

**SECTION 01 00 00
GENERAL REQUIREMENTS**

1.1 GENERAL INTENTION

- A. Contractor shall completely prepare site for building operations, including demolition, and furnish all labor, materials, plant and equipment to replace the Fort Smith Admin building roof as required by the scope of work.
- B. 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.
- C. 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.
- D. 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
 - 2. Submit training records of all such employees for approval before the start of work.

1.2 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 an appropriate badge. They may also be subject to inspection of their personal effects when entering or leaving the project site.

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2. For working outside the “regular hours” as defined in the contract, The General Contractor shall give 3 days notice to the COTR. 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 COTR.
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 COTR.

1.3 FIRE SAFETY

- A. Applicable Publications: Publications listed below form part of this Article to the extent referenced. Publications are referenced in text by basic designations only.
 1. American Society for Testing and Materials (ASTM):
 - E84-2009a.....Surface Burning Characteristics of Building Materials
 2. National Fire Protection Association (NFPA):
 - 10-2010Standard for Portable Fire Extinguishers
 - 30-2008Flammable and Combustible Liquids Code
 - 51B-2009Standard for Fire Prevention During Welding, Cutting and Other Hot Work
 - 70-2008National Electrical Code
 - 241-2009Standard for Safeguarding Construction, Alteration, and Demolition Operations
 3. Occupational Safety and Health Administration (OSHA):
 - 29 CFR 1926.....Safety and Health Regulations for Construction
- B. Fire Safety Plan: Establish and maintain a fire protection program in accordance with 29 CFR 1926. Prior to start of work, prepare a plan detailing project-specific fire safety measures, including periodic status reports, and submit to COTR/Cemetery Director for review for compliance with contract requirements in accordance with Section 01 33 23, SHOP DRAWINGS, PRODUCT DATA AND SAMPLES. Prior to any worker for the contractor or subcontractor’s beginning work, they shall undergo a safety briefing provided by the General Contractor’s competent person per OSHA requirements. This briefing shall include information on the construction limits, safety guidelines, means of egress, break areas, work hours, locations of

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restrooms, use of NCA equipment, etc. Documentation shall be provided to the COTR that individuals have undergone the Contractor's safety briefing.

- C. Site and Building Access: Maintain free and unobstructed access to emergency services and for fire, police and other emergency response forces in accordance with NFPA 241.
- D. Separate temporary facilities, such as trailers, storage sheds, and dumpsters, from existing buildings and new construction by distances in accordance with NFPA 241. For small facilities with less than 6 m (20 feet) exposing overall length, separate by 3m (10 feet).
- E. Means of Egress: Do not block exiting for occupied buildings, including paths from exits to roads. Minimize disruptions and coordinate with COTR/Cemetery Director.
- F. Fire Extinguishers: Provide and maintain extinguishers in construction areas and temporary storage areas in accordance with 29 CFR 1926, NFPA 241 and NFPA 10.
- G. Flammable and Combustible Liquids: Store, dispense and use liquids in accordance with 29 CFR 1926, NFPA 241 and NFPA 30.
- H. 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. Request interruptions in accordance with Article, OPERATIONS AND STORAGE AREAS, and coordinate with COTR. All existing or temporary fire protection systems (fire alarms) located in construction areas shall be tested as coordinated with the Cemetery. Parameters for the testing and results of any tests performed shall be recorded by the Cemetery and copies provided to the COTR.
- I. Smoke Detectors: Prevent accidental operation. Remove temporary covers at end of work operations each day. Coordinate with COTR.
- J. Hot Work: Perform and safeguard hot work operations in accordance with NFPA 241 and NFPA 51B. Coordinate with COTR. Designate Contractor's responsible project-site fire prevention program manager to permit hot work.
- K. Fire Hazard Prevention and Safety Inspections: Inspect entire construction areas weekly. Coordinate with, and report findings and corrective actions weekly to COTR.
- L. Smoking: Smoking is prohibited in and adjacent to construction areas inside existing buildings and additions under construction. Smoking is prohibited except in designated smoking rest areas.
- M. Dispose of waste and debris in accordance with NFPA 241. Remove from buildings daily.

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

1.4 OPERATIONS AND STORAGE AREAS

- A. The Contractor shall confine all operations (including storage of materials) on Government premises to areas authorized or approved by the COTR. The Contractor shall hold and save the Government, its officers and agents, free and harmless from liability of any nature occasioned by the Contractor's performance.
- B. Temporary buildings (e.g., storage trailers, office trailers) and utilities may be erected by the Contractor only with the approval of the COTR and shall be built with labor and materials furnished by the Contractor without expense to the Government. The temporary buildings and utilities shall remain the property of the Contractor and shall be removed by the Contractor at its expense upon completion of the work.
- C. The Contractor shall, under regulations prescribed by the COTR, use only established roadways, or use temporary roadways constructed by the Contractor when and as authorized by the COTR. When materials are transported in prosecuting the work, vehicles shall not be loaded beyond the loading capacity recommended by the manufacturer of the vehicle or prescribed by any Federal, State, or local law or regulation. When it is necessary to cross curbs or sidewalks, the Contractor shall protect them from damage. The Contractor shall repair or pay for the repair of any damaged curbs, sidewalks, or roads. **(FAR 52.236-10)**
- D. Working space and space available for storing materials shall be as determined by the COTR.
- E. Workmen are subject to rules of the Cemetery applicable to their conduct.
- F. Execute work so as to interfere as little as possible with normal functioning of Cemetery as a whole, including operations of utility services, fire protection systems and any existing equipment, and with work being done by others.
 - 1. Do not store materials and equipment in other than assigned areas.
 - 2. Schedule delivery of materials and equipment to immediate construction working areas within buildings in use by the Department of Veterans Affairs in quantities sufficient for not more than two work days. Provide unobstructed access to the Cemetery areas required to remain in operation.
- G. Building(s) will be occupied during performance of work. The Contractor shall take all measures and provide all material necessary for protecting existing equipment and property in affected

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areas of construction against dust and debris, so that equipment and affected areas to be used in the Cemetery's operations will not be hindered. The Contractor shall permit access to Department of Veterans Affairs personnel 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 Cemetery operations will continue during the construction period.

- H. To minimize interference of construction activities with flow of Cemetery traffic, comply with the following:
 - 1. Keep roads, walks and entrances to grounds, to parking and to occupied areas of buildings clear of construction materials, debris and standing construction equipment and vehicles.
- I. Coordinate the work for this contract with other construction operations as directed by COTR. This includes the scheduling of traffic and the use of roadways, as specified in Article, USE OF ROADWAYS.
- J. Coordination of Construction with Cemetery Director: The burial activities at a National Cemetery shall take precedence over construction activities. The Contractor must cooperate and coordinate with the Cemetery Director, through the COTR, in arranging construction schedule to cause the least possible interference with Cemetery activities in actual burial areas. Construction noise during the interment services shall not disturb the service. Trucks and workmen shall not pass through the service area during this period:
 - 1. The Contractor is required to discontinue his work sufficiently in advance of Easter Sunday, Mother's Day, Father's Day, Memorial Day, Veteran's Day and/or Federal holidays, to permit him to clean up all areas of operation adjacent to existing burial plots before these dates.
 - 2. Cleaning up shall include the removal of all equipment, tools, materials and debris and leaving the areas in a clean, neat condition.

1.5 ALTERATIONS

- 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.

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3. Protect the interior of existing structures at all times, from damage, dust and weather inclemency.

1.6 ENVIRONMENTAL CONTROLS

- A. In general, following preventive measures shall be adopted during construction to keep down dust and prevent mold.
 1. Dampen debris to keep down dust and provide temporary construction partitions in existing structures where directed by COTR. Block off ducts and diffusers to prevent circulation of dust into occupied areas during construction.
- B. Vacuum and wet mop all transition areas from construction to the occupied Cemetery buildings at the end of each workday.
- C. Final Cleanup:
 1. Upon completion of the project, or as work progresses, remove all construction debris from above ceiling, vertical shafts and utility chases that have been part of the construction.
 2. All new air ducts shall be cleaned prior to final inspection.

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

1.8 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

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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 COTR.

- 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 COTR 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.

1.9 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 COTR. Existing work to be altered or extended and that is found to be defective in any way, shall be reported to the COTR 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 the Contractor's own expense, the Contractor shall immediately restore to service and repair any damage caused by the Contractor's workmen to existing piping and conduits, wires, cables, etc., of utility services or of fire protection systems and communications systems (including

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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).

1.10 USE OF ROADWAYS

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

1.11 TEMPORARY TOILETS

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

1.12 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 Contractor shall carefully conserve any utilities furnished without charge.
- B. The Contractor, at Contractor's expense and in a workmanlike manner satisfactory to the COTR, 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.

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1.13 HISTORIC PRESERVATION

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 COTR verbally, and then with a written follow up.

1.14 PROJECT HEALTH AND SAFETY PLAN

- A. Prior to commencing any construction, the Contractor shall submit a site specific Project Health and Safety Plan (PHSP). At a minimum, the PHSP shall cover the following topics:
1. Organizational structure (including Responsible Persons)
 2. Site Characterization and Job Hazard Identification
 3. Site Control and Security
 4. Training
 5. Medical Surveillance
 6. PPE
 7. Exposure Monitoring
 8. Heat Stress⁹
 9. Spill Containment
 10. Decontamination
 11. Emergency Response
 12. Confined Spaces
 13. Hoisting Operations
 14. Trench Safety
 15. Lockout/Tagout

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