

**SECTION 01 00 00
GENERAL REQUIREMENTS**

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SECTION 01 00 00
GENERAL REQUIREMENTS

1.1 GENERAL INTENTION

- A. Contractor shall completely prepare site for building operations, including demolition and removal of existing structures, and furnish labor and materials and perform work to renovate 6 East Inpatient Unit as required by drawings and specifications.
- B. Visits to the site by Bidders may be made only by appointment with the Medical Center Engineering Officer.
- C. Offices of RMD CONSULTING, LLC, as Architect Engineers, will render certain technical services during construction. Such services shall be considered as advisory to the Government and shall not be construed as expressing or implying a contractual act of the Government without affirmations by Contracting Officer. During communication with RMD CONSULTING, LLC, the VA Contracting Officer or COR must be present.
- D. Before placement and installation of work subject to tests by testing agencies retained by Department of Veterans Affairs personnel, the Contractor shall notify the General Engineer, COR, and Contracting Officer in sufficient time to enable testing personnel to be present at the site in time for proper testing and field inspection. Such prior notice shall be not less than three (3) work days unless otherwise designated by the General Engineer, COR, and Contracting Officer.
- E. All employees of General Contractor and Subcontractors shall comply with the VA security management program, and shall obtain permission of the VA police, be identified by project and employer, and be restricted from unauthorized access. See CM 05-55 [Personnel Suitability and Security Program](#).
- F. Prior to commencing work, General Contractor shall provide proof that an OSHA-certified “competent person” (CP) (29 CFR 1926.20(b)(2)) will maintain a presence at the work site whenever the General Contractor or Subcontractors are present.
- G. Training:
 - 1. All employees of General Contractor or Subcontractors shall have the 10-hour OSHA certified Construction Safety course and /or other relevant competency training, as determined by VA CP with input from the ICRA team.

2. Submit training records of all such employees for approval before the start of work to the General Engineer and COR.
3. No construction work shall begin without an approved construction permit issued by the VA Medical Center's Engineering Service with approval from Infection Control Personnel, Safety, GEMS Coordinator, Projects Engineering Chief, and Chief of Engineering Service.

1.2 STATEMENT OF BID ITEM(S)

Bid: 6 East Inpatient Unit Renovation: Work includes general construction, alterations, mechanical and electrical work, equipment, and utility systems, as detailed in associated plans and specifications. Contractor shall completely prepare site for building operations, including select demolition, and furnish labor and materials to renovate 6 East Inpatient Unit - Construction, Project #635-12-305. All work will be performed at the Oklahoma City VAMC as shown in the drawings and specifications. Contractor is responsible for all work indicated in bid specifications and drawings.

1.3 SPECIFICATIONS AND DRAWINGS FOR CONTRACTOR

- A. AFTER AWARD OF CONTRACT, one (1) set of specifications in Microsoft Word or .pdf format and drawings in AutoCAD or .pdf format will be furnished electronically.
- B. Additional sets of drawings may be made by the Contractor, at Contractor's expense, from AutoCAD drawing files and Microsoft Word documents.

1.4 CONSTRUCTION SECURITY REQUIREMENTS

- A. Security:
 1. Security defines both physical and administrative security procedures that will remain effective for the entire duration of the project.
 2. The General Contractor is responsible for assuring that all Subcontractors working on the project and their employees comply with the following Medical Center regulations:
 - CM 05-55 [Personnel Suitability and Security Program](#).
 - CM 07B-3 [Law Enforcement](#).
 - CM 07B-4 Security of Buildings.
 - CM 07B-9 Environment of Care Security Management Program.

- B. Security Procedures:

1. General Contractor's employees shall not enter the project site without appropriate badge. They may also be subject to inspection of their personal effects when entering or leaving the project site.
2. For working outside the "regular hours" as defined in the contract, the General Contractor shall give 14 days' notice to the Contracting Officer so that the COR can make supervisory arrangements. This notice is separate from any notices required for utility shutdown(s) described later in this section.
3. No photography of VA premises is allowed without written permission of the Contracting Officer.
4. VA reserves the right to close down or shut down the project site and order General Contractor's employees off the premises in the event of a national emergency. The General Contractor may return to the site only with the written approval of the Contracting Officer.

C. Safety Monitor:

1. The General Contractor shall provide safety monitor, usually a site superintendent, at the project site during construction.
2. The safety monitor shall maintain a method for communication (i.e., a cellular phone) to report events to Contracting Officer, COR, and VA police.

D. Key Control:

1. The General Contractor shall provide duplicate keys and lock combinations to the General Engineer for the purpose of security inspections of every area of the project, including tool boxes and parked machines, and to take any emergency action(s).
2. The General Contractor shall turn over all permanent lock cylinders to the VA locksmith for permanent installation. See Section 08 71 00, DOOR HARDWARE and coordinate.

E. Document Control:

1. The General Contractor is responsible for safekeeping all drawings, project manual(s) and other project information. This information shall be shared only with those with a specific need to accomplish the project.
2. All paper waste or electronic media such as CDs and diskettes shall be shredded and destroyed in a manner acceptable to the VA.

3. Notify Contracting Officer and COR immediately when there is a loss or compromise of “sensitive information”.

F. Motor Vehicle Restrictions:

1. Vehicle authorization request(s) shall be required for any vehicle(s) entering the site and such request(s) shall be submitted 24 hours before the date and time of access. Access shall be restricted to picking up and dropping off materials and supplies.
2. Separate permits shall be issued for General Contractor and its employees for parking in designated areas only. The only approved locations for Contractor(s) to park is the Employee Lot located just west of Lottie between 13th and 8th Streets. A permit is required to park in this lot and the Contractor is responsible for requesting and obtaining the permit(s) during the Contractor ID badging process.

1.5 FIRE SAFETY

- A. Applicable Publications: Publications listed below form part of this Article to the extent referenced. Publications are referenced in text by basic designations only.

1. American Society for Testing and Materials (ASTM):
E84-2009.....Surface Burning Characteristics of Building Materials
2. National Fire Protection Association (NFPA):
10-2010Standard for Portable Fire Extinguishers
30-2008Flammable and Combustible Liquids Code
51B-2009.....Standard for Fire Prevention During Welding, Cutting and
Other Hot Work
70-2011National Electrical Code
241-2009Standard for Safeguarding Construction, Alteration, and
Demolition Operations
3. Occupational Safety and Health Administration (OSHA):
29 CFR 1926.....Safety and Health Regulations for Construction

- B. Fire Safety Plan: Establish and maintain a fire protection program in accordance with 29 CFR 1926. Prior to start of work, prepare a plan detailing project-specific fire safety measures, including periodic status reports, and submit to COR for review for compliance with contract requirements in accordance with Section 01 33 23, SHOP DRAWINGS, PRODUCT DATA AND SAMPLES Prior to any worker for the

Contractor or Subcontractors beginning work, they shall undergo a safety briefing provided by the General Contractor's competent person per OSHA requirements. The Contractor must present competent persons certificates to the General Engineer prior to the Safety briefing. This briefing shall include information on the construction limits, VAMC safety guidelines, means of egress, break areas, work hours, locations of restrooms, use of VAMC equipment, etc. Documentation shall be provided to the General Engineer that individuals have undergone Contractor's safety briefing. (See Center Memorandum 138-38 [EOC Control Guidelines for Construction and Renovation.](#))

- C. Site and Building Access: Maintain free and unobstructed access to facility emergency services and for fire, police, and other emergency response forces, in accordance with NFPA 241.
- D. Separate temporary facilities such as trailers, storage sheds, and dumpsters from existing buildings and new construction by distances in accordance with NFPA 241. For small facilities with less than 6 m (20 feet) exposing overall length, separate by 3m (10 feet).
- E. Temporary Construction Partitions:
 - 1. Install and maintain temporary construction partitions to provide smoke-tight separations between construction areas and adjoining areas. Construct partitions of gypsum board or treated plywood (flame spread rating of 25 or less in accordance with ASTM E84) on both sides of fire retardant treated wood or metal steel studs. Extend the partitions through suspended ceilings to floor slab deck or roof. Seal joints and penetrations. At door openings, install Class C, ¾ hour fire/smoke rated doors with self-closing devices.
 - 2. Install two-hour fire-rated temporary construction partitions as shown on drawings to maintain integrity of existing exit stair enclosures, exit passageways, fire-rated enclosures of hazardous areas, horizontal exits, smoke barriers, vertical shafts, and openings enclosures.
 - 3. Close openings in smoke barriers and fire-rated construction to maintain fire ratings. Seal penetrations with listed through-penetration firestop materials in accordance with Section 07 84 00, FIRESTOPPING.
- F. Temporary Heating and Electrical: Install, use, and maintain installations in accordance with 29 CFR 1926, NFPA 241 and NFPA 70.

- G. Means of Egress: Do not block exiting for occupied buildings, including paths from exits to roads. Minimize disruptions and coordinate with COR.
- H. Egress Routes for Construction Workers: Maintain free and unobstructed egress. Safety Monitor or Site Superintendent to inspect and report findings requiring corrective actions daily to COR.
- I. Fire Extinguishers: Provide and maintain extinguishers in construction areas and temporary storage areas in accordance with 29 CFR 1926, NFPA 241 and NFPA 10.
- J. Flammable and Combustible Liquids: Store, dispense, and use liquids in accordance with 29 CFR 1926, NFPA 241 and NFPA 30.
- K. Standpipes: Install and extend standpipes up with each floor in accordance with 29 CFR 1926 and NFPA 241. Do not charge wet standpipes subject to freezing until weather protected.
- L. Existing Fire Protection: Do not impair automatic sprinklers, smoke and heat detection systems, and fire alarm systems, except for portions immediately under construction, and temporarily for connections. Provide fire watch for impairments more than 4 hours in length in a 24-hour period. Request interruptions in accordance with Article, OPERATIONS AND STORAGE AREAS, and coordinate with COR. All existing or temporary fire protection systems (fire alarms and sprinklers) located in construction areas shall be tested as coordinated with the Medical Center. Parameters for the testing and results of any tests performed shall be recorded by the Medical Center and copies provided to the General Engineer.
- M. Smoke Detectors: Prevent accidental operation. Remove temporary covers at end of work operations each day. Coordinate with COR.

- N. Hot Work: Perform and safeguard hot work operations in accordance with NFPA 241 and NFPA 51B. Coordinate with COR. Obtain permits from facility General Engineer at least 48 hours in advance. Designate Contractor's responsible project-site fire prevention program manager to permit hot work. Execute all work in accordance with facility Hot Work Permit.
- O. Fire Hazard Prevention and Safety Inspections: Inspect entire construction areas weekly. Coordinate with and report findings and corrective actions weekly to COR.
- P. Smoking: Smoking is prohibited in and adjacent to construction areas inside existing buildings and additions under construction. In separate and detached buildings under construction, smoking is prohibited except in designated smoking rest areas CM 00-12 [Smoke Free Environment](#).
- Q. Dispose of waste and debris in accordance with NFPA 241. Remove from buildings daily.
- R. Perform other construction, alteration, and demolition operations in accordance with 29 CFR 1926.
- S. When requested, submit documentation to the General Engineer that personnel have been trained in the fire safety aspects of working in areas with impaired structural or compartmentalization features.

1.6 OPERATIONS AND STORAGE AREAS

- A. The Contractor shall confine all operations (including storage of materials) on Government premises to areas authorized or approved by the Contracting Officer. The Contractor shall hold and save the Government, its officers, and agents, free and harmless from liability of any nature occasioned by the Contractor's performance.
- B. Temporary buildings (e.g., storage sheds, shops, offices) and utilities may be erected by the Contractor only with the approval of the Contracting Officer, and shall be built with labor and materials furnished by the Contractor without expense to the Government. The temporary buildings and utilities shall remain the property of the Contractor and shall be removed by the Contractor at its expense upon completion of the work. With the written consent of the Contracting Officer, the buildings and utilities may be abandoned and need not be removed.

- C. The Contractor shall, under regulations prescribed by the Contracting Officer, use only established roadways, or use temporary roadways constructed by the Contractor, when and as authorized by the Contracting Officer. When materials are transported in performing the work, vehicles shall not be loaded beyond the loading capacity recommended by the manufacturer of the vehicle or prescribed by any Federal, State or Local Law, or regulation. When it is necessary to cross curbs or sidewalks, the Contractor shall protect them from damage. The Contractor shall repair or pay for the repair of any damaged curbs, sidewalks, or roads.
- D. Working space and space available for storing materials shall be as determined by the Chief of the Engineering Service. Note: storage space is not allocated outside of construction area(s).
- E. Workers are subject to rules of Medical Center applicable to their conduct. See the following:
- OOEEO-8 [Prevention of Workplace Harassment/Sexual Harassment.](#)
- CM 00-12 [Smoke Free Environment.](#)
- CM 00-30 [Staff Code of Conduct.](#)
- F. Execute work in such a manner as to interfere as little as possible with work being done by others. Keep roads clear of construction materials, debris, standing construction equipment, and vehicles at all times.
- G. Execute work so as to interfere as little as possible with normal functioning of the Medical Center as a whole, including operations of utility services, fire protection systems and any existing equipment, and with work being done by others. Use of equipment and tools that transmit vibrations and noises through the building structure are not permitted in buildings that are occupied during construction, jointly by patients or medical personnel and Contractor's personnel, except as permitted by General Engineer where required by limited working space.
1. Do not store materials and equipment in other than assigned areas.
 2. Schedule delivery of materials and equipment to immediate construction working areas within buildings in use by Department of Veterans Affairs in quantities sufficient for not more than two work days. Provide unobstructed access to Medical Center areas required to remain in operation.

3. Where access by Medical Center personnel to vacated portions of buildings is not required, storage of Contractor's materials and equipment will be permitted subject to fire and safety requirements.

H. Utilities Services: Where necessary to cut existing pipes, electrical wires, conduits, cables, etc., of utility services, fire protection systems, or communications systems (except telephone), they shall be cut and capped at suitable places where shown; or, in absence of such indication, where directed by General Engineer. All such actions shall be coordinated with the Utility Company involved.

Whenever it is required that a connection fee be paid to a public utility provider for new permanent service to the construction project for such items as water, sewer, electricity, gas, or steam, payment of such fee shall be the responsibility of the Government and not the Contractor.

I. Phasing: To insure such executions, Contractor shall furnish the General Engineer with a schedule of approximate phasing dates on which the Contractor intends to accomplish work in each specific area of site, building or portion thereof. In addition, Contractor shall notify the General Engineer two weeks in advance of the proposed date of starting work in each specific area of site, building or portion thereof. This notice must occur four weeks in advance of any spaces in the surgical suite. Arrange such phasing dates to ensure accomplishment of this work in successive phases mutually agreeable to Medical Center Director, Chief of Engineering Service, Contracting Officer, and COR as follows:

Phase I: The existing building area referred to as 6E will be vacated and turned over to the Contractor. The remodeled 6E area includes Cardiology Team Room 6A129, Clean Linen Room 6E104 and part of Waiting Room 6A130. Waiting Room 6A130 will remain functional during construction. The contractor will provide temporary services as noted on the drawings and as required to minimize disruption of activities in the Waiting Room. Work in Corridor C61A will be coordinated with work in Waiting Room 6A130 to minimize disruption of Medical Center Activities. All work that disrupts services to areas beyond the immediate construction area will be scheduled with and approved by the General Engineer prior to beginning work.

- J. Building will be occupied during performance of work; but immediate areas of alterations will be vacated.
1. Certain areas of Building will be occupied by Medical Center personnel for various periods as listed below:
 - (a) Level 5 below the area of construction and Level 7 above the area of construction will remain occupied during construction. Coordinate and schedule all work impacting these areas with the General Engineer.
 - (b) Contractor shall take all measures and provide all material necessary for protecting existing equipment and property in affected areas of construction against dust and debris, so that equipment and affected areas to be used in the Medical Centers operations will not be hindered. Contractor shall permit access to Department of Veterans Affairs personnel and patients through other construction areas which serve as routes of access to such affected areas and equipment. Coordinate alteration work in areas occupied by Department of Veterans Affairs so that Medical Center operations will continue during the construction period.
 2. Immediate areas of alterations not mentioned in preceding Subparagraph 1 will be temporarily vacated while alterations are performed.
- K. When an area of the building is turned over to Contractor, Contractor shall accept entire responsibility therefore.
1. Contractor shall not perform any activity that may alter the temperature in the building without authorization from the Medical Center.
 2. Contractor shall maintain in operating condition existing fire protection and alarm equipment. In connection with fire alarm equipment, Contractor shall make arrangements for inspection of site with Fire Department or Company (Department of Veterans Affairs or municipal) whichever will be required to respond to an alarm from Contractor's employee or watchman.
- L. Utilities Services: Maintain existing utility services for Medical Center at all times. Provide temporary facilities, labor, materials, equipment, connections, and utilities to assure uninterrupted services. Where necessary to cut existing water, steam, gases, sewer or air pipes, or conduits, wires, cables, etc., of utility services, fire protection systems,

and/or communications systems (including telephone), they shall be cut and capped at suitable places where shown; or, in absence of such indication, where directed by General Engineer.

1. No utility service such as water, gas, steam, sewers, electricity, fire protection systems, and communications systems may be interrupted without prior approval of General Engineer. Electrical work shall be accomplished with all affected circuits or equipment de-energized. When an electrical outage cannot be accomplished, work on any energized circuits or equipment shall not commence without the Medical Center Director's prior knowledge and written approval. Refer to specification Section 26 05 11, REQUIREMENTS FOR ELECTRICAL INSTALLATIONS, Section 27 05 11 REQUIREMENTS FOR COMMUNICATIONS INSTALLATIONS and Section 28 05 00, COMMON WORK RESULTS ELECTRONIC SAFETY AND SECURITY INSTALLATIONS for additional requirements.
 2. Contractor shall submit a request to interrupt any such services to General Engineer, in writing, 48 hours in advance of proposed interruption. Request shall state reason, date, exact time of, and approximate duration of such interruption.
 3. Contractor will be advised, in writing, of approval of request, or of which other date and/or time such interruption will cause least inconvenience to operations of Medical Center. Interruption time approved by Medical Center may occur at other than Contractor's normal working hours.
 4. Major interruptions of any system must be requested, in writing, at least 30 calendar days prior to the desired time and shall be performed as directed by the General Engineer.
 5. In case of a contract construction emergency, service will be interrupted on approval of General Engineer. Such approval will be confirmed in writing as soon as practical.
 6. Whenever it is required that a connection fee be paid to a public utility provider for new permanent service to the construction project, for such items as water, sewer, electricity, gas, or steam, payment of such fee shall be the responsibility of the Government and not the Contractor.
- M. Abandoned Lines: All service lines such as wires, cables, conduits, ducts, pipes and the like, and their hangers or supports, which are to be abandoned but are not required to be

entirely removed, shall be sealed, capped or plugged. The lines shall not be capped in finished areas, but shall be removed and sealed, capped, or plugged in ceilings, within furred spaces, in unfinished areas, or within walls or partitions, so that they are completely behind the finished surfaces.

- N. To minimize interference of construction activities with flow of Medical Center traffic, comply with the following:
 - 1. Keep roads, walks, and entrances to grounds, to parking and to occupied areas of buildings clear of construction materials, debris and standing construction equipment and vehicles.
 - 2. Method and scheduling of required cutting, altering and removal of existing roads, walks and entrances must be approved by the General Engineer.
- O. Coordinate the work for this contract with other construction operations as directed by General Engineer. This includes the scheduling of traffic and the use of roadways, as specified in Article, USE OF ROADWAYS.
- P. Coordination of Construction with Medical Center Director: Contractor must cooperate and coordinate with the Medical Center Director, through the Contracting Officer and COR, in arranging construction schedule to cause the least possible interference with Medical Center activities in actual service areas. Construction noise during the normal business hours shall not disturb the Medical Center service. Workers shall not pass through the Medical Center service area during:
 - 1. The Contractor is required to discontinue his work sufficiently in advance of Easter Sunday, Mother's Day, Father's Day, Memorial Day, Veteran's Day and/or Federal holidays, to permit him to clean up all areas of operation.
 - 2. Cleaning up shall include the removal of all equipment, tools, materials and debris and leaving the areas in a clean, neat condition.

1.7 ALTERATIONS

- A. Survey: Before any work is started, the Contractor shall make a thorough survey with the COR of areas of buildings in which alterations occur and areas which are anticipated routes of access, and furnish a report, signed by both, to the Contracting Officer. This report shall list, by rooms and spaces, the following:

1. Existing conditions and types of resilient flooring, doors, windows, walls, and other surfaces not required to be altered throughout affected areas of buildings.
 2. Existence and conditions of items such as plumbing fixtures and accessories, electrical fixtures, equipment, venetian blinds, shades, etc., required by drawings to be either reused or relocated, or both.
 3. Any discrepancies between drawings and existing conditions at site.
 4. Areas designated for working space, materials storage, and routes of access to areas within buildings where alterations occur and which have been agreed upon by Contractor and COR.
- B. Any items required by drawings to be either reused or relocated or both, found during this survey to be nonexistent, or in opinion of COR, to be in such condition that their use is impossible or impractical, shall be furnished and/or replaced by Contractor with new items in accordance with specifications which will be furnished by Government. Provided the contract work is changed by reason of this subparagraph B, the contract will be modified accordingly, under provisions of clause entitled "DIFFERING SITE CONDITIONS" (FAR 52.236-2) and "CHANGES" (FAR 52.243-4 and VAAR 852.236-88).
- C. Re-Survey: Thirty (30) days before expected partial or final inspection date, the Contractor and General Engineer together shall make a thorough re-survey of the areas of buildings involved. They shall furnish a report on conditions then existing, of resilient flooring, doors, windows, walls, and other surfaces as compared with conditions of same as noted in first condition survey report:
1. Re-survey report shall also list any damage caused by Contractor to such flooring and other surfaces, despite protection measures, and, will form basis for determining extent of repair work required of Contractor to restore damage caused by Contractor's workers in executing work of this contract.
- D. Protection: Provide the following protective measures:
1. Wherever existing roof surfaces are disturbed, they shall be protected against water infiltration. In case of leaks, they shall be repaired immediately upon discovery.
 2. Temporary protection against damage for portions of existing structures and grounds where work is to be done, materials handled and equipment moved and/or relocated.

3. Protection of interior of existing structures at all times, from damage, dust and weather inclemency. Wherever work is performed, floor surfaces that are to remain in place shall be adequately protected prior to starting work, and this protection shall be maintained intact until all work in the area is completed.

1.8 INFECTION PREVENTION MEASURES

- A. Implement the requirements of VAMC's Infection Control Risk Assessment (ICRA) team. ICRA Group may monitor dust in the vicinity of the construction work and require the Contractor to take corrective action immediately if safe levels are exceeded. Refer to CM 111-34 [Infection Control Guidelines for Construction & Renovation](#). No work will be performed until an approved permit is issued by the General Engineer or COR.
- B. Establish and maintain a dust control program as part of the Contractor's infection preventive measures, in accordance with the guidelines provided by ICRA Group as specified here. Prior to start of work, prepare a plan detailing project-specific dust protection measures, including periodic status reports, and submit to COR for review for compliance with contract requirements in accordance with Section 01 33 23, SHOP DRAWINGS, PRODUCT DATA AND SAMPLES.
 1. All personnel involved in the construction or renovation activity shall be educated and trained in infection prevention measures established by the Medical Center.
- C. Medical Center Infection Control personnel shall monitor for airborne disease (e.g., aspergillosis) as appropriate during construction. A baseline of conditions may be established by the Medical Center prior to the start of work and periodically during the construction stage to determine impact of construction activities on indoor air quality. In addition:
 1. The General Engineer and VAMC Infection Control personnel shall review pressure differential monitoring documentation to verify that pressure differentials in the construction zone and in the patient-care rooms are appropriate for their settings. The requirement for negative air pressure in the construction zone shall depend on the location and type of activity. Upon notification, the Contractor shall implement corrective measures to restore proper pressure differentials as needed.

2. In case of any problem, the Medical Center , along with assistance from the Contractor, shall conduct an environmental assessment to find and eliminate the source.
- D. In general, following preventive measures shall be adopted during construction to keep down dust and prevent mold.
1. Dampen debris to keep down dust and provide temporary construction partitions in existing structures where directed by General Engineer. Blank off ducts and diffusers to prevent circulation of dust into occupied areas during construction.
 2. Do not perform dust producing tasks within occupied areas without the approval of the General Engineer. For construction in any areas that will remain jointly occupied by the Medical Center and Contractor's workers, the Contractor shall:
 - a. Provide dust proof two-hour fire-rated temporary drywall construction barriers to completely separate construction from the operational areas of the hospital in order to contain dirt debris and dust. Barriers shall be sealed and made presentable on hospital occupied side. Install a self-closing rated door in a metal frame, commensurate with the partition, to allow worker access. Maintain negative air at all times. A fire retardant polystyrene, 6-mil thick or greater plastic barrier meeting local fire codes may be used where dust control is the only hazard, and an agreement is reached with the General Engineer and Medical Center.
 - b. HEPA filtration is required where the exhaust dust may reenter the breathing zone. Contractor shall verify that construction exhaust to exterior is not reintroduced to the Medical Center through intake vents, or building openings. Install HEPA (High Efficiency Particulate Accumulator) filter vacuum system rated at 95% capture of 0.3 microns including pollen, mold spores and dust particles. Insure continuous negative air pressures occurring within the work area. HEPA filters should have ASHRAE 85 or other prefilter to extend the useful life of the HEPA. Provide both primary and secondary filtrations units. Exhaust hoses shall be heavy duty, flexible steel reinforced and exhausted so that dust is not reintroduced to the Medical Center.

- c. Adhesive Walk-off/Carpet Walk-off Mats, minimum 36" x 36", shall be used at all interior transitions from the construction area to occupied Medical Center area. These mats shall be changed as often as required to maintain clean work areas directly outside construction area at all times.
 - d. Vacuum and wet mop all transition areas from construction to the occupied Medical Center at the end of each workday. Vacuum shall utilize HEPA filtration. Maintain surrounding area frequently. Remove debris as they are created. Transport these outside the construction area in containers with tightly fitting lids.
 - e. The Contractor shall not haul debris through patient-care areas without prior approval of the General Engineer and the Medical Center. When, approved, debris shall be hauled in enclosed dust proof containers or wrapped in plastic and sealed with duct tape. No sharp objects should be allowed to cut through the plastic. Wipe down the exterior of the containers with a damp rag to remove dust. All equipment, tools, material, etc. transported through occupied areas shall be made free from dust and moisture by vacuuming and wipe down.
 - f. Using a HEPA vacuum, clean inside the barrier and vacuum ceiling tile prior to replacement. Any ceiling access panels opened for investigation beyond sealed areas shall be sealed immediately when unattended.
 - g. There shall be no standing water during construction. This includes water in equipment drip pans and open containers within the construction areas. All accidental spills must be cleaned up and dried within 12 hours. Remove and dispose of porous materials that remain damp for more than 72 hours.
 - h. At completion, remove construction barriers and ceiling protection carefully, outside of normal work hours. Vacuum and clean all surfaces free of dust after the removal.
3. Contractor must place the designated number of negative are machines needed to maintain negative pressure in the construction area.
- a. Contract must purchase or rent necessary digital pressure monitoring system that validate the pressure in the construction area is negative to all adjacent non construction areas.

- b. Monitoring system must continuously monitor and record pressure within the construction area for the duration of the construction contract.
- E. Daily Cleanup and Inspection:
 - 1. All construction debris will be removed from the site daily.
 - 2. Contractor will ensure that walls, ceilings, partitions, and flooring are sealed and free of dust.
 - 3. All new air ducts shall be capped
 - 4. All existing ducts shall be blanked.
 - 5. Floors will be swept and mopped and the beginning, middle and end of each construction day.
 - 6. When prevention of dust within construction is impossible all workers will be required to wear shoe covers.
- F. Final Cleanup:
 - 1. Upon completion of project, or as work progresses, remove all construction debris from above ceiling, vertical shafts and utility chases that have been part of the construction.
 - 2. Perform HEPA vacuum cleaning of all surfaces in the construction area. This includes walls, ceilings, cabinets, furniture (built-in or free standing), partitions, flooring, etc.
 - 3. All new air ducts shall be cleaned prior to final inspection.

1.9 DISPOSAL AND RETENTION

- A. Materials and equipment accruing from work removed and from demolition of buildings or structures, or parts thereof, shall be disposed of as follows:
 - 1. Reserved items which are to remain property of the Government are identified by attached tags as items to be stored. Items that remain property of the Government shall be removed or dislodged from present locations in such a manner as to prevent damage which would be detrimental to re-installation and reuse. Store such items where directed by General Engineer.
 - 2. Items not reserved shall become property of the Contractor and be removed by Contractor from Medical Center.

3. Items of portable equipment and furnishings located in rooms and spaces in which work is to be done under this contract shall remain the property of the Government. When rooms and spaces are vacated by the Department of Veterans Affairs during the alteration period, such items which are NOT required by drawings and specifications to be either relocated or reused will be removed by the Government in advance of work to avoid interfering with Contractor's operation.
4. PCB Transformers: The Contractor shall be responsible for disposal of the Polychlorinated Biphenyl (PCB) transformers. The transformers shall be taken out of service and handled in accordance with the procedures of the Environmental Protection Agency (EPA) and the Department of Transportation (DOT) as outlined in Code of Federal Regulation (CFR), Titled 40 and 49 respectively. The EPA's Toxic Substance Control Act (TSCA) Compliance Program Policy Nos. 6-PCB-6 and 6-PCB-7 also apply. Upon removal of PCB transformers for disposal, the "originator" copy of the Uniform Hazardous Waste Manifest (EPA Form 8700-22), along with the Uniform Hazardous Waste Manifest Continuation Sheet (EPA Form 8700-22A) shall be returned to the Contracting Officer who will annotate the contract file and transmit the Manifest to the Medical Center's Chief.
 - a. Copies of the following listed CFR titles may be obtained from the Government Printing Office:
 - 40 CFR 261Identification and Listing of Hazardous Waste
 - 40 CFR 262Standards Applicable to Generators of Hazardous Waste
 - 40 CFR 263Standards Applicable to Transporters of Hazardous Waste
 - 40 CFR 761PCB Manufacturing, Processing, Distribution in
Commerce, and use Prohibitions
 - 49 CFR 172Hazardous Material tables and Hazardous Material
Communications Regulations
 - 49 CFR 173Shippers - General Requirements for Shipments and
Packaging
 - 49 CRR 173.....Subpart A General
 - 49 CFR 173Subpart B Preparation of Hazardous Material for
Transportation

49 CFR 173Subpart J Other Regulated Material; Definitions and
Preparation

TSCACompliance Program Policy Nos. 6-PCB-6 and 6-PCB-7

1.10 PROTECTION OF EXISTING VEGETATION, STRUCTURES, EQUIPMENT, UTILITIES, AND IMPROVEMENTS

- A. The Contractor shall preserve and protect all structures, equipment, and vegetation (such as trees, shrubs, and grass) on or adjacent to the work site, which are not to be removed and which do not unreasonably interfere with the work required under this contract. The Contractor shall only remove trees when specifically authorized to do so, and shall avoid damaging vegetation that will remain in place. If any limbs or branches of trees are broken during contract performance, or by the careless operation of equipment, or by workmen, the Contractor shall trim those limbs or branches with a clean cut and paint the cut with a tree-pruning compound as directed by the Contracting Officer.
- B. The Contractor shall protect from damage all existing improvements and utilities at or near the work site and on adjacent property of a third party, the locations of which are made known to or should be known by the Contractor. The Contractor shall repair any damage to those facilities, including those that are the property of a third party, resulting from failure to comply with the requirements of this contract or failure to exercise reasonable care in performing the work. If the Contractor fails or refuses to repair the damage promptly, the Contracting Officer may have the necessary work performed and charge the cost to the Contractor.

(FAR 52.236-9)

- C. Refer to Articles, "Alterations", "Restoration", and "Operations and Storage Areas" for additional instructions concerning repair of damage to structures and site improvements.

1.11 RESTORATION

- A. Remove, cut, alter, replace, patch and repair existing work as necessary to install new work. Except as otherwise shown or specified, do not cut, alter or remove any structural work, and do not disturb any ducts, plumbing, steam, gas, or electric work without approval of the General Engineer. Existing work to be altered or extended and that is found to be defective in any way, shall be reported to the General Engineer before it is

disturbed. Materials and workmanship used in restoring work, shall conform in type and quality to that of original existing construction, except as otherwise shown or specified.

- B. Upon completion of contract, deliver work complete and undamaged. Existing work (walls, ceilings, partitions, floors, mechanical and electrical work, lawns, paving, roads, walks, etc.) disturbed or removed as a result of performing required new work, shall be patched, repaired, reinstalled, or replaced with new work, and refinished and left in as good condition as existed before commencing work.
- C. At Contractor's own expense, Contractor shall immediately restore to service and repair any damage caused by Contractor's workmen to existing piping and conduits, wires, cables, etc., of utility services or of fire protection systems and communications systems (including telephone) which are indicated on drawings and which are not scheduled for discontinuance or abandonment.
- D. Expense of repairs to such utilities and systems not shown on drawings or locations of which are unknown will be covered by adjustment to contract time and price in accordance with clause entitled "CHANGES" (FAR 52.243-4 and VAAR 852.236-88) and "DIFFERING SITE CONDITIONS" (FAR 52.236-2).

1.12 PHYSICAL DATA

- A. Data and information furnished or referred to below is for the Contractor's information. The Government shall not be responsible for any interpretation of or conclusion drawn from the data or information by the Contractor.
 - 1. The indications of physical conditions on the drawings and in the specifications are the result of site investigations by RMD CONSULTING, LLC.

(FAR 52.236-4)

- B. Government does not guarantee that other materials will not be encountered nor that proportions, conditions or character of several materials will not vary from those indicated by explorations. Bidders are expected to examine site of work and, after investigation, decide for themselves character of materials and make their offers accordingly.

1.13 PROFESSIONAL SURVEYING SERVICES (NOT APLLICABLE)

1.14 LAYOUT OF WORK

- A. The Contractor shall lay out the work from Government established base lines and bench marks, indicated on the drawings, and shall be responsible for all measurements in connection with the layout. The Contractor shall furnish, at Contractor's own expense, all templates, platforms, equipment, tools, materials, and labor required to lay out any part of the work. The Contractor shall be responsible for executing the work to the lines and marks that may be established or indicated by the Contracting Officer. The Contractor shall also be responsible for maintaining and preserving all lines and other marks established by the Contracting Officer until authorized to remove them. If such marks are destroyed by the Contractor or through Contractor's negligence before their removal is authorized, the Contracting Officer may replace them and deduct the expense of the replacement from any amounts due or to become due to the Contractor.

(FAR 52.236-17)

1.15 AS-BUILT DRAWINGS

- A. The Contractor shall maintain two full size sets of as-built drawings which will be kept current during construction of the project, to include all contract changes, modifications and clarifications.
- B. All variations shall be shown in the same general detail as used in the contract drawings. To insure compliance, as-built drawings shall be made available for the General Engineer's review, as often as requested.
- C. Contractor shall deliver two approved completed sets of as-built drawings to the General Engineer within 15 calendar days after each completed phase and after the acceptance of the project by the General Engineer, COR and Contracting Officer.
- D. Paragraphs A, B, & C shall also apply to all shop drawings.
- E. Failure to provide and maintain redlines drawings during construction will result in Contractor providing fees for a third party AE firm to develop as-built drawings of the space. The VA will approve of the firm performing the work and will approve of the finished drawings through the VA's standard review process.

1.16 USE OF ROADWAYS

- A. For hauling, use only established public roads and roads on Medical Center property and, when authorized by the General Engineer, such temporary roads which are necessary in the performance of contract work. Temporary roads shall be constructed by the Contractor at Contractor's expense. When necessary to cross curbing, sidewalks, or similar construction, they must be protected by well-constructed bridges.

1.17 GENERAL ENGINEER'S FIELD OFFICE (NOT APPLICABLE)

1.18 TEMPORARY USE OF MECHANICAL AND ELECTRICAL EQUIPMENT

- A. Use of new installed mechanical and electrical equipment to provide heat, ventilation, plumbing, light and power will be permitted subject to compliance with the following provisions:
1. Permission to use each unit or system must be given by General Engineer. If the equipment is not installed and maintained in accordance with the following provisions, the General Engineer will withdraw permission for use of the equipment.
 2. Electrical installations used by the equipment shall be completed in accordance with the drawings and specifications to prevent damage to the equipment and the electrical systems, i.e. transformers, relays, circuit breakers, fuses, conductors, motor controllers and their overload elements shall be properly sized, coordinated and adjusted. Voltage supplied to each item of equipment shall be verified to be correct and it shall be determined that motors are not overloaded. The electrical equipment shall be thoroughly cleaned before using it and again immediately before final inspection including vacuum cleaning and wiping clean interior and exterior surfaces.
 3. Units shall be properly lubricated, balanced, and aligned. Vibrations must be eliminated.
 4. Automatic temperature control systems for preheat coils shall function properly and all safety controls shall function to prevent coil freeze-up damage.
 5. The air filtering system utilized shall be that which is designed for the system when complete, and all filter elements shall be replaced at completion of construction and prior to testing and balancing of system.
 6. All components of heat production and distribution system, metering equipment, condensate returns, and other auxiliary facilities used in temporary service shall be

- cleaned prior to use; maintained to prevent corrosion internally and externally during use; and cleaned, maintained and inspected prior to acceptance by the Government. Boilers, pumps, feedwater heaters and auxiliary equipment must be operated as a complete system and be fully maintained by operating personnel. Boiler water must be given complete and continuous chemical treatment.
- B. Prior to final inspection, the equipment or parts used which show wear and tear beyond normal, shall be replaced with identical replacements, at no additional cost to the Government.
 - C. This paragraph shall not reduce the requirements of the mechanical and electrical specifications sections.

1.19 TEMPORARY USE OF EXISTING ELEVATORS

- A. Use of existing elevators for handling building materials and Contractor's personnel will be permitted subject to following provisions:
 - 1. Contractor makes all arrangements with the COR for use of elevators. The COR will ascertain that elevators are in proper condition. Contractor may use elevators Nos. 5 and 6 in Building Nos. 1 and for special nonrecurring time intervals when permission is granted. Personnel for operating elevators will not be provided by the Department of Veterans Affairs.
 - 2. Contractor covers and provides maximum protection of following elevator components:
 - a. Entrance jambs, heads soffits and threshold plates.
 - b. Entrance columns, canopy, return panels and inside surfaces of car enclosure walls.
 - c. Finish flooring.
 - 3. Government will accept hoisting ropes of elevator and rope of each speed governor if they are worn under normal operation. However, if these ropes are damaged by action of foreign matter such as sand, lime, grit, stones, etc., during temporary use, they shall be removed and replaced by new hoisting ropes.
 - 4. If brake lining of elevators are excessively worn or damaged during temporary use, they shall be removed and replaced by new brake lining.

5. All parts of main controller, starter, relay panel, selector, etc., worn or damaged during temporary use shall be removed and replaced with new parts, if recommended by elevator inspector after elevator is released by Contractor.
6. Place elevator in condition equal, less normal wear, to that existing at time it was placed in service of Contractor as approved by Contracting Officer.

1.20 TEMPORARY USE OF NEW ELEVATORS (NOT APPLICABLE)

1.21 TEMPORARY TOILETS (NOT APPLICABLE)

1.22 AVAILABILITY AND USE OF UTILITY SERVICES

- A. The Government shall make all reasonably required amounts of utilities available to the Contractor from existing outlets and supplies, as specified in the contract. The amount to be paid by the Contractor for chargeable electrical services shall be the prevailing rates charged to the Government. The Contractor shall carefully conserve any utilities furnished without charge.
- B. The Contractor, at Contractor's expense and in a workmanlike manner satisfactory to the Contracting Officer, shall install and maintain all necessary temporary connections and distribution lines, and all meters required to measure the amount of electricity used for the purpose of determining charges. Before final acceptance of the work by the Government, the Contractor shall remove all the temporary connections, distribution lines, meters, and associated paraphernalia.
- C. Contractor shall install meters at Contractor's expense and furnish the Medical Center a monthly record of the Contractor's usage of electricity as hereinafter specified.

- D. Heat: Furnish temporary heat necessary to prevent injury to work and materials through dampness and cold. Use of open salamanders or any temporary heating devices which may be fire hazards or may smoke and damage finished work, will not be permitted. Maintain minimum temperatures as specified for various materials:
1. Obtain heat by connecting to Medical Center heating distribution system.
 - a. Steam is available at no cost to Contractor.
- E. Electricity (for Construction and Testing): Furnish all temporary electric services.
1. Obtain electricity by connecting to the Medical Center electrical distribution system. The Contractor shall meter and pay for electricity required for electric cranes and hoisting devices, electrical welding devices and any electrical heating devices providing temporary heat. Electricity for all other uses is available at no cost to the Contractor.
- F. Water (for Construction and Testing): Furnish temporary water service.
1. Obtain water by connecting to the Medical Center water distribution system. Provide reduced pressure backflow preventer at each connection. Water is available at no cost to the Contractor.
 2. Maintain connections, pipe, fittings and fixtures and conserve water-use so none is wasted. Failure to stop leakage or other wastes will be cause for revocation (at General Engineer's discretion) of use of water from Medical Center's system.
- G. Steam: Furnish steam system for testing required in various sections of specifications.
1. Obtain steam for testing by connecting to the Medical Center steam distribution system. Steam is available at no cost to the Contractor.
 2. Maintain connections, pipe, fittings and fixtures and conserve steam-use so none is wasted. Failure to stop leakage or other waste will be cause for revocation (at General Engineer's discretion), of use of steam from the Medical Center's system.

1.23 NEW TELEPHONE EQUIPMENT

- A. The Contractor shall coordinate with the work of installation of telephone equipment. This work shall be completed before the building is turned over to VA.

1.24 TESTS

- A. Pre-test mechanical and electrical equipment and systems and make corrections required for proper operation of such systems before requesting final tests. Final test will not be conducted unless pre-tested.
- B. Conduct final tests required in various sections of specifications in presence of an authorized representative of the Contracting Officer. Contractor shall furnish all labor, materials, equipment, instruments, and forms, to conduct and record such tests.
- C. Mechanical and electrical systems shall be balanced, controlled and coordinated. A system is defined as the entire complex which must be coordinated to work together during normal operation to produce results for which the system is designed. For example, air conditioning supply air is only one part of entire system which provides comfort conditions for a building. Other related components are return air, exhaust air, steam, chilled water, refrigerant, hot water, controls and electricity, etc. Another example of a complex which involves several components of different disciplines is a boiler installation. Efficient and acceptable boiler operation depends upon the coordination and proper operation of fuel, combustion air, controls, steam, feedwater, condensate and other related components.
- D. All related components as defined above shall be functioning when any system component is tested. Tests shall be completed within a reasonably short period of time during which operating and environmental conditions remain reasonably constant.
- E. Individual test result of any component, where required, will only be accepted when submitted with the test results of related components and of the entire system.

1.25 INSTRUCTIONS

- A. Contractor shall furnish Maintenance and Operating manuals and verbal instructions when required by the various sections of the specifications and as hereinafter specified.
- B. Manuals: Maintenance and operating manuals (four copies each) for each separate piece of equipment shall be delivered to the General Engineer coincidental with the delivery of the equipment to the job site. Manuals shall be complete, detailed guides for the maintenance and operation of equipment. They shall include complete information necessary for starting, adjusting, maintaining in continuous operation for long periods of time and dismantling and reassembling of the complete units and sub-assembly

components. Manuals shall include an index covering all component parts clearly cross-referenced to diagrams and illustrations. Illustrations shall include "exploded" views showing and identifying each separate item. Emphasis shall be placed on the use of special tools and instruments. The function of each piece of equipment, component, accessory and control shall be clearly and thoroughly explained. All necessary precautions for the operation of the equipment and the reason for each precaution shall be clearly set forth. Manuals must reference the exact model, style and size of the piece of equipment and system being furnished. Manuals referencing equipment similar to but of a different model, style, and size than that furnished will not be accepted.

- C. Instructions: Contractor shall provide qualified, factory-trained manufacturers' representatives to give detailed instructions to assigned Department of Veterans Affairs personnel in the operation and complete maintenance for each piece of equipment. All such training will be at the job site. These requirements are more specifically detailed in the various technical sections. Instructions for different items of equipment that are component parts of a complete system, shall be given in an integrated, progressive manner. All instructors for every piece of component equipment in a system shall be available until instructions for all items included in the system have been completed. This is to assure proper instruction in the operation of inter-related systems. All instruction periods shall be at such times as scheduled by the General Engineer and shall be considered concluded only when the General Engineer is satisfied in regard to complete and thorough coverage. The Department of Veterans Affairs reserves the right to request the removal of, and substitution for, any instructor who, in the opinion of the General Engineer, does not demonstrate sufficient qualifications in accordance with requirements for instructors above.

1.26 GOVERNMENT-FURNISHED PROPERTY

- A. The Government shall deliver to the Contractor, the Government-furnished property shown on the drawings.
- B. Equipment furnished by Government to be installed by Contractor will be furnished to Contractor at the Medical Center.

- C. Storage space for equipment will not be provided by the Government and the Contractor shall be prepared and responsible to unload and store such required equipment at a secure location of their choice not at the Medical Center.
- D. Notify Contracting Officer in writing, 10 days in advance, of date on which Contractor will be prepared to receive equipment furnished by Government. Arrangements will then be made by the Government for delivery of equipment.
 - 1. Immediately upon delivery of equipment, Contractor shall arrange for a joint inspection thereof with a representative of the Government. At such time the Contractor shall acknowledge receipt of equipment described, make notations, and immediately furnish the Government representative with a written statement as to its condition or shortages.
 - 2. Contractor thereafter is responsible for such equipment until such time as acceptance of contract work is made by the Government.
- E. Equipment furnished by the Government will be delivered in a partially assembled (knock down) condition in accordance with existing standard commercial practices, complete with all fittings, fastenings, and appliances necessary for connections to respective services installed under contract. All fittings and appliances (i.e., couplings, elbows, tees, nipples, piping, conduits, cables, and the like) necessary to make the connection between the Government furnished equipment item and the utility stub-up shall be furnished and installed by the Contractor at no additional cost to the Government.
- F. Completely assemble and install the Government furnished equipment in place ready for proper operation in accordance with specifications and drawings.
- G. Furnish supervision of installation of equipment at construction site by qualified factory trained technicians regularly employed by the equipment manufacturer.

1.27 RELOCATED EQUIPMENT

- A. Contractor shall disconnect, dismantle as necessary, remove and reinstall in new location, all existing equipment and items indicated by symbol "R" or otherwise shown to be relocated by the Contractor.
- B. Perform relocation of such equipment or items at such times and in such a manner as directed by the General Engineer.

- C. Suitably cap existing service lines, such as steam, condensate return, water, drain, gas, air, vacuum and/or electrical, whenever such lines are disconnected from equipment to be relocated. Remove abandoned lines in finished areas and cap as specified herein before under paragraph "Abandoned Lines".
- D. Provide all mechanical and electrical service connections, fittings, fastenings and any other materials necessary for assembly and installation of relocated equipment; and leave such equipment in proper operating condition.
- E. All service lines such as noted above for relocated equipment shall be in place at point of relocation ready for use before any existing equipment is disconnected. Make relocated existing equipment ready for operation or use immediately after reinstallation.

**1.28 STORAGE SPACE FOR DEPARTMENT OF VETERANS AFFAIRS EQUIPMENT
(NOT APPLICABLE)**

1.29 CONSTRUCTION SIGN (NOT APPLICABLE)

1.30 SAFETY SIGN (NOT APPLICABLE)

1.31 PHOTOGRAPHIC DOCUMENTATION (NOT APPLICABLE)

1.32 FINAL ELEVATION DIGITAL IMAGES (NOT APPLICABLE)

1.33 HISTORIC PRESERVATION

- A. Where the Contractor or any of the Contractor's employees, prior to, or during the construction work, are advised of or discover any possible archeological, historical and/or cultural resources, the Contractor shall immediately notify the General Engineer verbally, and then with a written follow up.

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