

## 01 80 00 Demonstration and Training

Revision 01/04/2019

### **Purpose:**

The Architect and/or Engineer shall incorporate the Rice specific requirements indicated in this standard's section into their design. The Architect and/or Engineer shall further produce project specifications in line with industry standards that are updated to reflect these Rice specific requirements.

### **1. General**

- a. Architect/Engineer shall coordinate with the Rice Project Manager to determine the type and level of training and demonstration the University will require for each of the products, systems, fixtures and equipment to be included in the project.
  - i. This coordination shall be completed by 50% Construction Documents.
- b. These requirements will be included in the project bid specifications.
- c. Contractor to submit a detailed schedule of Owner Training sessions at least two weeks prior to the first session scheduled. All Owner Trainings should be complete at least ten days prior to Substantial Completion per contract.
- d. Include as part of the training requirements:
  - i. Minimum qualifications for training instructor
  - ii. Minimum requirements for handouts and instruction outline
  - iii. Minimum requirements for documenting the training sessions.
- e. All Owner Training sessions shall be recorded. It is the Contractor's responsibility to either coordinate video recording.
- f. Documentation of Training sessions, including pertinent training material and video recordings, shall be included as part of the Owner's Manuals.