

**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 perform testing, adjusting and balancing of the heating, ventilation and air conditioning systems as per contract Statement of Work.
- B. Visits to the site by Bidders may be made only by appointment with the Contracting Officer.
- 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.

**1.3 STATEMENT OF BID ITEM(S)**

ITEM I, Perform testing, adjustment and balancing (TAB) of selected outlets, inlets, rooms and areas as listed in the project documents.

**1.4 SPECIFICATIONS AND DRAWINGS FOR CONTRACTOR**

- A. 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 facility without appropriate badge. They may also be subject to inspection of their personal effects when entering or leaving the project site.
  - 2. Before starting work the General Contractor shall give one week's notice to the Contracting Officer's Representative (COR) and Contracting Officer so that security arrangements can be

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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 / Sub 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. Document Control:

1. The General Contractor is responsible for safekeeping of all drawings, project manuals and other project information. This information shall be shared only with those with a specific need to accomplish the project.
2. All paper waste or electronic media such as DVD's, CD's and diskettes shall be shredded and destroyed in a manner acceptable to the VA.
3. Notify COR, Contracting Officer and Site Security Officer immediately when there is a loss or compromise of "sensitive information".

**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. The Contractor shall, under regulations prescribed by the Contracting Officer, use only established roadways. Vehicles shall not be loaded beyond the loading capacity recommended by the manufacturer of the vehicle or prescribed by any Federal, State, or local law or regulation. When it is necessary to cross curbs or sidewalks, the Contractor shall protect them from damage. The Contractor shall repair or pay for the repair of any damaged curbs, sidewalks, or roads.
- D. Working space and space available for storing materials shall be as determined by the COR.
- 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

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noises through the building structure, are not permitted in buildings that are occupied jointly by patients or medical personnel, and Contractor's personnel, except as permitted by COR.

1. Do not store materials and equipment in other than assigned areas.

G. Phasing:

1. Contractor shall furnish the COR with a schedule of approximate dates on which the Contractor intends to accomplish work in each specific area of site, building or portion thereof. In addition, Contractor shall notify the COR two weeks in advance of the proposed date of starting work. Arrange dates to insure accomplishment of this work in successive phases mutually agreeable COR and Contractor.

H. All Buildings will be occupied during performance of work

- I. 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 project materials, debris and vehicles.

J. Coordinate the work for this contract with other construction operations as directed by COR.

**1.7 ALTERATIONS NOT APPLICABLE**

**1.8 DISPOSAL AND RETENTION NOT APPLICABLE**

**1.9 PROTECTION OF EXISTING VEGETATION, STRUCTURES, EQUIPMENT, UTILITIES, AND IMPROVEMENTS NOT APPLICABLE**

**1.10 RESTORATION NOT APPLICABLE**

**1.11 PHYSICAL DATA NOT APPLICABLE**

**1.12 PROFESSIONAL SURVEYING SERVICES NOT APPLICABLE**

**1.13 LAYOUT OF WORK NOT APPLICABLE**

**1.14 AS-BUILT DRAWINGS NOT APPLICABLE**

**1.15 USE OF ROADWAYS NOT APPLICABLE**

**1.16 RESIDENT ENGINEER'S FIELD OFFICE NOT APPLICABLE**

**1.17 TEMPORARY USE OF MECHANICAL AND ELECTRICAL EQUIPMENT NOT APPLICABLE**

**1.18 TEMPORARY USE OF EXISTING ELEVATORS**

- A. Use of existing elevators for handling equipment and Contractor's personnel will be permitted subject to following provisions:

1. Priority shall be given to gurneys / beds when occupied by a patient.

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2. Contractor shall leave the elevator at the first available floor in the event of a medical emergency or if requested to do so by a VA police officer.
- 3 Contractors personnel will refrain from "holding" or otherwise unnecessarily delaying the movement of the elevator.

**1.19 TEMPORARY USE OF NEW ELEVATORS NOT APPLICABLE**

**1.20 TEMPORARY TOILETS**

- A. Contractor may have for use of Contractor's workmen, such toilet accommodations as may be assigned to Contractor by the 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.

**1.21 AVAILABILITY AND USE OF UTILITY SERVICES NOT APPLICABLE**

**1.22 NEW TELEPHONE EQUIPMENT NOT APPLICABLE**

**1.23 TESTS NOT APPLICABLE**

**1.24 INSTRUCTIONS NOT APPLICABLE**

**1.25 GOVERNMENT-FURNISHED PROPERTY NOT APPLICABLE**

**1.26 RELOCATED // EQUIPMENT // ITEMS // NOT APPLICABLE**

**1.27 STORAGE SPACE FOR DEPARTMENT OF VETERANS AFFAIRS EQUIPMENT NOT APPLICABLE**

**1.28 CONSTRUCTION SIGN NOT APPLICABLE**

**1.29 SAFETY SIGN NOT APPLICABLE**

**1.30 PHOTOGRAPHIC DOCUMENTATION NOT APPLICABLE**

**1.31 FINAL ELEVATION DIGITAL IMAGES NOT APPLICABLE**

**1.32 HISTORIC PRESERVATION NOT APPLICABLE**

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