

SECTION 01 00 02
GENERAL REQUIREMENTS

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SECTION 01 00 02
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, materials, equipment and services and perform and complete all work for to Develop Section 1GH at Jefferson Barracks National Cemetery as required by drawings and specifications.
- B. Visits to the site by Bidders may be made only by appointment with the Cemetery Director.
- C. All employees of general contractor and subcontractors shall comply with security requirements as established by the RE/COR, be identified by name and employer. They shall be restricted from unauthorized access.
- F. Prior to commencing work, general contractor shall provide proof that a OSHA certified "competent person" (CP) (29 CFR 1926.20(b)(2)) will maintain a presence at the work site whenever the general or subcontractors are present.
- G. Training:
 - 1. All employees of general contractor or subcontractors shall, at the minimum, have successfully completed the 10-hour OSHA certified Construction Safety course and/or other relevant competency training, as determined by VA CP.
 - 2. Submit OSHA training records of all employees for approval before the start of work.

1.2 STATEMENT OF BID ITEM(S)

ITEM I, GENERAL CONSTRUCTION: Installation of all work shown on the plans and described in the specifications including but not limited to: Provide all labor, materials, equipment, transportation and supervision to develop Section 1GH for in-ground cremation burials. Work shall include, but is not necessarily limited to:

- A. Remove five large trees in the section to include their root-balls and all roots/root balls less than three feet deep in the section.
- B. Grade the section to ensure a smooth transition from the historical wall in the back of the section to the road at the front. Additional clean top soil may need to be brought in to ensure smooth transitions with other adjoining sections.
- C. Remove the rock parking area (cemetery staff will remove the concrete stops) and prepare the area for inclusion as part of the burial or

apron areas of Section 1GH

- D. Install fourteen (14) control markers for the new section ensuring Section 1GH is in alignment with existing Section 1U. Installation by a certified surveyor is required. The markers are used to establish the location of grave sites. It is critical that these be installed accurately and flush with the ground. The marker base shall extend a minimum 36" below grade.
- E. Install sod (Kentucky Bluegrass and Tall Fescue mix), maintain the sod until it is established and roots hold the sod firmly in place.

1.3 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):
 - E84-2009a Surface Burning Characteristics of Building Materials
 - 2. National Fire Protection Association (NFPA):
 - 10-2010 Standard for Portable Fire Extinguishers
 - 30-2008 Flammable and Combustible Liquids Code
 - 51B-2009 Standard for Fire Prevention During Welding, Cutting and Other Hot Work
 - 70-2008 National Electrical Code
 - 241-2009 Standard 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 RE/COR/Cemetery Director for review. Prior to any worker for the contractor or subcontractor's beginning work, they shall undergo a safety briefing provided by the General Contractor's competent person per OSHA requirements. This briefing shall include information on the construction limits, safety guidelines, means of egress, break areas, work hours, locations of restrooms, use of NCA equipment, etc. Documentation shall be provided

to the RE/COR that individuals have undergone the Contractor's safety briefing.

- C. Site and Building Access: Maintain free and unobstructed access to 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. Means of Egress: Do not block exiting for occupied buildings, including paths from exits to roads. Minimize disruptions and coordinate with RE/COR/Cemetery Director.
- F. Egress Routes for Construction Workers: Maintain free and unobstructed egress. Inspect daily. Report findings and corrective actions weekly to RE/COR.
- G. Fire Extinguishers: Provide and maintain extinguishers in construction areas and temporary storage areas in accordance with 29 CFR 1926, NFPA 241 and NFPA 10.
- H. Flammable and Combustible Liquids: Store, dispense and use liquids in accordance with 29 CFR 1926, NFPA 241 and NFPA 30.
- I. Dispose of waste and debris in accordance with NFPA 241. Remove from site daily.
- Q. Perform other construction, alteration and demolition operations in accordance with 29 CFR 1926.

1.4 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 RE/COR. 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 trailers, office trailers) and utilities may be erected by the Contractor only with the approval of the RE/COR 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.

- C. The Contractor shall, under regulations prescribed by the RE/COR, use only established roadways, or use temporary roadways constructed by the Contractor when and as authorized by the RE/COR. When materials are transported in prosecuting 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.

(FAR 52.236-10)

- D. Working space and space available for storing materials shall be as determined by the RE/COR with agreement of the Cemetery. Contractor parking will be only in areas and on roadways designated and agreed to by the RE/COR in agreement of the Cemetery.
- E. Workmen are subject to rules of the Cemetery applicable to their conduct.
- F. Execute work so as to interfere as little as possible with normal functioning of Cemetery as a whole, including operations of utility services, fire protection systems and any existing equipment, and with work being done by others.
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 the Cemetery in quantities sufficient for not more than two work days. Provide unobstructed access to the Cemetery areas required to remain in operation.
- G. Utilities Services: Maintain existing utility services for the Cemetery at all times. Provide temporary facilities, labor, materials, equipment, connections, and utilities to assure uninterrupted services. Where necessary to cut existing water, sewer or air pipes, or conduits, wires, cables, etc. of utility services or of fire protection systems and communications systems (including telephone), they shall be cut and capped at suitable places where shown; or, in absence of such indication, where directed by RE/COR. All such actions shall be coordinated with the Utility Company involved.
1. No utility service such as water, gas, steam, sewers or electricity, or fire protection systems and communications systems may be interrupted without prior approval of RE/COR. 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 RE/COR, and Cemetery Director's prior knowledge and written approval.
2. The Contractor shall submit a request to interrupt any such services to both RE/COR and the Cemetery Director in writing, 48 hours in advance of proposed interruption. Request shall state reason, date, exact time of, and approximate duration of such interruption.
 3. The 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 the Cemetery. Interruption time approved by the Cemetery and RE/COR may occur at other than Contractor's normal working hours.
 4. Major interruptions of any system must be requested, in writing, at least 15 calendar days prior to the desired time and shall be performed as directed by the RE/COR.
 5. In case of a contract construction emergency, service will be interrupted on approval of RE/COR. 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.
- H. 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.
- I. To minimize interference of construction activities with flow of Cemetery 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. Wherever excavation for new utility lines cross existing roads, at least one lane must be open to traffic at all times.
 2. Method and scheduling of required cutting, altering and removal of existing roads, walks and entrances must be approved by the RE/COR.

- J. Coordinate the work for this contract with other construction operations as directed by RE/COR. This includes the scheduling of traffic and the use of roadways, as specified in Article, USE OF ROADWAYS.
- K. Coordination of Construction with Cemetery Director: The burial activities at a National Cemetery shall take precedence over construction activities. The Contractor must cooperate and coordinate with the Cemetery Director, through the RE/COR, in arranging construction schedule to cause the least possible interference with Cemetery activities in actual burial areas. Construction noise during the committal services shall not disturb the service. Trucks and workmen shall not pass through the service area during this period.
 - 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 adjacent to existing burial plots before these dates.
 - 2. Cleaning up shall include the removal of all equipment, tools, materials and debris and leaving the areas in a clean, neat condition.

1.5 ALTERATIONS

- A. Survey: Before any work is started, the Contractor shall make a thorough survey with the RE/COR of areas which are anticipated routes of access, and furnish a signed report, to the Contracting Officer. This report shall list:
 - 1. Existing condition and types of other surfaces not required to be altered throughout affected areas.
 - 2. Shall note any discrepancies between drawings and existing conditions at site.
 - 3. Shall designate areas 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 RE/COR.
- B. Re-Survey: Thirty days before expected partial or final inspection date, the Contractor and RE/COR together shall make a thorough re-survey of the areas involved. They shall furnish a report on conditions then existing 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 the Contractor to surfaces, despite protection measures; and, will form the basis for determining extent of repair work required of the Contractor to restore damage caused by the Contractor's workmen in executing work of this contract.

1.6 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 RE/COR.
- 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 RE/COR may have the necessary work performed and charge the cost to the Contractor.

(FAR 52.236-9)

1.7 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 water/irrigation or electric work without approval of the RE/COR. Existing work to be altered or extended and that is found to be defective in any way, shall be reported to the RE/COR 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 (landscape stone, 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 the Contractor's own expense, the Contractor shall immediately restore to service and repair any damage caused by the Contractor's workmen to existing piping and conduits, wires, cables, etc., of utility services, communications systems (including telephone), irrigation system control and power 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).

1.8 PROFESSIONAL SURVEYING SERVICES

A registered professional land surveyor or registered civil engineer whose services are retained and paid for by the Contractor shall perform services specified herein and in other specification sections. The Contractor shall certify that the land surveyor or civil engineer is not one who is a regular employee of the Contractor, and that the land surveyor or civil engineer has no financial interest in this contract.

1.9 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 the Contractor's own expense, all stakes, 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 grades that may be established or indicated by the RE/COR. The Contractor shall also be responsible for maintaining and preserving all stakes and other marks established by the RE/COR until authorized to remove them. If such marks are

destroyed by the Contractor or through Contractor's negligence before their removal is authorized, the RE/COR 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)

- B. Establish and plainly mark lines for each gravesite control monument, and such other lines and grades that are reasonably necessary to properly assure that location, and orientation established for gravesite control monuments, are in accordance with lines shown on contract drawings.
- C. Furnish to the RE/COR certificates from a registered land surveyor or registered civil engineer that the following work is complete in every respect as required by contract drawings.
 - 1. Lines of grave plot documentation.
 - 2. Northing/Easting coordinate locations and elevation for each gravesite grid monument.
- D. Upon completion of the work, the Contractor shall furnish the RE/COR with reproducible drawings, in AutoCAD form, at the scale of the contract drawings, showing the finished grade on the grid developed for constructing the work. These drawings shall bear the seal of the registered land surveyor or registered civil engineer.

1.10 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, which will 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 RE/COR's review, as often as requested.
- C. The Contractor shall deliver two approved completed sets of as-built drawings to the RE/COR within 15 calendar days after acceptance of the project by the RE/COR.

1.11 USE OF ROADWAYS

- A. For hauling, use only established public roads and designated permanent roads on Cemetery property and, when authorized by the RE/COR, such existing temporary roads which are necessary in the performance of contract work. When necessary to cross curbing, sidewalks, or similar construction, they must be protected by well-constructed bridges.

1.12 TEMPORARY TOILETS

- A. Provide where directed, (for use of all Contractor's workers) ample temporary sanitary toilet accommodations with suitable sewer and water connections, or when approved by RE/COR provide suitable dry closets where directed. Keep such places clean and free from flies, and all connections and appliances connected therewith are to be removed prior to completion of contract, and premises left perfectly clean.

1.13 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. Water (for Construction and Testing): Furnish temporary water service.
 - 1. Obtain water by connecting to the Cemetery irrigation distribution system. Backflow preventer may not be required at connections to the irrigation system. Water is available at no cost to the Contractor.
 - 2. If potable water is required and convenient connection is available the contractor may connect to the Cemetery potable water distribution system. The contractor shall install reduced pressure backflow preventer at each connection at own expense.
 - 3. 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 RE/COR's discretion) of use of water from the Cemetery's system.
 - 4. Where not available or not convenient to connect to the Cemetery distribution system, the Contractor shall supply water via portable/temporary means at his own expense.

1.14 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 RE/COR verbally, and then with a written follow up.

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