

SECTION 01 00 02
GENERAL REQUIREMENTS (MINOR NCA PROJECTS)

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SECTION 01 00 02
GENERAL REQUIREMENTS (MINOR NCA PROJECTS)

1.1 GENERAL INTENTION

This project will expand the burial operations at Salisbury National Cemetery. Cemetery hours are from Monday thru Friday 8:00 a.m. to 4:30 p.m. The Cemetery is closed on all federal holidays except Memorial Day and Veterans Day. The contractor shall work only during the hours of operation. Work is prohibited on Memorial Day or on Veterans Day. This project will construct 1,475 crypts in burial Section 28, 1,600 in-ground cremains in burial Section 23, 300 traditional casket sites in burial Section 26, and 2,400 columbarium niches in Section W.

The Department of Veterans Affairs (VA), National Cemetery Administration, is soliciting bids under Solicitation Number VA786A-16-B-0070 for the following:

- A. Contractor shall completely prepare site for construction operations, including demolition and removal of existing structures, and furnish labor, materials, equipment and services and perform and complete all work for **Salisbury National Cemetery Gravesite Expansion** as required by drawings and specifications.
- B. Visits to the site by Bidders may be made only by appointment with the Cemetery Director.
- C. Offices of **FourFront Design, Inc.**, as Architect-Engineers (A/E), may 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's Representative (COR), Resident Engineer (RE) or his/her duly authorized representative
- D. All Testing Laboratory services will be retained and paid for by the Contractor (see Spec Section 01 45 29, Testing Laboratory Services). However, the Department of Veterans Affairs may elect to retain its own Testing Laboratory for any purpose. Before placement and installation of work subject to tests by testing laboratory retained by Department of Veterans Affairs, the Contractor shall notify the COR/RE in sufficient time to enable testing laboratory personnel to be present at the site in time for proper taking and testing of specimens and field

inspection. Such prior notice shall be not less than three work days unless otherwise designated by the COR/RE.

- E. All employees of general contractor and subcontractors shall comply with VA security management program security requirements as established by the COR/RE, 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. The Foreman or Job Superintendent of general contractor shall, at the minimum, have successfully completed the 30-hour OSHA certified Construction Safety course and/or other relevant competency training, as determined by VA CP.
 - 3. Submit OSHA training records of all employees for approval before the start of work.

1.2 STATEMENT OF BID ITEM(S)

- A. **CLIN I, GENERAL CONSTRUCTION, LUMP SUM BASE BID:** Installation of all work shown on the plans and described in the specifications including but not limited to: general erosion and sediment control; minor demolition; mass earthwork and grading; rock removal; retaining wall construction; storm drainage installation; riparian buffer restoration; roadway construction; and irrigation and landscaping construction. The work includes 1,475 double-depth 3'x8' pre-placed crypts, 1,620 in-ground 4x4 cremains, 300 traditional 4x10 casket burial sites and infill columbarium construction, for a total of 2,400 additional columbarium niches. The work also includes a new stream crossing, which requires local floodplain and Army Corps of Engineers jurisdictional permitting.
- B. **CLIN II, CRYPT DELIVERY AND MANUFACTURING:** The contractor shall provide a cost for the manufacturing of 1,475 crypts, from CLIN 1 Base Bid, and their transportation to the site. The cost for unloading the

crypts and their installation shall be included in the base bid. This separate cost shall also be provided for each Option it applies to.

- C. **CLIN III, UNIT PRICE ITEM NO. 1, MASS ROCK EXCAVATION.** 2,500 Cubic Yards (CY) Mass Rock Removal, as defined by the Earthwork (Short Form) Specification Section 31 20 11; including all equipment, materials and labor. Actual quantity to be adjusted up or down according to actual removal quantity authorized.
Any cubic yard quantity greater than 2,500 CY will be priced at the current stated per CY price in a modification action.
- D. **CLIN ITEM IV, UNIT PRICE ITEM NO. 3, UNSUITABLE MATERIAL REMOVAL AND REPLACEMENT WITHIN FLOODPLAIN.** Include 1,000 Cubic Yard (CY) of removal of three-feet (3') depth of existing unsuitable soil below finish grade, as located on the plans, and replacement by bridging with twelve-inches (12") of #57 aggregate base stone and 24" of approved backfill material; including all equipment, materials and labor. The unit cost will be used if the quantity exceeds the amount identified in the base bid. Actual quantity to be adjusted up or down according to actual removal and replacement quantity authorized.
Any cubic yard quantity greater than 1,000 CY will be priced at the current stated per CY price in a modification action.
- E. **CLIN V, UNIT PRICE ITEM NO. 2, TRENCH ROCK EXCAVATION.** 100 Cubic Yard (CY) Mass Trench Rock Removal, as defined by the Earthwork (Short Form) Specification Section 31 20 11; including all equipment, materials and labor. Actual quantity to be adjusted up or down according to actual removal quantity authorized.
Any cubic yard quantity greater than 100 CY will be priced at the current stated per CY price in a modification action.
- F. **OPTION 1A. (ADD ALTERNATE #1), SECTION 27 CRYPT INSTALLATION.**
Installation of 1,546 double-depth 3'x8' pre-placed crypts in Burial Section 27 and all associated substructure, including but not limited to backfill material, drainage fill, sand, pea gravel, etc. Alternate shall include all associated sitework, including but not limited to underdrainage, irrigation, section markers, grid monuments and

landscaping, etc. Alternate pricing shall include all equipment, materials and labor.

Bidder agrees to perform all of the work described in the plans and specifications as being Option 1 (Add Alternate #1).

G. OPTION 1B. SECTION 27 CRYPT MANUFACTURING.

The contractor shall provide a cost for the manufacturing of 1,546 crypts and their transportation to the site. The cost for unloading the crypts and their installation shall be included in Option 1a. Options 1a and 1b, if awarded, shall be awarded as a set.

H. OPTION 2A. (ADD ALTERNATE #2), SECTION 24 CRYPT INSTALLATION.

Installation of 1,258 double-depth 3'x8' pre-placed crypts in Burial Section 24 and all associated substructure, including but not limited to backfill material, drainage fill, sand, pea gravel, etc. Alternate shall include all associated sitework, including but not limited to underdrainage, irrigation, section markers, grid monuments and landscaping, etc. Alternate pricing shall include all equipment, materials and labor. Any required rock removal will be based upon unit pricing.

Bidder agrees to perform all of the work described in the plans and specifications as being Option 2 (Add Alternate #2).

I. OPTION 2B. SECTION 24 CRYPT MANUFACTURING.

The contractor shall provide a cost for the manufacturing of 1,258 crypts and their transportation to the site. The cost for unloading the crypts and their installation shall be included in Option 2a. Options 2a and 2b, if awarded shall be awarded as a set.

J. OPTION 3A. (ADD ALTERNATE #3), SECTION 25 CRYPT INSTALLATION.

Installation of 221 double-depth 3'x8' pre-placed crypts in Burial Section 25 and all associated substructure, including but not limited to backfill material, drainage fill, sand, pea gravel, etc. Alternate shall include all associated sitework, including but not limited to underdrainage, irrigation, section markers, grid monuments and landscaping, etc. Alternate pricing shall include all equipment, materials and labor. Any required rock removal will be based upon unit pricing.

Bidder agrees to perform all of the work described in the plans and specifications as being Option 3(Add Alternate #3).

K. OPTION 3B. SECTION 25 CRYPT MANUFACTURING.

The contractor shall provide a cost for the manufacturing of 212 crypts and their transportation to the site. The cost for unloading the crypts and their installation shall be included in Option 3a. Options 3a and 3b, if awarded shall be awarded as a set.

L. OPTION 4. (ADD ALTERNATE #4), CONCRETE MOW CURB. Installation of concrete mow curb in lieu of metal landscape edging throughout the project as indicated in the plans. Alternate pricing shall include all equipment, materials and labor.

Bidder agrees to perform all of the work described in the plans and specifications as being Option 4 (Add Alternate #4).

M. OPTION 5. (ADD ALTERNATE #5), INCREASE RIPARIAN PLANTINGS. Increase riparian plantings as indicated in the plans. Alternate pricing shall include all equipment, materials and labor.

Bidder agrees to perform all of the work described in the plans and specifications as being Option 5 (Add Alternate #5).

The cost magnitude ranges is \$5,000,000 to \$10,000,000 only if ALL the Option sets are awarded by the Government. It is the intent of the Government to award this contract based on the total of CLIN 1, CLIN 2, CLIN 3 and CLIN 4. IF sufficient funds are available, one or more of the Option sets, in the order listed, may be accepted.

Questions concerning the solicitation shall be sent to lenora.stephens@va.gov entitled, "Questions - Salisbury National Cemetery." The cut-off date and time for questions shall be August 23, 2016, at 10:00 a.m.

CONTRACT DURATION: Performance period is approximately 365 calendar days from date of receipt of the Notice to Proceed. For every set of options, excluding Options 4 and 5 which, an additional 30 calendar days will be added to the contract duration. The intent is to award ALL options;

however, the government shall reserve the right to pick options out of sequence.

NAICS CODE: 237990 SIZE STANDARD: \$36.5 Million

METHOD OF AWARD: THE GOVERNMENT CONTEMPLATES AWARD OF A FIRM FIXED-PRICE CONSTRUCTION CONTRACT UNDER SERVICE DISABLED VETERAN OWNED SMALL BUSINESS (SDVOSB) SET ASIDE. Award will be made on a competitive basis under Federal Acquisitions Regulations (FAR) 14 to a responsible service disabled veteran owned small business responding to this solicitation. Only VA certified SDVOSB firms are eligible to submit an offer or receive an award of a VA contract that is set-aside for SDVOSB in accordance with VAAR Part 819. A non-verified vendor that submits a bid or proposal will be rejected as non-responsive.

REGISTRATION: To be eligible for award the SDVOSB must be considered small under the relevant NAICS code and must be registered and verified in the VA Vetbiz and have a Certified Veteran Enterprise (CVE) seal on their registration to be considered for an award; firms must be currently registered in the System for Award Management (SAM) database prior to contract award. All bidders must also be registered in the Vets-4212 database for any federal government contract greater than \$100,000.

OBTAINING SOLICITATION MATERIALS: Solicitation material consisting of the Statement of Work, specifications, drawings and/or amendments may be accessed ONLY via FedBidOpps at <http://www.fedbizopps.gov>. No telephone or email requests will be accepted. All bidders are reminded that they are responsible for obtaining and acknowledging all amendments to this solicitation prior to the time for receipt of offers.

1.3 SPECIFICATIONS AND DRAWINGS FOR CONTRACTOR

A. AFTER AWARD OF CONTRACT, additional sets of drawings may be made by the Contractor, at Contractor's expense, from digital files furnished by the Issuing Office.

1.4 CONSTRUCTION SECURITY REQUIREMENTS

A. Security Plan:

1. The security plan 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 sub-contractors working on the project and their employees also comply with these regulations.

B. Security Procedures:

1. General Contractor's employees shall not enter the site without following the procedures approved by the COR. 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 3 days notice to the COR so that appropriate arrangements can be provided for the Cemetery employees. This notice is separate from any notices required for utility shutdown described later in this section.
3. No photography of VA premises is allowed without written permission of the COR.
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 COR.

C. Document Control:

1. The General Contractor is responsible for safekeeping of all drawings, project manual and other project information. This information shall be shared only with those with a specific need to accomplish the project.

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):

E84-2009a	Surface Burning Characteristics of Building Materials
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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 COR/Cemetery Director 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 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 COR that individuals have undergone the Contractor's safety briefing.
- C. 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 Heating and Electrical: Install, use and maintain installations in accordance with 29 CFR 1926, NFPA 241 and NFPA 70.
- F. Means of Egress: Do not block exiting for occupied buildings or facilities, including paths from exits to roads. Minimize disruptions and coordinate with COR/Cemetery Director.
- G. Egress Routes for Construction Workers: Maintain free and unobstructed egress. Inspect daily. Report findings and corrective actions weekly to COR.
- H. Fire Extinguishers: Provide and maintain extinguishers in construction areas and temporary storage areas in accordance with 29 CFR 1926, NFPA 241 and NFPA 10.
- I. Flammable and Combustible Liquids: Store, dispense and use liquids in accordance with 29 CFR 1926, NFPA 241 and NFPA 30.

- J. Hot Work: Perform and safeguard hot work operations in accordance with NFPA 241 and NFPA 51B. Coordinate with COR. Coordinate with COR.
- K. Fire Hazard Prevention and Safety Inspections: Inspect entire construction areas weekly. Coordinate with, and report findings and corrective actions weekly to COR.
- L. 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.
- M. Dispose of waste and debris in accordance with NFPA 241. Remove from site daily.
- N. Perform other construction, alteration and demolition operations in accordance with 29 CFR 1926.

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 COR. Note that storage area is directly on top of crypt field and there are weight limitations (1,000 psf) for any storage vehicle or use. 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 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 COR, use only established roadways, or use temporary roadways constructed by the Contractor when and as authorized by the 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.
- D. Working space and space available for storing materials shall be as shown on the drawings. Contractor parking will be only in areas and on

roadways designated and agreed to by the COR in agreement of the Cemetery. Note that storage area is directly on top of crypt field and there are weight limitations (1,000 psf) for any storage vehicle or use.

- 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. Provide unobstructed access to the Cemetery areas required to remain in operation.
- G. Phasing of Construction Priorities: To insure such executions, the Contractor shall furnish the COR with a schedule of approximate dates on which the Contractor intends to accomplish work in each specific area of site, building or portion thereof. In addition, the Contractor shall notify the COR two weeks in advance of the proposed date of starting work in each specific area of site, building or portion thereof. Arrange such dates to insure accomplishment of this work in successive phases mutually agreeable to the Cemetery Director, COR and Contractor. **Note that the delineated Early Turnover of this project requires a completion date within the first 120 calendar days of work, from agreed upon Notice to Proceed as confirmed by COR and Contractor.**
- H. Committal Shelter and Columbarium will be temporarily closed to the public during delineated **Early Turnover** performance of work.
 - 1. The Contractor shall take all measures and provide all material necessary for protecting existing columbarium units, including but not limited to brick endwalls, marble niche covers, concrete walks, stairways and curb and gutter, floral watering station furnishings, asphalt pavement so that Cemetery's operations will not be hindered after completion of the work. The Contractor shall permit access to Cemetery personnel through the columbarium construction area, as needed. Coordinate with Cemetery Staff so that Cemetery operations will continue during the construction period.
 - 2. Immediate areas of alterations will be temporarily vacated while alterations are performed.

- I. Construction Fence: Before construction operations begin, the Contractor shall provide a chain link construction fence, 2.1m (seven feet) minimum height on weighted panel bases, around the construction area indicated on the drawings. If reused fencing material, it shall be in good repair and acceptable to the COR/RE. Provide gates as required for access with necessary hardware, including hasps and padlocks. Fasten fence fabric to terminal posts with tension bands and to line posts and top and bottom rails with tie wires spaced at maximum 375mm (15 inches). Bottom of fences shall extend to 25mm (one inch) above grade. The temporary fencing shall encompass the construction work area(s) to serve as a pedestrian barrier to alert cemetery patrons of the construction site. Remove the fence when directed by COR.
- J. 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 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 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 COR, and Cemetery Director's prior knowledge and written approval.
 2. The Contractor shall submit a request to interrupt any such services to both 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 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 COR.
 5. In case of a contract construction emergency, service will be interrupted on approval of 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.
- K. 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.
- L. 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 COR.
- M. Coordinate the work for this contract with other construction operations as directed by COR. This includes the scheduling of traffic and the use of roadways, as specified in Article, USE OF ROADWAYS.
- N. 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 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.

1.7 ALTERATIONS

- A. Survey: Before any work is started, the Contractor shall make a thorough survey with the COR of areas in which alterations occur, areas which are anticipated routes of access, and furnish a signed report, to the Contracting Officer. This report shall list the following:
 1. Existence and conditions of items required by drawings to be either reused or relocated, or both.
 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 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 the Contractor with new items in accordance with specifications which will be furnished by the 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 days before expected partial or final inspection date, the Contractor and COR together shall make a thorough re-survey of the areas of construction 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 such flooring (paving) and other 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.

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. Protect the interior of existing structures at all times, from damage, dust and weather inclemency. Wherever work is performed, any indicated 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 ENVIRONMENTAL CONTROLS

A. 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 COR. Block off ducts and diffusers to prevent circulation of dust into occupied areas during construction.

B. Vacuum and wet mop all transition areas from construction to the occupied Cemetery buildings at the end of each workday.

C. Final Cleanup:

1. Upon completion of the 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. 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 noted on drawings or in specifications 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 COR.

2. Items not reserved shall become property of the Contractor and be removed by Contractor from the Cemetery.
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.

a. Copies of the following listed CFR titles may be obtained from the Government Printing Office:

40 CFR 261	Identification and Listing of Hazardous Waste
40 CFR 262	Standards Applicable to Generators of Hazardous Waste
40 CFR 263	Standards Applicable to Transporters of Hazardous Waste
40 CFR 761	PCB Manufacturing, Processing, Distribution in Commerce, and use Prohibitions
49 CFR 172	Hazardous Material tables and Hazardous Material Communications Regulations
49 CFR 173	Shippers - General Requirements for Shipments and Packaging
49 CRR 173	Subpart A General
49 CFR 173	Subpart B Preparation of Hazardous Material for Transportation
49 CFR 173	Subpart J Other Regulated Material; Definitions and Preparation
TSCA	Compliance 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 sites, 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 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 COR may have the necessary work performed and charge the cost to the Contractor.

(FAR 52.236-9)

- C. Refer to Section 01 57 19, TEMPORARY ENVIRONMENTAL CONTROLS, for additional requirements on protecting vegetation, soils and the environment. Refer to Articles, "Alterations", "Restoration", and "Operations and Storage Areas" for additional instructions concerning repair of damage to structures and site improvements.
- D. Refer to FAR clause 52.236-7, "Permits and Responsibilities," which is included in General Conditions. A National Pollutant Discharge Elimination System (NPDES) permit is required for this project. The Contractor is considered an "operator" under the permit and has extensive responsibility for compliance with permit requirements. VA will make the permit application available at the (appropriate NCA Central/Cemetery) office. The contractor and affected subcontractors shall furnish all information and certifications that are required to comply with the permit process and permit requirements. Many of the permit requirements will be satisfied by completing construction as shown and specified. Some requirements involve the Contractor's method of operations and operations planning and the Contractor is responsible for employing best management practices. The affected activities often include, but are not limited to the following:
1. Designating areas for equipment maintenance and repair;
 2. Providing waste receptacles at convenient locations and provide regular collection of wastes;
 3. Locating equipment wash down areas on site, and provide appropriate control of wash-waters;

4. Providing protected storage areas for chemicals, paints, solvents, fertilizers, and other potentially toxic materials; and
5. Providing adequately maintained sanitary facilities.

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 water/irrigation or electric work without approval of the COR. Existing work to be altered or extended and that is found to be defective in any way, shall be reported to the 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 (walls, ceilings, partitions, floors, mechanical and electrical 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 (or those not shown in 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 Surveyor (Action Surveys, San Bruno, CA).

(FAR 52.236-4)

- B. Subsurface conditions have been developed by core borings and test pits. Logs of subsurface exploration conducted by Geotechnical (Aragon Geotechnical, Inc., San Bruno, CA) are shown diagrammatically on drawings.
- C. A copy of the geotechnical investigation report is an Appendix to these specifications and shall be considered part of the contract documents.
- D. The 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 the site of work and logs of borings and, after investigation, decide for themselves the character of materials and make their bids accordingly. Upon proper application to the Department of Veterans Affairs, including approved scheduling bidders will be permitted to make subsurface explorations of their own at site.

1.13 PROFESSIONAL SURVEYING SERVICES

- A. 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.

1.14 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 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 COR. The Contractor shall also be responsible for maintaining and preserving all stakes and other marks established by the 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 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 center lines for each facility or structure addition to each existing facility or structure, lines for each gravesite control monument, and such other lines and grades that are reasonably necessary to properly assure that location, orientation, and elevations established for each such structure and/or addition, roads, parking lots, gravesite control monuments, are in accordance with lines and elevations shown on contract drawings.
- C. Following completion of general mass excavation and before any other permanent work is performed, establish and plainly mark (through use of appropriate batter boards or other means) sufficient additional survey control points or system of points as may be necessary to assure proper alignment, orientation, and grade of all major features of work. The Survey shall include, but not be limited to, location of lines and grades of footings, exterior walls, center lines of columns in both directions, major utilities and elevations of floor slabs:
 - 1. Such additional survey control points or system of points thus established shall be checked and certified by a registered land surveyor or registered civil engineer. Furnish such certification to the COR before any work (such as footings, floor slabs, columns, walls, utilities and other major controlling features) is placed.
- D. During progress of work, the Contractor shall have lines, grades, locations and plumbness of all major form work checked and certified by a registered land surveyor or registered civil engineer as meeting requirements of contract drawings. Furnish such certification to the COR before any major items of concrete work are placed. In addition, furnish to the 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 each structure (columbarium) and/or addition.
 - 2. Elevations of bottoms of footings and tops of floors of each structure and/or addition.
 - 3. Lines and elevations of sewers and of all outside distribution systems.
 - 4. Lines of grave plot documentation.

5. Lines of elevations of all swales and interment areas.
 6. Lines and elevations of roads, streets and parking lots.
 7. Northing/Easting coordinate locations and elevation depth below finished grade of all water, sanitary, storm, gas and irrigation structures, directional fittings, control wire and lines.
 8. Northing/Easting coordinate locations and elevation for each gravesite grid monument (if applicable).
- E. Upon completion of the work, the Contractor shall furnish the 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.
- F. The Contractor shall perform the surveying and layout work of this and other articles and specifications in accordance with the provisions of Article "Professional Surveying Services".

1.15 AS-BUILT DRAWINGS

- A. The Contractor shall maintain one 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 COR's review, as often as requested.
- C. The Contractor shall deliver one approved completed sets of as-built drawings to the COR within 15 calendar days after acceptance of the project by the COR.
- D. Paragraphs A, B, & C shall also apply to all shop drawings.

1.16 USE OF ROADWAYS

- A. For hauling, use only established public roads and designated permanent roads on Cemetery property 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.
- B. When certain structures (or parts of certain structures) are required to be completed in advance of general date of completion, all roads leading thereto must be completed and available for use at the time set for completion of such buildings or parts thereof.

1.17 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 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.

1.18 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 COR, 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. The Contractor shall install meters at the Contractor's expense and furnish the Cemetery 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:
- E. Electricity (for Construction and Testing): Furnish all temporary electric services.
 - 1. Obtain electricity by connecting to the Cemetery 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. Where not available or not convenient to connect to the Cemetery distribution system, the contractor shall supply power via portable generators at own expense. Generators shall be acoustically screened so as not to disturb committal services and/or visitation to the adjacent columbarium.
- F. Water (for Construction and Testing): Furnish temporary water service.

1. Obtain water by connecting to the Cemetery irrigation distribution system. Backflow preventer will 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 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.
- G. Fuel: Natural and LP gas required for burner cleaning, normal initial burner-burner setup and adjusting, and for performing the specified burner tests will not be furnished by the Government. Fuel required for prolonged burner setup, adjustments, or modifications due to improper design or operation of burner, or control devices shall be furnished by the Contractor at Contractor's expense.

1.19 NEW TELEPHONE EQUIPMENT

- A. The contractor shall coordinate with the work of installation of telephone equipment by others. This work shall be completed before the building is turned over to the Cemetery for use.

1.20 INSTRUCTIONS

- A. The 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 COR 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: the 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 COR and shall be considered concluded only when the COR 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 COR, does not demonstrate sufficient qualifications in accordance with requirements for instructors above.

1.21 GOVERNMENT-FURNISHED PROPERTY

- A. The Government shall deliver to the Contractor, the Government-furnished property shown on drawings. One such: Columbaria Niche Covers.
- B. Materials furnished by the Government to be installed by the Contractor will be furnished to the Contractor at the Cemetery.
- C. The Contractor shall be prepared to receive this equipment from the Government and store or place such equipment not less than 30 days before Completion Date of the early turnover area.

- D. Storage space for materials will be provided by the Contractor and the Contractor shall be prepared to unload and store such equipment therein upon its receipt at the Cemetery.
- E. Notify COR in writing, 60 days in advance, of date on which Contractor will be prepared to receive materials furnished by Government. Arrangements will then be made by the Government for delivery of materials.
 - 1. Immediately upon delivery of materials, the Contractor shall arrange for a joint inspection thereof with a representative of the Government. At such time the Contractor shall acknowledge receipt of materials described, make notations, and immediately furnish the Government representative with a written statement as to its condition or shortages.
 - 2. The Contractor thereafter is responsible for such material until such time as acceptance of contract work is made by the Government.
- F. 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, ells, 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.
- G. Completely assemble and install the Government furnished equipment in place ready for proper operation in accordance with specifications and drawings.
- H. Furnish supervision of installation of equipment at construction site by qualified factory trained technicians regularly employed by the equipment manufacturer.

1.22 CONSTRUCTION SIGN

- A. Provide a Construction Sign where directed by the COR. All wood members shall be of framing lumber. Cover sign frame with 0.7 mm (24 gage) galvanized sheet steel nailed securely around edges and on all bearings. Sign face shall be 4 feet x 5 feet and 6 inches. Provide two 100 by 100 mm (4 inch by 4 inch) posts (or equivalent round posts) set 900 mm (three feet) into ground. Set bottom of sign level at 900 mm (three feet) above ground and secure to posts with through bolts.

Make posts full height of sign. Brace posts with 50mm x 100 mm (two by four inch) material as directed.

- B. Paint all surfaces of sign and posts two coats of white semi-gloss paint. Border and letters shall be of black gloss paint, except project title which shall be blue gloss paint.
- C. Maintain sign and remove it when directed by the COR.
- D. Detail Drawing of construction sign showing required legend and other characteristics of sign is a part of the plans.

1.23 SAFETY SIGN

- A. Provide a Safety Sign where directed by COR. Signboard shall be shall be three feet x four feet, 19 mm (3/4-inch) thick exterior grade plywood. Provide two 100 mm by 100 mm (four by four inch) posts extending full height of sign and 900 mm (three feet) into ground. Set bottom of sign level at 1200 mm (four feet) above ground.
- B. Paint all surfaces of Safety Sign and posts with one prime coat and two coats of white gloss paint. Letters and design shall be painted with gloss paint of colors noted.
- C. Maintain sign and remove it when directed by COR.
- D. Detail Drawing of safety sign showing required legend and other characteristics of sign is included in the plans.
- E. Post the number of accident free days on a daily basis

1.24 CONSTRUCTION DIGITAL IMAGES

- A. During construction period through completion, furnish Department of Veterans Affairs weekly color digital photographs of construction progress (8 to 10 images per week.) Photographs of the reinforcing steel shall be taken after all reinforcing steel, sleeves, inserts, etc. are in place but prior to setting of runways. Photographs must show distinctly, at as large a scale as possible, all parts of work embraced in picture.
- B. Photographs are to be taken with a high-resolution digital camera, minimum 6 megapixels, with good wide-angle capability. The images shall be recorded in JPEG format with a minimum of 24-bit color and no reduction in actual picture size.
 - 1. Compressed size of the file shall be no less than 80% or the original with no loss of information.
 - 2. File names shall contain the Project number, the date the image was taken, and a unique sequential identifier, for example:

101CM3202_10-01-2013_0001. Use underscore, not spaces in digital file names.

C. The digital photo files shall become property of Government and will be both e-mailed and submitted on CD-ROM.

1. The images shall be forwarded electronically to the COR/Project Manager via email within 2 days of when the photo was taken. Identify the content of each picture by a caption incorporated in the photo.
2. The digital photo files shall also be submitted on CD-ROM to the COR/Project Manager at the conclusion of the project. The CD-ROM shall also contain an index of all the images contained therein in either a TXT or Microsoft Word format.

1.25 FINAL ELEVATION PHOTOGRAPHS

- A. Final photographs shall be taken by a commercial/professional photographer. They shall be taken upon completion, including landscaping. They shall be taken on a clear sunny day at as large a scale as possible to obtain sufficient detail to show depth and to provide clear, sharp pictures. All images shall become property of the Government.
- B. Photographs shall be artistically composed showing full front elevations of new columbarium court(s), site wall, riparian areas, site features and surrounding landscapes. A minimum of thirty-six (36) images shall be taken as per these specifications.
- C. Minimum digital photo file size for final photos is 20 mb un-interpolated, preferably 52 mb. Submit proofs, via e-mail or web photo gallery, from which the COR/RE will select the final images for printing.
- D. Pictures selected by the COR/RE for printing shall be printed on regular weight paper, matte finish archival grade photographic paper and produced by a RA4 process from the digital image with a minimum 300 PPI. Photographs shall have full picture print with no margin.
- E. Submit a CD-ROM to the COR/RE containing all (minimum 36) final digital photo files.
 1. Images on CD-ROM shall be recorded in JPEG format with a minimum of 24 bit color and no reduction in actual picture size. Compressed size of the file shall be no less than 80% of the original with no loss of information.

2. File names shall contain the date the image was taken, the Project number and a unique sequential identifier.
 3. The CD-ROM shall also contain an index of all the images contained therein in either a TXT or Microsoft Word format.
- F. Place a typewritten self-adhesive identity label on the back of each final print without damage to photograph. PHOTO NUMBER shall be included in both the digital file name on the CD and on the photo print label.
- G. The following information shall be on the identity-label for photographs:
1. PHOTO NUMBER;
 2. CEMETERY NAME
 3. LOCATION;
 4. PROJECT TITLE;
 5. PROJECT NUMBER;
 6. DATE TAKEN;
 7. CONSTRUCTION COMPANY;
 8. CONTRACT NUMBER.

1.26 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 COR verbally, and then with a written follow up.

1.27 PROJECT HEALTH AND SAFETY PLAN

- A. Prior to commencing any construction, the Contractor shall submit a site specific Project Health and Safety Plan (PHSP). At a minimum, the PHSP shall cover the following topics:
1. Organizational structure (including Responsible Persons)
 2. Site Characterization and Job Hazard Identification
 3. Site Control and Security
 4. Training
 5. PPE
 6. Heat Stress
 7. Spill Containment
 8. Decontamination
 9. Emergency Response
 10. Trench Safety

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