SECTION 01 00 00
GENERAL REQUIREMENTS

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SECTION 01 00 00
GENERAL REQUIREMENTS

1.1 SAFETY REQUIREMENTS

Refer to section 01 35 26, SAFETY REQUIREMENTS for safety and infection control requirements.

1.2 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 for Veterans Affairs Long Beach Healthcare System (VALBHS) Morgue Renovation for Family Access as required by drawings and specifications.

B. A site visit for this project will be announced in the solicitation.

C. Offices of SRD Architects Inc., as Architect-Engineer, 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 or his duly authorized representative.

D. All employees of general contractor and subcontractors shall comply with VA security management program and obtain permission of the VA police, be identified by project and employer, and restricted from unauthorized access.

E. Prior to commencing work, general contractor shall provide proof that a OSHA designated “competent person” (CP) (29 CFR 1926.20(b)(2) will maintain a presence at the work site whenever the general or subcontractors are present.

F. Training:

1. All employees of general contractor or subcontractors shall have the 10-hour or 30-hour OSHA Construction Safety course and other relevant competency training, as determined by RE/COR VA CP with input from the ICRA team

2. Submit training records of all such employees for approval before the start of work.

3. Project Superintendent or On Site Manager to have 30-hour OSHA.

G. TB Test Required:

1. The Contractor must provide written certification that their construction workers and staff assigned to the VA worksite have had a pre-placement Tuberculin Screening within 90 days prior to assignment to VA Facility, and found to be with negative screening reactions. Contractor shall go to a private sector healthcare provided for TB testing.

H. An on-site superintendent is required at all times while construction activities are in progress.

I. A superintendent or project manager will be available by phone 24 hours a day for the duration of the project. Provide contact number(s) to the COR at the issuance of the notice to proceed.

J. Daily logs:

i. The contractor will be required to submit daily logs of their construction activities. These logs shall be uploaded to the submittal hosting website (see section 01 33 23) on a daily basis. Daily logs are to be numbered sequentially.

ii. Daily logs shall contain the following basic information: Project Title and Number, VA contract number, Number of general contractor workers on site, name and crew size of any subcontractors on site, daily weather conditions, brief description of work performed, brief description of any delays encountered, date and signature of person filling out the log.

1.3 STATEMENT OF BID ITEM(S)

A. Main Bid Item: Work includes general construction, alterations, necessary removal of existing and construction and certain other items as indicated on Drawings & Specifications. Completion Time: 450 Calendar Days.

B. Deductive Bid Alternate No. 1: The same as the Main Bid Item except delete all work associated with the Roofing Replacement at Canopy Roof over the exterior ramp. Completion Time: 420 Calendar Days.

C. Deductive Bid Alternate No.2: The same as Deductive Bid Alternate No. 1, in addition delete all work associated with the exterior concrete ramp and replacement of stainless steel screen but include removal of existing paint at the screen and apply new paint to existing screen and steel supports and all exterior elements. Completion Time: 390 Calendar Days.

D. Deductive Bid Alternate No. 3: The same as Deductive Bid Alternate No. 2, in addition delete the purchase of Three Body Refrigerators (Nine, Six and Three Body Refrigerators) which shall be supplied by VA. The contractor shall install the Three Body Refrigerators including all mechanical, electrical plumbing and low voltage equipment as well as all utility connections for complete operable body refrigerators. Completion Time: 390 Calendar Days.

1.4 SPECIFICATIONS AND DRAWINGS FOR CONTRACTOR

A. AFTER AWARD OF CONTRACT, Drawings and contract documents may be obtained from the website where the solicitation is posted. Additional copies will be at Contractor's expense.

1.5 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 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 3 days’ notice to the Contracting Officer so that security arrangements can be provided for the

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 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.

5. Secure all construction areas, especially mechanical and electrical rooms against entry of unauthorized individuals including patients and non-engineering staff.

C. Key Control:

1. The General Contractor shall provide duplicate keys and lock combinations to the Contracting Officer's Representative (COR) for the purpose of security inspections of every area of project including tool boxes and parked machines and take any emergency action.

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.

D. Document Control:

1. Before starting any work, the General Contractor/Sub Contractors shall submit an electronic security memorandum describing the approach to following goals and maintaining confidentiality of "sensitive information".

2. 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.

3. Certain documents, sketches, videos or photographs and drawings may be marked "Law Enforcement Sensitive" or "Sensitive Unclassified". Secure such information in separate containers and limit the access

to only those who will need it for the project. Return the information to the Contracting Officer upon request.

4. These security documents shall not be removed or transmitted from the project site without the written approval of Contracting Officer.

5. All paper waste or electronic media such as CD's and diskettes shall be shredded and destroyed in a manner acceptable to the VA.

6. Notify Contracting Officer and Site Security Officer immediately when there is a loss or compromise of "sensitive information".

E. Motor Vehicle Restrictions

1. Vehicle authorization request shall be required for any vehicle entering the site and such request 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.

1.6 FIRE SAFETY

A. Applicable Publications: Publications listed below form part of this Article to 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):

10-2010.....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

70-2011.....National Electrical Code

101-2012.....Life Safety 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

4. VHA Directive 2005-007

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 Project Engineer and Facility Safety Manager for review for compliance with VHA Directive 2005-007, NFPA 101 and NFPA 241.Prior to beginning work, all employees of the contractor and/or any subcontractors 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, VAMC safety guidelines, means of egress, break areas, work hours, locations of restrooms, use of VAMC equipment, etc. Provide documentation to the Contracting Officer’s Representative (COR) that all construction workers have undergone contractor’s safety briefing.

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:

i. Provide full height, 1 hour rated temporary walls around project boundary. Walls shall conform to UL requirements. Provide appropriate UL listing numbers and construction details during submittal process.

ii. Provide full height, 6 mil or thicker, polyethylene sheet enclosures around demolition area while working. Keep doors to adjacent rooms closed at all times while work is taking place.

iii. Joints between poly sheeting and walls, floors and ceiling shall be taped continuously. No air gaps will be allowed between sheeting and adjacent structures. Support sheeting with extendable poles as needed.

iv. Polyethylene sheeting barrier shall be placed not more than 3 feet away from the walls being demolished. Entrance points shall consist of applied zippers and a supplemental sheet of poly on the work side of the barrier. 2. The one-hour fire-rated temporary construction partitions as shown on drawings will maintain the 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 Project Engineer and facility Safety Manager Officer.

H. Egress Routes for Construction Workers: Maintain free and unobstructed egress. Inspect daily. Report findings and corrective actions weekly to Project Engineer and facility Safety Manager Officer.

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.

M. Existing Fire Protection: Do not impair automatic sprinklers, smoke and heat detection, and fire alarm systems, except for portions immediately under construction, and temporarily for connections. Provide fire watch for impairments more than 4 hours in a 24-hour period. Request

interruptions in accordance with Article, OPERATIONS AND STORAGE AREAS, and coordinate with Project Engineer and facility Safety Manager. All existing or temporary fire protection systems (fire alarms, 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 Contracting Officer’s Representative (COR).

N. The fire alarm system connects all buildings at this facility, and is activated by various heat, duct, manual pull stations and smoke sensors. Manual pull stations are provided at each entrance. Please survey the area in which you are working to locate the manual pull stations.

O. In the event of a fire alarm sounding, you are to remain in your area, unless medical center personnel (Safety, Nursing or Engineering) instruct otherwise, or unless a fire situation is in your area, in which case you should immediately evacuate.

P. Any work involving the fire protection systems will require written permission to proceed from the COTR.

Q. Do not tamper with or otherwise disturb any fire alarm system components without prior written permission. To do so without written permission will result in an adverse action. Smoke Detectors: Prevent accidental operation. Remove temporary covers at end of work operations each day. Coordinate with Contracting Officer’s Representative (COR)and facility Safety Officer.

R. Hot Work: Perform and safeguard hot work operations in accordance with NFPA 241 and NFPA 51B. Coordinate with COR. Obtain permits from COR at least 24 hours in advance. Designate contractor's responsible project-site fire prevention program manager to permit hot work.

S. Fire Hazard Prevention and Safety Inspections: Inspect entire construction areas weekly. Coordinate with, and report findings and corrective actions weekly to Contracting Officer’s Representative (COR) *and* facility Safety Manager.

T. 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.

U. Dispose of waste and debris in accordance with NFPA 241. Remove from buildings daily.

V. Perform other construction, alteration and demolition operations in accordance with 29 CFR 1926.

W. If required, submit documentation to the Contracting Officer’s Representative (COR) that personnel have been trained in the fire safety aspects of working in areas with impaired structural or compartmentalization features.

1.7 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 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.

C. Working space and space available for storing materials shall be as determined by the Contracting Officer’s Representative (COR)

D. Workmen are subject to rules of Medical Center applicable to their conduct.

E. Execute work so as to interfere as little as possible with normal functioning of 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 Contracting Officer’s Representative (COR)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.

F. Phasing: To insure such executions, Contractor shall furnish the Contracting Officer’s Representative (COR) 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 Project Engineer two weeks in advance of the proposed date of starting work in each specific area of site, building or portion thereof. Arrange such phasing dates to insure accomplishment of this work in successive phases mutually agreeable to Medical Center Director, Contracting Officer’s Representative (COR) and Contractor*, as follows:*

Phase I, II & III as indicated on drawings.

G. Building(s) No.2 will be occupied during performance of work; but immediate areas of alterations will be vacated per Phasing Plan.

1. 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.

3. Construction Fence: Before construction operations begin, Contractor shall provide a chain link construction fence, 2.1m (seven feet) minimum height, around the staging/construction area indicated on the drawings. 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. Remove the fence when directed by Contracting Officer’s Representative (COR).

H. 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 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 Contracting Officer’s Representative (COR).

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 Resident 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.

2. Contractor shall submit a request to interrupt any such services to Contracting Officer’s Representative (COR), 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 15 calendar days prior to the desired time and shall be performed as directed by the Contracting Officer’s Representative (COR).

5. In case of a contract construction emergency, service will be interrupted on approval of Contracting Officer’s Representative (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.

I. 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.

J. 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 Contracting Officer’s Representative (COR).

K. Coordinate the work for this contract with other construction operations as directed by Contracting Officer’s Representative (COR). This includes the scheduling of traffic and the use of roadways, as specified in Article, USE OF ROADWAYS.

1.8 ALTERATIONS

A. Survey: Before any work is started, the Contractor shall make a thorough survey with the Contracting Officer’s Representative (COR) and a representative of VA Supply Service, of buildings in which alterations occur and areas which are anticipated routes of access, and furnish a report, signed by all three, to the Contracting Officer. This report shall list by rooms and spaces:

1. 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 Contracting Officer’s Representative (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 Contracting Officer’s Representative (COR) and/or Supply Representative, 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 days before expected partial or final inspection date, the Contractor and Contracting Officer’s Representative (COR) 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 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. 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.

1.9 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 the safe levels are exceeded.

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. Prior to start of work, prepare a

plan detailing project-specific dust protection measures, including periodic status reports, and submit to Engineer and Facility ICRA team 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 Contracting Officer’s Representative (COR) 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 Contracting Officer’s Representative (COR). 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 Contracting Officer’s Representative (COR). 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 one-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 Contracting Officer’s Representative (COR) 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 pre-filter 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 600mm x 900mm (24” 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 Contracting Officer’s Representative (COR) 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.

E. 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.

1.10 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 and/or 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 Contracting Officer’s Representative (COR).

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. The Contractor shall be responsible for disposal of the Hazardous materials Upon removal of hazardous material 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 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

1.11 PROTECTION OF EXISTING STRUCTURES, EQUIPMENT, UTILITIES, AND IMPROVEMENTS

A. The Contractor shall preserve and protect all structures, equipment, and 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.

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 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.

1.12 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 Contracting Officer’s Representative (COR). Existing work to be altered or extended and that is found to be defective in any way, shall be reported to the Contracting Officer’s Representative (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, 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).

1.13 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 Contracting Officer’s Representative (COR)'s review, as often as requested.

C. Contractor shall deliver two approved completed sets of as-built drawings to the Contracting Officer’s Representative (COR) within 15 calendar days after each completed phase and after the acceptance of the project by the Contracting Officer’s Representative (COR).

D. Paragraphs A, B, & C shall also apply to all shop drawings.

E. Paragraphs A, B, & C shall also apply to Specifications.

1.14 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 Resident Engineer. If the equipment is not installed and maintained in accordance with the following provisions, the Resident 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.

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.

1.15 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 Resident Engineer for use of elevators. The Resident Engineer will ascertain that elevators are in proper condition. Contractor may use Loading Dock in B1, Service Elevators Nos. S5 and S6 in Building Nos.126 for daily use between the hours of 5:00 PM and 4:00 AM 8am to 5 pm 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.

1.16 TEMPORARY TOILETS

A. Provide where directed, (for use of all Contractor's workmen) 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;

B. Contractor may have for use of Contractor's workmen, such toilet accommodations as may be assigned to Contractor by Medical Center. Contractor shall keep such places clean and be responsible for any damage done thereto by Contractor's workmen. Failure to maintain satisfactory condition in toilets will deprive Contractor of the privilege to use such toilets.

1.17 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.

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 Contracting Officer’s Representative (COR)'s discretion) of use of water from Medical Center's system.

1.18 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, feed water, 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.

1.19 INSTRUCTIONS

A. Contractor shall furnish Maintenance and Operating manuals (hard copies and electronic) and verbal instructions when required by the various sections of the specifications and as hereinafter specified.

B. Manuals: Maintenance and operating manuals and one compact disc (four hard copies and one electronic copy each) for each separate piece of equipment shall be delivered to the Contracting Officer’s Representative (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: 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 Contracting Officer’s Representative (COR) and shall be considered concluded only when the Contracting Officer’s Representative (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 Contracting Officer’s Representative (COR), does not demonstrate sufficient qualifications in accordance with requirements for instructors above.

1.20 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 be provided by the Government and the Contractor shall be prepared to unload and store such equipment therein upon its receipt at the Medical Center.

D. Notify Contracting Officer in writing, 60 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, 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.

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.

1.21 RELOCATED EQUIPMENT ITEMS

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 Contracting Officer’s Representative (COR).

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.

1.22 ITEMS TO SUBMIT:

After the project has been awarded and other contract procedures are completed with the Contracting Office, the following plans must be

submitted by the selected contractor to the VA Contracting Officer's Representative (COR) for approval:

1. Submittal Register
2. Project Schedule
3. Schedule of Values
4. Fire and Safety Plan
5. Work Plan
6. Quality Control Plan
7. Environmental Protection Plan
8. Waste Management Plan
9. And other product submittals as required.

1.23 General Safety:

A. Follow all federal, state and local safety and health regulations.

B. Maintain safety in the construction site/area in accordance with the provisions of the contract that includes the Occupational Safety and Health Administration (OSHA) Regulations; National Electrical Codes; National Fire Protection Association (NFPA) 70, National Electric Code; and NFPA 101, Life Safety Code. Work in a safe manner and take all proper precautions while performing your work. Extra precautions shall be taken when working around persons occupying the building during construction.

C. Provide Personal Protective Equipment (PPE) for your employees.

D. Post appropriate signs in specific hazardous areas.

E. Keep tools, ladders, etc., away from patients to prevent injuries.

F. Safety Inspections: The professional Occupational Safety and Health staff at this facility will perform safety inspections of all contract operations. Written reports of unsafe practices or conditions will be reported to the COTR and Contracting Officer for immediate attention and resolution.

1.24 Hazardous Materials

A. Many of the operations you are scheduled to perform may involve the use of hazardous materials. Prior to locating hazardous materials on site, all Material Safety Data Sheets (MSDS) will be submitted through the COTR for evaluation by the facility Safety Officer with sufficient advance notice to allow proper training of staff.

B. Storage of hazardous materials within buildings will be minimal with only enough on hand to perform daily work tasks. Flammable materials will either be removed from buildings at the end of the work shift or stored in approved flammable storage containers.

C. Care must be taken to ensure adequate ventilation to remove vapors of hazardous materials in use. Many of the patients being cared for in the facility are susceptible to environmental contaminants, even when odors seem minimal. You will isolate those areas where vapors are produced, and ventilate to the greatest extent possible to reduce the number of complaints.

1.25 Contact with Asbestos Containing Materials

A. Due to the age of buildings, many contain asbestos containing materials (ACM). Primary ACM uses in the medical center includes floor tile, mastic, piping and HVAC insulation. The medical center has performed a comprehensive asbestos survey and has identified accessible ACM. Some areas contain damaged asbestos and should not be accessed without prior abatement.

B. The most common type of ACM insulation you may encounter includes thermal system insulation (TSI) and floor tile. ACM TSI is generally covered with a cloth wrap or lagging, and the asbestos substrate generally appear white in color. Do not sand, drill, gouge or otherwise disturb this type of insulation. Contractors disturbing or releasing asbestos containing materials will be liable for all damages and cleanup costs.

C. Where disturbance of asbestos is likely, it has been addressed in the contract for removal. If contact with the presence of asbestos is presented, stop all work in the immediate area and immediately contact the COTR or Safety Officer to make necessary arrangements for removal.

D. In some areas, asbestos insulation has been identified on elbows, between fiberglass piping insulation, as patching materials among the fiberglass insulation. Fiberglass insulation used in this facility is usually yellow or pink in color, wrapped either by cloth or paper lagging.

E. To protect and ensure all your employees are aware that asbestos containing materials have been used in the construction of this facility, you are required to have them review this section and complete the awareness statement included as Attachment A. Once this documentation has been signed by all employees, forward to the COTR for documentation.

F. A complete assessment of asbestos materials and conditions are available for viewing by contacting the facility Safety Officer. Prior to performing work above any ceiling or starting in a new area, consult with the COTR concerning existing conditions of ACM.

G. Some of the areas in the facility are identified as restricted areas due to condition of ACM. These are readily labeled. Do not enter these areas unless first contacting the COTR. Entry requirements to these areas are awareness of the hazards, proper protective clothing (coveralls and respirators) and personal monitoring in accordance with OSHA requirements.

H. Submit contractor asbestos awareness statements for all persons working on the site prior to commencing work.

Confined Spaces

A. Confined spaces are defined as spaces large enough to be entered, having limited access or egress and that are not designed for permanent human occupancy.

B. If confined spaces are to be entered during the course of work required for this project, a confined space safety plan must be developed by the contractor and submitted to the COR for review.

1.26 Housekeeping

A. Protect patients and VA personnel in occupied areas from the hazards of dust, noise, construction debris and material associated with a

construction environment. Keep work area clear, clean and free of loose debris, construction materials and partially installed work that would create a safety hazard or interfere with VA personnel duties and traffic. Debris and scraps created during demolition and construction are to be removed as required to keep the construction area clean, but shall not be removed less than daily.

B. Poor housekeeping practices represent a safety issue. In the event that poor jobsite organization or accumulation of debris becomes an issue, the COR may, at his discretion, stop all work in the affected areas until the housekeeping issued have been remedied.

C. Wet mop occupied areas clean and remove any accumulation of dust/debris from cutting or drilling from any surface at the end of each workday.

D. Make every effort to keep dust and noise to a minimum at all times. Take special precautions to protect VA equipment from damage including excessive dust.

E. Maintain clear access to mechanical, electrical devices, equipment and main corridors. This will ensure access to existing systems in the event of an emergency.

F. Clean area of all construction debris and dust upon completion of demolition and/or renovation.

G. During construction operations, keep existing finishes protected from damage. Cover and protect all carpets during construction. Any carpets or surfaces damaged as a result of construction activities will be replaced at the contractor expense.

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