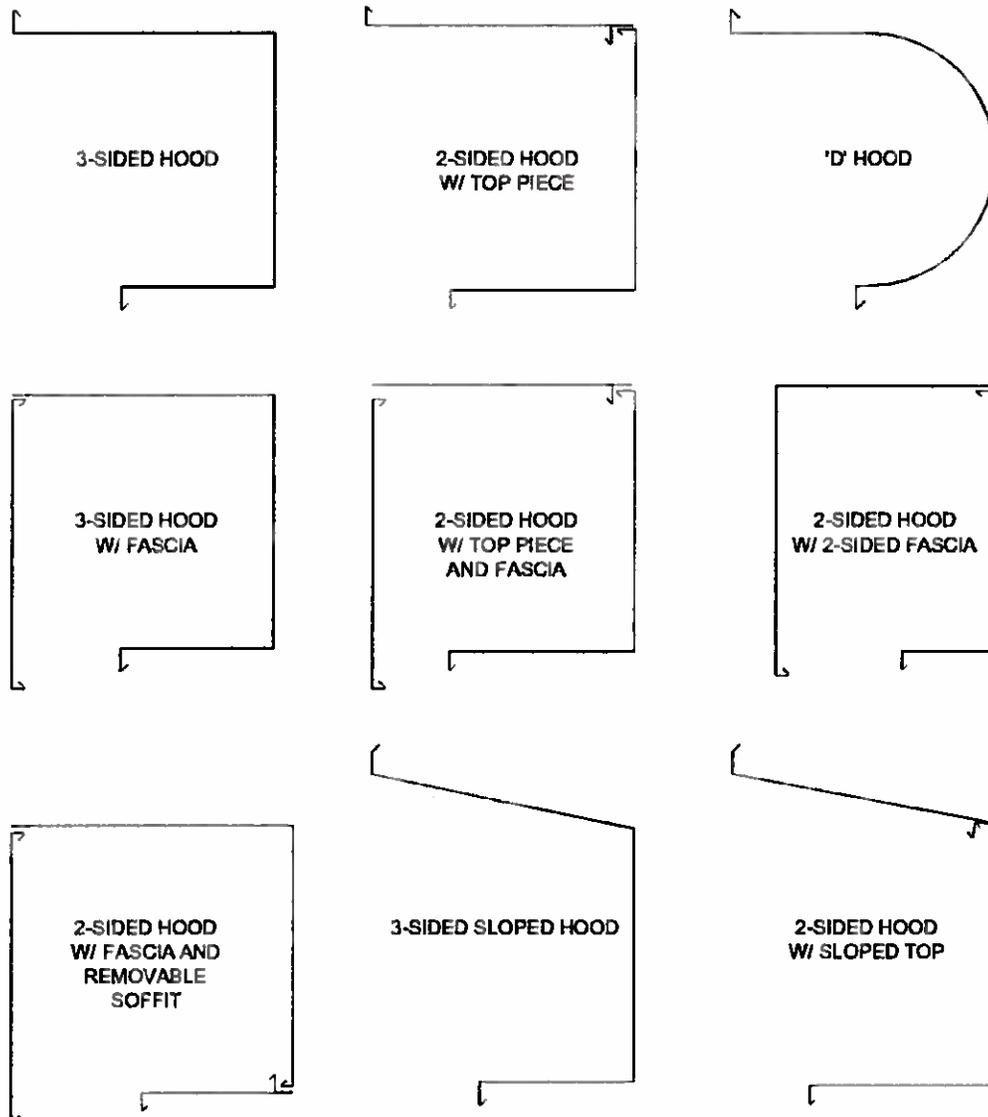
5. The term "top of the coil" refers to the top edge of the brackets and hood which house the curtain (The curtain in the fully open position is referred to as the "coiled curtain". The top of the coiled curtain is not actually located at the "top of the coil", it is lower than the top of the coil) Locate the "top of the coil":
  - a. This is typically at the top of the wall angle or intermediate angle.
  - b. If there is no wall or intermediate angle, see the job construction drawings for the distance from the bottom of the unit to the top of the coil.
  - c. If there is a ceiling at the top of the coil, skip the next step.
6. Mark a line at the top of the coil at both guides of the unit. Project the lines together to make a continuous line.
  - a. This will help locate the top of the hood support which will keep the hood level.
7. If there is no lintel/header, the hood support will be located based on the fascia side of the guide.
  - a. If the unit is between jambs with 4-angle guides, a fascia mounting channel is typically provided.
  - b. If the unit is between jambs with 2-angle guides mounted to a tube, a fascia mounting channel is not provided, and the fascia is mounted to the fascia side of the tube.
8. Project a line from the fascia mounting location (fascia mounting channel or fascia side of the tube) from one guide to the other.

9. Mark a line at the support centerline along the fascia line.
10. Prepare the location of the attachment point of the support(s) prior to installing the barrel. This will make installing the support much easier when the time comes to attach it to the lintel/header or ceiling.
  - a. Hold the support in place at the determined location and mark the mounting hole locations.
  - b. Drill holes in the construction.
11. Attach the hood support to the lintel/header or ceiling to be sure the mounting holes were located properly.
12. Remove the hood support and proceed to the ***"Barrel and Brackets"*** section.
13. Once the barrel, brackets, curtain are installed, and necessary testing was done on the unit, re-install the hood support.

▪ **Hood and Fascia Installation:**

1. Determine what type of hood was provided. This can be done by:
  - Looking for a 'D' hood strap or clip angles welded to the brackets.
  - Looking in the hood box and comparing to the job construction drawings.
2. If a square hood is provided, check the job construction drawings to see if it has multiple parts (such as a two sided hood with a removable soffit, two sided hood without a top piece, two sided hood with a sloped top, etc). See **Figure 11.1** for possible hood configurations.
3. Fasten the hood and fascia accordingly using the fasteners provided. Ensure hoods with multiple sections overlap correctly.
  - 'D' hoods end between the brackets.
  - Square hoods end flush with the outer edge of the brackets.
4. If there is a hood support:
  - 'D' hood sections overlap the centerline of the hood support by 1/2".
  - Square hood sections do **not** overlap at the hood support. They butt against each other and a hood splice cover is provided to cover the joint, see **Figure 11.2**.

**Note:** If there is a hood support, pre-drill holes in it to ease hood attachment. A #21 drill size is recommended.



*Figure 11.1 - Hood Configurations*

**Hood Splice Cover:**

1. Hood splice covers are provided for square hoods only. Prior to installing the splice cover, operate the door a few times once you've installed the hood, to verify that the hood is not interfering with the door.
2. Install the splice cover at this time.
3. Slip the bottom return bead on the splice cover into the soffit return on the hood, and then attach the top of the splice cover with the fasteners provided.
4. If there is no return bead on the soffit of the hood, fasten the bottom of the splice cover to the soffit.



*Figure 11.2 - Hood Splice*



*Figure 11.3 - Hood and Cover Screw (#10-16 x 1/2")*

**Cover installation:**

1. Once the unit is installed and operating correctly, the covers can be installed.
2. Hood screws may have to be removed and reinstalled to install covers properly.
3. If the cover mounts to the side of the door bracket, pre-drill holes in the bracket to ease installation. A #21 drill size is recommended.
4. If an operator or adjuster cover is provided, individual installation instructions are provided with each cover along with the necessary hardware to attach the cover.
5. Once the cover is installed, operate the door a few more times to be sure there is no interference between the moving components inside the cover and the cover itself.
6. If the door is mounted on the exterior of the building, a bead of silicone sealant should be applied around the entire perimeter of the cover, as it will provide additional protection to the door components.

## Torque Specifications

Bolt size/type	Torque (ft lbs) <sup>a</sup>
1/4-20 Grade 2 steel bolt	6
5/16-18 Black Oxide Socket Cap	25
3/8-16 18-8 stainless steel bolt	20
3/8-16 Grade 2 steel bolt	20
3/8-16 Grade 5 steel bolt	31
1/2-13 Grade 5 steel bolt	75
1/2-13 Grade 8 steel bolt	107
5/8-11 Grade 8 steel bolt	212
3/4-10 Grade 8 steel bolt	376

<sup>a</sup> The recommended torque for steel bolts is based on a plated bolt that has not been lubricated.

*Table 12.1 – Torque Recommendations for Guide Assembly and Wall Fasteners*

Anchor Size (nominal)	Manufacturer/Torque (ft lbs) <sup>a</sup>	
	Simpson Wedge-All	Hilti-Kwik Bolt 3
3/8	30	20
1/2	60	40
5/8	90	85
3/4	150	150

<sup>a</sup> Torque values for grout filled block are different, reference bolt manufacturer for these values.

*Table 12.2 - Torque Recommendations for Solid Masonry Wall Anchors*

## Maintenance Schedule

ES 10-341 / 13.1

▪ **Maintenance Schedule:**

*Note: If any of the following problems exist, **do not** operate the door until repaired.*

Component	What to look for and how often the components must be inspected:	Weekly	Monthly	Quarterly	What to do if problem exists:
Curtain & Bottom Bar	Are any curtain components damaged (slats, endlocks, etc.)?	X			Contact Service about replacing damaged parts.
	Is bottom bar damaged?	X			Contact Service about replacing damaged parts.
	Are bottom bar fasteners in place and properly tightened?		X		Fasteners must be inspected/replaced and properly tightened.
	Are fasteners attaching curtain to the barrel in place and properly tightened?		X		Fasteners must be inspected/replaced and properly tightened.
	Do you notice any hang-ups, jamming or other problems preventing the door from moving smoothly throughout the opening?	X			Check for external issues, if none exist, contact Service.
	Do you notice any odd or excessive noise when the door is operated?	X			Check for external issues, if none exist, contact Service.
	If there is a bottom seal, is it damaged?		X		Contact Service about replacing damaged parts.
	If there is locking, does it function properly?	X			Check for external issues, if none exist, contact Service.
Brackets	Are brackets plumb and perpendicular with wall?			X	Contact Service.
	Are bracket fasteners in place and properly tightened?			X	Fasteners must be inspected/replaced and properly tightened.
	Do you notice signs of excessive wear on the bearings (i.e. binding, excessive noise, etc.)?		X		If there is a grease fitting, apply grease, if not, contact Service.
	Is adjusting wheel & pin secure?			X	Contact Service.
	Is drive chain sufficiently lubricated?			X	Apply chain lube.
	Is drive chain in need of tightening?			X	Contact Service for instructions on how to tension the chain.
	Is drive or driven sprocket damaged?		X		Contact Service about replacing damaged parts.
Guides	Are wall fasteners in place and properly tightened?		X		Fasteners must be inspected/replaced and properly tightened.
	Are guide assembly fasteners in place and properly tightened?		X		Fasteners must be inspected/replaced and properly tightened.
	Is guide gap dimension correct?		X		Check job construction drawings and adjust gap as required. If job construction drawings are not available, contact Service.
	Are any of the guide parts bent or damaged?		X		Contact Service.
	Are stoppers loose, damaged, or missing?		X		Stoppers must be inspected/replaced and properly tightened.
Hood and Fascia	Is hood/fascia dented or damaged?			X	Remove hood/fascia. Repair if possible. If not leave hood/fascia off and contact Service.
	Is curtain rubbing against the hood/fascia?	X			Hood/fascia may have been damaged. Contact Service.
	Is hood/fascia level?			X	Check fasteners, they may be loose or missing. Replace as soon as possible.
	Are guide assembly fasteners in place and properly tightened?		X		Fasteners must be inspected/replaced and properly tightened.
	Is hood support level?			X	Check fasteners, they may be loose or missing. Replace as soon as possible.

## Maintenance Schedule

ES 10-341 / 13.2

Door operation	Does the door require excessive force to open?		X		Check for hang-ups or obstructions. Ensure spring tension is set correctly. Contact Service.
	If the door contains locking, does the locking mechanism function properly and securely hold the door in the closed position?		X		Check for damage and other external issues. Contact Service.
	If there is a sensing edge, does it function properly?	X			Cut power and check for loose wires. Contact Service for further instruction.
Motor Operator	Are the fasteners attaching the motor-to-the mounting bracket, and mounting bracket-to-the door bracket secure?			X	Fasteners must be inspected/replaced and properly tightened. Contact Service for replacement hardware.
	Are the sprockets properly aligned?			X	Realign the sprockets as secure using the set screws. Recheck chain tension.
	Are the sprocket keys properly aligned with sprockets and securely fastened with the set screws?			X	Reposition the keys so they fully engage the keyway in the sprocket. Tighten the set screws.
	Is the door stopping correctly at the open (before bottom bar contacts the stoppers) and closed (as soon as the bottom bar contacts the floor) positions?		X		Limits may have to be adjusted in the motor operator. Refer to the operator owner's manual or contact Service.
	Is the operator functioning normally?		X		Refer to the <i>Operator Troubleshooting Table</i> on the following page to diagnose the problem.

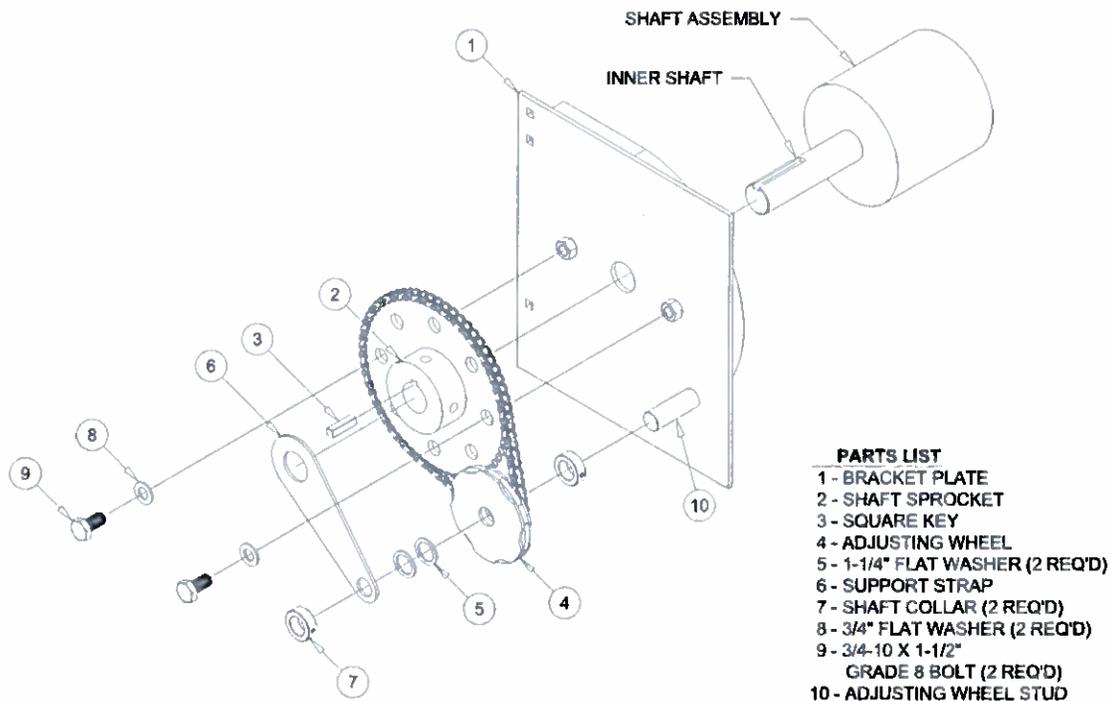
Operator Troubleshooting:

Note: If you suspect you are having an issue with your operator, use the following table to determine the potential causes. If the provided solution does not eliminate the issue, or the table does not address your particular problem, contact the Service Department.

Component	Problem	Potential Cause	Solution
Motor Operator	Motor Operator does not run when OPEN or CLOSE button is pushed	The circuit breaker may be flipped or fuse blown.	Reset breaker or replace fuse. Contact Service if replacement fuse is needed.
		The thermal overload may be tripped.	Reset thermal overload.
		Manual interlock switch is open (on units with emergency operator).	Close manual interlocks.
		External interlock may be opened.	Close external interlock.
	Motor operator runs but the door does not move	Sprocket key may be missing or drive chain may be broken.	Contact Service for repair parts. Install key or replace chain.
		Clutch may be slipping.	Adjust if possible. Contact Service otherwise.
	Motor hums but does not run	Door or drive chain may be jamming.	Check for hang-ups or obstructions. Try to operate manually. If issue persists, contact Service.
		Dead phase in 3 phase system.	Check power supply.
		Brake does not release.	Check power to brake solenoid.
		Open motor winding.	Check that all connections are secure.
	Motor operator runs in wrong direction and limits do not function	3 phase operator power supply is out of phase.	Interchange any 2 power leads to unit.
	Door drifts when motor shuts off	Brake may be improperly adjusted or broken.	Check brake components. Contact Service for replacement parts or adjust instructions.
	Motor operator does not shut off at full OPEN or at full CLOSE position	Limits may need adjustment.	Refer to the operator owner's manual to readjust limits.
		Sprocket on limit shaft may be slipping or limit drive chain may be broken.	Ensure sprocket key is correctly installed and set screws are tightened. Contact Service for replacement chain if broken.
Limit switch may be defective.		Contact Service.	
Limit Switches	Limit switch does not hold setting	Drive chain may be too loose, allowing the chain to jump sprocket teeth.	Adjust chain to proper tension. Contact Service for additional information.
		Limit nut retainer not engaging slots in limit nuts.	Be sure retainer is securely engaged in slots of both limit nuts.
		Limit nuts binding on screw threads, allowing them to jump position on retainer.	Lube screw thread. Check that limit nuts turn freely.

▪ **Chain Sprocket Adjustor:**

1. Loosen the shaft collar set screws. Remove the shaft collar and support strap from the adjusting wheel stud.
2. Place the bracket plate onto the inner shaft.
3. After the shaft sprocket is on the inner shaft, remove the 3/4"-10 x 1-1/2" bolts.
4. Install the square key into the shaft sprocket and inner shaft key seat.
5. Align the shaft sprocket with the sprocket on the adjusting wheel.
6. Tighten the set screws on the shaft sprocket to secure it to the inner shaft.
7. Place the support strap onto the adjusting wheel stud and over the inner shaft. Be sure that the washers are between the support strap and the adjusting wheel.
8. Replace the shaft collar on the adjusting wheel stud and tighten the set screws. When replacing shaft collar, allow clearance (.030") so that the adjusting wheel can rotate freely.



*Figure 14.1 – Chain Sprocket Adjustor Assembly*

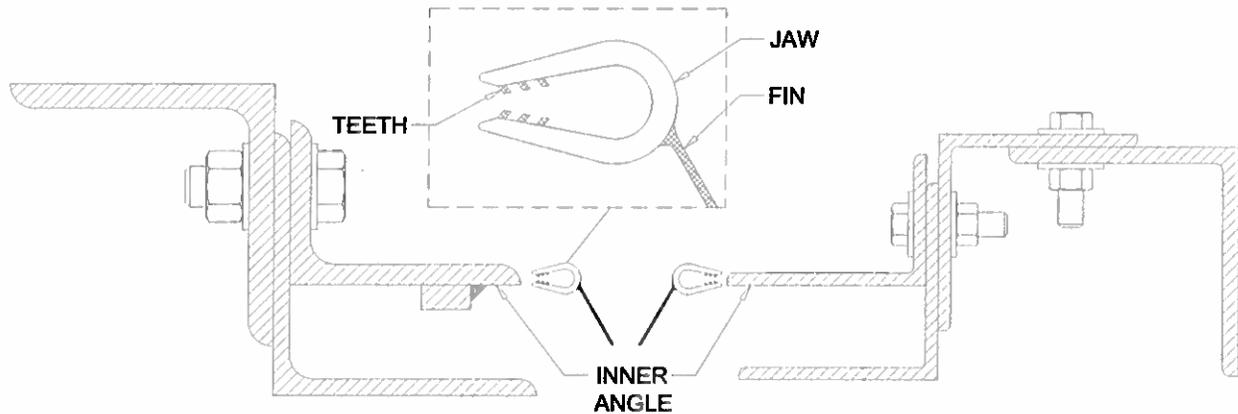
**⚠ WARNING**

Apply tension with door in the fully open position only. Do not operate door from the fully open position without first installing both 3/4"-10 x 1-1/2" grade 8 bolts. Roller chain is not intended to hold extreme loads and could break causing property damage and serious injury or death.

9. To apply spring turns, be sure the 3/4"-10 x 1-1/2" grade 8 bolts are removed from the shaft sprocket.
10. Use a 1-1/8" high x 3/8" thick x 40" long ASTM A36 minimum bar to apply spring torque. See the job construction drawing (elevation view) for the number of initial spring turns to apply to the small adjusting wheel and the direction of rotation.
11. After the correct quantity of spring turns has been applied, use the 3/4"-10 x 1-1/2" Grade 8 bolts to fasten the shaft sprocket to the bracket plate. Torque bolts to 365 - 375 ft-lbs.

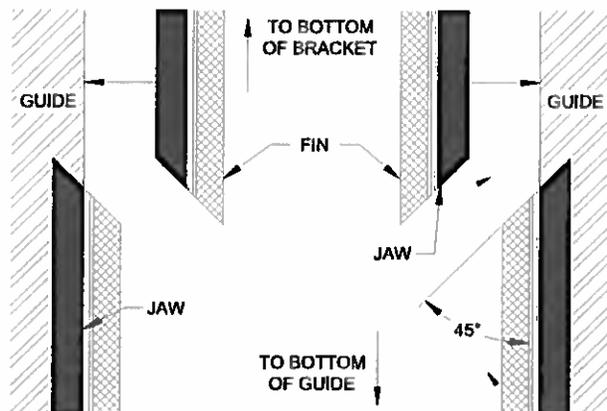
▪ Guide Weather Seal Installation Instructions

**NOTICE – A rubber mallet should be used to properly install the seal. DO NOT install the seal using a steel hammer. Use caution when installing the seal below freezing temperatures, as it may crack if handled or installed improperly. If possible store the seal above freezing temperatures until it is installed.**



1. The seal should cover from the bottom of the bracket to the bottom of the guide. Check this by either measuring it or holding it up to the guide. If the seal does not cover from the ground to the bottom of the bracket, a spliced section is needed, proceed to step 2. If no splice is required proceed to step 3.

2. If a splice is required, a Craftsman Handi-Cut utility cutter is recommended or a pair of tin snips or other cutting device can be used to cut the seal. Trim the bottom of the upper piece at a 45 degree angle from the jaw through to the fin. Trim the top of the lower piece at a 45 degree angle from the fin and jaw. See adjacent figure for how to trim the seal. Tape or other adhesive can be used to join the spliced weather seal, if desired.



3. Start at the top of the guide and work downward. Be sure that the seal is fully seated on the angle.

**\*\*NOTE - Starting at the bottom may be difficult, as the flexibility of the material will cause it to pull away from the guide as it is being installed.**

4. Run the door up and down a few times to ensure that the seal is installed properly.

**ATTACHMENT F  
SUBCONTRACTORS LIST**  
(Check one of the two boxes below)

- I DO INTEND TO USE SUBCONTRACTORS ON THIS PROJECT. (Fill in the form below)  
 I DO NOT INTEND TO USE SUBCONTRACTORS ON THIS PROJECT. (Ignore the form below)

The bidder proposes to use the following subcontractors on this project. The bidder shall list all proposed subcontractors that he/she intends to use or do business with during the course of this project. The Bidder will make additions, deletions or substitutions only with the permission of the City of Stuart and after sufficient prior written notification.

<u>1</u>	<u>G. Local Electric 10302 S Federal Hwy, PSC 34952</u>	<u>James</u> <u>772-919-5859</u>
Subcontractor Firm Name	Address	Telephone No.

<u>2</u>		
Subcontractor Firm Name	Address	Telephone No.

<u>3</u>		
Subcontractor Firm Name	Address	Telephone No.

<u>4</u>		
Subcontractor Firm Name	Address	Telephone No.

<u>5</u>		
Subcontractor Firm Name	Address	Telephone No.

<u>6</u>		
Subcontractor Firm Name	Address	Telephone No.

Company Name: CUSTOMER'S CHOICE GARAGE DOORS & OPENERS, INC.

(Use additional pages if necessary.)



DEPARTMENT OF REGULATORY AND ECONOMIC RESOURCES (RER)  
BOARD AND CODE ADMINISTRATION DIVISION

**NOTICE OF ACCEPTANCE (NOA)**

MIAMI-DADE COUNTY  
PRODUCT CONTROL SECTION  
11805 SW 26 Street, Room 208  
Miami, Florida 33175-2474  
T (786) 315-2590 F (786) 315-2599  
[www.miamidade.gov/economy](http://www.miamidade.gov/economy)

The Cookson Company  
1901 South Litchfield Road  
Goodyear, AZ 85338

**SCOPE:**

This NOA is being issued under the applicable rules and regulations governing the use of construction materials. The documentation submitted has been reviewed and accepted by Miami-Dade County RER-Product Control Section to be used in Miami Dade County and other areas where allowed by the Authority Having Jurisdiction (AHJ).

This NOA shall not be valid after the expiration date stated below. The Miami-Dade County Product Control Section (In Miami Dade County) and/or the AHJ (in areas other than Miami Dade County) reserve the right to have this product or material tested for quality assurance purposes. If this product or material fails to perform in the accepted manner, the manufacturer will incur the expense of such testing and the AHJ may immediately revoke, modify, or suspend the use of such product or material within their jurisdiction. RER reserves the right to revoke this acceptance, if it is determined by Miami-Dade County Product Control Section that this product or material fails to meet the requirements of the applicable building code.

This product is approved as described herein, and has been designed to comply with the Florida Building Code, including the High Velocity Hurricane Zone.

**DESCRIPTION: Steel Rolling Door up to 14'-5" Wide (80 FPS Impact)**

**APPROVAL DOCUMENT:** Drawing No. ES-16-56-TCCI, titled "14'-5" Wide 65 PSF 80 FPS Non-Insulated Rolling Steel Door", sheets 1 through 6 of 6, dated 09/10/2014, with revision A dated 03/27/2015, prepared by The Cookson Company, signed and sealed by Joseph H. Dixon, Jr., P.E., bearing the Miami-Dade County Product Control approval stamp with the Notice of Acceptance number and approval date by the Miami-Dade County Product Control Section.

**MISSILE IMPACT RATING: Large and Small Missile Impact Resistant**

**LABELING:** A permanent label with the manufacturer's name or logo, one of the 3 manufacturing addresses on drawings, model number, the positive and negative design pressure rating, indicate impact rated if applicable, installation instruction drawing reference number, approval number (NOA), the applicable test standards, and the statement reading 'Miami-Dade County Product Control Approved' is to be located on the door's side track, bottom angle, or inner surface of a panel.

**RENEWAL** of this NOA shall be considered after a renewal application has been filed and there has been no change in the applicable building code negatively affecting the performance of this product.

**TERMINATION** of this NOA will occur after the expiration date or if there has been a revision or change in the materials, use, and/or manufacture of the product or process. Misuse of this NOA as an endorsement of any product, for sales, advertising or any other purposes shall automatically terminate this NOA. Failure to comply with any section of this NOA shall be cause for termination and removal of NOA.

**ADVERTISEMENT:** The NOA number preceded by the words Miami-Dade County, Florida, and followed by the expiration date may be displayed in advertising literature. If any portion of the NOA is displayed, then it shall be done in its entirety.

**INSPECTION:** A copy of this entire NOA shall be provided to the user by the manufacturer or its distributors and shall be available for inspection at the job site at the request of the Building Official.

This NOA consists of this page 1 and evidence page E-1, as well as approval document mentioned above. The submitted documentation was reviewed by Carlos M. Utrera, P.E.



*[Signature]*  
07/09/2015

NOA No. 15-0112.04  
Expiration Date: July 9, 2020  
Approval Date: July 9, 2015  
Page 1

**NOTICE OF ACCEPTANCE: EVIDENCE SUBMITTED**

**A. DRAWINGS**

1. Drawing No. **ES-16-56-TCCI**, titled "14'-5" Wide 65 PSF 80 FPS Non-Insulated Rolling Steel Door", sheets 1 through 6 of 6, dated 09/10/2014, with revision A dated 03/27/2015, prepared by The Cookson Company, signed and sealed by Joseph H. Dixon, Jr., P.E.

**B. TESTS**

1. Test reports on 1) Uniform Static Air Pressure Test, Loading per FBC, TAS 202-94  
2) Large Missile Impact Test per FBC, TAS 201-94 (Level 'E')  
3) Cyclic Wind Pressure Loading per FBC, TAS 203-94  
4) Forced Entry Test, per FBC, TAS 202-94  
5) Tensile Test per ASTM E8-08,  
along with marked-up drawings and installation diagram of C20 Roll-up Garage Doors, prepared by Intertek/Architectural Testing, Inc., Test Report No. **D1278.01-109-18**, dated 01/29/2014, with revision 1 dated 03/25/2015, signed and sealed by Michael D. Stremmel, P.E.
2. Test report on Salt Spray Performance Test per ASTM B117-09 of G90 unpainted and G40 painted samples, prepared by Intertek, Test Report No. **G100075502MID-002**, dated 05/26/2010, signed and sealed by Rick Curkeet, P.E.

**C. CALCULATIONS**

1. Calculations prepared by Joseph H. Dixon, Jr., P.E., dated 10/03/2014, signed and sealed by Joseph H. Dixon, Jr., P.E.

**D. QUALITY ASSURANCE**

1. Miami-Dade Department of Regulatory and Economic Resources (RER)

**E. MATERIAL CERTIFICATIONS**

1. None.

**F. STATEMENTS**

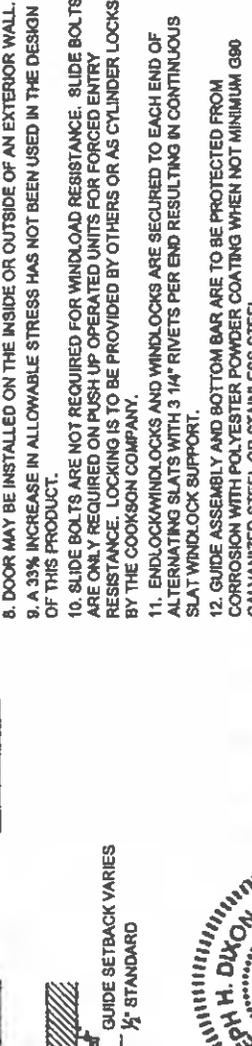
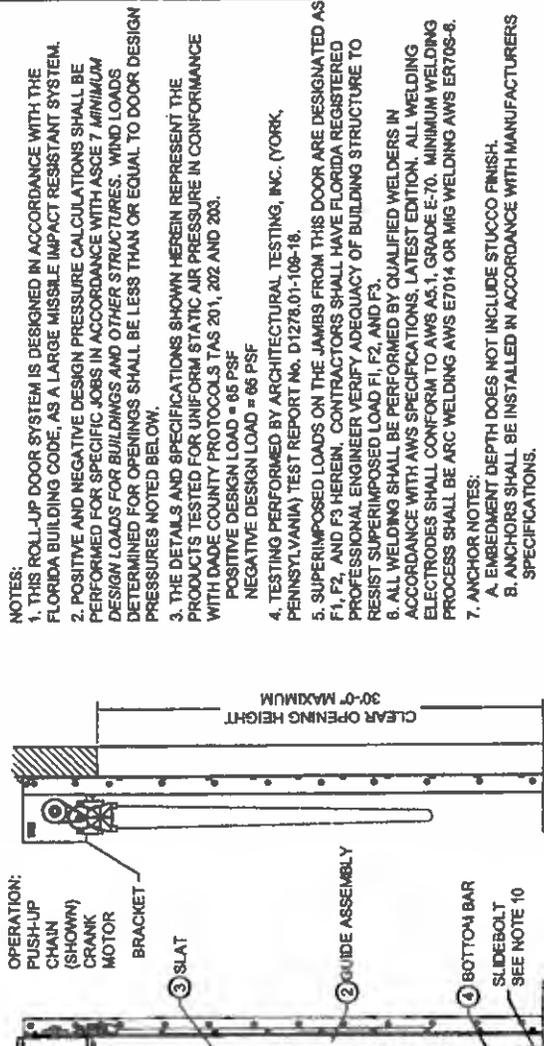
1. Statement letter of code conformance to 2010 and 5<sup>th</sup> edition (2014) FBC issued by Joseph H. Dixon, Jr., P.E., dated 01/03/2015, signed and sealed by Joseph H. Dixon, Jr., P.E.
2. Statement letter of no financial interest issued by Joseph H. Dixon, Jr., P.E., dated 01/03/2015, signed and sealed by Joseph H. Dixon, Jr., P.E.

  
07/08/2015

Carlos M. Utrera, P.E.  
Product Control Examiner  
NOA No. 15-0112.04  
Expiration Date: July 9, 2020  
Approval Date: July 9, 2015

L/TR	REVISION	DATE	BY	E.C.O.
*	ORIGINAL ISSUE	09/10/14	TJE	1014
A	REVISED NOTES	03/27/16	TJE	1614

ROLL-UP MECHANISM NOT INCLUDED IN THIS APPROVAL. MUST BE CERTIFIED BY AN INDEPENDENT TESTING AGENCY IF REQUIRED.



- NOTES:
- THIS ROLL-UP DOOR SYSTEM IS DESIGNED IN ACCORDANCE WITH THE FLORIDA BUILDING CODE, AS A LARGE MISSILE IMPACT RESISTANT SYSTEM. POSITIVE AND NEGATIVE DESIGN PRESSURE CALCULATIONS SHALL BE PERFORMED FOR SPECIFIC JOBS IN ACCORDANCE WITH ASCE 7 MINIMUM DESIGN LOADS FOR BUILDINGS AND OTHER STRUCTURES. WIND LOADS DETERMINED FOR OPENINGS SHALL BE LESS THAN OR EQUAL TO DOOR DESIGN PRESSURES NOTED BELOW.
  - THE DETAILS AND SPECIFICATIONS SHOWN HEREIN REPRESENT THE PRODUCTS TESTED FOR UNIFORM STATIC AIR PRESSURE IN CONFORMANCE WITH DADE COUNTY PROTOCOLS TAS 201, 202 AND 203.  
POSITIVE DESIGN LOAD = 65 PSF  
NEGATIVE DESIGN LOAD = 66 PSF
  - TESTING PERFORMED BY ARCHITECTURAL TESTING, INC. (YORK, PENNSYLVANIA) TEST REPORT No. D1278.01-109-18.
  - SUPERIMPOSED LOADS ON THE JAMBS FROM THIS DOOR ARE DESIGNATED AS F1, F2, AND F3 HEREIN. CONTRACTORS SHALL HAVE FLORIDA REGISTERED PROFESSIONAL ENGINEER VERIFY ADEQUACY OF BUILDING STRUCTURE TO RESIST SUPERIMPOSED LOAD F1, F2, AND F3.
  - ALL WELDING SHALL BE PERFORMED BY QUALIFIED WELDERS IN ACCORDANCE WITH AWS SPECIFICATIONS, LATEST EDITION. ALL WELDING ELECTRODES SHALL CONFORM TO AWS A5.1, GRADE E-70. MINIMUM WELDING PROCESS SHALL BE ARC WELDING AWS E7014 OR MIG WELDING AWS E70S-6.
  - ANCHOR NOTES:  
A. EMBEDMENT DEPTH DOES NOT INCLUDE STUCCO FINISH.  
B. ANCHORS SHALL BE INSTALLED IN ACCORDANCE WITH MANUFACTURERS SPECIFICATIONS.
  - DOOR MAY BE INSTALLED ON THE INSIDE OR OUTSIDE OF AN EXTERIOR WALL.
  - A 33% INCREASE IN ALLOWABLE STRESS HAS NOT BEEN USED IN THE DESIGN OF THIS PRODUCT.
  - SLIDE BOLTS ARE NOT REQUIRED FOR WINDLOAD RESISTANCE. SLIDE BOLTS ARE ONLY REQUIRED ON PUSH UP OPERATED UNITS FOR FORCED ENTRY RESISTANCE. LOCKING IS TO BE PROVIDED BY OTHERS OR AS CYLINDER LOCKS BY THE COOKSON COMPANY.
  - ENDLOCKWINDLOCKS AND WINDLOCKS ARE SECURED TO EACH END OF ALTERNATING SLATS WITH 3 1/4" RIVETS PER END RESULTING IN CONTINUOUS SLAT WINDLOCK SUPPORT.
  - GUIDE ASSEMBLY AND BOTTOM BAR ARE TO BE PROTECTED FROM CORROSION WITH POLYESTER POWDER COATING WHEN NOT MINIMUM G80 GALVANIZED STEEL OR STAINLESS STEEL.

**COOKSON**  
THE COOKSON COMPANY, INC.

24 ELMWOOD AVE 1801 S. LITCHFIELD RD  
MOUNTAINTOP, PA GOODYEAR, AZ  
800 TULIP DRIVE  
GASTONIA, NC  
P: 800.390.8660  
F: 868.448.8798  
E: ADS@COOKSONDOOR.COM

Unless otherwise specified, dimensions are in inches & tolerances are:  
0.000 = +/ - 0.031  
FRACTIONAL = +/ - 1/32  
ANGLES = +/ - 1/2 DEG

DRAWN BY: TJE  
SCALE: AS NOTED  
SHEET: 1/6  
DWG NO: ES-16-56-TCCI

TITLE: MIAMI DADE COUNTY APPROVED  
14'-5" WIDE 65 PSF 80 FPS  
NON-INSULATED ROLLING STEEL DOOR

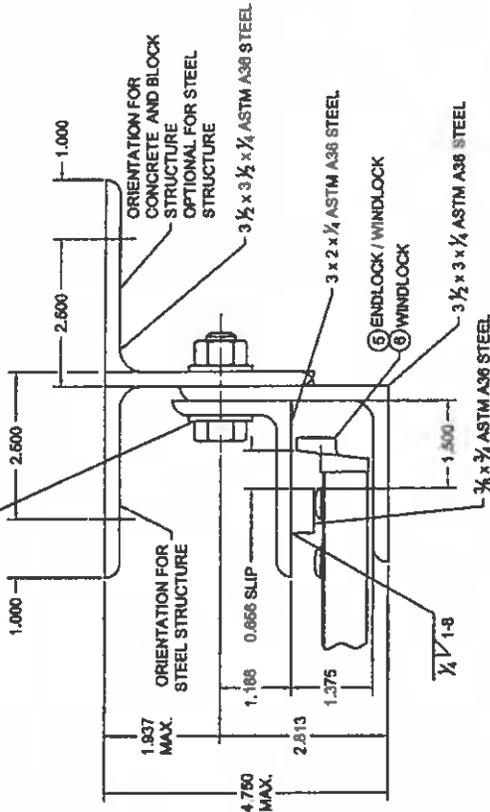
APPROVED AS SHOWN WITH THE  
DATE 5/10/15  
BY [Signature]  
Professional Engineer  
State of Florida

JOSEPH H. DIXON, JR.  
LICENSE No. 7708  
STATE OF FLORIDA  
PROFESSIONAL ENGINEER  
5/10/15

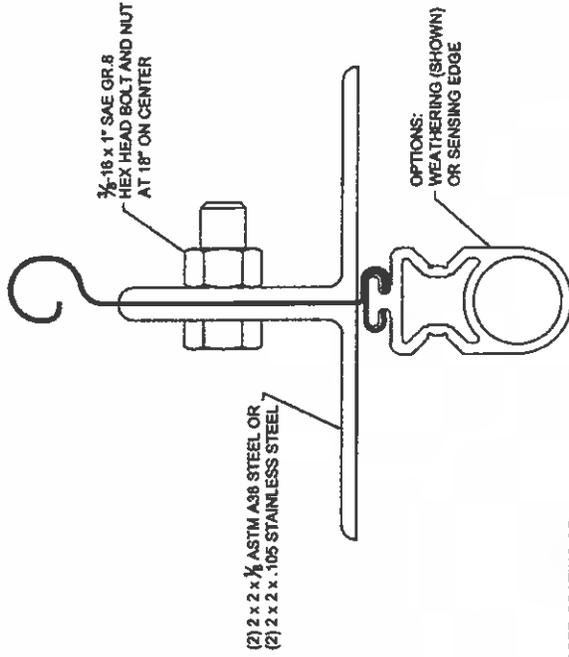
① OVERALL DOOR ASSEMBLY  
1:32 SCALE

L'TR	REVISION	DATE	BY	E.C.O.
*	ORIGINAL ISSUE	08/10/14	TJE	1614
A	REVISED NOTES	03/27/15	TJE	1614

1/2-13 SAE GR. 5, GR. 8, ASTM A325, OR A480 HEX HEAD BOLT, 1/2-13 NUT AND 1/2" HARDENED FLAT WASHERS AT 12" O.C.



② GUIDE ASSEMBLY DETAIL  
1:2 SCALE



④ BOTTOM BAR DETAIL  
TYPICAL SECTION  
FULL SCALE

③ SLAT DETAIL  
TYPICAL SECTION  
FULL SCALE

ASTM A653 HSLAS TYPE B GRADE 40 G40 WITH POLYESTER BASED COATING OR  
ASTM A653 HSLAS TYPE A GRADE 40 G40 WITH POLYESTER BASED COATING OR  
ASTM A653 STRUCTURAL STEEL GRADE 40 G40 WITH POLYESTER BASED COATING  
OR TYPE 304 STAINLESS STEEL (MIN. YIELD 40,000 psi)  
OR TYPE 316 STAINLESS STEEL (MIN. YIELD 40,000 psi)  
OR TYPE 430 STAINLESS STEEL (MIN. YIELD 40,000 psi)  
OR TYPE 201 STAINLESS STEEL (MIN. YIELD 40,000 psi)



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P: 800.390.8590  
F: 866.448.6788  
E: ADS@COOKSONDOOR.COM

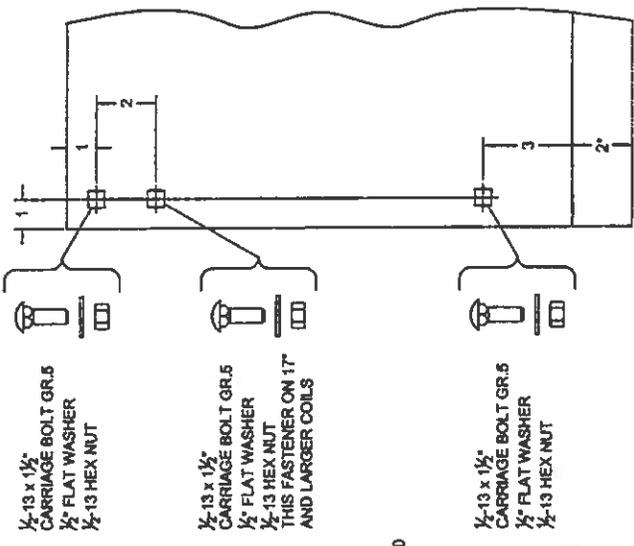
UNLESS OTHERWISE SPECIFIED,  
DIMENSIONS ARE IN INCHES &  
TOLERANCES ARE:  
0.000 = +/- 0.031  
FRACTIONAL = +/- 1/32  
ANGLES = +/- 1/2 DEG

TITLE: MIAMI DADE COUNTY APPROVED  
14'-5" WIDE 65 PSF 80 FPS

NON-INSULATED ROLLING STEEL DOOR

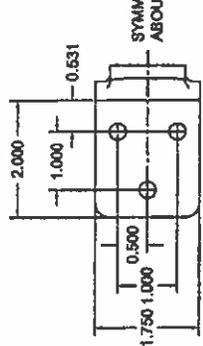
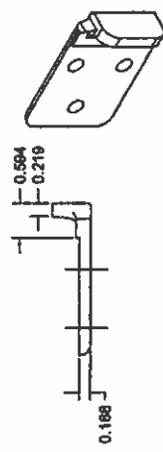
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SCALE: (SHEET: 2/6)  
B AS NOTED  
DWG NO: ES-16-56-TCCI

LTR	REVISION	DATE	BY	E.C.O.
*	ORIGINAL ISSUE	08/10/14	TJE	1614
A	REVISED NOTES	03/27/15	TJE	1614

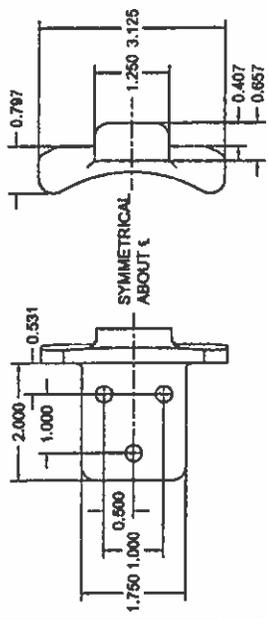
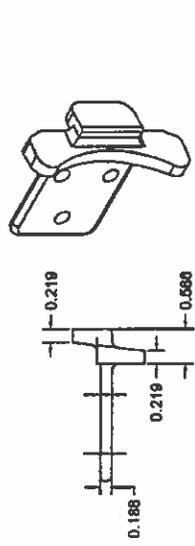


- 1/2-13 x 1 1/2" CARRIAGE BOLT GR.5  
1/2" FLAT WASHER  
1/2-13 HEX NUT
- 1/2-13 x 1 1/2" CARRIAGE BOLT GR.5  
1/2" FLAT WASHER  
1/2-13 HEX NUT  
THIS FASTENER ON 17" AND LARGER COILS
- 1/2-13 x 1 1/2" CARRIAGE BOLT GR.5  
1/2" FLAT WASHER  
1/2-13 HEX NUT

⑦ BRACKET MOUNTING DETAIL  
0.172 MIN. THICKNESS  
1/4" SCALE  
\* 2" EXTENSION WHEN 6" AND LARGER SHAFT ASSEMBLY IS SUPPLIED

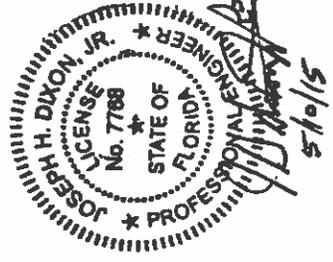


⑥ WINDLOCK DETAIL  
CAST MALLEABLE IRON ASTM A47, GRADE 32510, OR  
DUCTILE IRON PER ASTM A536 GRADE 65-45-12, GALVANIZED IN  
ACCORDANCE WITH ASTM A123, GRADE 65 ZINC-COATING  
1/2" SCALE



⑤ ENDLOCK / WINDLOCK DETAIL  
CAST MALLEABLE IRON ASTM A47, GRADE 32510, OR  
DUCTILE IRON PER ASTM A536 GRADE 65-45-12, GALVANIZED IN ACCORDANCE WITH  
ASTM A123, GRADE 66 ZINC-COATING  
1/2" SCALE

Approved as submitted with the  
Florida Building Code  
Date: 5/10/15  
Signed: [Signature]  
Professional Engineer  
By: [Signature]



**COOKSON**  
THE COOKSON COMPANY, INC.

24 ELAMWOOD AVE 1801 S. LITCH-FIELD RD  
MOUNTAINTOP, PA GOODYEAR, AZ  
800 TULIP DRIVE  
GASTONIA, NC  
P: 800.380.8690  
F: 988.448.8786  
E: ADS@COOKSONDOOR.COM

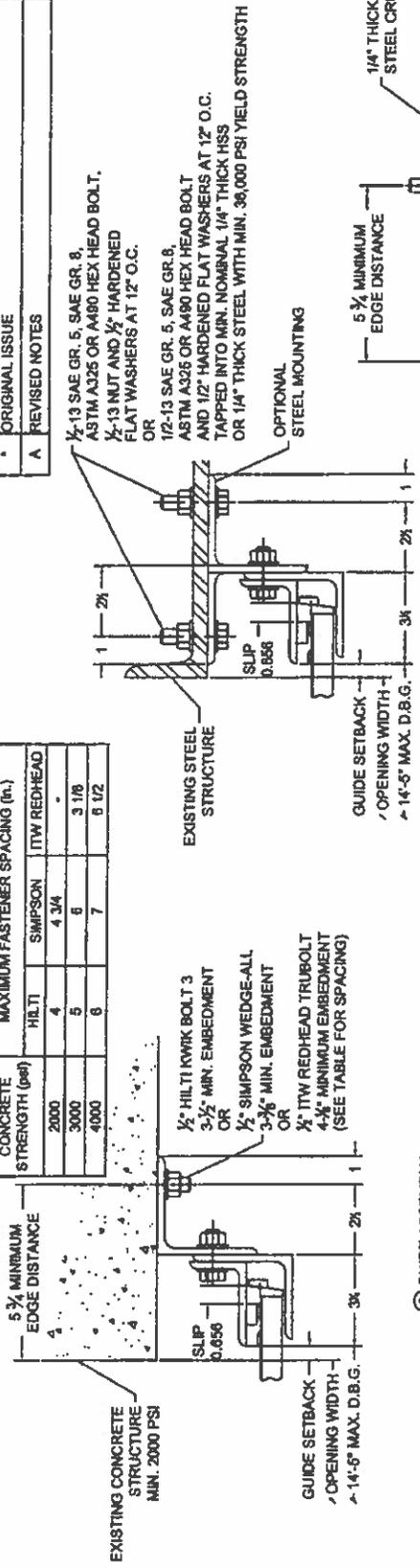
Unless otherwise specified,  
dimensions are in inches &  
tolerances are:  
0.000 = +/- 0.031  
FRACTIONAL = +/- 1/32  
ANGLES = +/- 1/2 DEG

TITLE: MIAMI DADE COUNTY APPROVED  
14'-5" WIDE 65 PSF 80 FPS  
NON-INSULATED ROLLING STEEL DOOR

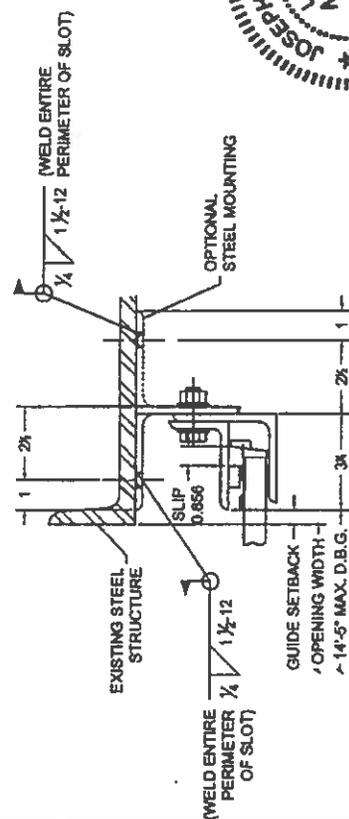
DRAWN BY: TJE  
SCALE: 3/8"  
B K S NOTED  
SHEET: 3/6  
DWG NO: ES-16-58-TCCI

CONCRETE FASTENER SPACING		
CONCRETE STRENGTH (psi)	HILTI	SIMPSON
2000	4	4 3/4
3000	5	6
4000	6	7

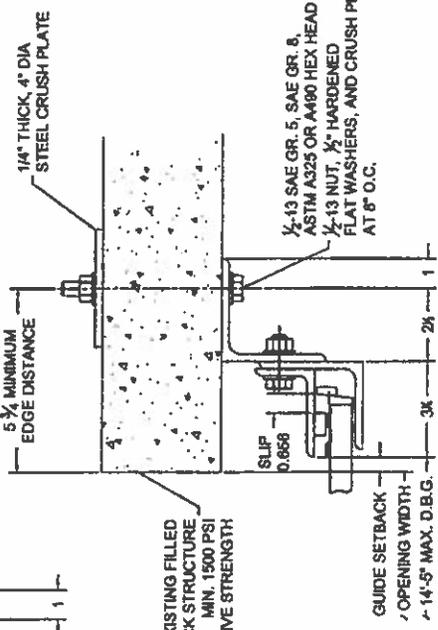
LTR	REVISION	DATE	BY	E.C.O.
A	ORIGINAL ISSUE	08/10/14	TJE	1614
A	REVISED NOTES	03/27/15	TJE	1614



8 GUIDE ASSEMBLY CONCRETE STRUCTURE (Z-GUIDE OR E-GUIDE)



9 GUIDE ASSEMBLY STEEL STRUCTURE (Z-GUIDE OR E-GUIDE)



10 GUIDE ASSEMBLY FILLED BLOCK STRUCTURE (Z-GUIDE)



Approved as engineering with the State of Florida. Date: 5/10/15. JHD/15. Professional Engineer License No. 7788. State of Florida.

10 GUIDE ASSEMBLY STEEL STRUCTURE (Z-GUIDE OR E-GUIDE)



24 ELMWOOD AVE 1801 S. LITCHFIELD RD  
MOUNTAIN TOP, PA GOODYEAR, AZ  
800 TULIP DRIVE  
GASTONIA, NC  
P: 800.390.6580  
F: 866.446.6786  
E: ADS@COOKSONDOOR.COM

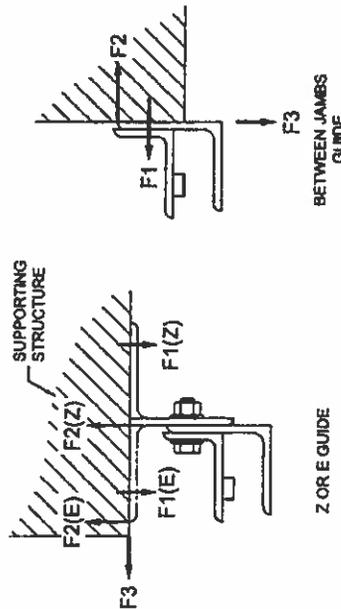
TITLE: MIAMI DADE COUNTY APPROVED  
14'-5" WIDE 65 PSF 80 FPS  
NON-INSULATED ROLLING STEEL DOOR

DRAWN BY: TJE  
SCALE: AS NOTED  
SHEET: 4/6  
DWG NO: ES-16-56-TCCI

Unless otherwise specified, dimensions are in inches & tolerances are:  
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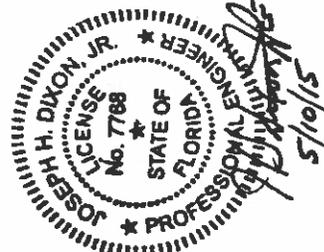
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A	REVISED NOTES	03/27/16	TJE	1614



**UNREDUCED WIND FORCES ON BUILDING STRUCTURE (LBS / FOOT OF HEIGHT)**

Z-GUIDE		NEGATIVE	
F1	F2	F1	F2
1986	1600	1913	3156
		3834	1913
E-GUIDE		NEGATIVE	
F1	F2	F1	F2
8517	6039	1913	6338
		8816	1913
BETWEEN JAMBS GUIDE		NEGATIVE	
F1	F2	F1	F2
3745	1832	478	6004
		6091	478

**BUILDING DESIGNER NOTE:**  
STRUCTURE MUST BE DESIGNED TO SUPPORT F1, F2, AND F3 FORCES (LBS./FT. OF OPENING HEIGHT) AT EACH JAMB.



Approved as shown by with the  
 Date: 5/10/15  
 by: [Signature]



**COOKSON**  
THE COOKSON COMPANY, INC.

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0.000 = +/- 0.031  
FRACTIONAL = +/- 1/32  
ANGLES = +/- 1/2 DEG

DRAWN BY: TJE

SCALE: 1/8" = 1'-0"

SHEET: 6/6

DWG NO: ES-16-56-TCCI

TITLE: MIAMI DADE COUNTY APPROVED  
14'-5" WIDE 65 PSF 80 FPS  
NON-INSULATED ROLLING STEEL DOOR

into his Bid listed herein. Failure to acknowledge the above requirements will render the bid non-responsive and no further evaluation of the bid will occur.

Company Name: CUSTOMER'S CHOICE GARAGE DOORS + OPENERS, INC.

ACKNOWLEDGEMENT IS HEREBY MADE OF RECEIPT OF ADDENDA ISSUED DURING THE SOLICITATION PERIOD:

ADDENDUM # \_\_\_\_\_ THROUGH ADDENDA # \_\_\_\_\_

Company Name: CUSTOMER'S CHOICE GARAGE DOORS + OPENERS, INC. Date: 29 SEPT 2015

Name of individual submitting Bid: DONALD R. JETT

Email address: DRJETT@LIVE.COM Ph: Office (772) 675-1066  
Cell (772) 380-3390

AUTHORIZED SIGNATURE: 

**MISCELLANEOUS (Comments)**

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**Document and record all adjustments and repairs on a report for the contact person. Report any abnormalities to the Contact Person identified for each door location as listed Above:**

Company Name: CUSTOMER'S CHOICE GARAGE DOORS & OPENCAS, INC.

ATTACHMENT C

QUESTIONNAIRE/QUALIFICATIONS FORM

THIS IS A FILLABLE FORM ONLINE AND AVAILABLE FOR DOWNLOAD AND SUBMISSION

Bidder to provide detailed answers that demonstrate the level of qualifications and experience of the firm to provide Overhead Door Maintenance and Repair Services for the City. (Bidders may attach additional sheets, if necessary).

A. Minimum Qualifications & Experience

- 1. Does Contractor have a minimum of five years of experience in similar repair work/preventative maintenance? If yes, is supporting documentation enclosed?: Yes
- 2. List details/demographics of Contractor's Facilities and service shops established for a minimum of three (3) years: 706 NW Bush Hendry Way, Stuart 34994
- 3. Provide supporting documentation that Bidder is an authorized agent, dealer, seller, or distributor for the sale and distribution of product. Is supporting documentation included? Yes  No
- 4. Has Contractor submitted a quality control program in accordance with the requirements of this bid? yes
- 5. List a summary of Dispatch methods used during normal business hours and after hours (radio, beepers, cellular phones etc.) and detail if you have a centralized dispatch service and ability to meet response times for emergency and nonemergency services. Auto Answering Service w/ 15 min response
- 6. Contractor shall provide details of the <sup>emergency dispatch</sup> qualifications and technical experience of all personnel (including supervisory personnel) assigned to perform the work, include the following:

Full Time Supervisor assigned to this project:

Name: \_\_\_\_\_ Title \_\_\_\_\_ Day Telephone Number/Cellular/Pager Number \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_ Co. Website: \_\_\_\_\_

\_\_\_\_\_ Number of Years with Firm \_\_\_\_\_ Years of Technical Experience

\_\_\_\_\_ Number of Years of Management Experience in overseeing staff

Area(s) of Responsibility: \_\_\_\_\_ Technical Certification/License obtained \_\_\_\_\_

Technician assigned to this project:

➤ Name: \_\_\_\_\_ Title \_\_\_\_\_ Cellular/Pager Number \_\_\_\_\_  
\_\_\_\_\_ Number of Years with Firm, \_\_\_\_\_ Years of Technical Experience  
\_\_\_\_\_ Technical Certification/License obtained

➤ Name: \_\_\_\_\_ Title \_\_\_\_\_ Cellular/Pager Number \_\_\_\_\_  
\_\_\_\_\_ Number of Years with Firm, \_\_\_\_\_ Years of Technical Experience  
\_\_\_\_\_ Technical Certification/License obtained

See Attached Page

**Technician's Helpers assigned to this project:**

- Name: \_\_\_\_\_ Title \_\_\_\_\_ Cellular/Pager Number \_\_\_\_\_  
\_\_\_\_\_ Number of Years with Firm, \_\_\_\_\_ Years of Technical Experience  
\_\_\_\_\_ Technical Certification/License obtained
- Name: \_\_\_\_\_ Title \_\_\_\_\_ Cellular/Pager Number \_\_\_\_\_  
\_\_\_\_\_ Number of Years with Firm, \_\_\_\_\_ Years of Technical Experience  
\_\_\_\_\_ Technical Certification/License obtained

} See  
Attached  
Page

**B. Questionnaire Information**

1. Please identify records retention method used to record preventative maintenance and repairs to the City's equipment. Filing w/ Cloud Backup.
2. Identify how repairs will be handled when an electrical contractor is required. Sub - See Sub List
3. Contractor to provide detail of uniform and identification worn by employees. \_\_\_\_\_  
Blue shirt & jeans
4. Please provide 24-hour Emergency Contact Information if different than above:  
Office # 772-675-1066
5. Number of year's organization has been in business. 5
6. Have you any similar work in progress at this time? Yes  No
7. Submission of Safety program: Yes  No   
upon Request

Company Name CUSTOMER'S CHOICE GARAGE DOORS & OPENERS, INC.

Customer's Choice Garage Doors  
City of Stuart  
Fire Stations  
Questionnaire Continued

FULL TIME SUPERVISOR ASSIGNED TO THIS PROJECT

NAME: Terrance Devault TITLE: President CELL #: (772)634-2004

E-MAIL: [terrancedevault@gmail.com](mailto:terrancedevault@gmail.com) WEBSITE: [garagedoorrepairedfl.com](http://garagedoorrepairedfl.com)

NUMBER OF YEARS WITH FIRM: 3 YEARS TECHNICAL EXPERIENCE: 3

NUMBER OF YEARS OF MGMT EXPERIENCE: 8

AREAS OF RESPONSIBILITY: ALL TECHNICAL CERT/LICENSE OBTAINED: COMPETENCY

TECHNICIAN ASSIGNED TO THIS PROJECT

NAME: Shawn Devault TITLE: Technician CELL: (772)324-0037

NUMBER OF YEARS WITH FIRM: 3 TECHNICAL EXPERIENCE: 3

TECHNICAL CERTIFICATION/LICENSE: None

TECHNICIAN HELPER ASSIGNED TO THIS PROJECT

NAME: Daniel Devault TITLE: Vice President Operations CELL:(772)380-5457

NUMBER OF YEARS WITH FIRM: 5 YEARS OF TECHNICAL EXPERIENCE: 5

TECHNICAL CERTIFICATION/LICENSE: PSL COMPETENCY

## ATTACHMENT G

### BIDDERS CHECKLIST

This checklist is provided to assist each Bidder in the preparation of their bid response. Included in this checklist are important requirements, which is the responsibility of each Bidder to submit with their response in order to make their response fully compliant. This checklist is only a guideline~ it is the responsibility of each Bidder to read and comply with the Invitation to Bid in its entirety.

Is Bid envelope marked accordingly?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Is Invitation to Bid cover page (page 1) completed, signed and attached?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Is copy of bidder's valid Business Tax Receipt submitted?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Is Bid Schedule Form completed, signed and attached?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Is safety report and Quality program included?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Is bid submitted in triplicate (one original, two copies) ?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Bidder must submit proof that their firm name is registered. with their State of origin	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Is proof of insurance included?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Is minimum Qualification of Bidders/Questionnaire information included?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Are Submittal Forms completed and enclosed? Reference, Subcontractors, Safety Cert, etc.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Are addendum (if any issued) signed and submitted?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Are Sample Reports/Forms submitted	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Submit a copy of all Licenses, Certificates, or Registrations, held by Bidder	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Is W-9 Form completed, signed and attached?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
All prices have been reviewed for mathematical accuracy, all price corrections initialed, and all price extensions and totals thoroughly checked.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Company Name CUSTOMER'S CHOICE GARAGE DOORS & OPENERS, INC.

**ATTACHMENT H**

**STATEMENT OF "NO BID"**

If you do not intend to bid on this requirement, please complete and return this form prior to date shown for receipt of bids to: The City of Stuart Procurement & Contracting Services Office, 121 S.W. Flagler Avenue, Stuart, Florida 34994.

We have declined to bid on this solicitation for the following reasons.

- Specifications too "restrictive", i.e., geared toward one brand or manufacturer (please explain below)
- Insufficient time to respond to Invitation to Bid.
- We do not offer this product or equivalent.
- Our project schedule would not permit us to perform.
- Unable to meet specifications.
- Unable to meet bond requirements.
- Specifications unclear (please explain below).
- Other (please specify below).

REMARKS: \_\_\_\_\_

**WE UNDERSTAND THAT IF THE "NO BID" LETTER IS NOT EXECUTED AND RETURNED, OUR NAME MAY BE DELETED FROM THE LIST OF QUALIFIED BIDDERS FOR THE CITY OF STUART FOR FUTURE PROJECTS.**

Typed Name and Title \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

Signature \_\_\_\_\_ Title \_\_\_\_\_

Telephone Number \_\_\_\_\_ Date \_\_\_\_\_

## ATTACHMENT A

### PREVENTATIVE MAINTENANCE CHECKLIST

(Minimum checkpoints to be made by Contractor on a quarterly basis)

#### ROLL-UP DOORS

- Clean track and lube
- Check all wind locks and rivets
- Check main sprockets and lube as required
- Inspect springs and shafts
- Check bearings and main supports
- Check belts

#### SECTIONAL DOORS

- Check tracks for damage and lube
- Check rollers and hinges for wear
- Tighten all hinges, track bolts and inspect welds
- Check cables, drums, bearings and lube
- Check springs, shafts and center bearings
- Check back hangs
- Check each section for damage

#### OPERATORS

- Pull cords for chain hoist disconnect
- Check V-belts and pulleys and adjust as required
- Check all drive gears, chains, bearings and sprockets. Adjust as required
- Check and adjust all brakes and clutches
- Check all timers and reverse contacts
- Check and adjust electric eyes (photo cell)
- Check motors and shafts
- Adjust limits and contacts
- Run each door with and without motors
- Operate all doors with remote control activators
- Check safety rubber bumpers for deterioration or malfunction, review reversing sensor

Company Name: Customer's Choice GARAGE DOORS + OPENERS, INC.

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## Annual Inspection of Door

All rolling doors should be inspected annually by an Authorized Cookson Distributor. For the location of the nearest dealer please call (800)390-8590 or visit our web site at [cooksondoor.com](http://cooksondoor.com) and look under Contacts.

**MAINTENANCE  
INSTRUCTIONS**  
**Caution: Only trained  
personnel should  
perform maintenance**

## Regular Scheduled Maintenance

All rolling doors should be inspected on a regular basis to ensure proper and safe operation. The frequency of the inspection is dependent on the usage of the door but all doors should be inspected at least once a month. The inspection should consist of the following:

### A. Visual Inspection

1. Bent Bottom Bars
2. Damaged slats
3. Pinched guides
4. Dented or missing hood

### B. Check All Fasteners

1. Wall attachment bolts
2. Guide assembly bolts
3. Bracket attachment bolts
4. Set screws on gears and sprockets
5. Tension wheel secure
6. Keys secure

### C. Check Operating Assemblies

1. Operating Assembly
2. Barrel Assembly

### D. Lubricate

1. All Pivot Joints
2. Shafts
3. Roller Chain

### E. Check Normal Operation

1. Operation
2. Spring Tension
3. Balance

If any parts of the rolling door are damaged they should be replaced immediately. All Cookson Rolling Doors should be repaired with Cookson Rolling Door parts. The use of other parts will void all warranties and may result in unsafe operation.

**NOTE:**

For maintenance or repair of this door, please consult your local authorized Cookson Distributor.



DURABLE | AESTHETIC | VIBRANT

# FINISHES, COLORS & OPTIONS



## GalvaNex™ Finish

GalvaNex is our exclusive finish provided as **standard** on steel curtains and hoods. This cost-effective finish includes an ASTM A653 galvanized base coating treated with dual process rinsing agents in preparation for a chemical bonding baked-on base coat and baked-on polyester finish coat.

- Available in Gray, Tan, White or Brown
- Superior resistance to corrosion and abrasion
- Suitable as a finish coat
- Other door components (Guides, Bottom Bars and Brackets) provided with matching powder coat finish



Gray GalvaNex



Tan GalvaNex



White GalvaNex



Brown GalvaNex

## SpectraShield® Powder Coat Finish

SpectraShield is an environmentally friendly, factory applied polyester **powder coating option** that adds aesthetic value. Layered on top of the standard GalvaNex finish, the SpectraShield finish includes a zirconium pre-treatment followed by a baked-on polyester powder coating.

- Available in a palette of more than 180 standard RAL colors
- Custom colors are available to meet the designer's vision
- Can be applied to steel or aluminum components
- "Faux" wood grain and custom graphics can be powder coated onto curtains and other components as an **option**



## CycleShield™ Powder Coat Finish

The CycleShield finish is provided as **standard for 1024 High Performance Doors**. The specialized powder coating system features a low coefficient of friction wear-resistance to include a base coat consistent with ASTM A653 and a zirconium pre-treatment followed by a rust-inhibiting, baked-on polyester powder coat.

- Friction and wear-resistant composition for high-cycle applications
- Rust inhibiting and resistant to acids, alkalis and oils at normal temperatures
- Recommended for exterior, corrosive and/or abrasive environments
- Other custom colors available by request

### Standard CycleShield Colors



Gray CycleShield



Tan CycleShield



White CycleShield

Finish and gauge vary by product. Consult a Cornell representative for availability. Due to inherent differences in production processes, color representations should be used as a guideline only. When color is critical, contact Cornell for a sample.

## BENEFITS

- + Protects against corrosion and abrasion
- + Environmentally friendly
- + Cost effective
- + Long lasting
- + Aesthetically pleasing
- + Low maintenance

## PRODUCTS

- + Service Doors
- + Insulated Doors
- + Fire Doors
- + Insulated Fire Doors
- + Counter Doors
- + Counter Fire Doors
- + High-Cycle Doors

**CORNELL**  
Innovative door solutions

cornelliron.com • 800.233.8366  
Architectural Design Support: 877.455.7777

Date: \_\_\_\_\_

Cookson Transaction #: \_\_\_\_\_

Job Name: \_\_\_\_\_



**THE  
COOKSON  
COMPANY,  
INC.**

#### Product Warranty

The Cookson Company, Inc. warrants its products and electrical components against defects in material or workmanship for a period of 24 months from the date of shipment. Every Cookson operator has been tested for proper operation prior to shipment. Cookson agrees to repair or replace, at Cookson's discretion, any parts which are determined, by Cookson, to be defective. This warranty does not include materials or labor that may be required due to site conditions, adjacent construction, incorrect installation, lack of maintenance, lack of access, ordinary wear, abuse or neglect.

#### Finish

Cookson's FinalCote Coating System and ColorCote Powder Coat finishes shall be warranted against fading, cracking, blistering, flaking or peeling for a period of 2 years from the date of shipment, and be free of corrosion when the material is subjected to salt spray resistance test ASTM B-117 for 1000 hours. The design of coiling products, by nature, will abrade virtually any applied finish and this warranty excludes normal wear, impact damage, abusive conditions or products installed in abrasive, chemical or other exceedingly corrosive environments. In order to help preserve the integrity of the door's finish, cleaning of the door curtain is recommended during construction of the project and as part of the door's preventative maintenance program.

#### Electrical Components

The use of "motor by others" may void the product warranty if it is deemed that the electrical components not supplied by Cookson caused damage to the door / closure product.

The following exceptions apply to the electrical warranty:

***Incoming line voltages are required to fall within ranges established by ANSI C84.1 (ANSI Standard for Electrical Power Systems and Equipment) and wiring must be connected in accordance with applicable standards established by the current edition of NFPA-70 (NEC) for commercial rolling door operators.***

Electrical components supplied from LiftMaster, Micanan, Miller Edge and Simu will be subject to their manufacturers' standard warranties. Overloads, transformers, and logic boards are not subject to warranty as these items are subject to improper field wiring and or line voltage fluctuations.

***Unauthorized modifications or damage as a result of improper wiring or line voltage fluctuations will void all electrical and possibly the product warranties.***

#### Labor

Labor charges relating to electrical issues will be excluded from any job that was ordered as "motor by others". All labor requests must be made by an authorized Cookson dealer. Unauthorized labor to troubleshoot, repair components and or attempt to correct field issues will void all warranties.

#### Replacement Material

Replacement warranty material will be shipped via standard ground transportation. Expedited delivery charges will not be the responsibility of Cookson.

#### Warranty Support

For assistance with warranty issues, please contact Cookson's Customer Service Department at 800-390-8590 or 800-294-4358.

***Job specific warranties, or warranties with obligations in addition to those listed above must be stated in writing and signed by The Cookson Company, Inc.***

AN ISO 9001:2008 REGISTERED COMPANY

Phoenix Office: P.O. Box 23880, Phoenix, Arizona 85063-3880 • (602) 272-4244 • Fax (866) 448-6798 • [www.cooksondoor.com](http://www.cooksondoor.com)  
Rolling Doors • Fire Doors • Grilles • Counter Doors • Side Coiling Partitions

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# Maintenance Manual

For

**Manually & Motor Operated  
Service Doors  
and  
Insulated Service Doors**



**The Cookson Company, Inc.**

800 Tulip Drive • Gastonia, NC 28052

2417 South 50<sup>th</sup> Avenue • Phoenix, AZ 85043

Effective June 2007

Cookson Job Number: **1509180158**

Job Name: **City of Stuart Fire Station**

Distributor **CUSTOMER'S CHOICE GARAGE DOORS**

Architect:

Contractor:

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This troubleshooting manual has been specifically written to provide a concise source of information to all customers of THE COOKSON COMPANY. This information will provide solutions to the most common problems and establish a systematic sequence required to repair a rolling door.

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## **PURPOSE**

When a problem is encountered that is not covered in this manual, consult your authorized Cookson Company Distributor. The customer service department stands ready to assist you in locating your nearest authorized distributor. Our customer service department is available Monday through Friday 8:00 AM Eastern Time to 5:00 PM Pacific Time.

## **CUSTOMER SERVICE**

Phone — (800) 390-8590

Fax — (704) 867-6101

When requesting information or ordering replacement parts, you must provide the following information to the Cookson Company Authorized Distributor.

### ITEM

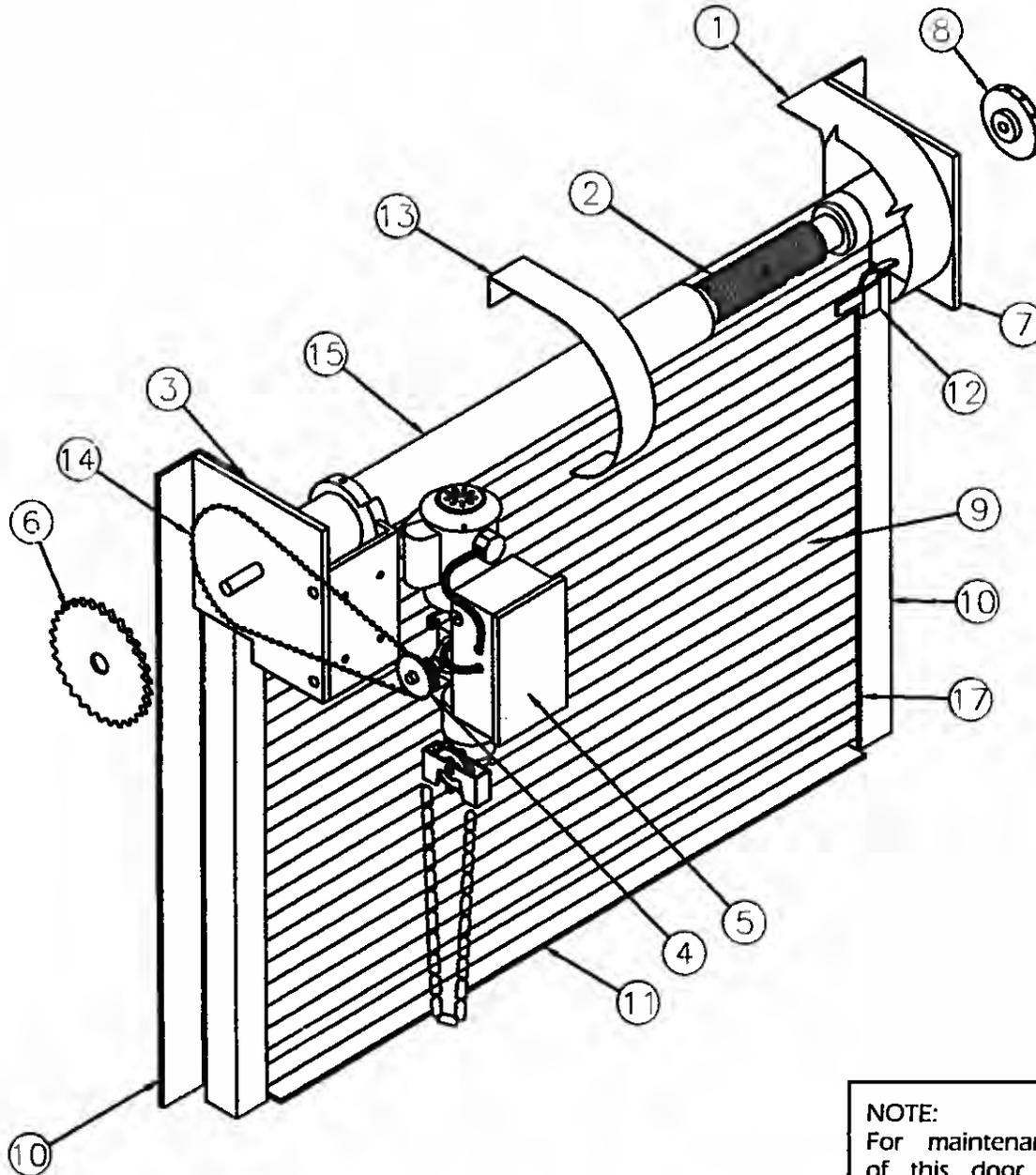
1. Cookson Job Number
2. Door Mark
3. Operator Voltage & Phase
4. Operator Model Number
5. Job Location

<p><b>NOTE:</b> For maintenance or repair of this door, please consult your local authorized Cookson Distributor.</p>
---

NO.	ITEM
1	Hood
2	Tension Spring
3	Drive Bracket
4	Drive Sprocket
5	Motor Operator*
6	Main Sprocket
7	Tension Bracket
8	Tension Wheel

NO.	ITEM
9	Curtain
10	Guides
11	Bottom Bar
12	Stops
13	Hood Support (where required)
14	Roller Chain
15	Barrel

**PARTS LIST:  
FACE MOUNTED,  
MOTOR OPERATED  
SERVICE DOOR**



**NOTE:**  
For maintenance or repair  
of this door, please consult  
your local authorized  
Cookson Distributor.

**NOTE:**  
\*Configuration of motor operator may be changed as shown due to mounting conditions.

- A. Many problems encountered with rolling doors are a result of improper installation of the door. Each door is provided with a set of installation instructions that must be followed to insure proper operation. Installation problems can remain undetected on doors that are seldom operated, therefore it is important to consider incorrect installation as a common cause of problems.
- B. A door must be inspected prior to installation to insure that none of the components have been damaged in shipment. Damaged components should not be used to install a door.
- C. The guides of the door must be plumb and mounted the correct distance apart along their entire length. Mounting hardware must not project into the guide because the curtain must be free to move in the guide. The tops of guides must be level to insure that the barrel of the door is level. The use of a Hydro-Level is an accurate method of leveling the guides.
- D. The barrel of the door must be free to turn when supported by the brackets. If hoops are required, they must be installed on the barrel before the curtain and brackets are installed on the barrel. The curtain is attached to the barrel with machine screws that pass through slots in the top slat.
- E. The curtain of the door must pass freely through the guides without binding. The guides must be plumb and mounted to the correct guide opening dimension. The guide groove opening must be adjusted to the dimension shown in the installation instructions.
- F. The torsion spring must be tensioned to the number of initial turns shown in the installation instructions. Doors with internal tension wheels are tensioned with door closed. On large motor operated doors, it may not be possible to raise the door by hand if the initial tension is not applied. When this occurs, the weight of the door must be lifted while the hand operator is used to coil the curtain on the barrel.
- G. The door operator must be free to turn and securely mounted to the bracket. Bracket plates must be perpendicular to the barrel to insure that chains, sprockets, and gears engage properly.
- H. All door components are labeled, stamped, or tagged with corresponding Cookson Door Mark. Parts must not be interchanged for different doors.

**NOTE:**  
For maintenance or repair of this door, please consult your local authorized Cookson Distributor.

**BARREL**

<b>TROUBLESHOOTING GUIDE</b>		
<b>PROBLEM</b>	<b>CAUSE</b>	<b>CORRECTION</b>
A. Door starts down then binds.	1. Curtain binds in guides.	1. Increase guide groove opening. Curtain must be loose in guides.
	2. Screws connecting curtain to barrel too long and interfering with torsion spring.	2. Replace machine screws with shorter length. They must not protrude past barrel wall.
	3. Incorrect barrel for opening.	3. Check door mark. Locate correct barrel.
	4. Internal interference inside barrel.	4. Consult Distributor.
B. Tension wheel turns freely.	1. Spring broken.	1. Consult Distributor.
	2. Broken shaft tie.	2. Consult Distributor.
	3. Broken barrel tie.	3. Consult Distributor.
C. Tension shaft slipped into barrel.	1. Drive pin failure - shipping damage.	1. Consult Distributor.
	2. Bearing failure - shipping damage.	2. Consult Distributor.
D. Door loses tension.	1. Pawl slipping on internal tension wheel because pawl is binding on attaching rivet.	1. Loosen pawl pivot point.
	2. Door damaged causing increased drag.	2. Consult Distributor.
	3. Hoops slipping.	3. Tighten hoops.
E. Drive shaft crooked.	1. Broken weld or shipping damage.	1. Consult Distributor for determination if field repair is possible.

**TROUBLESHOOTING GUIDE**

PROBLEM	CAUSE	CORRECTION
A. Curtain rolls up un-evenly.	1. Top slat not in line. 2. Barrel not level.	1. Loosen top screws and straighten curtain. 2. Use Hydro-level to level barrel.
B. Door curtain separates.	1. Freight damage.	1. Consult Distributor.
C. Curtain separates from barrel.	1. Machine screws pulled through top slat. 2. Interlocks not installed on motor operated door.	1. Install washer under head of screws. 2. Install interlocks to prevent motor operation when door is locked.
D. Finish problems.	1. Stainless steel door corrodes due to environmental conditions.	1. Clean door periodically with stainless steel wool and rinse with clean water.
E. Curtain appears to sag at center.	1. Center of curtain is against barrel and edge of curtain is pulled toward lintel as it enters guides. 2. Barrel deflection of wide doors. Should not exceed .03 inches per foot of opening width.	1. Curvature of curtain makes it appear to be sagging while it is actually level. Check with carpenter's level. 2. Consult Distributor.

**NOTE:**  
 For maintenance or repair of this door, please consult your local authorized Cookson Distributor.

## BOTTOM BAR

TROUBLESHOOTING GUIDE		
PROBLEM	CAUSE	CORRECTION
A. Safety Edge not working.	1. Open circuit in bottom bar. Confirm this by disconnecting plug at bottom bar and inserting continuity checker. If pressing up on safety edge does not close circuit, problem is open circuit in bottom bar.	1. Defective switch or connection at switch to plug. Check to make sure all wires are securely fastened. Replace switch if necessary.
	2. Open circuit in coil cord or cord reel. Confirm this by inserting volt-meter into plug. Reading should be 24V AC.	2. Replace coil cord or cord reel.
	3. Door located in extremely wet or flood environment.	3. Eliminate water. Replace safety edge or safety edge switch.
B. Locks inoperative.	1. Cam of cylinder not in correct position.	1. Reposition cylinder and firmly secure with small screw located below cylinder.
	2. Damage to internal components.	2. Remove bottom bar from guide. Replace lock mechanism.
D. Electrical interlocks inoperative.	1. Lock bolt does not line up with switch on guide.	1. Adjust switch location where it is mounted on guides.
	2. Interlock does not prevent motor from operating.	2. Defective switch, check electrical connection and replace if necessary.

**BRACKET**

<b>TROUBLESHOOTING GUIDE</b>		
<b>PROBLEM</b>	<b>CAUSE</b>	<b>CORRECTION</b>
A. Brackets not perpendicular to barrel.	1. Wall angle flange not square.	1. Brace bracket into position.
B. Drive chain tension.	1. Sprocket position out of adjustment.	1. Tighten chain by sliding operator or remove link from chain.
C. Binding in bevel gear box.	1. Lack of lubrication.	1. Lubricate gear box.

**GUIDE**

<b>TROUBLESHOOTING GUIDE</b>		
<b>PROBLEM</b>	<b>CAUSE</b>	<b>CORRECTION</b>
A. Curtain binds in guide groove.	1. Incorrect guide groove opening.  2. Incorrect tip to tip dimension of guides.	1. Refer to installation instructions and adjust guide groove opening.  2. Refer to installation instructions for tip to tip dimension and adjust guide spacing.

**HOOD**

<b>TROUBLESHOOTING GUIDE</b>		
<b>PROBLEM</b>	<b>CAUSE</b>	<b>CORRECTION</b>
A. Incorrect dimensions, material, or end covers.	1. Ordering processing problem.	1. Get all dimensions of material supplied and consult distributor.

**NOTE:**  
For maintenance or repair of this door, please consult your local authorized Cookson Distributor.

# MOTOR OPERATOR

TROUBLESHOOTING GUIDE		
PROBLEM	CAUSE	CORRECTION
A. Emergency hand chain or crank fails or is difficult to operate door.	<ol style="list-style-type: none"> <li>1. Door may be jammed or obstructed.</li> <li>2. Incorrect tension in spring.</li> <li>3. Door may be locked.</li> <li>4. Problem in gearbox housing.</li> </ol>	<ol style="list-style-type: none"> <li>1. Remove Obstruction.</li> <li>2. Make sure that spring has correct tension.</li> <li>3. Check to see if lock is disengaged.</li> <li>4. Consult Distributor.</li> </ol>
B. Emergency hand chain or crank turns but does not turn the output shaft of gear box.	<ol style="list-style-type: none"> <li>1. Keys fixing gears to shafts are sheared.</li> </ol>	<ol style="list-style-type: none"> <li>1. Check keys and keyways.</li> </ol>
C. Motor fails to run or control circuit fails to energize.	<ol style="list-style-type: none"> <li>1. Fuses blown or circuit breaker "tripped".</li> <li>2. Operators are protected from running in overload condition by thermal overload devices of the automatic reset type.</li> <li>3. If contacts for motor controller energize but motor still fails to operate.</li> <li>4. Pushbuttons energize on only one side of the control contacts.</li> </ol>	<ol style="list-style-type: none"> <li>1. Check fuse or circuit breaker box.</li> <li>2. Consult Distributor.</li> <li>3. Consult Distributor.</li> <li>4. Check all electrical connections for broken or loose wires, etc. Check electrical connections for any optional equipment: Card Key, Cylinder Key Switch, Photo Cell, Reversing Bottom Bar or Special Interlocks.</li> </ol>
D. Movement of the door is in agreement with pushbutton station, but the limit switch does not stop the door.	<ol style="list-style-type: none"> <li>1. Electrical connections are switched.</li> </ol>	<ol style="list-style-type: none"> <li>1. Check electrical connections and jumper wire lead between the micro switches. Consult Distributor.</li> </ol>
E. Limit Switch does not hold its setting.	<ol style="list-style-type: none"> <li>1. Sprocket shaft end play too large.</li> <li>2. Drive chain loose.</li> <li>3. Limit switch detent plate loose.</li> </ol>	<ol style="list-style-type: none"> <li>1. End play should not exceed 1/32".</li> <li>2. Check drive chain.</li> <li>3. The plate must engage both traveling cams.</li> </ol>

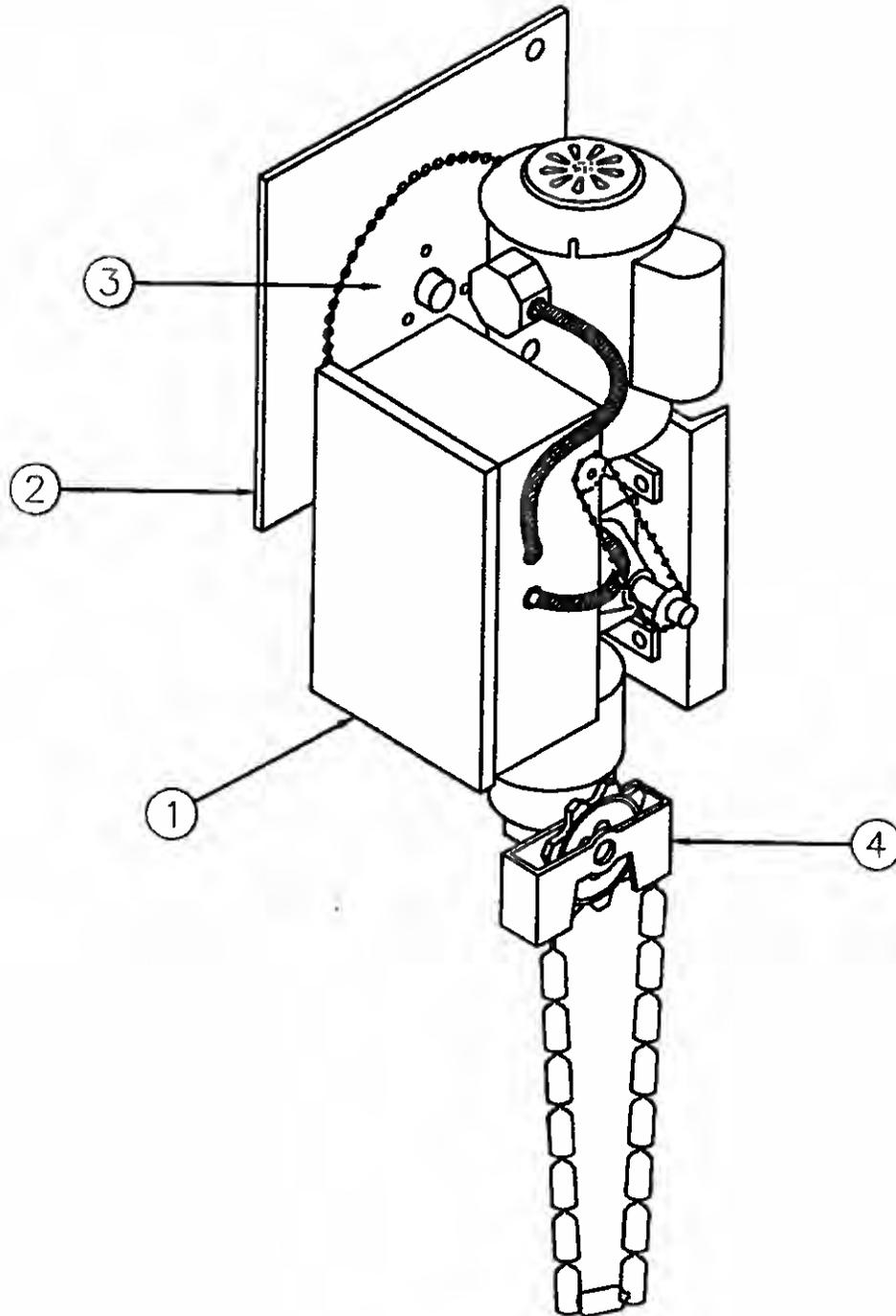
**MOTOR OPERATOR  
(continued)**

<b>TROUBLESHOOTING GUIDE</b>		
<b>PROBLEM</b>	<b>CAUSE</b>	<b>CORRECTION</b>
F. Electrical Control Circuit energizes but the motor does not run or motor overloads trip.	1. Incorrect wiring.	1. Consult Distributor.
G. Low voltage to motor.	1. Incorrect electrical power to motor.	1. Check voltage against the correct voltage stamped on the motor. If the voltage is 10% below the rating, there is not sufficient voltage to run the motor.
H. Motor is burned out.	1. Incorrect wiring.	1. Consult Distributor.

**NOTE:**  
For maintenance or repair of this door, please consult your local authorized Cookson Distributor.

**PARTS LIST:  
SIDE MOUNTED  
MOTOR**

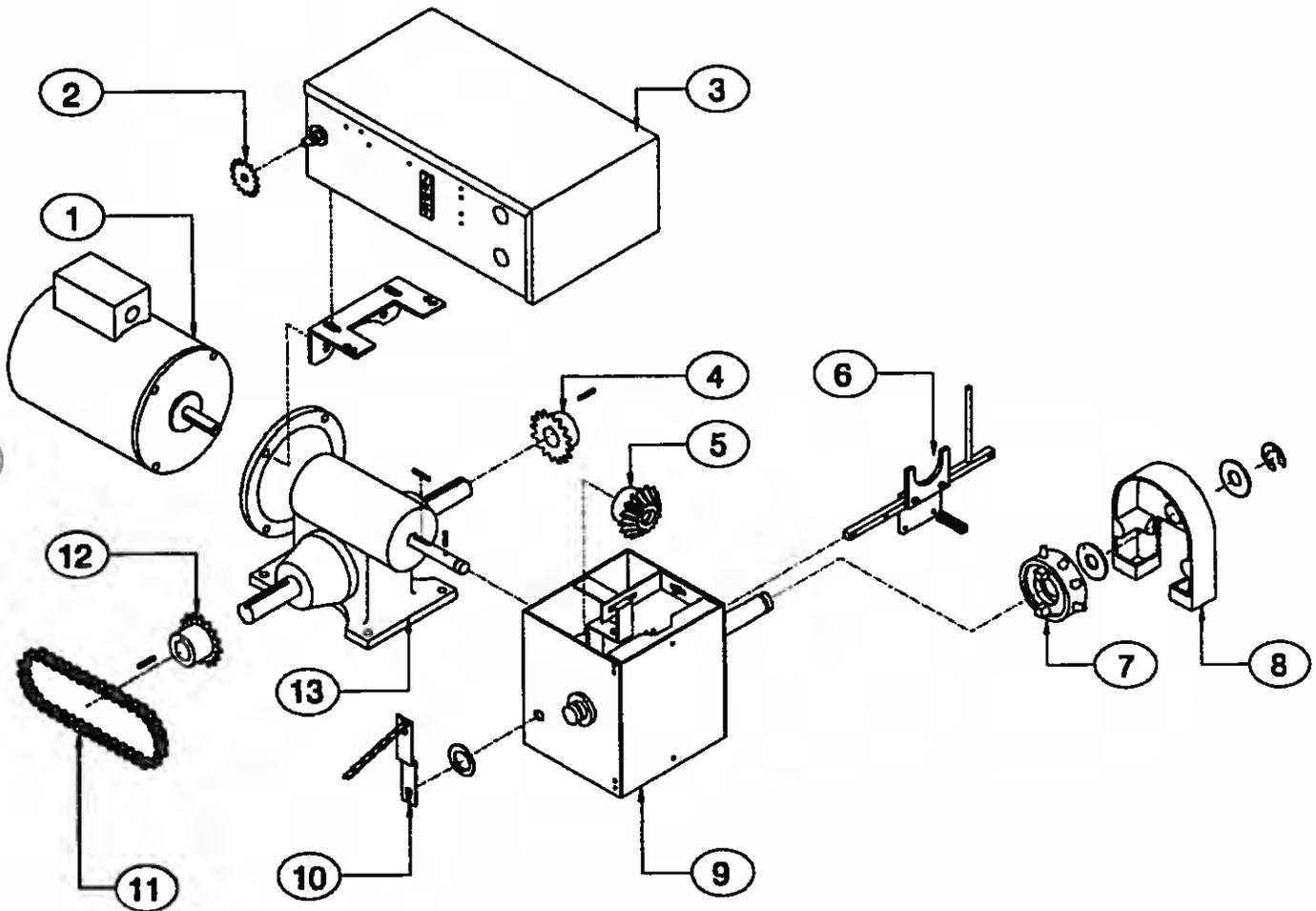
NO.	ITEM
1	Motor Operator
2	Bracket Plate
3	Main Sprocket
4	Manual Operator



NO.	ITEM
1	Motor
2	Limit Switch Main Sprocket
3	Control Panel
4	Drive Sprocket
5	Miter Gear
6	Release Linkage
7	Chain Sprocket

NO.	ITEM
8	Chain Guard
9	Gear Box
10	Manual Operator Lever
11	Roller Chain
12	Limit Switch Drive Sprocket
13	Reducer

**PARTS LIST:  
MODEL GH  
MOTOR**



**NOTE:**  
For maintenance or repair  
of this door, please consult  
your local authorized  
Cookson Distributor.