**OM-RI-08 0101.01-SUP.docx**

**RE-KEYING INTERIOR DOORS OF SINGLE EXISTING BUILDING**

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| **SECTION USAGE MATRIX** | | |
| C | NA | Seminary and Small Institute Standard Plan (CHURCH EDUCATION SYSTEM) - New Project |
| SM | NA | Standard MEETINGHOUSE and PHASED MEETINGHOUSE Standard Plan - New Project |
| R | SUP | OM/RI (REPLACEMENT & IMPROVEMENT) for Existing Meetinghouse / Seminary and Institute Project |
| CM | NA | Meetinghouse and Phased Meetinghouse Standard Plan with S&I MODULE ADDITION - New Project |
| SI | NA | S&I MODULE Addition to Existing Meetinghouse Building |
| MO | NA | MISSION OFFICE MODULE Addition to Existing Meetinghouse Building |
| UM | NA | URBAN MEETINGHOUSE for Custom Meetinghouse - New or Addition Project |
| FM | NA | Small Maintenance Project specification for FACILITY MANAGER |
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| --- | --- | --- |
| **MODIFICATION LOG** | | |
| DATE | SOURCE | DESCRIPTION |
|  |  |  |
| 07 Jul 17 | Gail Olsen | Changed Classroom Door Hardware Function from F84 to F109 for CES Standalone Buildings and S&I Module add to existing Meetinghouse Building. |
| 04 Feb 15 | Gail Olsen | Approved products update for Locksets and Latchet. |

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| PROCEDURAL NOTES |
| COORDINATION |
| DESIGN INFORMATION AND BACKGROUND MEETINGHOUSE: Use this Section to specify re-keying interior doors of a single meetinghouse. |

SECTION 08 0101

RE-KEYING INTERIOR DOORS OF SINGLE EXISTING BUILDING

1. GENERAL

EDIT REQUIRED: Edit following Article as necessary to give an accurate, but brief description of work of this Section and accurate listing of related work, especially if scope of work is not shown graphically on Drawings.

* + - 1. SUMMARY
         1. Includes But Not Limited To:

Re-key interior doors of existing building as described in Contract Documents.

Provide, repair, or replace hardware items necessary to prepare building for re-keying.

* + - 1. REFERENCES
         1. Definitions:

EDIT REQUIRED: Include following paragraph for CES Standalone Buildings and S&I Module Building added to existing Meetinghouse Building. Classroom Door Hardware changed to Grade 1 Locksets for CES Standalone Buildings and S&I Module add to existing Meetinghouse Building.

Grade 1 Heavy Duty Key-In Lever Cylindrical Lockset:

Performance Features:

Exceeds 1,000,000 ANSI cycles.

Clutching mechanism standard.

Thru-bolt design and heavy-duty spring tension provides longer performance life and prevents lever sag.

ADA-compliant thumbturn.

Mortise case is easily field reversible.

Pre-assembled trims with spring-loaded spindles automatically adjust to door thickness.

Partial security separator prevents spindle manipulation.

Anti-friction throwbolt.

EDIT REQUIRED: Include following paragraph for ALL Church Buildings except CES Standalone Buildings and S&I Module Building added to existing Meetinghouse Building.

Grade 2 Standard Duty Key-In Lever Cylindrical Lockset:

Performance Features:

Exceeds 400,000 ANSI cycles.

Single motion egress provides easy emergency exit.

Full 1 inch (25 mm) throwbolt with saw resistant hardened steel roller pin.

Anti-drill design deadbolt. Two (2) ball bearings inserted to prevent drill attacks.

ADA-compliant thumbturn.

Builders Hardware Manufacturer's Association (BHMA) Hardware Functions:

EDIT REQUIRED: Delete the hardware functions not listed in the Hardware Groups included for this Project.

F75 Passage Latch: Latch bolt operated by knob / lever from either side at all times. Both knobs / levers always unlocked

F76 Privacy Lock: Latch bolt operated by knob / lever from either side. Outside knob / lever locked by push button inside and unlocked by emergency key from outside or rotating knob / lever from inside. Inside lever always free for immediate egress.

F81 Office Door Lock: Dead locking latch bolt operated by knob / lever from either side, except when outside knob / lever is locked by turn button in inside knob/lever. When outside knob / lever is locked, latch bolt is operated by key in outside knob/lever or by rotating inside knob / lever. Turn button must be manually rotated to unlock outside knob / lever. Inside lever always free for immediate egress.

F84 Classroom Deadlock: Dead locking latch bolt operated by knob / lever from either side, except when outside knob / lever is locked, latch bolt is operated by key in outside knob / lever or by rotating inside knob / lever. Inside lever always free for immediate egress.

F86 Utility Space Door Lock: Dead locking latch bolt operated by key in outside knob / lever or by rotating inside knob / lever. Outside knob / lever is always fixed / inoperable. Inside lever always free for immediate egress.

EDIT REQUIRED: Include following paragraph for CES Standalone Buildings and S&I Module Building added to existing Meetinghouse Building. Classroom Door Hardware changed Function from F84 to F109 for CES Standalone Buildings and S&I Module add to existing Meetinghouse Building.

F109 Entrance Lock: Turn/push button locking: Pushing and turning button disengages outside lever, requiring using of key until button is manually unlocked. Push-button locking: Pushing button disengages outside lever until unlocked by key or by turning inside lever. Disengages outside spindle from latch when locked. Inside lever always free for immediate egress.

F91 Latch And Deadlocks: Dead locking latch bolt operated by key from both sides. Dead locking latch bolt operated by lever from either side except when both levers are locked by turning key from either side. Latch bolt is automatically dead locked when door is closed.

E2142 Deadbolt: Dead bolt operated by key from either side. Bolt automatically dead locks when fully thrown.

E2152 Deadbolt: Dead bolt operated by key from outside and turn button from inside. Bolt automatically dead locks when fully thrown.

* + - 1. SUBMITTALS
         1. Closeout Submittals:

Provide following information in a three-ring binder. Follow the sample diagrams provided by Owner. If requested by FM Group, include also an electronic copy of the information on a CD:

Masterkey System Diagram.

Outline Floor Plan including room names, room numbers, and door / lock numbers. Match information on latest floor plan available.

Schedule showing door / lock number, room number, room name, key designation, required stamp, number of keys provided, and ecclesiastical positions of those assigned keys.

Key Assignment Schedule with columns for date assigned, keying designation, ecclesiastical position, printed name, signature, and date returned or reported lost.

* + - 1. DELIVERY, STORAGE, AND HANDLING
         1. Standard Key Delivery:

Include change keys with new hardware.

1. PRODUCTS

EDIT REQUIRED: Delete following TWO Articles if no new hardware required.

* + - 1. MANUFACTURERS

EDIT REQUIRED: Delete manufacturers who do not have products specified in this Section based on your editing to fit Project requirements. DO NOT ADD ANY OTHER MANUFACTURERS.

* + - * 1. Contact Information:

Best Locks by Stanley, Indianapolis IN [www.securitastechnology.com](https://www.securitastechnology.com/).

Abus by Home Security, Commercial Security and Safety Lockout, Phoenix, AZ [www.abus.com](http://www.abus.com).

Sargent, New Haven, CT [www.sargentlock.com](http://www.sargentlock.com).

Schlage, Colorado Springs, CO [www.schlage.com](http://www.schlage.com).

Yale Commercial Locks, Lenoir City, TN [www.yalecommercial.com](http://www.yalecommercial.com).

* + - 1. MANUFACTURED UNITS

EDIT REQUIRED: Include following FOUR Paragraphs as necessary where new hardware is required before re-keying.

DO NOT DELETE, ADD, OR APPROVE ANY OTHER MANUFACTURERS OR MODELS WITHOUT WRITTEN APPROVAL OF PFD HQ.

HARDWARE FROM OTHER MANUFACTURERS OR THE HIGH SECURITY HARDWARE USED ON THE EXTERIOR DOORS IS NOT ACCEPTABLE ON INTERIOR MEETINGHOUSE DOORS. IF SUCH HARDWARE IS BEING USED IN EXISTING BUILDINGS, IT MAY BE NECESSARY TO REPLACE IT WITH APPROVED HARDWARE.

* + - * 1. Locksets And Latchsets:

EDIT REQUIRED: Knobs should only be used to match existing hardware, if allowed by local code. It is preferred that lever operators be used when replacing hardware.

Use the hardware specified below rather than matching existing hardware. Cylinder cores will be provided in the specified hardware that can provide a unified keying system.

Design Criteria:

Category Four Approved Products. See Section 01 6200 for definitions of Categories:

EDIT REQUIRED: Include following paragraph for CES Standalone Buildings and S&I Module Building added to existing Meetinghouse Building. Classroom Door Hardware changed to Grade 1 Locksets for CES Standalone Buildings and S&I Module add to existing Meetinghouse Building.

Grade 1 Heavy Duty Key-In Lever Cylindrical Lockset:

ANSI/BHMA A156.13-2022 Grade 1.

Meet UL 10B fire tests.

Meet UL 10C positive pressure fire tests.

ADA Compliant ANSI A117.1-2017 Accessibility Code.

EDIT REQUIRED: Include following paragraph for ALL Church Buildings except CES Standalone Buildings and S&I Module Building added to existing Meetinghouse Building.

Grade 2 Standard Duty Key-In Lever Cylindrical Lockset:

ANSI/BHMA A156.12-2022 Grade 2.

Meet UL 10B fire tests.

Meet UL 10C positive pressure fire tests.

ADA Compliant ANSI A117.1-2017 Accessibility Code.

Lever Operated:

EDIT REQUIRED: Include following paragraph for CES Standalone Buildings and S&I Module Building added to existing Meetinghouse Building. Classroom Door Hardware changed to Grade 1 Locksets for CES Standalone Buildings and S&I Module add to existing Meetinghouse Building.

Grade 1 Heavy Duty Key-In Lever Cylindrical Lockset:

Category Four Approved Products. See Section 01 6200 for definitions of Categories:

9K Series Best Lock by Stanley standard cylinders - (I/C cores may be used when authorized by AEC).

10X Line Series by Sargent.

ND Series by Schlage.

5400LN by Yale.

EDIT REQUIRED: Include following paragraph for ALL Church Buildings except CES Standalone Buildings and S&I Module Building added to existing Meetinghouse Building.

Grade 2 Standard Duty Key-In Lever Cylindrical Lockset:

Category Four Approved Products. See Section 01 6200 for definitions of Categories:

7K Series Best Lock by Stanley standard cylinders - (I/C cores may be used when authorized by AEC).

7 Line Series by Sargent.

AL Series by Schlage.

5300LN by Yale.

Knob Operated:

Category Four Approved Products. See Section 01 6200 for definitions of Categories:

6 Line Series by Sargent.

A Series by Schlage.

* + - * 1. Deadbolts:

Approved Products: Match manufacturer of new locksets.

* + - * 1. Rim Cylinders:

EDIT REQUIRED: Include following TWO paragraphs to specify cylinders other than the high security cylinders used on entries.

Provide cylinders for specialty doors, for interior exit devices, and for other items requiring locking cylinders.

Approved Manufacturers: Match keyway of new locksets.

* + - * 1. Padlocks:

Quality Standard:

Abus 83 / 45 Series with keyway to match locksets.

EDIT REQUIRED: Include following Paragraph if hardware to be re-keyed is from different manufacturers or if adding building to an existing keying system. Provide the keyway designation desired with the name of the manufacturer. This should normally be the keyway already used in majority of the locking devices.

* + - * 1. Key In Knob Cylinders:

Cores with \_\_\_\_\_\_ keyway by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and compatible with existing hardware.

1. EXECUTION
   * + 1. CLOSEOUT ACTIVITIES
          1. Before Final Acceptance Meeting, send master keys to Facility Manager.

END OF SECTION

1. ATTACHMENTS

EDIT REQUIRED: Delete following Article if no new hardware required.

* + - 1. HARDWARE GROUP SCHEDULE for FINISH HARDWARE
         1. Definitions:

Builders Hardware Manufacturer's Association (BHMA) Hardware Functions:

EDIT REQUIRED: Delete the hardware functions not listed in the Hardware Groups included for this Project.

F‑75 Passage Latch: Latch bolt operated by knob / lever from either side at all times.

F‑76 Privacy Lock: Latch bolt operated by knob / lever from either side. Outside knob / lever locked by push button inside and unlocked by emergency key from outside or rotating knob / lever from inside.

F‑81 Office Door Lock: Dead locking latch bolt operated by knob / lever from either side, except when outside knob / lever is locked by turn button in inside knob/lever. When outside knob / lever is locked, latch bolt is operated by key in outside knob/lever or by rotating inside knob / lever. Turn button must be manually rotated to unlock outside knob / lever.

F‑84 Classroom Deadlock: Dead locking latch bolt operated by knob / lever from either side, except when outside knob / lever is locked, latch bolt is operated by key in outside knob / lever or by rotating inside knob / lever.

F‑86 Utility Space Door Lock: Dead locking latch bolt operated by key in outside knob / lever or by rotating inside knob / lever. Outside knob / lever is always fixed.

EDIT REQUIRED: Include following paragraph for CES Standalone Buildings and S&I Module Building added to existing Meetinghouse Building. Classroom Door Hardware changed Function from F84 to F109 for CES Standalone Buildings and S&I Module add to existing Meetinghouse Building.

F109 Entrance Lock: Turn/push button locking: Pushing and turning button disengages outside lever, requiring using of key until button is manually unlocked. Push-button locking: Pushing button disengages outside lever until unlocked by key or by turning inside lever. Disengages outside spindle from latch when locked.

F‑91 Latch And Deadlocks: Dead locking latch bolt operated by key from both sides.

E‑2142 Deadbolt: Dead bolt operated by key from either side. Bolt automatically dead locks when fully thrown.

E‑2152 Deadbolt: Dead bolt operated by key from outside and turn button from inside. Bolt automatically dead locks when fully thrown.

EDIT REQUIRED: The following are the hardware groups that may be necessary if new hardware is required.

Enter hardware group numbers in column on door schedule or list the doors with appropriate group. Delete groups not used.

Do not change the basic Hardware Group numbers.

* + - * 1. Group 1:

1 each: Passage Set Function F-75.

* + - * 1. Group 2:

1 each: Latchset Function F-76.

* + - * 1. Group 3:

1 each: Lockset Function F-81.

* + - * 1. Group 4:

1 each: Lockset Function F-84.

* + - * 1. Group 5:

1 each: Lockset Function F-86.

* + - * 1. Group 6:

1 each: Lockset Function F-91.

EDIT REQUIRED: Include following paragraph for CES Standalone Buildings and S&I Module Building added to existing Meetinghouse Building. Classroom Door Hardware changed Function from F84 to F109 for CES Standalone Buildings and S&I Module add to existing Meetinghouse Building.

* + - * 1. Group 7:

1 each: Lockset Function F-109.

* + - * 1. Group 8:

1 each: Lockset Function F-2142.

* + - * 1. Group 9:

1 each: Lockset Function F-2152.

* + - * 1. Group 10:

1 each: Standard Cylinder.

* + - * 1. Group 11:

1 each: Padlock.

* + - * 1. Group 12:

1 each: Locking core.

* + - * 1. Group 13:

No hardware required.

* + - 1. KEYING SCHEDULE for FINISH HARDWARE

EDIT REQUIRED: Use the standard formats, scheduling systems, etc, in the Church Master Specification to specify and call out keying requirements. The VMR Partners are available for consultation on developing keying systems within authorized Church guidelines and policies.

List the door numbers of the doors each key is to operate or place the keying designations in a column on a Door Schedule in the Drawings.

Key Stamped No. of Keys Doors Operated by Key

* + - * 1. Serving Area, Cultural Center, Chapel, general access Storage Rooms, locking folding partitions, general access Custodian Room, and Font and Dressing Area:

XAA1 GEN 60 <**Insert Doors Operated by Key**>.

All AA keys (except AA36, AA37, and XAA50) and AA Master keys will open these doors.

EDIT REQUIRED: Delete the reference in following paragraph to doors between Offices if there are none.

* + - * 1. Bishop's Offices and Doors Between Bishop's And Clerk's Offices:

AA2 BP-1 5 <**Insert Doors**>, and doors under paragraphs A, E, H, and J.

AA3 BP-2 5 <**Insert Doors**>, and doors under paragraphs A, E, H, and J.

AA4 BP-3 5 <**Insert Doors**>, and doors under paragraphs A, E, H, and J.

AA5 BP-4 5 <**Insert Doors**>, and doors under paragraphs A, E, H, and J.

* + - * 1. Clerk's Offices:

XAA6 CLK-1 3 <**Insert Door**>, and doors under paragraph A.

XAA7 CLK-2 3 <**Insert Door**>, and doors under paragraph A.

XAA8 CLK-3 3 <**Insert Door**>, and doors under paragraph A.

XAA9 CLK-4 3 <**Insert Door**>, and doors under paragraph A.

Keys to Bishop's Office will also open Clerk's Office, Bishop-1 to Clerk-1, etc.

* + - * 1. Auxiliary Organization Storage Spaces:

AA10 AUX-1 2 <**Insert Door**>, and doors under paragraph A.

AA11 AUX-2 2 <**Insert Door**>, and doors under paragraph A.

AA12 AUX-3 2 <**Insert Door**>, and doors under paragraph A.

AA13 AUX-4 2 <**Insert Door**>, and doors under paragraph A.

AA14 AUX-5 2 <**Insert Door**>, and doors under paragraph A.

AA15 AUX-6 2 <**Insert Door**>, and doors under paragraph A.

AA16 AUX-7 2 <**Insert Door**>, and doors under paragraph A.

AA17 AUX-8 2 <**Insert Door**>, and doors under paragraph A.

AA18 AUX-9 2 <**Insert Door**>, and doors under paragraph A.

AA19 AUX-10 2 <**Insert Door**>, and doors under paragraph A.

AA20 AUX-11 2 <**Insert Door**>, and doors under paragraph A.

AA21 AUX-12 2 <**Insert Door**>, and doors under paragraph A.

AA22 AUX-13 2 <**Insert Door**>, and doors under paragraph A.

AA23 AUX-14 2 <**Insert Door**>, and doors under paragraph A.

AA24 AUX-15 2 <**Insert Door**>, and doors under paragraph A.

* + - * 1. Material Center And Video Storage:

XAA35 MTL CTR 10 <**Insert Door**>, and doors under paragraph A.

EDIT REQUIRED: Delete reference to Stake President in following paragraph if the building is not a stake center.

Keys to Bishop's and Stake President's Offices will also open Material Center and Video Storage.

* + - * 1. Mechanical And Utility Rooms:

AA36 MECH 2 <**Insert Doors**>

* + - * 1. Custodial Storage Spaces And Mesh Door:

AA37 CUST 2

* + - * 1. Room Housing ATC Panel:

AA38 ATC 2

* + - * 1. Stake President's Office:

AA40 STK PR 5 <**Insert Doors**>, and doors under paragraphs A, E, H, J, and K.

* + - * 1. Remaining Stake Suite Doors excluding Exterior Door:

XAA41 STK 20 <**Insert Doors**>, and doors under paragraph A.

These doors are also opened by AA 40 and AA Master key,

* + - * 1. Family History Center excluding Exterior Door:

XAA50 F H 5 <**Insert Doors**>

Keys to Bishop's and Stake President's Offices will open Family History Center.

EDIT REQUIRED: Delete following paragraph if no post indicator valve on exterior fire protection system. List any other padlocks necessary.

* + - * 1. Padlock for Post Indicator Valve:

Key so keys to all Bishop's Offices open padlock.

* + - * 1. Provide interior keying system that includes Masterkey and Changekey levels. Pin locks so pins in masterkeys are two numbers minimum different between masterkeys and associated change keys. Provide five AA masterkeys.

END OF SECTION