

**SECTION 01 00 00  
 GENERAL REQUIREMENTS**

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## SECTION 01 00 00 GENERAL REQUIREMENTS

### 1.1 GENERAL INTENTION

- A. Contractor shall conduct electrical system testing and maintenance for Project (668-09-106) "Electrical Distribution Testing" as required by the project drawings.
- B. Visits to the site by Bidders may be made only by appointment with the Medical Center engineering Officer in charge of the project.
- C. 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 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.
- F. Training:
  - 1. All employees of general contractor or subcontractors shall have the 10-hour OSHA certified Construction Safety course and /or other relevant competency training, as determined by VA CP with input from the ICRA team. All contractor Supervisors and Foremen who oversee construction work shall have the 30-hour OSHA certified Construction Safety course.
  - 2. Submit training records of all such employees for approval before the start of work.

### 1.2 STATEMENT OF BID ITEM(S)

- A. GENERAL CONSTRUCTION: Work shall include but not be limited to the following items as required for the V.A. to obtain a complete and fully functional project. **All works interrupting the day-to-day operation of the Medical Center staff shall be performed during evenings or weekends:**
- A. **Base Bid:** Includes all testing and maintenance as detailed within the project specifications and drawings.

### 1.3 SPECIFICATIONS AND DRAWINGS FOR CONTRACTOR

- A. Contractor shall obtain drawings and specifications by accessing the "Fed Biz Opps" website ( [http://www2.fbo.gov/spg/VA/SpVAMC/postdatePrevDays\\_1.html](http://www2.fbo.gov/spg/VA/SpVAMC/postdatePrevDays_1.html) ) and printing documents as needed.

## **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 project site without appropriate badge. They may also be subject to inspection of their personal effects when entering or leaving the project site. Contractor badges can be obtained at the Projects office.
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. Site specific photographs of contractor's work are authorized.
4. VA reserves the right to close down or shut down the project site and order General Contractor's employees off the premises in the event of a national emergency. The General Contractor may return to the site only with the written approval of the Contracting Officer.

### **C. Guards: Not Applicable**

### **D. Key Control:**

1. The General Contractor shall provide duplicate keys and lock combinations to the Project Engineer for the purpose of security inspections of every area of project including tool boxes.
2. The General Contractor shall turn over all permanent lock cylinders to the VA locksmith for permanent installation. See Section 08 11 13, DOOR HARDWARE and coordinate.

### **E. Document Control: (Not Applicable)**

### **F. 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.

## **1.5 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):  
E84-2007.....Surface Burning Characteristics of Building Materials
2. National Fire Protection Association (NFPA):  
10-2006 .....Standard for Portable Fire Extinguishers  
30-2003 .....Flammable and Combustible Liquids Code  
51B-2003.....Standard for Fire Prevention During Welding, Cutting and  
Other Hot Work  
70-2005 .....National Electrical Code  
241-2004 .....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 Project Engineer and Facility Safety Officer for review for compliance with contract requirements in accordance with Section 01 33 23, SHOP DRAWINGS, PRODUCT DATA AND SAMPLES. Prior to any worker for the contractor or subcontractors beginning work, they shall undergo a safety briefing provided by the general contractor's competent person per OSHA requirements. This briefing shall include information on the construction limits, VAMC safety guidelines, means of egress, break areas, work hours, locations of restrooms, use of VAMC equipment, etc. Documentation shall be provided to the Project Engineer that individuals 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:
  - 1. Install and maintain temporary construction partitions to provide smoke-tight separations between construction areas and adjoining areas per infection control requirements outlined in section 1.34 “Infection Control Requirements.”
  - 2. Install one-hour fire-rated temporary construction partitions as shown on drawings to maintain integrity of existing exit stair enclosures, exit passageways, fire-rated enclosures of hazardous areas, horizontal exits, smoke barriers, vertical shafts and openings enclosures.
  - 3. Close openings in smoke barriers and fire-rated construction to maintain fire ratings. Seal penetrations with listed through-penetration firestop materials in accordance with Section 07 84 00, FIRESTOPPING.
- F. Temporary Heating and Electrical: Install, use and maintain installations in accordance with 29 CFR 1926, NFPA 241 and NFPA 70.
- G. Means of Egress: Do not block exiting for occupied buildings, including paths from exits to roads unless approved by the Project Engineer and facility Safety Officer. Minimize disruptions and coordinate with Project Engineer and facility Safety 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 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.

- K. Standpipes: Install and extend standpipes up with each floor in accordance with 29 CFR 1926 and NFPA 241. Do not charge wet standpipes subject to freezing until weather protected.
- L. Sprinklers: Install, test and activate new automatic sprinklers prior to removing existing sprinklers unless otherwise approved by Project Engineer and facility Safety Officer. Removal of existing automatic sprinklers prior to installation of new sprinkler system will require an alternate fire detection/suppression system.
- 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 Officer . All existing or temporary fire protection systems (fire alarms, sprinklers) located in construction areas shall be tested as coordinated with the medical center policies. Parameters for the testing and results of any tests performed shall be recorded by the contractor and copies provided to the Project Engineer.
- N. Smoke Detectors: Prevent accidental operation. Remove temporary covers at end of work operations each day. Coordinate with Project Engineer and facility Safety Officer.
- O. Hot Work: Perform and safeguard hot work operations in accordance with NFPA 241 and NFPA 51B. Coordinate with Project Engineer. Obtain permits from Project Engineer or facility Safety Officer at least 4 hours in advance.
  - 1. HOT WORK PRACTICES: The following procedures will be followed regarding hot work at the Medical Center. Hot work is defined as cutting with a torch, arc welding, T.I.G. welding, soldering with an open flame, and any other operations involving an open flame.
  - 2. The Contractor is required to obtain a permit for hot work from the Project Engineer. (Obtain form from Project Engineer)The Contractor and the Project Engineer will evaluate each situation and decide on the proper course of action. If there is combustible debris, combustible material adjacent to the work area, or holes in walls or floors, any of which could be flammable, the

Contractor will provide a continuous fire watch, a fire extinguisher, and obtain a permit from the Project Engineer as required.

3. The fire watch will inspect the area for both obvious and concealed sources of combustion during and for a minimum of thirty (30) minutes after completion of the work.

- P. Fire Hazard Prevention and Safety Inspections: Inspect entire construction areas weekly. Coordinate with, and report findings and corrective actions weekly to Project Engineer and facility Safety Officer .
- Q. 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.
- R. Dispose of waste and debris in accordance with NFPA 241. Remove from buildings daily.
- S. 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 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. Contractor will contact local transit authority if work will impact public transportation.

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- D. Working space and space available for storing materials shall be as shown on the drawings. and/or as determined by the Project Engineer.
- E. Workmen are subject to rules of Medical Center applicable to their conduct.
- F. 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 Project Engineer where required by limited working space.
  - 1. Do not store materials and equipment in other than assigned areas.
  - 2. Schedule delivery of materials and equipment to immediate construction working areas within buildings in use by Department of Veterans Affairs in quantities sufficient for not more than two work days. Provide unobstructed access to Medical Center areas required to remain in operation.
  - 3. Where access by Medical Center personnel to vacated portions of buildings is not required, storage of Contractor's materials and equipment will be permitted subject to fire and safety requirements.
- G. Utilities Services: Where necessary to cut existing pipes, electrical wires, conduits, cables, etc., of utility services, or of fire protection systems or communications systems (except telephone), they shall be cut and capped at suitable places where shown; or, in absence of such indication, where directed by Project Engineer. All such actions shall be coordinated with the Utility Company involved:

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

H. Phasing: To insure such executions, Contractor shall furnish the Project Engineer with a schedule of approximate dates on which the Contractor intends to accomplish work in each specific area of site, building or portion thereof. The sequence shall be as follow:

1. Outbuildings
2. Building 1 floor by floor

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 dates to insure accomplishment of this work in successive phases mutually agreeable to Medical Center Director, Project Engineer and Contractor, as follows:

**Phase I: Submittals / Schedule (30 Calendar Days)**

**Phase II: Construction (30 Calendar Days)**

A total of 60 calendar days will be allowed for the testing/maintenance process as outlined above.

- I. All Building will be occupied during performance of work; but immediate areas of alterations will be vacated.
  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's 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.

- J. When a building is turned over to Contractor, Contractor shall accept entire responsibility therefore.
1. Contractor shall maintain a minimum temperature of 4 degrees C (40 degrees F) at all times, except as otherwise specified.
  2. Contractor shall maintain in operating condition existing fire protection and alarm equipment. In connection with fire alarm equipment, Contractor shall make arrangements for pre-inspection of site with Fire Department or Company (Department of Veterans Affairs or municipal) whichever will be required to respond to an alarm from Contractor's employee or watchman.
- K. 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 Project Engineer.
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 Project Engineer. Electrical work shall be accomplished with all affected circuits or equipment de-energized. When an electrical outage cannot be accomplished, work on any energized circuits or equipment shall not commence without the Medical Center Director's prior knowledge and written approval. Refer to specification Sections 26 05 11, REQUIREMENTS FOR ELECTRICAL INSTALLATIONS, 27 05 11 REQUIREMENTS FOR COMMUNICATIONS INSTALLATIONS and 28 05 11, REQUIREMENTS FOR ELECTRONIC SAFETY AND SECURITY INSTALLATIONS for additional requirements.
  2. Contractor shall submit a request to interrupt any such services to Project Engineer, in writing, 72 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 Project Engineer.
  5. In case of a contract construction emergency, service will be interrupted on approval of Project Engineer. Such approval will be confirmed in writing as soon as practical.
  6. Whenever it is required that a connection fee be paid to a public utility provider for new permanent service to the construction project, for such items as water, sewer, electricity, gas or steam, payment of such fee shall be the responsibility of the Government and not the Contractor.
- L. 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. 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 Project Engineer.
- M. Coordinate the work for this contract with other construction operations as directed by Project Engineer. This includes the scheduling of traffic and the use of roadways, as specified in Article, USE OF ROADWAYS.

### **1.7 ALTERATIONS (NOT APPLICABLE)**

### **1.8 INFECTION PREVENTION MEASURES**

- A. Implement the requirements of VAMC's Infection Control Risk Assessment (ICRA) team as outlined in section 1.8.D below. 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 as specified here. Prior to start of work, prepare a plan detailing project-specific dust protection measures, including periodic status reports, and submit to Project 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 Project Engineer and VAMC Infection Control personnel shall review pressure differential monitoring documentation to verify that pressure differentials in the construction zone and in the patient-care rooms are appropriate for their settings. The requirement for negative air pressure in the construction zone shall depend on the location and type of activity. Upon notification, the contractor shall implement corrective measures to restore proper pressure differentials as needed.
  2. In case of any problem, the medical center, along with assistance from the contractor, shall conduct an environmental assessment to find and eliminate the source.
- D. In general, following preventive measures shall be adopted during construction to keep down dust and prevent mold.
1. Dampen debris to keep down dust and provide temporary construction partitions in existing structures where directed by Project Engineer. Blank off ducts and diffusers to prevent circulation of dust into occupied areas during construction.
  2. Do not perform dust producing tasks within occupied areas without the approval of the Project Engineer. For construction in any areas that will remain jointly occupied by the medical Center and Contractor's workers, the Contractor shall:

- a. Provide dust proof // one-hour // two-hour // fire-rated // temporary drywall construction barriers rated as appropriate, 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 Project Engineer and Medical Center.
- b. HEPA filtration is required where the exhaust dust may reenter the breathing zone. Contractor shall verify that construction exhaust to exterior is not reintroduced to the medical center through intake vents, or building openings. Install HEPA (High Efficiency Particulate Accumulator) filter vacuum system rated at 95% capture of 0.3 microns including pollen, mold spores and dust particles. Insure continuous negative air pressures occurring within the work area. HEPA filters should have ASHRAE 85 or other prefilter to extend the useful life of the HEPA. Provide both primary and secondary filtrations units. Exhaust hoses shall be heavy duty, flexible steel reinforced and exhausted so that dust is not reintroduced to the medical center.
- c. Adhesive Walk-off/Carpet Walk-off Mats, minimum 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 Project Engineer and the Medical Center. When, approved, debris shall be hauled in enclosed dust proof containers or wrapped in plastic and sealed with duct tape. No sharp objects should be allowed to cut through the plastic.

Wipe down the exterior of the containers with a damp rag to remove dust. All equipment, tools, material, etc. transported through occupied areas shall be made free from dust and moisture by vacuuming and wipe down.

- f. Using a HEPA vacuum, clean inside the barrier and vacuum ceiling tile prior to replacement. Any ceiling access panels opened for investigation beyond sealed areas shall be sealed immediately when unattended.
  - g. There shall be no standing water during construction. This includes water in equipment drip pans and open containers within the construction areas. All accidental spills must be cleaned up and dried within 12 hours. Remove and dispose of porous materials that remain damp for more than 72 hours.
  - h. At completion, remove construction barriers and ceiling protection carefully, outside of normal work hours. Vacuum and clean all surfaces free of dust after the removal.
- 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.

## **1.9 DISPOSAL AND RETENTION (NOT APPLICABLE)**

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

- A. The Contractor shall preserve and protect all structures, equipment, and vegetation (such as trees, shrubs, and grass) on or adjacent to the work site, which are not to be removed and which do not unreasonably interfere with the work required under this contract. The Contractor shall only remove trees when specifically authorized to do so, and shall avoid damaging vegetation that will remain in place. If any limbs or branches of trees are broken during contract performance, or by the careless operation of equipment, or by

workmen, the Contractor shall trim those limbs or branches with a clean cut and paint the cut with a tree-pruning compound as directed by the Contracting Officer.

- B. The Contractor shall protect from damage all existing improvements and utilities at or near the work site and on adjacent property of a third party, the locations of which are made known to or should be known by the Contractor. The Contractor shall repair any damage to those facilities, including those that are the property of a third party, resulting from failure to comply with the requirements of this contract or failure to exercise reasonable care in performing the work. If the Contractor fails or refuses to repair the damage promptly, the Contracting Officer may have the necessary work performed and charge the cost to the Contractor.

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- 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.

**1.11 RESTORATION (NOT APPLICABLE)**

**1.12 PHYSICAL DATA (NOT APPLICABLE)**

**1.13 PROFESSIONAL SURVEYING SERVICES (NOT APPLICABLE)**

**1.14 LAYOUT OF WORK (NOT APPLICABLE)**

**1.15 AS-BUILT DRAWINGS**

- A. The contractor shall maintain two full size sets of as-built drawings which will be kept current during construction of the project, to include all contract changes, modifications and clarifications.
- B. All variations shall be shown in the same general detail as used in the contract drawings. To insure compliance, as-built drawings shall be made available for the Project Engineer's review, as often as requested.

- C. Contractor shall deliver two approved completed sets of as-built drawings to the Project Engineer within 15 calendar days after each completed phase and after the acceptance of the project by the Project Engineer.
- 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 roads on Medical Center property and, when authorized by the Project Engineer, such temporary roads which are necessary in the performance of contract work. Temporary roads shall be constructed by the Contractor at Contractor's expense. When necessary to cross curbing, sidewalks, or similar construction, they must be protected by well-constructed bridges.
- B. When new permanent roads are to be a part of this contract, Contractor may construct them immediately for use to facilitate building operations. These roads may be used by all who have business thereon within zone of building operations.
- C. When certain buildings (or parts of certain buildings) are required to be completed in advance of general date of completion, all roads leading thereto must be completed and available for use at time set for completion of such buildings or parts thereof.

### **1.17 PROJECT ENGINEER'S FIELD OFFICE (NOT APPLICABLE)**

### **1.18 TEMPORARY USE OF MECHANICAL AND ELECTRICAL EQUIPMENT**

- A. Use of new installed mechanical and electrical equipment to provide heat, ventilation, plumbing, light and power will be permitted subject to compliance with the following provisions:
  - 1. Permission to use each unit or system must be given by Project Engineer. If the equipment is not installed and maintained in accordance with the following provisions, the Project Engineer will withdraw permission for use of the equipment.
  - 2. Electrical installations used by the equipment shall be completed in accordance with the drawings and specifications to prevent damage to the equipment and the electrical systems, i.e. transformers, relays, circuit breakers, fuses, conductors, motor controllers and their overload elements shall be properly sized, coordinated and

- adjusted. Voltage supplied to each item of equipment shall be verified to be correct and it shall be determined that motors are not overloaded. The electrical equipment shall be thoroughly cleaned before using it and again immediately before final inspection including vacuum cleaning and wiping clean interior and exterior surfaces.
3. Units shall be properly lubricated, balanced, and aligned. Vibrations must be eliminated.
  4. Automatic temperature control systems for preheat coils shall function properly and all safety controls shall function to prevent coil freeze-up damage.
  5. The air filtering system utilized shall be that which is designed for the system when complete, and all filter elements shall be replaced at completion of construction and prior to testing and balancing of system.
  6. All components of heat production and distribution system, metering equipment, condensate returns, and other auxiliary facilities used in temporary service shall be cleaned prior to use; maintained to prevent corrosion internally and externally during use; and cleaned, maintained and inspected prior to acceptance by the Government. // Boilers, pumps, feedwater heaters and auxiliary equipment must be operated as a complete system and be fully maintained by operating personnel. Boiler water must be given complete and continuous chemical treatment. //
- B. Prior to final inspection, the equipment or parts used which show wear and tear beyond normal, shall be replaced with identical replacements, at no additional cost to the Government.
- C. This paragraph shall not reduce the requirements of the mechanical and electrical specifications sections.

### **1.19 TEMPORARY USE OF EXISTING ELEVATORS**

- A. Use of existing elevators for handling building materials and Contractor's personnel will be permitted subject to following provisions:
  1. Contractor makes all arrangements with the Project Engineer for use of elevators. The Project Engineer will ascertain that elevators are in proper condition. Contractor may use elevator No.   3  (Freight Elevator) in Building No 1 for daily use as required.

Coordinate usage with Medical Center needs. Medical Center usage will take priority over Contractor usage.

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.

### **1.20 TEMPORARY USE OF NEW ELEVATORS (NOT APPLICABLE)**

### **1.21 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 Project Engineer, 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.
- A'. 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.

### **1.22 AVAILABILITY AND USE OF UTILITY SERVICES**

- A. The Government shall make all reasonably required amounts of utilities available to the Contractor from existing outlets and supplies, as specified in the contract. The amount to be paid by the Contractor for chargeable electrical services shall be the prevailing rates charged to the Government. The Contractor shall carefully conserve any utilities furnished without charge.
- B. The Contractor, at Contractor's expense and in a workmanlike manner satisfactory to the Contracting Officer, shall install and maintain all necessary temporary connections and distribution lines, and all meters required to measure the amount of electricity used for

the purpose of determining charges. Before final acceptance of the work by the Government, the Contractor shall remove all the temporary connections, distribution lines, meters, and associated equipment.

C. Contractor shall install meters at Contractor's expense and furnish the Medical Center a monthly record of the Contractor's usage of electricity as hereinafter specified.

D. Heat: Furnish temporary heat necessary to prevent injury to work and materials through dampness and cold. Use of open salamanders or any temporary heating devices which may be fire hazards or may smoke and damage finished work, will not be permitted.

Maintain minimum temperatures as specified for various materials:

1. Obtain heat by connecting to Medical Center heating distribution system.

a. Steam is available at no cost to Contractor.

E. Electricity (for Construction and Testing): Furnish all temporary electric services.

1. Obtain electricity by connecting to the Medical Center electrical distribution system.

The Contractor shall meter and pay for electricity required for electric cranes and hoisting devices, electrical welding devices and any electrical heating devices providing temporary heat. Electricity for all other uses is available at no cost to the Contractor.

F. Water (for Construction and Testing): Furnish temporary water service.

1. Obtain water by connecting to the Medical Center water distribution system. Provide reduced pressure backflow preventer at each connection. Water is available at no cost to the Contractor.

2. Maintain connections, pipe, fittings and fixtures and conserve water-use so none is wasted. Failure to stop leakage or other wastes will be cause for revocation (at Project Engineer's discretion) of use of water from Medical Center's system.

G. Steam: Furnish steam system for testing required in various sections of specifications.

1. Obtain steam for testing by connecting to the Medical Center steam distribution system. Steam is available at no cost to the Contractor.

2. Maintain connections, pipe, fittings and fixtures and conserve steam-use so none is wasted. Failure to stop leakage or other waste will be cause for revocation (at Project Engineer's discretion), of use of steam from the Medical Center's system.

- H. Fuel: Natural and LP gas and burner fuel oil required for boiler cleaning, normal initial boiler-burner setup and adjusting, and for performing the specified boiler tests will be furnished by the Government. Fuel required for prolonged boiler-burner setup, adjustments, or modifications due to improper design or operation of boiler, burner, or control devices shall be furnished by the Contractor at Contractor's expense.

### **1.23 NEW TELEPHONE EQUIPMENT (NOT APPLICABLE)**

### **1.24 TESTS**

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

## 1.25 INSTRUCTIONS

- A. Contractor shall furnish Maintenance and Operating manuals and verbal instructions when required by the various sections of the specifications and as hereinafter specified.
- B. Manuals: Maintenance and operating manuals (four copies each) for each separate piece of equipment shall be delivered to the Project Engineer coincidental with the delivery of the equipment to the job site. Manuals shall be complete, detailed guides for the maintenance and operation of equipment. They shall include complete information necessary for starting, adjusting, maintaining in continuous operation for long periods of time and dismantling and reassembling of the complete units and sub-assembly components. Manuals shall include an index covering all component parts clearly cross-referenced to diagrams and illustrations. Illustrations shall include "exploded" views showing and identifying each separate item. Emphasis shall be placed on the use of special tools and instruments. The function of each piece of equipment, component, accessory and control shall be clearly and thoroughly explained. All necessary precautions for the operation of the equipment and the reason for each precaution shall be clearly set forth. Manuals must reference the exact model, style and size of the piece of equipment and system being furnished. Manuals referencing equipment similar to but of a different model, style, and size than that furnished will not be accepted.
- C. Instructions: Contractor shall provide qualified, factory-trained manufacturers' representatives to give detailed instructions to assigned Department of Veterans Affairs personnel in the operation and complete maintenance for each piece of equipment. All such training will be at the job site. These requirements are more specifically detailed in the various technical sections. Instructors for all aspects in the operation of the provided equipment in a system shall be available until instructions for all items included in the system have been completed. Instructions shall be given in an integrated, progressive manner. 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 Project Engineer and shall be considered concluded only when the Project Engineer is satisfied in regard to complete and thorough coverage. The Department of Veterans Affairs reserves the right to request the removal of, and substitution for, any instructor who, in the opinion of the

Project Engineer, does not demonstrate sufficient qualifications in accordance with requirements for instructors above.

### **1.26 GOVERNMENT-FURNISHED PROPERTY (NOT APPLICABLE)**

### **1.27 RELOCATED EQUIPMENT AND ITEMS (NOT APPLICABLE)**

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

### **1.29 CONSTRUCTION SIGN (NOT APPLICABLE)**

### **1.30 SAFETY SIGN (NOT APPLICABLE)**

### **1.31 CONSTRUCTION DIGITAL IMAGES (NOT APPLICABLE)**

### **1.32 FINAL ELEVATION DIGITAL IMAGES (NOT APPLICABLE)**

### **1.33 HISTORIC PRESERVATION (NOT APPLICABLE)**

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 Project Engineer verbally, and then with a written follow up.

### **1.34 ASBESTOS FREE CONSTRUCTION MATERIALS**

The General contractor shall ensure that no materials containing asbestos greater than 1% are installed under this contract. General Contractor shall be liable for all costs associated with the removal and replacement of any such materials placed regardless of the date of discovery.

### **1.35 HAZARDOUS MATERIALS**

The General Contractor is required to obtain and maintain a comprehensive file on the jobsite of "Material Safety Data Sheets" (MSDS) for all hazardous or potentially hazardous materials utilized in the construction process. Copies of the individual MSDS sheets will be transmitted to the Project Engineer as they are obtained. Any hazardous or potentially hazardous materials will not be transported to or utilized on the jobsite without the applicable MSDS sheets being on file. The Contractor shall take all

precautions identified by the MSDS for hazardous materials to insure the safety and health of all Contractor employees, VA employees, patients, and visitors.

### 1.36 GREEN ENVIRONMENTAL MANAGEMENT SYSTEM (GEMS)

#### GEMS Awareness Training required for Contractors

All federal agencies are required by Executive Order to implement an Environmental Management System, reduce waste, reduce quantity of toxic and hazardous chemical and materials acquired, used or disposed of, increase diversion of solid waste by recycling, and use sustainable environmental practices (acquisition of bio-based, environmentally preferable, energy-efficient, water-efficient and recycled-content products).

The Department of Veterans Affairs has chosen the term GEMS to refer to the department's Green Environmental Management System. Green Environmental Management Systems have been shown to be a valuable tool to lessen negative impacts on the environment, and create more efficient, cost effective means of providing service to our veterans. **The GEMS program emphasizes importance of compliance to federal, state, and local regulations; encourages pollution prevention strategies whenever possible; and focuses on continued improvement on environmental issues.** The GEMS Program is based on ISO 14001, which relates to Environmental Management Systems (EMS). The EMS provides a framework to review activities performed by, or on behalf of the organization, including work performed by contractors.

Any parties, including contractors, who perform an activity identified as being significant based on the impact on the environment, environmental compliance, exposure risk, etc., must be aware of our facility GEMS program and ways to reduce the environmental impacts. Training for contractors and each member of their staff who is involved in significant activities should include operational controls used to reduce the environmental impacts.

The following construction activities have been identified as significant based on potential environmental impacts:

- Chemical Storage (potential for spills) Hazardous chemicals, if no alternative is available, must be stored in accordance with OSHA, EPA (49 CFR 265 Subpart I), and NFPA requirements. Any hazardous chemicals and wastes must be stored in a manner which would prevent release into the environment and must be disposed of in accordance with local, state and federal regulations. 40 CFR Parts 262-268. See list below of construction waste that is potentially hazardous waste.
- Asbestos Abatement activities 29 CFR 1926.1101

- Activities involving lead, i.e. lead based paint 29 CFR 1926.62
- Recyclable material. All contractors should recycle as much material as possible. The records of materials recycled must be submitted to the COTR for recordkeeping.
- Activities which may result in contaminants (oils, fuel, chemicals, debris) flowing down the storm sewer or on ground surface. 40 CFR 112
- Activities which involve handling of universal wastes (batteries, fluorescent lamps, mercury containing devices-switches, pesticides). 40 CFR Part 273
- Work on refrigerator, air conditioners, other chiller units or other sources of ozone depleting substances. 40 CFR Section 82

**Requirement to Maintain Record of Materials Reused or Recycled**

In accordance with the **Federal Pollution Prevention Act** (source reduction, recycling, treatment and environmentally safe disposal to the environment), **Resource Conservation and Recovery Act** (cradle to grave management of hazardous waste and Federal procurement of recycled products) and **Federal Facilities Compliance Act** (subjects Federal facilities to Federal, State and local waste management and disposal laws and regulations) contractors and project managers are required to monitor waste(s) taken from a project, and certify proper disposal. If recycle or reuse of a waste product (doors, light fixtures, etc.) is possible, reasonable effort should be made to reuse or recycle the product.

Items that are reused or recycled should be logged on the attached Materials Reused/Recycled Record by the Project Manager. At the conclusion of the project, this form shall be reviewed and signed by the Supervisor, Projects Engineering, with a copy given to the Maintenance & Operations Foreman and the GEMS Coordinator for their records.

**Materials Reused or Recycled Record**

<b>Project Number:</b> _____	<b>Project Location:</b> _____		<b>Page</b> _____ <b>of</b> _____
<b>Date:</b> _____			<b>Project Manager:</b> _____
<b>Material being reused/recycled</b>	<b>Reused/Recycled</b>	<b>Quantity</b>	<b>Location Taken</b>
Example: (Plumbing Fixtures)	Reused	3	Plumbing Shop
			Delivered on _____

**Cc: Chief, Projects Engineering  
Maintenance & Operations  
GEMS Program Manager**

<b>Examples of Construction Waste that is Potentially Hazardous Waste</b>
Used oil, hydraulic fluid, diesel fuel, or jet fuel
Soil contaminated with toxic or hazardous pollutants, like those listed above
Waste paints, varnish, solvents, sealers, thinners, resins, roofing cement, adhesives, machinery lubricants, and caulk
Clean up materials (such as rags) contaminated with the items listed above
Drums and containers that once contained the items listed above
Waste carpeting (due to formaldehyde contents)
Lead-based paint, lead flashing or lead solder
Computer monitors and televisions with cathode ray tubes
Gypsum drywall (due to sulfate)
Mercury-containing demolition wastes, (e.g. fluorescent bulbs, broken mercury switches, batteries or thermostats)
Other items that may have inseparable hazardous constituents
<b>Examples of Items that may be reused*</b>
Doors (if in good shape), door locks
Light fixtures, electronics (nurse call wiring, other wiring, etc.), electrical panels, breakers
Sinks, toilets, plumbing fixtures,
Accessories (mirrors and towel dispensers)
Handrails and possibly corner guards
*Items that no longer meet codes, safety or other requirements may not be reused.

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