

# CRETE SLEEVE

Crete-Sleeve  
 1689 Oakdale Avenue  
 West Saint Paul, MN 55118  
 Phone: (651) 454-3800  
 Phone: (800) 747-5338  
 Fax: (800) 947-5338  
 Email: sales@cretesleeve.com  
 Website: www.cretesleeve.com

This Manu-Spec<sup>®</sup> utilizes the Construction Specifications Institute (CSI) *Project Resource Manual* (PRM), including *MasterFormat*<sup>™</sup>, *SectionFormat*<sup>™</sup> and *PageFormat*<sup>™</sup>. A Manu-Spec is a manufacturer-specific proprietary product specification using the proprietary method of specifying applicable to project specifications and master guide specifications. Optional text is indicated by brackets [ ]; delete optional text in final copy of specification. Specifier Notes precede specification text; delete notes in final copy of specification. Trade/brand names with appropriate product model numbers, styles and types are used in Specifier Notes and in the specification text Article titled "Acceptable Material." Metric conversion, where used, is soft metric conversion.

This Many-Spec specifies injection-molded polyethylene hole forms suitable for use in concrete slabs and walls.

## 03 11 26 CONCRETE HOLE FORMING

### PART 1 GENERAL

#### 1.1 SUMMARY

- A. Section Includes: This Section specifies plastic forms for forming holes in concrete slabs and walls.

**Specifier Note:** Revise paragraph below to suit project requirements. Add section numbers and titles per CSI MasterFormat and specifiers practice.

- B. Related Requirements:

**Specifier Note:** Include in this paragraph only those sections and documents that directly affect the work of this section. If a reader of this section could reasonably expect to find a product or component specified in this section, but it is actually specified elsewhere, then the related section number(s) should be listed in the subparagraph below. Do not include Division 00 documents or Division 01 sections, as it is assumed that all technical sections are related to all project Division 00 documents and Division 01 sections to some degree. Refer to other documents with caution since referencing them may cause them to be considered part of the contract.

1. Section [03 11 00 - Concrete Forming].
2. Section [03 30 00 - Cast-in-Place Concrete].

#### 1.2 REFERENCES

**Specifier Note:** Define terms unique to this Section and not provided elsewhere in the contract documents. Include in this article terms unique to the work result specified and not commonly known in the construction industry. Delete the following paragraph if definitions are not required.

- A. Definitions:

1. [ ].

**Specifier Note:** Paragraph below may be omitted when specifying manufacturer's proprietary products and recommended installation. Retain paragraph when specifying products and installation by an industry reference standard. List retained standard(s) referenced in this section alphabetically. Indicate issuing authority name, acronym, standard designation and title. Establish policy for indicating edition date of standard referenced and update as applicable. Contract Conditions Section 01 42 00 - References may be used to establish the edition date of standards. This paragraph does not require compliance with standard(s). It is a listing of all references used in this section. Only include here standards referenced in the body of the specification in PARTS 1, 2 and/or 3. Do not include references to building codes at any level.

### 1.3 REFERENCE STANDARDS:

- A. US Green Building Council (USGBC).
  - 1. LEED V4, LEED (Leadership in Energy and Environmental Design): Green Building Rating System Reference Guide for Building Design and Construction.

### 1.4 SUBMITTALS

- A. Product Data: Manufacturer's standard specifications and descriptive literature, including:
  - 1. Product characteristics.
  - 2. Delivery, storage and handling recommendations.
  - 3. Installation and usage recommendations.

**Specifier Note:** Retain the following only if specifying for a LEED project. Specify only the technical submittal requirements necessary to achieve the credits desired for this project.

- B. Sustainable Design (LEED) Submittals:
  - 1. LEED Submittals: In accordance with Section [01 35 21 – LEED Requirements].
  - 2. Submit verification for items when appropriate as follows:
    - a. MRc2 Construction Waste Management.
    - b. MR 5 - Regional Materials.

### 1.5 QUALITY ASSURANCE

- A. Installer: Experienced in performing work similar to that required for this project.

### 1.6 DELIVERY, STORAGE & HANDLING

- A. Deliver materials in accordance with manufacturer's written instructions.
  - 1. Deliver materials in manufacturer's original, unopened, undamaged containers with identification labels intact and product name and manufacturer clearly visible and in sizes to suit project.
- B. Store materials protected from exposure to harmful environmental conditions, clean and dry.

### 1.7 WARRANTY

- A. Project Warranty: Refer to Contract Conditions for project warranty provisions.

## PART 2 PRODUCTS

**Specifier Note:** Retain Article below for proprietary method specification. Add product attributes performance characteristics, material standards and descriptions in other Articles as applicable. Use of such phrases as or equal, approved equal or similar phrases may cause ambiguity in specifications. Such phrases require verification (procedural, legal and regulatory) and assignment of responsibility for determining or equal products.

**2.1 MANUFACTURER**

- A. Crete-Sleeve: 1689 Oakdale Avenue, West Saint Paul, MN 55118; Phone: (651) 454-3800; Phone: (800) 747-5338; Fax: (800) 947-5338; Email: sales@cretesleeve.com; Website: www.cretesleeve.com.

**2.2 DESCRIPTION**

- A. Sleeve Form: Rigid linear green polyethylene sleeve form suitable for forming slightly tapered holes in concrete slabs and poured concrete walls.
- B. Acceptable Material: Crete-Sleeve, Plastic Hole Form.

**2.3 DIMENSIONS**

- A. Top Hole Diameter: [1 1/2] [2] [3] [4] [5] [6] [8] [10] [12] inches.
- B. Bottom Hole Diameter: [1 3/4] [2 13/32] [3 13/32] [4 13/32] [5 13/32] [6 13/32] [8 7/16] [10 7/16] [12 7/16] inches.
- C. Length: [8 3/4] [9 1/8] inches.
- D. Polyethylene Thickness: 0.080 inches.

**PART 3 EXECUTION****3.1 INSTALLER**

- A. Use only installers who have experience of work similar to the work of this Section.

**3.2 INSTALLATION**

- A. Coordinate installation with [Section 03 11 00 - Concrete Forming] [and with] [Section 03 30 00 - Cast-in-Place Concrete].
- B. Install hole form in accordance with manufacturer's written recommendations.
- C. Verify lines, levels and centers before proceeding with formwork.
  - 1. Coordinate dimensions with drawings.

**Specifier Note:** For slabs or walls thicker than the length of a standard hole form, multiple forms can be combined in telescope fashion for greater slab or wall thicknesses.

- D. Cut or telescope hole form to meet [slab] [wall] thickness.
- E. Place hole form in concrete [slab] [wall] as [indicated] [directed] to meet project requirements.
  - 1. Align top of hole form flush with anticipated finished concrete surface.
  - 2. Secure in place with ties to concrete reinforcement.
- F. Remove hole form after concrete has set.
  - 1. Do not remove hole form before concrete [slab] [wall] is able to withstand other construction loads.

**3.3 CLEANING**

- A. Perform daily progress cleaning.
  - 1. Leave work area clean at end of each day.
- B. Upon completion, remove surplus materials, rubbish, tools and equipment.
- C. Collect recyclable waste and dispose of at appropriate recycling facilities.



---

**Specifier Note: Specify protection methods completed after installation, but prior to acceptance by the owner. Include only statements unique to this Section. Coordinate the following Article with Section 01 76 00 - Protecting Installed Construction.**

#### 3.4 PROTECTION

- A. Protect hole forms from damage during construction.
- B. Repair or replace adjacent materials damaged by installation of hole forms.

**END OF SECTION**