

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. Design-Build Contractor (DB-C) shall completely prepare site and the AMA Bridge Structure for operations, including demolition and removal of existing structure components, and furnish labor and materials and perform work for the retrofit of the AMA Bridge as required by the Design-Build Scope of Work.

Visits to the site by Bidders may be made only by appointment with the Contracting Officer Technical Representative (COTR) and/or Contracting Officer.

- B. Before purchasing and/or installing any material or equipment subjected to approval, the DB-C shall submit for review and approval such material or equipment. VA reserves the right to review all material and equipment to be used or installed in the project.

- C. All employees of Design-Build Team (DB-Team) 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)

- A. ITEM I, Design: The DB-A/E shall provide, but not limited to: all surveys, assessments, technical studies, analyses, design, permits, construction documents, technical specifications, and technical expertise that are deemed necessities for the proper execution of the project design described in the scope of work.

ITEM II, Construction: The DB-C shall provide, but not limited to: all labor, material, tools, equipment, and construction services that are deemed necessities for the proper construction and execution of the project described in the scope of work.

B. ALTERNATE NO. 1: Furnish and install a lightning protection system (If necessary).

C. ALTERNATE NO. 2: Major structural alterations to the existing building structure in order to comply with current codes and regulations (If necessary).

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 DB-Team 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. Before starting the construction work the DB-C shall give one week's 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 DB-C's employees off the premises in the event of a national emergency. The DB-C may return to the site only with the written approval of the Contracting Officer.

C. Guards:

1. The DB-Team shall be responsible of all the equipment, materials and project related items left in the construction site and/or its premises. After construction hours, the DB-Team may provide unarmed guards at the project site if they considers is necessary.
2. If necessary, the DB-Team shall provide the guards and VA police with communication devices as directed.

D. Key Control:

1. The General Contractor shall provide duplicate keys and lock combinations to the Contracting officers representative (COR) and COTR for the purpose of security inspections of every area of project including tool boxes and parked machines and take any emergency action.
2. The DB-Team shall turn over all permanent lock cylinders to the VA locksmith for permanent installation.

E. Document Control:

1. Before starting any work, the DB-Team/Sub Contractors shall submit an electronic security memorandum describing the approach to following goals and maintaining confidentiality of "sensitive information".
2. The DB-Team 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".
7. All electronic information shall be stored in specified location following VA standards and procedures using an Engineering Document Management Software (EDMS).
 - a. Security, access and maintenance of all project drawings, both scanned and electronic shall be performed and tracked through the EDMS system.
 - b. "Sensitive information" including drawings and other documents may be attached to e-mail provided all VA encryption procedures are followed.

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. A limited number of (2 to 5) permits shall be issued for DB-Team and its employees for parking in designated areas only.

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.

(FAR 52.236-10)

D. Working space and space available for storing materials shall be as shown on the drawings and/or as determined by the COTR.

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 COTR and/or 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. Phasing:

The Medical Center must maintain its operation 24 hours a day 7 days a week. Therefore, any interruption in service must be scheduled and coordinated with the COR to ensure that no lapses in operation occur. It is the CONTRACTOR'S responsibility to develop a work plan and schedule detailing, at a minimum, the procedures to be employed, the equipment and materials to be used, the interim life safety measure to be used during the work, and a schedule defining the duration of the work with milestone subtasks.

To insure proper execution, Contractor shall furnish the COTR and 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 COTR and COR two weeks in advance of the proposed date of starting work in each specific area of site, building or portion thereof.

H. When a building and/or construction site is turned over to Contractor, Contractor shall accept entire responsibility including upkeep and maintenance 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.

I. 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 COTR and/or 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 Contracting Officer. 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 a detailed work plan, the Medical Center Director's prior knowledge and written approval.
 2. Contractor shall submit a request to interrupt any such services to COTR and/or COR, in writing, 14 days 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 21 calendar days prior to the desired time and shall be performed as directed by the COTR and/or COR.
 5. In case of a contract construction emergency, service will be interrupted on approval of Contracting Officer. 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.
- J. 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 at the main, branch or panel they originate from. 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.

K. 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 with approval.
2. Method and scheduling of required cutting, altering and removal of existing roads, walks and entrances must be approved by the COTR and/or CO.

L. Coordinate the work for this contract with other construction operations as directed by COTR and/or COR. This includes the scheduling of traffic and the use of roadways, as specified in Article, USE OF ROADWAYS.

1.7. ALTERATIONS

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

1. Existing condition and types of resilient flooring, doors, windows, walls and other surfaces not required to be altered throughout // affected areas of building.
2. Existence and conditions of items such as plumbing fixtures and accessories, electrical fixtures, equipment, venetian blinds, shades, etc., required by drawings to be either reused or relocated, or both.
3. Shall note any discrepancies between drawings and existing conditions at site.
4. 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 COTR and/or 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 COTR and/or 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 COTR and/or 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.

1.8. 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 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 COTR.
 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.

1.9. 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.

(FAR 52.236-9)

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

- Providing adequately maintained sanitary facilities.

1.10. 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. Existing work to be altered or extended and that is found to be defective in any way, shall be reported to the COTR and 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 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).

1.11. PHYSICAL DATA

- A. Data and information furnished or referred to below is for the Contractor's information. The Government shall not be responsible for any interpretation of or conclusion drawn from the data or information by the Contractor.

(FAR 52.236-4)

- B. Government does not guarantee that other materials will not be encountered nor that proportions, conditions or character of several materials will not vary from those indicated by explorations. Bidders are expected to examine site of work and logs of borings; and, after investigation, decide for themselves character of materials and make their bids accordingly. Upon proper application to Department of Veterans Affairs, bidders will be permitted to make subsurface explorations of their own at site.

1.12. PROFESSIONAL SURVEYING SERVICES

A registered professional land surveyor or registered civil engineer whose services are retained and paid for by the Contractor shall perform services specified herein and in other specification sections. The Contractor shall certify that the land surveyor or civil engineer is not one who is a regular employee of the Contractor, and that the land surveyor or civil engineer has no financial interest in this contract.

1.13. LAYOUT OF WORK

- A. The Contractor shall lay out the work from Government established base lines and bench marks, indicated on the drawings, and shall be responsible for all measurements in connection with the layout. The Contractor shall furnish, at Contractor's own expense, all stakes, templates, platforms, equipment, tools, materials, and labor required to lay out any part of the work. The Contractor shall be responsible for executing the work to the lines and grades that may be established or indicated by the Contracting Officer. The Contractor shall also be responsible for maintaining and preserving all stakes and other marks established by the Contracting Officer until authorized to remove them. If such marks are destroyed by the Contractor or through Contractor's negligence before their removal is authorized, the Contracting Officer may replace them and deduct the expense of the replacement from any amounts due or to become due to the Contractor.

(FAR 52.236-17)

- B. Following completion of general mass excavation and before any other permanent work is performed, establish and plainly mark (through use of appropriate batter boards or other means) sufficient additional survey control points or system of points as may be necessary to assure proper alignment, orientation, and grade of all major features of work. Survey

shall include, but not be limited to, location of lines and grades of footings, exterior walls, center lines of columns in both directions, major utilities and elevations of floor slabs:

1. Such additional survey control points or system of points thus established shall be checked and certified by a registered land surveyor or registered civil engineer. Furnish such certification to the COTR before any work (such as footings, floor slabs, columns, walls, utilities and other major controlling features) is placed.

C. Whenever changes from contract drawings are made in line or grading requiring certificates, record such changes on a reproducible drawing bearing the registered land surveyor or registered civil engineer seal, and forward these drawings upon completion of work to COTR and COR.

D. The Contractor shall perform the surveying and layout work of this and other articles and specifications in accordance with the provisions of Article "Professional Surveying Services".

1.14. 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 COTR's review, as often as requested.

C. Contractor shall deliver two approved completed sets of as-built drawings in the electronic version (scanned PDF) to the COTR and COR within 15 calendar days after each completed phase and after the acceptance of the project by the COTR and CO.

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

1.15. USE OF ROADWAYS

A. For hauling, use only established public roads and roads on Medical Center property and, when authorized by the COTR or COR, such temporary roads which are necessary in the performance of contract work. Temporary roads shall be constructed and restoration performed 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.

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.

1.16. 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 written approval and compliance with the following provisions:
1. Permission to use each unit or system must be given by Contracting Officer in writing. If the equipment is not installed and maintained in accordance with the written agreement and following provisions, the Contracting Officer 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. Installation of temporary electrical equipment or devices shall be in accordance with NFPA 70, National Electrical Code, (2014 Edition), Article 590, *Temporary Installations*. 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.
- D. Any damage to the equipment or excessive wear due to prolonged use will be repaired replaced by the contractor at the contractor's expense.

1.17. TEMPORARY TOILETS

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

1.18. AVAILABILITY AND USE OF UTILITY SERVICES

- A. Electricity (for all project related works): The contractor shall provide and furnish all temporary electric services, as required by project needs.

- B. Water (for all project related works): The contractor shall provide and furnish temporary water service, as required by project needs.
- C. The Contractor shall be responsible of provide all temporary utilities needed for the proper execution of the project.

1.19. TESTS

- A. 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.
- B. Mechanical and electrical systems shall be balanced, controlled and coordinated. A system is defined as the entire system 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 system 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.
- C. All related components as defined above shall be functioning when any system component is tested. Tests shall be completed within a reasonably period of time during which operating and environmental conditions remain reasonably constant and are typical of the design conditions.
- D. 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.

1.20. 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 COTR 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 training 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 COTR and shall be considered concluded only when the COTR and COR is satisfied in regard to complete and thorough coverage. The contractor shall submit a course outline with associated material to the COR for review and approval prior to scheduling training to ensure the subject matter covers the expectations of the VA and the contractual requirements. The Department of Veterans Affairs reserves the right to request the removal of, and substitution for, any instructor

who, in the opinion of the COTR or COR, does not demonstrate sufficient qualifications in accordance with requirements for instructors above.

1.21. PHOTOGRAPHIC DOCUMENTATION

- A. During the construction period through completion, provide photographic documentation of construction progress and at selected milestones including electronic indexing, navigation, storage and remote access to the documentation, as per these specifications.
- B. Photographic documentation elements:
 - 1. Each digital image shall be taken with a professional grade camera with minimum size of 6 megapixels (MP) capable of producing 200x250mm (8 x 10 inch) prints with a minimum of 2272 x 1704 pixels and 400x500mm (16 x 20 inch) prints with a minimum 2592 x 1944 pixels.
 - 2. Construction progress for all trades shall be tracked at pre-determined intervals, but not less than once every thirty (30) calendar days ("Progressions"). Progression documentation shall track both the exterior and interior construction of the building. Exterior Progressions shall track 360 degrees around the site and each building. Interior Progressions shall track interior improvements beginning when stud work commences and continuing until Project completion.
 - 3. Weekly (21 Max) Site Progressions - Photographic documentation capturing the project at different stages of construction. These progressions shall capture underground utilities, excavation, grading, backfill, landscaping and road construction throughout the duration of the project.
 - 4. Regular (8 max) interior progressions of all walls of the entire project to begin at time of substantial framed or as directed by the Resident Engineer // COR // through to completion.
- C. Upon completion of the project, final copies of the documentation (the "Permanent Record") with the indexing and navigation system embedded (and active) shall be provided in an electronic media format, typically a DVD or external hard-drive. Permanent Record shall have Building Information Modeling (BIM) interface capabilities.

1.22. FINAL ELEVATION DIGITAL IMAGES

- A. A minimum of two (2) images of each elevation shall be taken with a minimum 6 MP camera, with different settings to allow the COTR to select the image to be printed. All images are provided to the COTR on a CD.
- B. Photographs shall be taken upon completion, including landscaping. They shall be taken on a clear sunny day to obtain sufficient detail to show depth and to provide clear, sharp pictures. Pictures shall be 400 mm x 500 mm (16 by 20 inches), printed on regular weight paper, matte finish archival grade photographic paper and produced by a RA4 process from the digital image with a minimum 300 PPI. Identifying data shall be carried on label affixed to back of photograph without damage to photograph and shall be similar to that provided for final construction photographs.

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

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SECTION 01 42 19
REFERENCE STANDARDS

PART 1 - GENERAL

1.1 DESCRIPTION

This section specifies the availability and source of references and standards specified in the project manual under paragraphs APPLICABLE PUBLICATIONS and/or shown on the drawings.

1.2 AVAILABILITY OF SPECIFICATIONS LISTED IN THE GSA INDEX OF FEDERAL SPECIFICATIONS, STANDARDS AND COMMERCIAL ITEM DESCRIPTIONS FPMR PART 101-29 (FAR 52.211-1) (AUG 1998)

- A. The GSA Index of Federal Specifications, Standards and Commercial Item Descriptions, FPMR Part 101-29 and copies of specifications, standards, and commercial item descriptions cited in the solicitation may be obtained for a fee by submitting a request to - GSA Federal Supply Service, Specifications Section, Suite 8100, 470 East L'Enfant Plaza, SW, Washington, DC 20407, Telephone (202) 619-8925, Facsimile (202) 619-8978.
- B. If the General Services Administration, Department of Agriculture, or Department of Veterans Affairs issued this solicitation, a single copy of specifications, standards, and commercial item descriptions cited in this solicitation may be obtained free of charge by submitting a request to the addressee in paragraph (a) of this provision. Additional copies will be issued for a fee.

1.3 AVAILABILITY FOR EXAMINATION OF SPECIFICATIONS NOT LISTED IN THE GSA INDEX OF FEDERAL SPECIFICATIONS, STANDARDS AND COMMERCIAL ITEM DESCRIPTIONS (FAR 52.211-4) (JUN 1988)

The specifications and standards cited in this solicitation can be examined at the following location:

DEPARTMENT OF VETERANS AFFAIRS
Office of Construction & Facilities Management
Facilities Quality Service (00CFM1A)
425 Eye Street N.W, (sixth floor)
Washington, DC 20001
Telephone Numbers: (202) 632-5249 or (202) 632-5178
Between 9:00 AM - 3:00 PM

1.4 AVAILABILITY OF SPECIFICATIONS NOT LISTED IN THE GSA INDEX OF FEDERAL SPECIFICATIONS, STANDARDS AND COMMERCIAL ITEM DESCRIPTIONS (FAR 52.211-3) (JUN 1988)

The specifications cited in this solicitation may be obtained from the associations or organizations listed below.

AA	Aluminum Association Inc. http://www.aluminum.org
AABC	Associated Air Balance Council http://www.aabchq.com
AAMA	American Architectural Manufacturer's Association http://www.aamanet.org
AAN	American Nursery and Landscape Association http://www.anla.org
AASHTO	American Association of State Highway and Transportation Officials http://www.aashto.org
AATCC	American Association of Textile Chemists and Colorists http://www.aatcc.org
ACGIH	American Conference of Governmental Industrial Hygienists http://www.acgih.org
ACI	American Concrete Institute http://www.aci-int.net
ACPA	American Concrete Pipe Association http://www.concrete-pipe.org
ACPPA	American Concrete Pressure Pipe Association http://www.acppa.org
ADC	Air Diffusion Council http://flexibleduct.org
AGA	American Gas Association http://www.aga.org

AGC	Associated General Contractors of America http://www.agc.org
AGMA	American Gear Manufacturers Association, Inc. http://www.agma.org
AHAM	Association of Home Appliance Manufacturers http://www.aham.org
AIA	American Institute of Architects http://www.aia.org
AISC	American Institute of Steel Construction http://www.aisc.org
AISI	American Iron and Steel Institute http://www.steel.org
AITC	American Institute of Timber Construction http://www.aitc-glulam.org
AMCA	Air Movement and Control Association, Inc. http://www.amca.org
ANLA	American Nursery & Landscape Association http://www.anla.org
ANSI	American National Standards Institute, Inc. http://www.ansi.org
APA	The Engineered Wood Association http://www.apawood.org
ARI	Air-Conditioning and Refrigeration Institute http://www.ari.org
ASAE	American Society of Agricultural Engineers http://www.asae.org
ASCE	American Society of Civil Engineers http://www.asce.org

ASHRAE	American Society of Heating, Refrigerating, and Air-Conditioning Engineers http://www.ashrae.org
ASME	American Society of Mechanical Engineers http://www.asme.org
ASSE	American Society of Sanitary Engineering http://www.asse-plumbing.org
ASTM	American Society for Testing and Materials http://www.astm.org
AWI	Architectural Woodwork Institute http://www.awinet.org
AWS	American Welding Society http://www.aws.org
AWWA	American Water Works Association http://www.awwa.org
BHMA	Builders Hardware Manufacturers Association http://www.buildershardware.com
BIA	Brick Institute of America http://www.bia.org
CAGI	Compressed Air and Gas Institute http://www.cagi.org
CGA	Compressed Gas Association, Inc. http://www.cganet.com
CI	The Chlorine Institute, Inc. http://www.chlorineinstitute.org
CISCA	Ceilings and Interior Systems Construction Association http://www.cisca.org
CISPI	Cast Iron Soil Pipe Institute http://www.cispi.org

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CLFMI	Chain Link Fence Manufacturers Institute http://www.chainlinkinfo.org
CPMB	Concrete Plant Manufacturers Bureau http://www.cpmc.org
CRA	California Redwood Association http://www.calredwood.org
CRSI	Concrete Reinforcing Steel Institute http://www.crsi.org
CTI	Cooling Technology Institute http://www.cti.org
DHI	Door and Hardware Institute http://www.dhi.org
EGSA	Electrical Generating Systems Association http://www.egsa.org
EEI	Edison Electric Institute http://www.eei.org
EPA	Environmental Protection Agency http://www.epa.gov
ETL	ETL Testing Laboratories, Inc. http://www.etl.com
FAA	Federal Aviation Administration http://www.faa.gov
FCC	Federal Communications Commission http://www.fcc.gov
FPS	The Forest Products Society http://www.forestprod.org
GANA	Glass Association of North America http://www.cssinfo.com/info/gana.html/

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FM	Factory Mutual Insurance http://www.fmglobal.com
GA	Gypsum Association http://www.gypsum.org
GSA	General Services Administration http://www.gsa.gov
HI	Hydraulic Institute http://www.pumps.org
HPVA	Hardwood Plywood & Veneer Association http://www.hpva.org
ICBO	International Conference of Building Officials http://www.icbo.org
ICEA	Insulated Cable Engineers Association Inc. http://www.icea.net
\ICAC	Institute of Clean Air Companies http://www.icac.com
IEEE	Institute of Electrical and Electronics Engineers http://www.ieee.org
IMSA	International Municipal Signal Association http://www.imsasafety.org
IPCEA	Insulated Power Cable Engineers Association
NBMA	Metal Buildings Manufacturers Association http://www.mbma.com
MSS	Manufacturers Standardization Society of the Valve and Fittings Industry Inc. http://www.mss-hq.com
NAAMM	National Association of Architectural Metal Manufacturers http://www.naamm.org

NAPHCC	Plumbing-Heating-Cooling Contractors Association http://www.phccweb.org.org
NBS	National Bureau of Standards See - NIST
NBBPVI	National Board of Boiler and Pressure Vessel Inspectors http://www.nationboard.org
NEC	National Electric Code See - NFPA National Fire Protection Association
NEMA	National Electrical Manufacturers Association http://www.nema.org
NFPA	National Fire Protection Association http://www.nfpa.org
NHLA	National Hardwood Lumber Association http://www.natlhardwood.org
NIH	National Institute of Health http://www.nih.gov
NIST	National Institute of Standards and Technology http://www.nist.gov
NLMA	Northeastern Lumber Manufacturers Association, Inc. http://www.nelma.org
NPA	National Particleboard Association 18928 Premiere Court Gaithersburg, MD 20879 (301) 670-0604
NSF	National Sanitation Foundation http://www.nsf.org
NWWDA	Window and Door Manufacturers Association http://www.nwwda.org

OSHA	Occupational Safety and Health Administration Department of Labor http://www.osha.gov
PCA	Portland Cement Association http://www.portcement.org
PCI	Precast Prestressed Concrete Institute http://www.pci.org
PPI	The Plastic Pipe Institute http://www.plasticpipe.org
PEI	Porcelain Enamel Institute, Inc. http://www.porcelainenamel.com
PTI	Post-Tensioning Institute http://www.post-tensioning.org
RFCI	The Resilient Floor Covering Institute http://www.rfci.com
RIS	Redwood Inspection Service See - CRA
RMA	Rubber Manufacturers Association, Inc. http://www.rma.org
SCMA	Southern Cypress Manufacturers Association http://www.cypressinfo.org
SDI	Steel Door Institute http://www.steeldoor.org
IGMA	Insulating Glass Manufacturers Alliance http://www.igmaonline.org
SJI	Steel Joist Institute http://www.steeljoist.org
SMACNA	Sheet Metal and Air-Conditioning Contractors National Association, Inc. http://www.smacna.org

SSPC	The Society for Protective Coatings http://www.sspc.org
STI	Steel Tank Institute http://www.steeltank.com
SWI	Steel Window Institute http://www.steelwindows.com
TCA	Tile Council of America, Inc. http://www.tileusa.com
TEMA	Tubular Exchange Manufacturers Association http://www.tema.org
TPI	Truss Plate Institute, Inc. 583 D'Onofrio Drive; Suite 200 Madison, WI 53719 (608) 833-5900
UBC	The Uniform Building Code See ICBO
UL	Underwriters' Laboratories Incorporated http://www.ul.com
ULC	Underwriters' Laboratories of Canada http://www.ulc.ca
WCLIB	West Coast Lumber Inspection Bureau 6980 SW Varns Road, P.O. Box 23145 Portland, OR 97223 (503) 639-0651
WRCLA	Western Red Cedar Lumber Association P.O. Box 120786 New Brighton, MN 55112 (612) 633-4334
WWPA	Western Wood Products Association http://www.wwpa.org

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SECTION 01 32 16.17
PROJECT SCHEDULES
(SMALL PROJECTS - DESIGN/BUILD)

PART 1- GENERAL

1.1 DESCRIPTION:

- A. The Contractor shall develop a Critical Path Method (CPM) plan and schedule demonstrating fulfillment of the contract requirements (Project Schedule), and shall keep the Project Schedule up-to-date in accordance with the requirements of this section and shall utilize the plan for scheduling, coordinating and monitoring work under this contract (including all activities of subcontractors, equipment vendors and suppliers). Conventional Critical Path Method (CPM) technique shall be utilized to satisfy both time and cost applications.

1.2 CONTRACTOR'S REPRESENTATIVE:

- A. The Contractor shall designate an authorized representative responsible for the Project Schedule including preparation, review and progress reporting with and to the Contracting Officer's Representative (COR).
- B. The Contractor's representative shall have direct project control and complete authority to act on behalf of the Contractor in fulfilling the requirements of this specification section.
- C. The Contractor's representative shall have the option of developing the project schedule within their organization or to engage the services of an outside consultant. If an outside scheduling consultant is utilized, Section 1.3 of this specification will apply.

1.3 CONTRACTOR'S CONSULTANT:

- A. The Contractor shall submit a qualification proposal to the COR, within 10 days of bid acceptance. The qualification proposal shall include:
 - 1. The name and address of the proposed consultant.
 - 2. Information to show that the proposed consultant has the qualifications to meet the requirements specified in the preceding paragraph.
 - 3. A representative sample of prior construction projects, which the proposed consultant has performed complete project scheduling services. These representative samples shall be of similar size and scope.
- B. The Contracting Officer has the right to approve or disapprove the proposed consultant, and will notify the Contractor of the VA decision within seven calendar days from receipt of the qualification proposal. In

case of disapproval, the Contractor shall resubmit another consultant within 10 calendar days for renewed consideration. The Contractor shall have their scheduling consultant approved prior to submitting any schedule for approval.

1.4 COMPUTER PRODUCED SCHEDULES

- A. The contractor shall provide monthly, to the Department of Veterans Affairs (VA), all computer-produced time/cost schedules and reports generated from monthly project updates. This monthly computer service will include: three copies of up to five different reports (inclusive of all pages) available within the user defined reports of the scheduling software approved by the Contracting Officer; a hard copy listing of all project schedule changes, and associated data, made at the update and an electronic file of this data; and the resulting monthly updated schedule in PDM format. These must be submitted with and substantively support the contractor's monthly payment request and the signed look ahead report. The COR shall identify the five different report formats that the contractor shall provide.
- B. The contractor shall be responsible for the correctness and timeliness of the computer-produced reports. The Contractor shall also responsible for the accurate and timely submittal of the updated project schedule and all CPM data necessary to produce the computer reports and payment request that is specified.
- C. The VA will report errors in computer-produced reports to the Contractor's representative within ten calendar days from receipt of reports. The Contractor shall reprocess the computer-produced reports and associated diskette(s), when requested by the Contracting Officer's representative, to correct errors which affect the payment and schedule for the project.

1.5 THE INTERIM AND FINAL PROJECT SCHEDULE SUBMITTAL

- A. Interim Schedule Submittal: Within 21 calendar days after receipt of Notice to Proceed, the Contractor shall submit for the Contracting Officer's review; three blue line copies of the interim schedule on sheets of paper 457 x 609 mm (18 x 24 inches) and an electronic file in the previously approved CPM schedule program. Each activity/event on the computer-produced schedule shall contain as a minimum, but not limited to, activity/event ID, activity/event description, duration, budget amount, early start date, early finish date, late start date, late finish date and total float. Work activity/event relationships shall be restricted to finish-to-start and start-to-start without lead or lag

constraints. Activity/event date constraints, not required by the contract, will not be accepted unless submitted to and approved by the Contracting Officer. The contractor shall make a separate written detailed request to the Contracting Officer identifying these date constraints and secure the Contracting Officer's written approval before incorporating them into the Project Schedule. The Contracting Officer's separate approval of the interim schedule shall not excuse the contractor of this requirement. Logic events (non-work) will be permitted where necessary to reflect proper logic among work events, but must have zero duration. The complete working interim Project Schedule shall reflect the Contractor's approach to scheduling the complete project and shall include at a minimum, the following activities:

1. All phasing described in Section 01 00 00, GENERAL REQUIREMENTS- OPERATIONS AND STORAGE AREAS- Paragraph "Phasing"
 2. Procurement- Submittals, review and approvals, fabrication and delivery, of all key and long lead time procurement items.
 3. Design- All design submissions listed in the RFP solicitation, including the specified meeting and review activities.
 4. Detailed design and construction activities for the first 120 work days after Notice to Proceed.
 5. Summary activities which are necessary (and are not included above) to properly show:
 - a. The approach to scheduling the remaining work. The work for each major trade must be represented by at least one summary activity, so that the work cumulatively shows the entire project schedule.
 - b. Summary activities shall have the trade code of SUM
- B. The interim schedule shall describe the activities to be accomplished and their interdependencies. All work activities (including design), other than procurement activities, shall be cost loaded as specified and will be the basis for progress payments during the period prior to acceptance of the schedule. The interim schedule in its original form shall contain no contract changes or delays which may have been incurred during the interim schedule development period and shall reflect the Contractors schedule as submitted with his RFP solicitation package, or as negotiated prior to Notice to Proceed. All CPM data supporting any time extension requests, in accordance with Article ADJUSTMENT OF CONTRACT COMPLETION, will be derived from the approved final schedule.

- C. Final Diagram Submittal: Within 45 calendar days prior to the start of construction, the Contractor shall submit for the Contracting Officer's review; three blue line copies of the interim schedule on sheets of paper 457 x 609 mm (18 x 24 inches) and an electronic file in the previously approved CPM schedule program. The submittal shall also include three copies of a computer-produced activity/event ID schedule showing project duration; phase completion dates; and other data, including event cost. Each activity/event on the computer-produced schedule shall contain as a minimum, but not limited to, activity/event ID, activity/event description, duration, budget amount, early start date, early finish date, late start date, late finish date and total float. Work activity/event relationships shall be restricted to finish-to-start or start-to-start without lead or lag constraints. Activity/event date constraints, not required by the contract, will not be accepted unless submitted to and approved by the Contracting Officer. The contractor shall make a separate written detailed request to the Contracting Officer identifying these date constraints and secure the Contracting Officer's written approval before incorporating them into the network diagram. The Contracting Officer's separate approval of the Project Schedule shall not excuse the contractor of this requirement. Logic events (non-work) will be permitted where necessary to reflect proper logic among work events, but must have zero duration. The complete working schedule shall reflect the Contractor's approach to scheduling the complete project. The final Project Schedule in its original form shall contain no contract changes or delays which may have been incurred during the final schedule development period and shall reflect the Contractors as bid schedule. These changes/delays shall be entered at the first update after the final Project Schedule has been approved. The Contractor should provide their requests for time and supporting time extension analysis for contract time as a result of contract changes/delays, after this update, and in accordance with Article, ADJUSTMENT OF CONTRACT COMPLETION.
- D. Within 30 calendar days after receipt of the complete project interim Project Schedule and the complete final Project Schedule, the Contracting Officer or his representative, will do one or both of the following:
1. Notify the Contractor concerning his actions, opinions, and objections.
 2. A meeting with the Contractor at or near the job site for joint review, correction or adjustment of the proposed plan will be scheduled if

required. Within 14 calendar days after the joint review, the Contractor shall revise and shall submit three blue line copies of the revised Project Schedule, three copies of the revised computer-produced activity/event ID schedule and a revised electronic file as specified by the Contracting Officer. The revised submission will be reviewed by the Contracting Officer and, if found to be as previously agreed upon, will be approved.

- E. The approved baseline schedule and the computer-produced schedule(s) generated there from shall constitute the approved baseline schedule until subsequently revised in accordance with the requirements of this section.

1.6 WORK ACTIVITY/EVENT COST DATA

- A. The Contractor shall cost load all work activities/events except procurement activities. The cumulative amount of all cost loaded work activities/events (including alternates) shall equal the total contract price. Prorate overhead, profit and general conditions on all work activities/events for the entire project length. The contractor shall generate from this information cash flow curves indicating graphically the total percentage of work activity/event dollar value scheduled to be in place on early finish, late finish. These cash flow curves will be used by the Contracting Officer to assist him in determining approval or disapproval of the cost loading. Negative work activity/event cost data will not be acceptable, except on VA issued contract changes.
- B. The Contractor shall cost load work activities/events for guarantee period services, test, balance and adjust various systems in accordance with the provisions in Article, FAR 52.232 - 5 (PAYMENT UNDER FIXED-PRICE CONSTRUCTION CONTRACTS) and VAAR 852.236 - 83 (PAYMENT UNDER FIXED-PRICE CONSTRUCTION CONTRACTS).
- C. In accordance with FAR 52.236 - 1 (PERFORMANCE OF WORK BY THE CONTRACTOR) and VAAR 852.236 - 72 (PERFORMANCE OF WORK BY THE CONTRACTOR), the Contractor shall submit, simultaneously with the cost per work activity/event of the construction schedule required by this Section, a responsibility code for all activities/events of the project for which the Contractor's forces will perform the work.
- D. The Contractor shall cost load work activities/events for all BID ITEMS including ASBESTOS ABATEMENT. The sum of each BID ITEM work shall equal the value of the bid item in the Contractors' bid.

1.7 PROJECT SCHEDULE REQUIREMENTS

A. Show on the project schedule the sequence of work activities/events required for complete performance of all items of work. The Contractor Shall:

1. Show activities/events as:

- a. Contractor's time required for submittal of shop drawings, templates, fabrication, delivery and similar pre-construction work.
- b. Contracting Officer's and Architect-Engineer's review and approval of shop drawings, equipment schedules, samples, template, or similar items.
- c. Interruption of VA Facilities utilities, delivery of Government furnished equipment, and rough-in drawings, project phasing and any other specification requirements.
- d. Test, balance and adjust various systems and pieces of equipment, maintenance and operation manuals, instructions and preventive maintenance tasks.
- e. VA inspection and acceptance activity/event with a minimum duration of five work days at the end of each phase and immediately preceding any VA move activity/event required by the contract phasing for that phase.

2. Show not only the activities/events for actual construction work for each trade category of the project, but also trade relationships to indicate the movement of trades from one area, floor, or building, to another area, floor, or building, for at least five trades who are performing major work under this contract.

3. Break up the work into activities/events of a duration no longer than 20 work days each or one reporting period, except as to non-construction activities/events (i.e., procurement of materials, delivery of equipment, concrete and asphalt curing) and any other activities/events for which the COR may approve the showing of a longer duration. The duration for VA approval of any required submittal, shop drawing, or other submittals will not be less than 20 work days.

4. Describe work activities/events clearly, so the work is readily identifiable for assessment of completion. Activities/events labeled "start," "continue," or "completion," are not specific and will not be allowed. Lead and lag time activities will not be acceptable.

5. The schedule shall be generally numbered in such a way to reflect either discipline, phase or location of the work.

- B. The Contractor shall submit the following supporting data in addition to the project schedule:
 - 1. The appropriate project calendar including working days and holidays.
 - 2. The planned number of shifts per day.
 - 3. The number of hours per shift.Failure of the Contractor to include this data shall delay the review of the submittal until the Contracting Officer is in receipt of the missing data.
- C. To the extent that the Project Schedule or any revised Project Schedule shows anything not jointly agreed upon, it shall not be deemed to have been approved by the COR. Failure to include any element of work required for the performance of this contract shall not excuse the Contractor from completing all work required within any applicable completion date of each phase regardless of the COR's approval of the Project Schedule.
- D. Compact Disk Requirements and CPM Activity/Event Record Specifications: Submit to the VA an electronic file(s) containing one file of the data required to produce a schedule, reflecting all the activities/events of the complete project schedule being submitted.

1.8 PAYMENT TO THE CONTRACTOR:

- A. Monthly, the contractor shall submit the AIA application and certificate for payment documents G702 & G703 reflecting updated schedule activities and cost data in accordance with the provisions of the following Article, PAYMENT AND PROGRESS REPORTING, as the basis upon which progress payments will be made pursuant to Article, FAR 52.232 - 5 (PAYMENT UNDER FIXED-PRICE CONSTRUCTION CONTRACTS) and VAAR 852.236 - 83 (PAYMENT UNDER FIXED-PRICE CONSTRUCTION CONTRACTS). The Contractor shall be entitled to a monthly progress payment upon approval of estimates as determined from the currently approved updated project schedule. Monthly payment requests shall include: a listing of all agreed upon project schedule changes and associated data; and an electronic file (s) of the resulting monthly updated schedule.
- B. Approval of the Contractor's monthly Application for Payment shall be contingent, among other factors, on the submittal of a satisfactory monthly update of the project schedule.

1.9 PAYMENT AND PROGRESS REPORTING

- A. Monthly schedule update meetings will be held on dates mutually agreed to by the COR and the Contractor. Contractor and their CPM consultant (if applicable) shall attend all monthly schedule update meetings. The

Contractor shall accurately update the Project Schedule and all other data required and provide this information to the COR three work days in advance of the schedule update meeting. Job progress will be reviewed to verify:

1. Actual start and/or finish dates for updated/completed activities/events.
 2. Remaining duration for each activity/event started, or scheduled to start, but not completed.
 3. Logic, time and cost data for change orders, and supplemental agreements that are to be incorporated into the Project Schedule.
 4. Changes in activity/event sequence and/or duration which have been made, pursuant to the provisions of following Article, ADJUSTMENT OF CONTRACT COMPLETION.
 5. Completion percentage for all completed and partially completed activities/events.
 6. Logic and duration revisions required by this section of the specifications.
 7. Activity/event duration and percent complete shall be updated independently.
- B. After completion of the joint review, the contractor shall generate an updated computer-produced calendar-dated schedule and supply the Contracting Officer's representative with reports in accordance with the Article, COMPUTER PRODUCED SCHEDULES, specified.
- C. After completing the monthly schedule update, the contractor's representative or scheduling consultant shall rerun all current period contract change(s) against the prior approved monthly project schedule. The analysis shall only include original workday durations and schedule logic agreed upon by the contractor and VA Project Manager for the contract change(s). When there is a disagreement on logic and/or durations, the Contractor shall use the schedule logic and/or durations provided and approved by the VA Project Manager. After each rerun update, the resulting electronic project schedule data file shall be appropriately identified and submitted to the VA in accordance to the requirements listed in articles 1.4 and 1.7. This electronic submission is separate from the regular monthly project schedule update requirements and shall be submitted to the VA Project Manager within fourteen (14) calendar days of completing the regular schedule update. **Before inserting the contract changes durations, care must be taken to ensure that only the original**

durations will be used for the analysis, not the reported durations after progress. In addition, once the final network diagram is approved, the contractor must recreate all manual progress payment updates on this approved network diagram and associated reruns for contract changes in each of these update periods as outlined above for regular update periods. This will require detailed record keeping for each of the manual progress payment updates.

- D. Following approval of the CPM schedule, the VA, the General Contractor, its approved CPM Consultant, PM office representatives, and all subcontractors needed, as determined by the PM, shall meet to discuss the monthly updated schedule. The main emphasis shall be to address work activities to avoid slippage of project schedule and to identify any necessary actions required to maintain project schedule during the reporting period. The Government representatives and the Contractor should conclude the meeting with a clear understanding of those work and administrative actions necessary to maintain project schedule status during the reporting period. This schedule coordination meeting will occur after each monthly project schedule update meeting utilizing the resulting schedule reports from that schedule update. If the project is behind schedule, discussions should include ways to prevent further slippage as well as ways to improve the project schedule status, when appropriate.

1.10 RESPONSIBILITY FOR COMPLETION

- A. If it becomes apparent from the current revised monthly progress schedule that phasing or contract completion dates will not be met, the Contractor shall execute some or all of the following remedial actions:
1. Increase construction manpower in such quantities and crafts as necessary to eliminate the backlog of work.
 2. Increase the number of working hours per shift, shifts per working day, working days per week, the amount of construction equipment, or any combination of the foregoing to eliminate the backlog of work.
 3. Reschedule the work in conformance with the specification requirements.
- B. Prior to proceeding with any of the above actions, the Contractor shall notify and obtain approval from the COR for the proposed schedule changes. If such actions are approved, the representative schedule revisions shall be incorporated by the Contractor into the Project Schedule before the next update, at no additional cost to the Government.

1.11 CHANGES TO THE SCHEDULE

- A. Within 30 calendar days after VA acceptance and approval of any updated project schedule, the Contractor shall submit a revised electronic file (s) and a list of any activity/event changes for any of the following reasons:
1. Delay in completion of any activity/event or group of activities/events, which may be involved with contract changes, strikes, unusual weather, and other delays will not relieve the Contractor from the requirements specified unless the conditions are shown on the CPM as the direct cause for delaying the project beyond the acceptable limits.
 2. Delays in submittals, or deliveries, or work stoppage are encountered which make rescheduling of the work necessary.
 3. The schedule does not represent the actual prosecution and progress of the project.
 4. When there is, or has been, a substantial revision to the activity/event costs regardless of the cause for these revisions.
- B. CPM revisions made under this paragraph which affect the previously approved computer-produced schedules for Government furnished equipment, vacating of areas by the VA Facility, contract phase(s) and sub phase(s), utilities furnished by the Government to the Contractor, or any other previously contracted item, shall be furnished in writing to the Contracting Officer for approval.
- C. Contracting Officer's approval for the revised project schedule and all relevant data is contingent upon compliance with all other paragraphs of this section and any other previous agreements by the Contracting Officer or the VA representative.
- D. The cost of revisions to the project schedule resulting from contract changes will be included in the proposal for changes in work as specified in FAR 52.243 - 4 (Changes) and VAAR 852.236 - 88 (Changes - Supplemental), and will be based on the complexity of the revision or contract change, man hours expended in analyzing the change, and the total cost of the change.
- E. The cost of revisions to the Project Schedule not resulting from contract changes is the responsibility of the Contractor.

1.12 ADJUSTMENT OF CONTRACT COMPLETION

- A. The contract completion time will be adjusted only for causes specified in this contract. Request for an extension of the contract completion

date by the Contractor shall be supported with a justification, CPM data and supporting evidence as the COR may deem necessary for determination as to whether or not the Contractor is entitled to an extension of time under the provisions of the contract. Submission of proof based on revised activity/event logic, durations (in work days) and costs is obligatory to any approvals. The schedule must clearly display that the Contractor has used, in full, all the float time available for the work involved in this request. The Contracting Officer's determination as to the total number of days of contract extension will be based upon the current computer-produced calendar-dated schedule for the time period in question and all other relevant information.

- B. Actual delays in activities/events which, according to the computer-produced calendar-dated schedule, do not affect the extended and predicted contract completion dates shown by the critical path in the network, will not be the basis for a change to the contract completion date. The Contracting Officer will within a reasonable time after receipt of such justification and supporting evidence, review the facts and advise the Contractor in writing of the Contracting Officer's decision.
- C. The Contractor shall submit each request for a change in the contract completion date to the Contracting Officer in accordance with the provisions specified under FAR 52.243 - 4 (Changes) and VAAR 852.236 - 88 (Changes - Supplemental). The Contractor shall include, as a part of each change order proposal, a sketch showing all CPM logic revisions, duration (in work days) changes, and cost changes, for work in question and its relationship to other activities on the approved network diagram.
- D. All delays due to non-work activities/events such as RFI's, WEATHER, STRIKES, and similar non-work activities/events shall be analyzed on a month by month basis.

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SECTION 01 33 23
SHOP DRAWINGS, PRODUCT DATA, AND SAMPLES

PART 1 - GENERAL

1.1 DESCRIPTION

- A. This specification defines the general requirements and procedures for submittals. A submittal is information submitted for VA review to establish compliance with the contract documents.
- B. Detailed submittal requirements are found in the technical sections of the contract specifications. The Contracting Officer may request submittals in addition to those specified when deemed necessary to adequately describe the work covered in the respective technical specifications at no additional cost to the government.
- C. VA approval of a submittal does not relieve the Contractor of the responsibility for any error which may exist. The Contractor is responsible for fully complying with all contract requirements and the satisfactory construction of all work, including the need to check, confirm, and coordinate the work of all subcontractors for the project. Non-compliant material incorporated in the work will be removed and replaced at the Contractor's expense.

1.2 DEFINITIONS

- A. Preconstruction Submittals: Submittals which are required prior to issuing contract notice to proceed or starting construction. For example, Certificates of insurance; Surety bonds; Site-specific safety plan; Construction progress schedule; Schedule of values; Submittal register; List of proposed subcontractors.
- B. Shop Drawings: Drawings, diagrams, and schedules specifically prepared to illustrate some portion of the work. Drawings prepared by or for the Contractor to show how multiple systems and interdisciplinary work will be integrated and coordinated.
- C. Product Data: Catalog cuts, illustrations, schedules, diagrams, performance charts, instructions, and brochures, which describe and illustrate size, physical appearance, and other characteristics of materials, systems, or equipment for some portion of the work. Samples of warranty language when the contract requires extended product warranties.
- D. Samples: Physical examples of materials, equipment, or workmanship that illustrate functional and aesthetic characteristics of a material or product and establish standards by which the work can be judged. Color

samples from the manufacturer's standard line (or custom color samples if specified) to be used in selecting or approving colors for the project. Field samples and mock-ups constructed to establish standards by which the ensuing work can be judged.

- E. Design Data: Calculations, mix designs, analyses, or other data pertaining to a part of work.
- F. Test Reports: Report which includes findings of a test required to be performed by the Contractor on an actual portion of the work. Report which includes finding of a test made at the job site or on sample taken from the job site, on portion of work during or after installation.
- G. Certificates: Document required of Contractor, or of a manufacturer, supplier, installer, or subcontractor through Contractor. The purpose is to document procedures, acceptability of methods, or personnel qualifications for a portion of the work.
- H. Manufacturer's Instructions: Pre-printed material describing installation of a product, system, or material, including special notices and MSDS concerning impedances, hazards, and safety precautions.
- I. Manufacturer's Field Reports: Documentation of the testing and verification actions taken by manufacturer's representative at the job site on a portion of the work, during or after installation, to confirm compliance with manufacturer's standards or instructions. The documentation must indicate whether the material, product, or system has passed or failed the test.
- J. Operation and Maintenance Data: Manufacturer data that is required to operate, maintain, troubleshoot, and repair equipment, including manufacturer's help, parts list, and product line documentation. This data shall be incorporated in an operations and maintenance manual.
- K. Closeout Submittals: Documentation necessary to properly close out a construction contract. For example, Record Drawings and as-built drawings. Also, submittal requirements necessary to properly close out a phase of construction on a multi-phase contract.

1.3 SUBMITTAL REGISTER

- A. The submittal register will list items of equipment and materials for which submittals are required by the specifications. This list may not be all inclusive and additional submittals may be required by the specifications. The Contractor is not relieved from supplying submittals required by the contract documents but which have been omitted from the submittal register.

- B. The submittal register will serve as a scheduling document for submittals and will be used to control submittal actions throughout the contract period.
- C. The VA will provide the initial submittal register in electronic format. Thereafter, the Contractor shall track all submittals by maintaining a complete list, including completion of all data columns, including dates on which submittals are received and returned by the VA.
- D. The Contractor shall update the submittal register as submittal actions occur and maintain the submittal register at the project site until final acceptance of all work by Contracting Officer.
- E. The Contractor shall submit formal monthly updates to the submittal register in electronic format. Each monthly update shall document actual submission and approval dates for each submittal.

1.4 SUBMITTAL SCHEDULING

- A. Submittals are to be scheduled, submitted, reviewed, and approved prior to the acquisition of the material or equipment.
- B. Coordinate scheduling, sequencing, preparing, and processing of submittals with performance of work so that work will not be delayed by submittal processing. Allow time for potential resubmittal.
- C. No delay costs or time extensions will be allowed for time lost in late submittals or resubmittals.
- D. All submittals are required to be approved prior to the start of the specified work activity.

1.5 SUBMITTAL PREPARATION

- A. Each submittal is to be complete and in sufficient detail to allow ready determination of compliance with contract requirements.
- B. Collect required data for each specific material, product, unit of work, or system into a single submittal. Prominently mark choices, options, and portions applicable to the submittal. Partial submittals will not be accepted for expedition of construction effort. Submittal will be returned without review if incomplete.
- C. If available product data is incomplete, provide Contractor-prepared documentation to supplement product data and satisfy submittal requirements.
- D. All irrelevant or unnecessary data shall be removed from the submittal to facilitate accuracy and timely processing. Submittals that contain the

excessive amount of irrelevant or unnecessary data will be returned with review.

- E. Provide a transmittal form for each submittal with the following information:
 - 1. Project title, location and number.
 - 2. Construction contract number.
 - 3. Date of the drawings and revisions.
 - 4. Name, address, and telephone number of subcontractor, supplier, manufacturer, and any other subcontractor associated with the submittal.
 - 5. List paragraph number of the specification section and sheet number of the contract drawings by which the submittal is required.
 - 6. When a resubmission, add alphabetic suffix on submittal description.
For example, submittal 18 would become 18A, to indicate resubmission.
 - 7. Product identification and location in project.
- F. The Contractor is responsible for reviewing and certifying that all submittals are in compliance with contract requirements before submitting for VA review. Proposed deviations from the contract requirements are to be clearly identified. All deviations submitted must include a side by side comparison of item being proposed against item specified. Failure to point out deviations will result in the VA requiring removal and replacement of such work at the Contractor's expense.
- G. Stamp, sign, and date each submittal transmittal form indicating action taken.
- H. Stamp used by the Contractor on the submittal transmittal form to certify that the submittal meets contract requirements is to be similar to the following:

CONTRACTOR
(Firm Name)
_____ Approved
_____ Approved with corrections as noted on submittal data and/or attached sheets(s)
SIGNATURE: _____
TITLE: _____
DATE: _____

1.6 SUBMITTAL FORMAT AND TRANSMISSION

- A. Provide submittals in electronic format, with the exception of material samples. Use PDF as the electronic format, unless otherwise specified or directed by the Contracting Officer.
- B. Compile the electronic submittal file as a single, complete document. Name the electronic submittal file specifically according to its contents.
- C. Electronic files must be of sufficient quality that all information is legible. Generate PDF files from original documents so that the text included in the PDF file is both searchable and can be copied. If documents are scanned, Optical Character Resolution (OCR) routines are required.

- D. E-mail electronic submittal documents smaller than 5MB in size to e-mail addresses as directed by the Contracting Officer.
- E. Provide electronic documents over 5MB through an electronic FTP file sharing system. Confirm that the electronic FTP file sharing system can be accessed from the VA computer network. The Contractor is responsible for setting up, providing, and maintaining the electronic FTP file sharing system for the construction contract period of performance.
- F. Provide hard copies of submittals when requested by the Contracting Officer. Up to 3 additional hard copies of any submittal may be requested at the discretion of the Contracting Officer, at no additional cost to the VA.

1.7 SAMPLES

- A. Submit two sets of physical samples showing range of variation, for each required item.
- B. Where samples are specified for selection of color, finish, pattern, or texture, submit the full set of available choices for the material or product specified.
- C. When color, texture, or pattern is specified by naming a particular manufacturer and style, include one sample of that manufacturer and style, for comparison.
- D. Before submitting samples, the Contractor is to ensure that the materials or equipment will be available in quantities required in the project. No change or substitution will be permitted after a sample has been approved.
- E. The VA reserves the right to disapprove any material or equipment which previously has proven unsatisfactory in service.
- F. Physical samples supplied maybe requested back for use in the project after reviewed and approved.

1.8 OPERATION AND MAINTENANCE DATA

- A. Submit data specified for a given item within 30 calendar days after the item is delivered to the contract site.
- B. In the event the Contractor fails to deliver O&M Data within the time limits specified, the Contracting Officer may withhold from progress payments 50 percent of the price of the item with which such O&M Data are applicable.

1.9 TEST REPORTS

SRE may require specific test after work has been installed or completed which could require contractor to repair test area at no additional cost to contract.

1.10 VA REVIEW OF SUBMITTALS AND RFIS

- A. The VA will review all submittals for compliance with the technical requirements of the contract documents. The Architect-Engineer for this project will assist the VA in reviewing all submittals and determining contractual compliance. Review will be only for conformance with the applicable codes, standards and contract requirements.
- B. Period of review for submittals begins when the VA COR receives submittal from the Contractor.
- C. Period of review for each resubmittal is the same as for initial submittal.
- D. VA review period is 15 working days for submittals.
- E. VA review period is 10 working days for RFIs.
- F. The VA will return submittals to the Contractor with the following notations:
 - 1. "Approved": authorizes the Contractor to proceed with the work covered.
 - 2. "Approved as noted": authorizes the Contractor to proceed with the work covered provided the Contractor incorporates the noted comments and makes the noted corrections.
 - 3. "Disapproved, revise and resubmit": indicates noncompliance with the contract requirements or that submittal is incomplete. Resubmit with appropriate changes and corrections. No work shall proceed for this item until resubmittal is approved.
 - 4. "Not reviewed": indicates submittal does not have evidence of being reviewed and approved by Contractor or is not complete. A submittal marked "not reviewed" will be returned with an explanation of the reason it is not reviewed. Resubmit submittals after taking appropriate action.

1.11 APPROVED SUBMITTALS

- A. The VA approval of submittals is not to be construed as a complete check, and indicates only that the general method of construction, materials, detailing, and other information are satisfactory.

Provide New Canopy from Administration Building to Main Hospital Entrance
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- B. VA approval of a submittal does not relieve the Contractor of the responsibility for any error which may exist. The Contractor is responsible for fully complying with all contract requirements and the satisfactory construction of all work, including the need to check, confirm, and coordinate the work of all subcontractors for the project. Non-compliant material incorporated in the work will be removed and replaced at the Contractor's expense.
- C. After submittals have been approved, no resubmittal for the purpose of substituting materials or equipment will be considered unless accompanied by an explanation of why a substitution is necessary.
- D. Retain a copy of all approved submittals at project site, including approved samples.

1.12 WITHHOLDING OF PAYMENT

Payment for materials incorporated in the work will not be made if required approvals have not been obtained.

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SECTION 01 74 19
CONSTRUCTION WASTE MANAGEMENT

PART 1 - GENERAL

1.1 DESCRIPTION

- A. This section specifies the requirements for the management of non-hazardous building construction and demolition waste.
- B. Waste disposal in landfills shall be minimized to the greatest extent possible. Of the inevitable waste that is generated, as much of the waste material as economically feasible shall be salvaged, recycled or reused.
- C. Contractor shall use all reasonable means to divert construction and demolition waste from landfills and incinerators, and facilitate their salvage and recycle not limited to the following:
 - 1. Waste Management Plan development and implementation.
 - 2. Techniques to minimize waste generation.
 - 3. Sorting and separating of waste materials.
 - 4. Salvage of existing materials and items for reuse or resale.
 - 5. Recycling of materials that cannot be reused or sold.
- D. At a minimum, the following waste categories shall be diverted from landfills:
 - 1. Soil.
 - 2. Inerts (eg, concrete, masonry and asphalt).
 - 3. Clean dimensional wood and palette wood.
 - 4. Green waste (biodegradable landscaping materials).
 - 5. Engineered wood products (plywood, particle board and I-joists, etc).
 - 6. Metal products (eg, steel, wire, beverage containers, copper, etc).
 - 7. Cardboard, paper and packaging.
 - 8. Bitumen roofing materials.
 - 9. Plastics (eg, ABS, PVC).
 - 10. Carpet and/or pad.
 - 11. Gypsum board.
 - 12. Insulation.
 - 13. Paint.
 - 14. Fluorescent lamps.

1.2 RELATED WORK

- A. Section 02 41 00, DEMOLITION.
- B. Section 01 00 00, GENERAL REQUIREMENTS.
- C. Lead Paint: Section 02 83 33.13, LEAD BASED PAINT REMOVAL AND DISPOSAL.

1.3 QUALITY ASSURANCE

- A. Contractor shall practice efficient waste management when sizing, cutting and installing building products. Processes shall be employed to ensure the generation of as little waste as possible. Construction /Demolition waste includes products of the following:
 - 1. Excess or unusable construction materials.
 - 2. Packaging used for construction products.
 - 3. Poor planning and/or layout.
 - 4. Construction error.
 - 5. Over ordering.
 - 6. Weather damage.
 - 7. Contamination.
 - 8. Mishandling.
 - 9. Breakage.
- B. Establish and maintain the management of non-hazardous building construction and demolition waste set forth herein. Conduct a site assessment to estimate the types of materials that will be generated by demolition and construction.
- C. Contractor shall develop and implement procedures to recycle construction and demolition waste to a minimum of 50 percent. If this percentage cannot be achieved, provide justification.
- D. Contractor shall be responsible for implementation of any special programs involving rebates or similar incentives related to recycling. Any revenues or savings obtained from salvage or recycling shall accrue to the contractor.
- E. Contractor shall provide all demolition, removal and legal disposal of materials. Contractor shall ensure that facilities used for recycling, reuse and disposal shall be permitted for the intended use to the extent required by local, state, federal regulations.
- F. Contractor shall assign a specific area to facilitate separation of materials for reuse, salvage, recycling, and return. Such areas are to be kept neat and clean and clearly marked in order to avoid contamination or mixing of materials.
- G. Contractor shall provide on-site instructions and supervision of separation, handling, salvaging, recycling, reuse and return methods to be used by all parties during waste generating stages.
- H. Record on daily reports any problems in complying with laws, regulations and ordinances with corrective action taken.

1.4 TERMINOLOGY

- A. Class III Landfill: A landfill that accepts non-hazardous resources such as household, commercial and industrial waste resulting from construction, remodeling, repair and demolition operations.
- B. Clean: Untreated and unpainted; uncontaminated with adhesives, oils, solvents, mastics and like products.
- C. Construction and Demolition Waste: Includes all non-hazardous resources resulting from construction, remodeling, alterations, repair and demolition operations.
- D. Dismantle: The process of parting out a building in such a way as to preserve the usefulness of its materials and components.
- E. Disposal: Acceptance of solid wastes at a legally operating facility for the purpose of land filling (includes Class III landfills and inert fills).
- F. Inert Backfill Site: A location, other than inert fill or other disposal facility, to which inert materials are taken for the purpose of filling an excavation, shoring or other soil engineering operation.
- G. Inert Fill: A facility that can legally accept inert waste, such as asphalt and concrete exclusively for the purpose of disposal.
- H. Inert Solids/Inert Waste: Non-liquid solid resources including, but not limited to, soil and concrete that does not contain hazardous waste or soluble pollutants at concentrations in excess of water-quality objectives established by a regional water board, and does not contain significant quantities of decomposable solid resources.
- I. Mixed Debris: Loads that include commingled recyclable and non-recyclable materials generated at the construction site.
- J. Mixed Debris Recycling Facility: A solid resource processing facility that accepts loads of mixed construction and demolition debris for the purpose of recovering re-usable and recyclable materials and disposing non-recyclable materials.
- K. Permitted Waste Hauler: A company that holds a valid permit to collect and transport solid wastes from individuals or businesses for the purpose of recycling or disposal.
- L. Recycling: The process of sorting, cleansing, treating, and reconstituting materials for the purpose of using the altered form in the manufacture of a new product. Recycling does not include burning, incinerating or thermally destroying solid waste.

1. On-site Recycling - Materials that are sorted and processed on site for use in an altered state in the work, i.e. concrete crushed for use as a sub-base in paving.
 2. Off-site Recycling - Materials hauled to a location and used in an altered form in the manufacture of new products.
- M. Recycling Facility: An operation that can legally accept materials for the purpose of processing the materials into an altered form for the manufacture of new products. Depending on the types of materials accepted and operating procedures, a recycling facility may or may not be required to have a solid waste facilities permit or be regulated by the local enforcement agency.
- N. Reuse: Materials that are recovered for use in the same form, on-site or off-site.
- O. Return: To give back reusable items or unused products to vendors for credit.
- P. Salvage: To remove waste materials from the site for resale or re-use by a third party.
- Q. Source-Separated Materials: Materials that are sorted by type at the site for the purpose of reuse and recycling.
- R. Solid Waste: Materials that have been designated as non-recyclable and are discarded for the purposes of disposal.
- S. Transfer Station: A facility that can legally accept solid waste for the purpose of temporarily storing the materials for re-loading onto other trucks and transporting them to a landfill for disposal, or recovering some materials for re-use or recycling.

1.5 SUBMITTALS

- A. In accordance with Section 01 33 23, SHOP DRAWINGS, PRODUCT DATA, and SAMPLES, furnish the following:
- B. Prepare and submit to the COTR a written demolition debris management plan. The plan shall include, but not be limited to, the following information:
1. Procedures to be used for debris management.
 2. Techniques to be used to minimize waste generation.
 3. Analysis of the estimated job site waste to be generated:
 - a. List of each material and quantity to be salvaged, reused, recycled.
 - b. List of each material and quantity proposed to be taken to a landfill.

4. Detailed description of the Means/Methods to be used for material handling.
 - a. On site: Material separation, storage, protection where applicable.
 - b. Off site: Transportation means and destination. Include list of materials.
 - 1) Description of materials to be site-separated and self-hauled to designated facilities.
 - 2) Description of mixed materials to be collected by designated waste haulers and removed from the site.
 - c. The names and locations of mixed debris reuse and recycling facilities or sites.
 - d. The names and locations of trash disposal landfill facilities or sites.
 - e. Documentation that the facilities or sites are approved to receive the materials.
- C. Designated Manager responsible for instructing personnel, supervising, documenting and administer over meetings relevant to the Waste Management Plan.
- D. Monthly summary of construction and demolition debris diversion and disposal, quantifying all materials generated at the work site and disposed of or diverted from disposal through recycling.

1.6 APPLICABLE PUBLICATIONS

- A. Publications listed below form a part of this specification to the extent referenced. Publications are referenced by the basic designation only. In the event that criteria requirements conflict, the most stringent requirements shall be met.
- B. U.S. Green Building Council (USGBC):
LEED Green Building Rating System for New Construction

1.7 RECORDS

Maintain records to document the quantity of waste generated; the quantity of waste diverted through sale, reuse, or recycling; and the quantity of waste disposed by landfill.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. List of each material and quantity to be salvaged, recycled, reused.
- B. List of each material and quantity proposed to be taken to a landfill.

- C. Material tracking data: Receiving parties, dates removed, transportation costs, weight tickets, tipping fees, manifests, invoices, net total costs or savings.

PART 3 - EXECUTION

3.1 COLLECTION

- A. Provide all necessary containers, bins and storage areas to facilitate effective waste management.
- B. Clearly identify containers, bins and storage areas so that recyclable materials are separated from trash and can be transported to respective recycling facility for processing.
- C. Hazardous and controlled wastes shall be separated, stored, disposed of according to local, state, federal regulations.

3.2 DISPOSAL

- A. Contractor shall be responsible for transporting and disposing of materials that cannot be delivered to a source-separated or mixed materials recycling facility to a transfer station or disposal facility that can accept the materials in accordance with state and federal regulations.
- B. Construction or demolition materials with no practical reuse or that cannot be salvaged or recycled shall be disposed of at a landfill.

3.3 REPORT

- A. With each application for progress payment, submit a summary of construction and demolition debris diversion and disposal including beginning and ending dates of period covered.
- B. Quantify all materials diverted from landfill disposal through salvage or recycling during the period with the receiving parties, dates removed, transportation costs, weight tickets, manifests, invoices. Include the net total costs or savings for each salvaged or recycled material.
- C. Quantify all materials disposed of during the period with the receiving parties, dates removed, transportation costs, weight tickets, tipping fees, manifests, invoices. Include the net total costs for each disposal.

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SECTION 01 57 19
TEMPORARY ENVIRONMENTAL CONTROLS

PART 1 - GENERAL

1.1 DESCRIPTION

- A. This section specifies the control of environmental pollution and damage that the Contractor must consider for air, water, and land resources. It includes management of visual aesthetics, noise, solid waste, radiant energy, and radioactive materials, as well as other pollutants and resources encountered or generated by the Contractor. The Contractor is obligated to consider specified control measures with the costs included within the various contract items of work.
- B. Environmental pollution and damage is defined as the presence of chemical, physical, or biological elements or agents which:
 - 1. Adversely effect human health or welfare,
 - 2. Unfavorably alter ecological balances of importance to human life,
 - 3. Effect other species of importance to humankind, or;
 - 4. Degrade the utility of the environment for aesthetic, cultural, and historical purposes.
- C. Definitions of Pollutants:
 - 1. Chemical Waste: Petroleum products, bituminous materials, salts, acids, alkalis, herbicides, pesticides, organic chemicals, and inorganic wastes.
 - 2. Debris: Combustible and noncombustible wastes, such as leaves, tree trimmings, ashes, and waste materials resulting from construction or maintenance and repair work.
 - 3. Sediment: Soil and other debris that has been eroded and transported by runoff water.
 - 4. Solid Waste: Rubbish, debris, garbage, and other discarded solid materials resulting from industrial, commercial, and agricultural operations and from community activities.
 - 5. Surface Discharge: The term "Surface Discharge" implies that the water is discharged with possible sheeting action and subsequent soil erosion may occur. Waters that are surface discharged may terminate in drainage ditches, storm sewers, creeks, and/or "water of the United States" and would require a permit to discharge water from the governing agency.
 - 6. Rubbish: Combustible and noncombustible wastes such as paper, boxes, glass and crockery, metal and lumber scrap, tin cans, and bones.

7. Sanitary Wastes:

- a. Sewage: Domestic sanitary sewage and human and animal waste.
- b. Garbage: Refuse and scraps resulting from preparation, cooking, dispensing, and consumption of food.

1.2 QUALITY CONTROL

- A. Establish and maintain quality control for the environmental protection of all items set forth herein.
- B. Record on daily reports any problems in complying with laws, regulations, and ordinances. Note any corrective action taken.

1.3 REFERENCES

- A. The publications listed below form a part of this specification to the extent referenced. The publications are referred to in the text by basic designation only.
- B. U.S. National Archives and Records Administration (NARA):
33 CFR 328.....Definitions

1.4 SUBMITTALS

- A. In accordance with Section, 01 33 23, SHOP DRAWINGS, PRODUCT DATA, AND SAMPLES, furnish the following:
 - 1. Environmental Protection Plan: After the contract is awarded and prior to the commencement of the work, the Contractor shall meet with the COTR to discuss the proposed Environmental Protection Plan and to develop mutual understanding relative to details of environmental protection. Not more than 20 days after the meeting, the Contractor shall prepare and submit to the COTR and the Contracting Officer for approval, a written and/or graphic Environmental Protection Plan including, but not limited to, the following:
 - a. Name(s) of person(s) within the Contractor's organization who is (are) responsible for ensuring adherence to the Environmental Protection Plan.
 - b. Name(s) and qualifications of person(s) responsible for manifesting hazardous waste to be removed from the site.
 - c. Name(s) and qualifications of person(s) responsible for training the Contractor's environmental protection personnel.
 - d. Description of the Contractor's environmental protection personnel training program.
 - e. A list of Federal, State, and local laws, regulations, and permits concerning environmental protection, pollution control, noise control and abatement that are applicable to the Contractor's

proposed operations and the requirements imposed by those laws, regulations, and permits.

- f. Methods for protection of features to be preserved within authorized work areas including trees, shrubs, vines, grasses, ground cover, landscape features, air and water quality, fish and wildlife, soil, historical, and archeological and cultural resources.
 - g. Procedures to provide the environmental protection that comply with the applicable laws and regulations. Describe the procedures to correct pollution of the environment due to accident, natural causes, or failure to follow the procedures as described in the Environmental Protection Plan.
 - h. Permits, licenses, and the location of the solid waste disposal area.
 - i. Drawings showing locations of any proposed temporary excavations or embankments for haul roads, material storage areas, structures, sanitary facilities, and stockpiles of excess or spoil materials. Include as part of an Erosion Control Plan approved by the District Office of the U.S. Soil Conservation Service and the Department of Veterans Affairs.
 - j. Environmental Monitoring Plans for the job site including land, water, air, and noise.
 - k. Work Area Plan showing the proposed activity in each portion of the area and identifying the areas of limited use or nonuse. Plan should include measures for marking the limits of use areas. This plan may be incorporated within the Erosion Control Plan.
- B. Approval of the Contractor's Environmental Protection Plan will not relieve the Contractor of responsibility for adequate and continued control of pollutants and other environmental protection measures.

1.5 PROTECTION OF ENVIRONMENTAL RESOURCES

- A. Protect environmental resources within the project boundaries and those affected outside the limits of permanent work during the entire period of this contract. Confine activities to areas defined by the specifications and drawings.
- B. Protection of Land Resources: Prior to construction, identify all land resources to be preserved within the work area. Do not remove, cut, deface, injure, or destroy land resources including trees, shrubs, vines, grasses, top soil, and land forms without permission from the COTR. Do

not fasten or attach ropes, cables, or guys to trees for anchorage unless specifically authorized, or where special emergency use is permitted.

1. Work Area Limits: Prior to any construction, mark the areas that require work to be performed under this contract. Mark or fence isolated areas within the general work area that are to be saved and protected. Protect monuments, works of art, and markers before construction operations begin. Convey to all personnel the purpose of marking and protecting all necessary objects.
2. Protection of Landscape: Protect trees, shrubs, vines, grasses, land forms, and other landscape features shown on the drawings to be preserved by marking, fencing, or using any other approved techniques.
 - a. Box and protect from damage existing trees and shrubs to remain on the construction site.
 - b. Immediately repair all damage to existing trees and shrubs by trimming, cleaning, and painting with antiseptic tree paint.
 - c. Do not store building materials or perform construction activities closer to existing trees or shrubs than the farthest extension of their limbs.
3. Reduction of Exposure of Unprotected Erodible Soils: Plan and conduct earthwork to minimize the duration of exposure of unprotected soils. Clear areas in reasonably sized increments only as needed to use. Form earthwork to final grade as shown. Immediately protect side slopes and back slopes upon completion of rough grading.
4. Temporary Protection of Disturbed Areas: Construct diversion ditches, benches, and berms to retard and divert runoff from the construction site to protected drainage areas approved under paragraph 208 of the Clean Water Act.
5. Erosion and Sedimentation Control Devices: The erosion and sediment controls selected and maintained by the Contractor shall be such that water quality standards are not violated as a result of the Contractor's activities. Construct or install all temporary and permanent erosion and sedimentation control features on the Environmental Protection Plan.
6. Manage borrow areas on and off Government property to minimize erosion and to prevent sediment from entering nearby water courses or lakes.
7. Environmental Quality Board Permits for Puerto Rico: the Contractor is advised the work under this contract will require obtaining certain permits from the local Environmental Quality Board (EQB). These

- permits may include, but are not limited to: (1) General Consolidated Permit for handling of asbestos containing materials, (2) permit to operate an Emission Source (Fugitive Emissions - PPE) and (3) Erosion and Sedimentation Control Plan (CES Plan). To obtaining these permits from the EQB will require a Preliminary Environmental Assessment (PEA). The PEA will be on file at the office of the Contracting Officer Technical Representative (COTR), and may be obtained from there. If needed for the project, the PEA will be provided to the Contractor at the preconstruction conference. Obtaining of required permits by the Contractor will be necessary prior to beginning any construction.
8. Manage and control spoil areas on and off Government property to limit spoil to areas shown on the Environmental Protection Plan and prevent erosion of soil or sediment from entering nearby water courses or lakes.
 9. Protect adjacent areas from despoilment by temporary excavations and embankments.
 10. Handle and dispose of solid wastes in such a manner that will prevent contamination of the environment. Place solid wastes (excluding clearing debris) in containers that are emptied on a regular schedule. Transport all solid waste off Government property and dispose of waste in compliance with Federal, State, and local requirements.
 11. Store chemical waste away from the work areas in corrosion resistant containers and dispose of waste in accordance with Federal, State, and local regulations.
 12. Handle discarded materials other than those included in the solid waste category as directed by the COTR.
- C. Protection of Water Resources: Keep construction activities under surveillance, management, and control to avoid pollution of surface and ground waters and sewer systems. Implement management techniques to control water pollution by the listed construction activities that are included in this contract.
1. Washing and Curing Water: Do not allow wastewater directly derived from construction activities to enter water areas. Collect and place wastewater in retention ponds allowing the suspended material to settle, the pollutants to separate, or the water to evaporate.
 2. Monitor water areas affected by construction.
- D. Protection of Fish and Wildlife Resources: Keep construction activities under surveillance, management, and control to minimize interference

with, disturbance of, or damage to fish and wildlife. Prior to beginning construction operations, list species that require specific attention along with measures for their protection.

E. Protection of Air Resources: Keep construction activities under surveillance, management, and control to minimize pollution of air resources. Burning is not permitted on the job site. Keep activities, equipment, processes, and work operated or performed, in strict accordance with the Commonwealth of Puerto Rico Environmental Quality Board Air Pollution Statute, Rule, or Regulation and Federal emission and performance laws and standards. Maintain ambient air quality standards set by the Environmental Protection Agency, for those construction operations and activities specified.

1. Particulates: Control dust particles, aerosols, and gaseous by-products from all construction activities, processing, and preparation of materials (such as from asphaltic batch plants) at all times, including weekends, holidays, and hours when work is not in progress.

2. Particulates Control: Maintain all excavations, stockpiles, haul roads, permanent and temporary access roads, plant sites, spoil areas, borrow areas, and all other work areas within or outside the project boundaries free from particulates which would cause a hazard or a nuisance. Sprinklering, chemical treatment of an approved type, light bituminous treatment, baghouse, scrubbers, electrostatic precipitators, or other methods are permitted to control particulates in the work area.

3. Hydrocarbons and Carbon Monoxide: Control monoxide emissions from equipment to Federal and State allowable limits.

4. Odors: Control odors of construction activities and prevent obnoxious odors from occurring.

F. Reduction of Noise: Minimize noise using every action possible. Perform noise-producing work in less sensitive hours of the day or week as directed by the COTR. Maintain noise-produced work at or below the decibel levels and within the time periods specified.

1. Perform construction activities involving repetitive, high-level impact noise only between 8:00 a.m. and 6:00 p.m. unless otherwise permitted by local ordinance or the COTR. Repetitive impact noise on the property shall not exceed the following dB limitations:

<u>Time Duration of Impact Noise</u>	<u>Sound Level in dB</u>
More than 12 minutes in any hour	70

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Less than 30 seconds of any hour	85
Less than three minutes of any hour	80
Less than 12 minutes of any hour	75

2. Provide sound-deadening devices on equipment and take noise abatement measures that are necessary to comply with the requirements of this contract, consisting of, but not limited to, the following:

- a. Maintain maximum permissible construction equipment noise levels at 15 m (50 feet) (dBA):

<u>EARTHMOVING</u>		<u>MATERIALS HANDLING</u>	
FRONT LOADERS	75	CONCRETE MIXERS	75
BACKHOES	75	CONCRETE PUMPS	75
DOZERS	75	CRANES	75
TRACTORS	75	DERRICKS IMPACT	75
SCAPERS	80	PILE DRIVERS	95
GRADERS	75	JACK HAMMERS	75
TRUCKS	75	ROCK DRILLS	80
PAVERS, STATIONARY	80	PNEUMATIC TOOLS	80
PUMPS	75		
GENERATORS	75	SAWS	75
COMPRESSORS	75	VIBRATORS	75

- b. Use shields or other physical barriers to restrict noise transmission.
- c. Provide soundproof housings or enclosures for noise-producing machinery.
- d. Use efficient silencers on equipment air intakes.
- e. Use efficient intake and exhaust mufflers on internal combustion engines that are maintained so equipment performs below noise levels specified.
- f. Line hoppers and storage bins with sound deadening material.
- g. Conduct truck loading, unloading, and hauling operations so that noise is kept to a minimum.
3. Measure sound level for noise exposure due to the construction at least once every five successive working days while work is being performed above 55 dB(A) noise level. Measure noise exposure at the property line or 15 m (50 feet) from the noise source, whichever is greater.

Measure the sound levels on the A weighing network of a General Purpose sound level meter at slow response. To minimize the effect of reflective sound waves at buildings, take measurements at 900 to 1800 mm (three to six feet) in front of any building face. Submit the recorded information to the COTR noting any problems and the alternatives for mitigating actions.

- G. Restoration of Damaged Property: If any direct or indirect damage is done to public or private property resulting from any act, omission, neglect, or misconduct, the Contractor shall restore the damaged property to a condition equal to that existing before the damage at no additional cost to the Government. Repair, rebuild, or restore property as directed or make good such damage in an acceptable manner.
- H. Final Clean-up: On completion of project and after removal of all debris, rubbish, and temporary construction, Contractor shall leave the construction area in a clean condition satisfactory to the COTR. Cleaning shall include off the station disposal of all items and materials not required to be salvaged, as well as all debris and rubbish resulting from demolition and new work operations.

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**SECTION 01 35 26
SAFETY REQUIREMENTS**

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SECTION 01 35 26
SAFETY REQUIREMENTS

1.1 APPLICABLE PUBLICATIONS:

A. Latest publications listed below form part of this Article to extent referenced. Publications are referenced in text by basic designations only.

B. American Society of Safety Engineers (ASSE):

A10.1-2011.....Pre-Project & Pre-Task Safety and Health Planning

A10.34-2012.....Protection of the Public on or Adjacent to
Construction Sites

A10.38-2013.....Basic Elements of an Employer's Program to
Provide a Safe and Healthful Work Environment
American National Standard Construction and
Demolition Operations

C. American Society for Testing and Materials (ASTM):

E84-2013.....Surface Burning Characteristics of Building
Materials

D. The Facilities Guidelines Institute (FGI):

FGI Guidelines-2010Guidelines for Design and Construction of
Healthcare Facilities

E. National Fire Protection Association (NFPA):

10-2013.....Standard for Portable Fire Extinguishers

30-2012.....Flammable and Combustible Liquids Code

51B-2014.....Standard for Fire Prevention During Welding,
Cutting and Other Hot Work

70-2014.....National Electrical Code

70B-2013.....Recommended Practice for Electrical Equipment
Maintenance

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70E-2012Standard for Electrical Safety in the Workplace

99-2012.....Health Care Facilities Code

241-2013.....Standard for Safeguarding Construction,
Alteration, and Demolition Operations

F. The Joint Commission (TJC)

TJC ManualComprehensive Accreditation and Certification
Manual

G. U.S. Nuclear Regulatory Commission

10 CFR 20Standards for Protection Against Radiation

H. U.S. Occupational Safety and Health Administration (OSHA):

29 CFR 1904Reporting and Recording Injuries & Illnesses

29 CFR 1910Safety and Health Regulations for General
Industry

29 CFR 1926Safety and Health Regulations for Construction
Industry

CPL 2-0.124.....Multi-Employer Citation Policy

I. VHA Directive 2005-007

1.2 DEFINITIONS:

A. OSHA "Competent Person" (CP). One who is capable of identifying existing and predictable hazards in the surroundings and working conditions which are unsanitary, hazardous or dangerous to employees, and who has the authorization to take prompt corrective measures to eliminate them (see 29 CFR 1926.32(f)).

B. "Qualified Person" means one who, by possession of a recognized degree, certificate, or professional standing, or who by extensive knowledge, training and experience, has successfully demonstrated his ability to solve or resolve problems relating to the subject matter, the work, or the project.

- C. High Visibility Accident. Any mishap which may generate publicity or high visibility.
- D. Medical Treatment. Treatment administered by a physician or by registered professional personnel under the standing orders of a physician. Medical treatment does not include first aid treatment even though provided by a physician or registered personnel.
- E. Recordable Injuries or Illnesses. Any work-related injury or illness that results in:
 - 1. Death, regardless of the time between the injury and death, or the length of the illness;
 - 2. Days away from work (any time lost after day of injury/illness onset);
 - 3. Restricted work;
 - 4. Transfer to another job;
 - 5. Medical treatment beyond first aid;
 - 6. Loss of consciousness; or
 - 7. A significant injury or illness diagnosed by a physician or other licensed health care professional, even if it did not result in (1) through (6) above.

1.3 REGULATORY REQUIREMENTS:

- A. In addition to the detailed requirements included in the provisions of this contract, comply with 29 CFR 1926, comply with 29 CFR 1910 as incorporated by reference within 29 CFR 1926, comply with ASSE A10.34, and all applicable federal, and state laws, ordinances, criteria, rules and regulations. Submit matters of interpretation of standards for resolution before starting work. Where the requirements of this specification, applicable laws, criteria, ordinances, regulations, and referenced documents vary, the most stringent requirements govern except with specific approval and acceptance by the COTR or Contracting Officer.

1.4 ACCIDENT PREVENTION PLAN (APP):

- A. The APP (aka Construction Safety & Health Plan) shall interface with the Contractor's overall safety and health program. Include any portions of

the Contractor's overall safety and health program referenced in the APP in the applicable APP element and ensure it is site-specific. The Government considers the Prime Contractor to be the "controlling authority" for all worksite safety and health of each subcontractor(s). Contractors are responsible for informing their subcontractors of the safety provisions under the terms of the contract and the penalties for noncompliance, coordinating the work to prevent one craft from interfering with or creating hazardous working conditions for other crafts, and inspecting subcontractor operations to ensure that accident prevention responsibilities are being carried out.

B. The APP shall be prepared as follows:

1. Written in English by a qualified person who is employed by the Prime Contractor articulating the specific work and hazards pertaining to the contract (model language can be found in ASSE A10.33). Specifically articulating the safety requirements found within these VA contract safety specifications.
2. Address both the Prime Contractors and the subcontractors work operations.
3. State measures to be taken to control hazards associated with materials, services, or equipment provided by suppliers.
4. Address all the elements/sub-elements and in order as follows:
 - a. **SIGNATURE SHEET.** Title, signature, and phone number of the following:
 - 1) Plan preparer (Qualified Person such as corporate safety staff person or contracted Certified Safety Professional with construction safety experience);
 - 2) Plan approver (company/corporate officers authorized to obligate the company);
 - 3) Plan concurrence (e.g., Chief of Operations, Corporate Chief of Safety, Corporate Industrial Hygienist, project manager or superintendent, project safety professional). Provide concurrence of other applicable corporate and project personnel (Contractor).

b. **BACKGROUND INFORMATION.** List the following:

- 1) Contractor;
- 2) Contract number;
- 3) Project name;
- 4) Brief project description, description of work to be performed, and location; phases of work anticipated (these will require an AHA) .

c. **STATEMENT OF SAFETY AND HEALTH POLICY.** Provide a copy of current corporate/company Safety and Health Policy Statement, detailing commitment to providing a safe and healthful workplace for all employees. The Contractor's written safety program goals, objectives, and accident experience goals for this contract should be provided.

d. **RESPONSIBILITIES AND LINES OF AUTHORITIES.** Provide the following:

- 1) A statement of the employer's ultimate responsibility for the implementation of his SOH program;
- 2) Identification and accountability of personnel responsible for safety at both corporate and project level. Contracts specifically requiring safety or industrial hygiene personnel shall include a copy of their resumes.
- 3) The names of Competent and/or Qualified Person(s) and proof of competency/qualification to meet specific OSHA Competent/Qualified Person(s) requirements must be attached.;
- 4) Requirements that no work shall be performed unless a designated competent person is present on the job site;
- 5) Requirements for pre-task Activity Hazard Analysis (AHAs);
- 6) Lines of authority;
- 7) Policies and procedures regarding noncompliance with safety requirements (to include disciplinary actions for violation of safety requirements) should be identified;

e. **SUBCONTRACTORS AND SUPPLIERS.** If applicable, provide procedures for coordinating SOH activities with other employers on the job site:

- 1) Identification of subcontractors and suppliers (if known);
- 2) Safety responsibilities of subcontractors and suppliers.

f. **TRAINING.**

- 1) Site-specific SOH orientation training at the time of initial hire or assignment to the project for every employee before working on the project site is required.
- 2) Mandatory training and certifications that are applicable to this project (e.g., explosive actuated tools, crane operator, rigger, crane signal person, fall protection, electrical lockout/NFPA 70E, machine/equipment lockout, confined space, etc...) and any requirements for periodic retraining/recertification are required.
- 3) Procedures for ongoing safety and health training for supervisors and employees shall be established to address changes in site hazards/conditions.
- 4) OSHA 10-hour training is required for all workers on site and the OSHA 30-hour training is required for Trade Competent Persons (CPs)

g. **SAFETY AND HEALTH INSPECTIONS.**

- 1) Specific assignment of responsibilities for a minimum daily job site safety and health inspection during periods of work activity: Who will conduct (e.g., "Site Safety and Health CP"), proof of inspector's training/qualifications, when inspections will be conducted, procedures for documentation, deficiency tracking system, and follow-up procedures.
- 2) Any external inspections/certifications that may be required (e.g., contracted CSP or CSHT)

h. **ACCIDENT INVESTIGATION & REPORTING.** The Contractor shall conduct mishap investigations of all OSHA Recordable Incidents. The APP

shall include accident/incident investigation procedure & identify person(s) responsible to provide the following to the COTR, or Contracting Officer:

- 1) Exposure data (man-hours worked);
- 2) Accident investigations, reports, and logs.

i. **PLANS (PROGRAMS, PROCEDURES) REQUIRED.** Based on a risk assessment of contracted activities and on mandatory OSHA compliance programs, the Contractor shall address all applicable occupational risks in site-specific compliance and accident prevention plans. These Plans shall include but are not be limited to procedures for addressing the risks associates with the following:

- 1) Emergency response ;
- 2) Contingency for severe weather;
- 3) Fire Prevention ;
- 4) Medical Support;
- 5) Posting of emergency telephone numbers;
- 6) Prevention of alcohol and drug abuse;
- 7) Site sanitation (housekeeping, drinking water, toilets);
- 8) Night operations and lighting ;
- 9) Hazard communication program;
- 10) Welding/Cutting "Hot" work ;
- 11) Electrical Safe Work Practices (Electrical LOTO/NFPA 70E);
- 12) General Electrical Safety
- 13) Hazardous energy control (Machine LOTO);
- 14) Site-Specific Fall Protection & Prevention;
- 15) Excavation/trenching;
- 16) Asbestos abatement;

- 17) Lead abatement;
- 18) Crane Critical lift;
- 19) Respiratory protection;
- 20) Health hazard control program;
- 21) Radiation Safety Program;
- 22) Abrasive blasting;
- 23) Heat/Cold Stress Monitoring;
- 24) Crystalline Silica Monitoring (Assessment);
- 25) Demolition plan (to include engineering survey);
- 26) Formwork and shoring erection and removal;
- 27) PreCast Concrete.

C. Submit the APP to the COTR or Contracting Officer for review for compliance with contract requirements in accordance with Section 01 33 23, SHOP DRAWINGS, PRODUCT DATA AND SAMPLES 15 calendar days prior to the date of the preconstruction conference for acceptance. Work cannot proceed without an accepted APP.

D. Once accepted by the COTR and Contracting Officer, the APP and attachments will be enforced as part of the contract. Disregarding the provisions of this contract or the accepted APP will be cause for stopping of work, at the discretion of the Contracting Officer, until the matter has been rectified.

E. Once work begins, changes to the accepted APP shall be made with the knowledge and concurrence of the COTR, and Contracting Officer. Should any severe hazard exposure, i.e. imminent danger, become evident, stop work in the area, secure the area, and develop a plan to remove the exposure and control the hazard. Notify the Contracting Officer within 24 hours of discovery. Eliminate/remove the hazard. In the interim, take all necessary action to restore and maintain safe working conditions in order to safeguard onsite personnel, visitors, the public (as defined by ASSE/SAFE A10.34) and the environment.

1.5 ACTIVITY HAZARD ANALYSES (AHAS) :

- A. AHAs are also known as Job Hazard Analyses, Job Safety Analyses, and Activity Safety Analyses. Before beginning each work activity involving a type of work presenting hazards not experienced in previous project operations or where a new work crew or sub-contractor is to perform the work, the Contractor(s) performing that work activity shall prepare an AHA (Example electronic AHA forms can be found on the US Army Corps of Engineers web site)
- B. AHAs shall define the activities being performed and identify the work sequences, the specific anticipated hazards, site conditions, equipment, materials, and the control measures to be implemented to eliminate or reduce each hazard to an acceptable level of risk.
- C. Work shall not begin until the AHA for the work activity has been accepted by the COTR and Contracting Officer and discussed with all engaged in the activity, including the Contractor, subcontractor(s), and Government on-site representatives at preparatory and initial control phase meetings.
 - 1. The names of the Competent/Qualified Person(s) required for a particular activity (for example, excavations, scaffolding, fall protection, other activities as specified by OSHA and/or other State and Local agencies) shall be identified and included in the AHA. Certification of their competency/qualification shall be submitted to the Government Designated Authority (GDA) for acceptance prior to the start of that work activity.
 - 2. The AHA shall be reviewed and modified as necessary to address changing site conditions, operations, or change of competent/qualified person(s).
 - a. If more than one Competent/Qualified Person is used on the AHA activity, a list of names shall be submitted as an attachment to the AHA. Those listed must be Competent/Qualified for the type of work involved in the AHA and familiar with current site safety issues.
 - b. If a new Competent/Qualified Person (not on the original list) is added, the list shall be updated (an administrative action not requiring an updated AHA). The new person shall acknowledge in

writing that he or she has reviewed the AHA and is familiar with current site safety issues.

3. Submit AHAs to the COTR or Contracting Officer Representative for review for compliance with contract requirements in accordance with Section 01 33 23, SHOP DRAWINGS, PRODUCT DATA AND SAMPLES for review at least 15 calendar days prior to the start of each phase. Subsequent AHAs as shall be formatted as amendments to the APP. The analysis should be used during daily inspections to ensure the implementation and effectiveness of the activity's safety and health controls.
4. The AHA list will be reviewed periodically (at least monthly) at the Contractor supervisory safety meeting and updated as necessary when procedures, scheduling, or hazards change.
5. Develop the activity hazard analyses using the project schedule as the basis for the activities performed. All activities listed on the project schedule will require an AHA. The AHAs will be developed by the contractor, supplier, or subcontractor and provided to the prime contractor for review and approval and then submitted to the COTR or Contracting Officer Representative.

1.6 PRECONSTRUCTION CONFERENCE:

- A. Contractor representatives who have a responsibility or significant role in implementation of the accident prevention program, as required by 29 CFR 1926.20(b)(1), on the project shall attend the preconstruction conference to gain a mutual understanding of its implementation. This includes the project superintendent, subcontractor superintendents, and any other assigned safety and health professionals.
- B. Discuss the details of the submitted APP to include incorporated plans, programs, procedures and a listing of anticipated AHAs that will be developed and implemented during the performance of the contract. This list of proposed AHAs will be reviewed at the conference and an agreement will be reached between the Contractor and the Contracting Officer's representative as to which phases will require an analysis. In addition, establish a schedule for the preparation, submittal, review, and acceptance of AHAs to preclude project delays.

- C. Deficiencies in the submitted APP will be brought to the attention of the Contractor within 14 days of submittal, and the Contractor shall revise the plan to correct deficiencies and re-submit it for acceptance. Do not begin work until there is an accepted APP.

1.7 "SITE SAFETY AND HEALTH OFFICER" (SSHO) AND "COMPETENT PERSON" (CP):

- A. The Prime Contractor shall designate a minimum of one SSHO at each project site that will be identified as the SSHO to administer the Contractor's safety program and government-accepted Accident Prevention Plan. Each subcontractor shall designate a minimum of one CP in compliance with 29 CFR 1926.20 (b)(2) that will be identified as a CP to administer their individual safety programs.
- B. Further, all specialized Competent Persons for the work crews will be supplied by the respective contractor as required by 29 CFR 1926 (i.e. Asbestos, Electrical, Cranes, & Derricks, Demolition, Fall Protection, Fire Safety/Life Safety, Ladder, Rigging, Scaffolds, and Trenches/Excavations).
- C. These Competent Persons can have collateral duties as the subcontractor's superintendent and/or work crew lead persons as well as fill more than one specialized CP role (i.e. Asbestos, Electrical, Cranes, & Derricks, Demolition, Fall Protection, Fire Safety/Life Safety, Ladder, Rigging, Scaffolds, and Trenches/Excavations).
- D. The SSHO or an equally-qualified Designated Representative/alternate will maintain a presence on the site during construction operations in accordance with FAR Clause 52.236-6: *Superintendence by the Contractor*. CPs will maintain presence during their construction activities in accordance with above mentioned clause. A listing of the designated SSHO and all known CPs shall be submitted prior to the start of work as part of the APP with the training documentation and/or AHA as listed in Section 1.8 below.
- E. The repeated presence of uncontrolled hazards during a contractor's work operations will result in the designated CP as being deemed incompetent and result in the required removal of the employee in accordance with FAR Clause 52.236-5: Material and Workmanship, Paragraph (c).

1.8 TRAINING:

- A. The designated Prime Contractor SSHO must meet the requirements of all applicable OSHA standards and be capable (through training, experience, and qualifications) of ensuring that the requirements of 29 CFR 1926.16 and other appropriate Federal, State and local requirements are met for the project. As a minimum the SSHO must have completed the OSHA 30-hour Construction Safety class and have five (5) years of construction industry safety experience or three (3) years if he/she possesses a Certified Safety Professional (CSP) or certified Construction Safety and Health Technician (CSHT) certification or have a safety and health degree from an accredited university or college.
- B. All designated CPs shall have completed the OSHA 30-hour Construction Safety course within the past 5 years.
- C. In addition to the OSHA 30 Hour Construction Safety Course, all CPs with high hazard work operations such as operations involving asbestos, electrical, cranes, demolition, work at heights/fall protection, fire safety/life safety, ladder, rigging, scaffolds, and trenches/excavations shall have a specialized formal course in the hazard recognition & control associated with those high hazard work operations. Documented "repeat" deficiencies in the execution of safety requirements will require retaking the requisite formal course.
- D. All other construction workers shall have the OSHA 10-hour Construction Safety Outreach course and any necessary safety training to be able to identify hazards within their work environment.
- E. Submit training records associated with the above training requirements to the COTR or Contracting Officer Representative for review for compliance with contract requirements in accordance with Section 01 33 23, SHOP DRAWINGS, PRODUCT DATA AND SAMPLES 15 calendar days prior to the date of the preconstruction conference for acceptance.
- F. Prior to any worker for the contractor or subcontractors beginning work, they shall undergo a safety briefing provided by the SSHO or his/her designated representative. As a minimum, this briefing shall include information on the site-specific hazards, construction limits, VAMC safety guidelines, means of egress, break areas, work hours, locations of restrooms, use of VAMC equipment, emergency procedures, accident

reporting etc... Documentation shall be provided to the Resident Engineer that individuals have undergone contractor's safety briefing.

- G. Ongoing safety training will be accomplished in the form of weekly documented safety meeting.

1.9 INSPECTIONS:

- A. The SSHO shall conduct frequent and regular safety inspections (daily) of the site and each of the subcontractors CPs shall conduct frequent and regular safety inspections (daily) of the their work operations as required by 29 CFR 1926.20(b)(2). Each week, the SSHO shall conduct a formal documented inspection of the entire construction areas with the subcontractors' "Trade Safety and Health CPs" present in their work areas. Coordinate with, and report findings and corrective actions weekly to Project Manager and Facility Safety Officer or Contracting Officer Representative.
- B. A Certified Safety Professional (CSP) with specialized knowledge in construction safety or a certified Construction Safety and Health Technician (CSHT) shall randomly conduct a monthly site safety inspection. The CSP or CSHT can be a corporate safety professional or independently contracted. The CSP or CSHT will provide their certificate number on the required report for verification as necessary.
1. Results of the inspection will be documented with tracking of the identified hazards to abatement.
 2. The COTR or Contracting Officer Representative will be notified immediately prior to start of the inspection and invited to accompany the inspection.
 3. Identified hazard and controls will be discussed to come to a mutual understanding to ensure abatement and prevent future reoccurrence.
 4. A report of the inspection findings with status of abatement will be provided to the COTR or Contracting Officer Representative within one week of the onsite inspection.

1.10 ACCIDENTS, OSHA 300 LOGS, AND MAN-HOURS:

- A. Notify the COTR or Contracting Officer Representative as soon as practical, but no more than four hours after any accident meeting the

definition of OSHA Recordable Injuries or Illnesses or High Visibility Accidents, property damage equal to or greater than \$5,000, or any weight handling equipment accident. Within notification include contractor name; contract title; type of contract; name of activity, installation or location where accident occurred; date and time of accident; names of personnel injured; extent of property damage, if any; extent of injury, if known, and brief description of accident (to include type of construction equipment used, PPE used, etc.). Preserve the conditions and evidence on the accident site until the COTR or Contracting Officer Representative determine whether a government investigation will be conducted.

- B. Conduct an accident investigation for recordable injuries and illnesses, for Medical Treatment defined in paragraph DEFINITIONS, and property damage accidents resulting in at least \$20,000 in damages, to establish the root cause(s) of the accident. Complete the VA Form 2162, and provide the report to the COTR or Contracting Officer Representative within 5 calendar days of the accident. The COTR or Government Designated Authority will provide copies of any required or special forms.
- C. A summation of all man-hours worked by the contractor and associated sub-contractors for each month will be reported to the COTR Officer monthly.
- D. A summation of all OSHA recordable accidents experienced on site by the contractor and associated sub-contractors for each month will be provided to the COTR monthly. The contractor and associated sub-contractors' OSHA 300 logs will be made available to the COTR as requested.

1.11 PERSONAL PROTECTIVE EQUIPMENT (PPE):

- A. PPE is governed in all areas by the nature of the work the employee is performing. For example, specific PPE required for performing work on electrical equipment is identified in NFPA 70E, Standard for Electrical Safety in the Workplace.
- B. Mandatory PPE includes:
 - 1. Hard Hats - unless written authorization is given by the Contracting Officer in circumstances of work operations that have limited potential for falling object hazards such as during finishing work or minor remodeling. With authorization to relax the requirement of hard hats,

if a worker becomes exposed to an overhead falling object hazard, then hard hats would be required in accordance with the OSHA regulations.

2. Safety glasses - unless written authorization is given by the Contracting Officer appropriate safety glasses meeting the ANSI Z.87.1 standard must be worn by each person on site.
3. Appropriate Safety Shoes - based on the hazards present, safety shoes meeting the requirements of ASTM F2413-11 shall be worn by each person on site unless written authorization is given by the Contracting Officer.
4. Hearing protection - Use personal hearing protection at all times in designated noise hazardous areas or when performing noise hazardous tasks.

1.12 INFECTION CONTROL

- A. Infection Control is critical in all medical center facilities. Interior construction activities causing disturbance of existing dust, or creating new dust, must be conducted within ventilation-controlled areas that minimize the flow of airborne particles into patient areas. Exterior construction activities causing disturbance of soil or creates dust in some other manner must be controlled.
- B. An AHA associated with infection control will be performed by VA personnel in accordance with FGI Guidelines (i.e. Infection Control Risk Assessment (ICRA)). The ICRA procedure found on the American Society for Healthcare Engineering (ASHE) website will be utilized. Risk classifications of Class II or lower will require approval by the COTR or Contracting Officer Representative before beginning any construction work. Risk classifications of Class III or higher will require a permit before beginning any construction work. Infection Control permits will be issued by the COR. The Infection Control Permits will be posted outside the appropriate construction area. More than one permit may be issued for a construction project if the work is located in separate areas requiring separate classes. The required infection control precautions with each class are as follows:

1. Class I requirements:

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a. During Construction Work:

- 1) Notify the COTR or Contracting Officer Representative.
- 2) Execute work by methods to minimize raising dust from construction operations.
- 3) Ceiling tiles: Immediately replace a ceiling tiles displaced for visual inspection.

b. Upon Completion:

- 1) Clean work area upon completion of task
- 2) Notify the COTR or Contracting Officer Representative.

2. Class II requirements:

a. During Construction Work:

- 1) Notify the COTR or Contracting Officer Representative.
- 2) Provide active means to prevent airborne dust from dispersing into atmosphere such as wet methods or tool mounted dust collectors where possible.
- 3) Water mist work surfaces to control dust while cutting.
- 4) Seal unused doors with duct tape.
- 5) Block off and seal air vents.
- 6) Remove or isolate HVAC system in areas where work is being performed.

b. Upon Completion:

- 1) Wipe work surfaces with cleaner/disinfectant.
- 2) Contain construction waste before transport in tightly covered containers.
- 3) Wet mop and/or vacuum with HEPA filtered vacuum before leaving work area.
- 4) Upon completion, restore HVAC system where work was performed

5) Notify the COTR or Contracting Officer Representative.

3. Class III requirements:

a. During Construction Work:

- 1) Obtain permit from the Contracting Officer Representative.
- 2) Remove or Isolate HVAC system in area where work is being done to prevent contamination of duct system.
- 3) Complete all critical barriers i.e. sheetrock, plywood, plastic, to seal area from non-work area or implement control cube method (cart with plastic covering and sealed connection to work site with HEPA vacuum for vacuuming prior to exit) before construction begins. Install construction barriers and ceiling protection carefully, outside of normal work hours.
- 4) Maintain negative air pressure, 0.01 inches of water gauge, within work site utilizing HEPA equipped air filtration units and continuously monitored with a digital display, recording and alarm instrument, which must be calibrated on installation, maintained with periodic calibration and monitored by the contractor.
- 5) Contain construction waste before transport in tightly covered containers.
- 6) Cover transport receptacles or carts. Tape covering unless solid lid.

b. Upon Completion:

- 1) Do not remove barriers from work area until completed project is inspected by the COTR.
- 2) Remove construction barriers and ceiling protection carefully to minimize spreading of dirt and debris associated with construction, outside of normal work hours.
- 3) Vacuum work area with HEPA filtered vacuums.
- 4) Wet mop area with cleaner/disinfectant.

5) Upon completion, restore HVAC system where work was performed.

6) Return permit to the Contracting Officer Representative.

4. Class IV requirements:

a. During Construction Work:

1) Obtain permit from the Contracting Officer Representative.

2) Isolate HVAC system in area where work is being done to prevent contamination of duct system.

3) Complete all critical barriers i.e. sheetrock, plywood, plastic, to seal area from non-work area or implement control cube method (cart with plastic covering and sealed connection to work site with HEPA vacuum for vacuuming prior to exit) before construction begins. Install construction barriers and ceiling protection carefully, outside of normal work hours.

4) Maintain negative air pressure within work site utilizing HEPA equipped air filtration units.

5) Seal holes, pipes, conduits, and punctures.

6) Construct anteroom and require all personnel to pass through this room so they can be vacuumed using a HEPA vacuum cleaner before leaving work site or they can wear cloth or paper coveralls that are removed each time they leave work site.

7) All personnel entering work site are required to wear shoe covers. Shoe covers must be changed each time the worker exits the work area.

b. Upon Completion:

1) Do not remove barriers from work area until completed project is inspected by the COTR

2) Remove construction barriers and ceiling protection carefully to minimize spreading of dirt and debris associated with construction, outside of normal work hours.

- 3) Contain construction waste before transport in tightly covered containers.
- 4) Cover transport receptacles or carts. Tape covering unless solid lid.
- 5) Vacuum work area with HEPA filtered vacuums.
- 6) Wet mop area with cleaner/disinfectant.
- 7) Upon completion, restore HVAC system where work was performed.
- 8) Return permit to the Contracting Officer Representative.

C. Barriers shall be erected as required based upon classification (Class III & IV requires barriers) and shall be constructed as follows:

1. Class III and IV - closed door with masking tape applied over the frame and door is acceptable for projects that can be contained in a single room.
2. Construction, demolition or reconstruction not capable of containment within a single room must have the following barriers erected and made presentable on hospital occupied side:
 - a. Class III & IV (where dust control is the only hazard, and an agreement is reached with the Resident Engineer and Medical Center) - Airtight plastic barrier that extends from the floor to ceiling. Seams must be sealed with duct tape to prevent dust and debris from escaping
 - b. Class III & IV - Drywall barrier erected with joints covered or sealed to prevent dust and debris from escaping.
 - c. Class III & IV - Seal all penetrations in existing barrier airtight
 - d. Class III & IV - Barriers at penetration of ceiling envelopes, chases and ceiling spaces to stop movement air and debris
 - e. Class IV only - Anteroom or double entrance openings that allow workers to remove protective clothing or vacuum off existing clothing

- f. Class III & IV - At elevators shafts or stairways within the field of construction, overlapping flap minimum of two feet wide of polyethylene enclosures for personnel access.

D. Products and Materials:

1. Sheet Plastic: Fire retardant polystyrene, 6-mil thickness meeting local fire codes
2. Barrier Doors: Self Closing Two-hour fire-rated solid core wood in steel frame, painted.
3. Dust proof two-hour fire-rated drywall.
4. High Efficiency Particulate Air-Equipped filtration machine rated at 95% capture of 0.3 microns including pollen, mold spores and dust particles. HEPA filters should have ASHRAE 85 or other prefilter to extend the useful life of the HEPA. Provide both primary and secondary filtrations units. Maintenance of equipment and replacement of the HEPA filters and other filters will be in accordance with manufacturer's instructions.
5. Exhaust Hoses: Heavy duty, flexible steel reinforced; Ventilation Blower Hose
6. Adhesive Walk-off Mats: Provide minimum size mats of 24 inches x 36 inches
7. Disinfectant: Hospital-approved disinfectant or equivalent product
8. Portable Ceiling Access Module

E. Before any construction on site begins, all contractor personnel involved in the construction or renovation activity shall be educated and trained in infection prevention measures established by the medical center.

F. A dust control program will be establish and maintained as part of the contractor's infection preventive measures in accordance with the FGI Guidelines for Design and Construction of Healthcare Facilities. Prior to start of work, prepare a plan detailing project-specific dust protection measures with associated product data, including periodic status reports, and submit to COTR for review for compliance with contract requirements

in accordance with Section 01 33 23, SHOP DRAWINGS, PRODUCT DATA AND SAMPLES.

- G. Medical center Infection Control personnel will monitor for airborne disease (e.g. aspergillosis) during construction. A baseline of conditions will 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 with safe thresholds established.
- H. In general, the following preventive measures shall be adopted during construction to keep down dust and prevent mold.
1. Contractor shall verify that construction exhaust to exterior is not reintroduced to the medical center through intake vents, or building openings. HEPA filtration is required where the exhaust dust may reenter the medical center.
 2. Exhaust hoses shall be exhausted so that dust is not reintroduced to the medical center.
 3. Adhesive Walk-off/Carpet Walk-off Mats 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.
 4. 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 it is created. Transport these outside the construction area in containers with tightly fitting lids.
 5. The contractor shall not haul debris through patient-care areas without prior approval of the Resident 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.

6. 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.
7. 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.

I. 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.

J. Exterior Construction

1. Contractor shall verify that dust will not be introduced into the medical center through intake vents, or building openings. HEPA filtration on intake vents is required where dust may be introduced.
2. Dust created from disturbance of soil such as from vehicle movement will be wetted with use of a water truck as necessary
3. All cutting, drilling, grinding, sanding, or disturbance of materials shall be accomplished with tools equipped with either local exhaust ventilation (i.e. vacuum systems) or wet suppression controls.

1.13 TUBERCULOSIS SCREENING

- A. Contractor shall provide written certification that all contract employees assigned to the work site have had a pre-placement tuberculin screening within 90 days prior to assignment to the worksite and been found have negative TB screening reactions. Contractors shall be required to show documentation of negative TB screening reactions for any additional workers who are added after the 90-day requirement before they

will be allowed to work on the work site. NOTE: This can be the Center for Disease Control (CDC) and Prevention and two-step skin testing or a Food and Drug Administration (FDA)-approved blood test.

1. Contract employees manifesting positive screening reactions to the tuberculin shall be examined according to current CDC guidelines prior to working on VHA property.
2. Subsequently, if the employee is found without evidence of active (infectious) pulmonary TB, a statement documenting examination by a physician shall be on file with the employer (construction contractor), noting that the employee with a positive tuberculin screening test is without evidence of active (infectious) pulmonary TB.
3. If the employee is found with evidence of active (infectious) pulmonary TB, the employee shall require treatment with a subsequent statement to the fact on file with the employer before being allowed to return to work on VHA property.

1.14 FIRE SAFETY

- A. Fire Safety Plan: Establish and maintain a site-specific 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 and Contracting Officer Representative for review for compliance with contract requirements in accordance with Section 01 33 23, SHOP DRAWINGS, PRODUCT DATA AND SAMPLES. This plan may be an element of the Accident Prevention Plan.
- B. 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.
- C. Separate temporary facilities, such as trailers, storage sheds, and dumpsters, from existing buildings and new construction by distances in accordance with NFPA 241. For small facilities with less than 6 m (20 feet) exposing overall length, separate by 3m (10 feet).
- D. Temporary Heating and Electrical: Install, use and maintain installations in accordance with 29 CFR 1926, NFPA 241 and NFPA 70.

- E. Means of Egress: Do not block exiting for occupied buildings, including paths from exits to roads. Minimize disruptions and coordinate with COTR.
- F. Egress Routes for Construction Workers: Maintain free and unobstructed egress. Inspect daily. Report findings and corrective actions weekly to COTR and Contracting Officer Representative.
- G. Fire Extinguishers: Provide and maintain extinguishers in construction areas and temporary storage areas in accordance with 29 CFR 1926, NFPA 241 and NFPA 10.
- H. Flammable and Combustible Liquids: Store, dispense and use liquids in accordance with 29 CFR 1926, NFPA 241 and NFPA 30.
- I. Standpipes: Install and extend standpipes up with each floor in accordance with 29 CFR 1926 and NFPA 241.
- 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. In separate and detached buildings under construction, smoking is prohibited except in designated smoking rest areas.
- M. Dispose of waste and debris in accordance with NFPA 241. Remove from buildings daily.
- N. If required, submit documentation to the COTR that personnel have been trained in the fire safety aspects of working in areas with impaired structural or compartmentalization features.

1.15 ELECTRICAL

- A. All electrical work shall comply with NFPA 70 (NEC), NFPA 70B, NFPA 70E, 29 CFR Part 1910 Subpart J - General Environmental Controls, 29 CFR Part

1910 Subpart S - Electrical, and 29 CFR 1926 Subpart K in addition to other references required by contract.

- B. All qualified persons performing electrical work under this contract shall be licensed journeyman or master electricians. All apprentice electricians performing under this contract shall be deemed unqualified persons unless they are working under the immediate supervision of a licensed electrician or master electrician.
- C. All electrical work will be accomplished de-energized and in the Electrically Safe Work Condition (refer to NFPA 70E for Work Involving Electrical Hazards, including Exemptions to Work Permit). Any Contractor, subcontractor or temporary worker who fails to fully comply with this requirement is subject to immediate termination in accordance with FAR clause 52.236-5(c). Only in rare circumstance where achieving an electrically safe work condition prior to beginning work would increase or cause additional hazards, or is infeasible due to equipment design or operational limitations is energized work permitted. The COTR or Contracting Officer Representative with approval of the Medical Center Director will make the determination if the circumstances would meet the exception outlined above. An AHA specific to energized work activities will be developed, reviewed, and accepted prior to the start of that work.
 - 1. Development of a Hazardous Electrical Energy Control Procedure is required prior to de-energization. A single Simple Lockout/Tagout Procedure for multiple work operations can only be used for work involving qualified person(s) de-energizing one set of conductors or circuit part source. Task specific Complex Lockout/Tagout Procedures are required at all other times.
 - 2. Verification of the absence of voltage after de-energization and lockout/tagout is considered "energized electrical work" (live work) under NFPA 70E, and shall only be performed by qualified persons wearing appropriate shock protective (voltage rated) gloves and arc rate personal protective clothing and equipment, using Underwriters Laboratories (UL) tested and appropriately rated contact electrical testing instruments or equipment appropriate for the environment in which they will be used.

3. Personal Protective Equipment (PPE) and electrical testing instruments will be readily available for inspection by the Facility Safety Officer.
- D. Before beginning any electrical work, an Activity Hazard Analysis (AHA) will be conducted to include Shock Hazard and Arc Flash Hazard analyses (NFPA Tables can be used only as a last alternative and it is strongly suggested a full Arc Flash Hazard Analyses be conducted). Work shall not begin until the AHA for the work activity has been accepted by the COR and discussed with all engaged in the activity, including the Contractor, subcontractor(s), and Government on-site representatives at preparatory and initial control phase meetings.
- E. Ground-fault circuit interrupters. All 120-volt, single-phase 15- and 20-ampere receptacle outlets on construction sites shall have approved ground-fault circuit interrupters for personnel protection. "Assured Equipment Grounding Conductor Program" only is not allowed.

1.16 FALL PROTECTION

- A. The fall protection (FP) threshold height requirement is 6 ft (1.8 m) for ALL WORK, unless specified differently or the OSHA 29 CFR 1926 requirements are more stringent, to include steel erection activities, systems-engineered activities (prefabricated) metal buildings, residential (wood) construction and scaffolding work.
 1. The use of a Safety Monitoring System (SMS) as a fall protection method is prohibited.
 2. The use of Controlled Access Zone (CAZ) as a fall protection method is prohibited.
 3. A Warning Line System (WLS) may ONLY be used on floors or flat or low-sloped roofs (between 0 - 18.4 degrees or 4:12 slope) and shall be erected around all sides of the work area (See 29 CFR 1926.502(f) for construction of WLS requirements). Working within the WLS does not require FP. No worker shall be allowed in the area between the roof or floor edge and the WLS without FP. FP is required when working outside the WLS.
 4. Fall protection while using a ladder will be governed by the OSHA requirements.

1.17 SCAFFOLDS AND OTHER WORK PLATFORMS

- A. All scaffolds and other work platforms construction activities shall comply with 29 CFR 1926 Subpart L.
- B. The fall protection (FP) threshold height requirement is 6 ft (1.8 m) as stated in Section 1.16.
- C. The following hierarchy and prohibitions shall be followed in selecting appropriate work platforms.
 - 1. Scaffolds, platforms, or temporary floors shall be provided for all work except that can be performed safely from the ground or similar footing.
 - 2. Ladders less than 20 feet may be used as work platforms only when use of small hand tools or handling of light material is involved.
 - 3. Ladder jacks, lean-to, and prop-scaffolds are prohibited.
 - 4. Emergency descent devices shall not be used as working platforms.
- D. Contractors shall use a scaffold tagging system in which all scaffolds are tagged by the Competent Person. Tags shall be color-coded: green indicates the scaffold has been inspected and is safe to use; red indicates the scaffold is unsafe to use. Tags shall be readily visible, made of materials that will withstand the environment in which they are used, be legible and shall include:
 - 1. The Competent Person's name and signature;
 - 2. Dates of initial and last inspections.
- E. Mast Climbing work platforms: When access ladders, including masts designed as ladders, exceed 20 ft (6 m) in height, positive fall protection shall be used.

1.18 EXCAVATION AND TRENCHES

- A. All excavation and trenching work shall comply with 29 CFR 1926 Subpart P.
- B. All excavations and trenches 5 feet in depth or greater shall require a written trenching and excavation permit (NOTE - some States and other local jurisdictions require separate state/jurisdiction-issued excavation

permits). The permit shall be completed and provided to the COTR and COR prior to commencing work for the day. At the end of the day, the permit shall be closed out and provided to the COTR. The permit shall be maintained onsite and include the following:

1. Determination of soil classification
 2. Indication that utilities have been located and identified. If utilities could not be located after all reasonable attempt, then excavating operations will proceed cautiously.
 3. Indication of selected excavation protective system.
 4. Indication that the spoil pile will be stored at least 2 feet from the edge of the excavation and safe access provided within 25 feet of the workers.
 5. Indication of assessment for a potential toxic, explosive, or oxygen deficient atmosphere.
- C. If not using an engineered protective system such as a trench box, shielding, shoring, or other Professional Engineer designed system and using a sloping or benching system, soil classification cannot be Solid Rock or Type A. All soil will be classified as Type B or Type C and sloped or benched in accordance with Appendix B of 29 CFR 1926.

1.19 CRANES

- A. All crane work shall comply with 29 CFR 1926 Subpart CC.
- B. Prior to operating a crane, the operator must be licensed, qualified or certified to operate the crane. Thus, all the provisions contained with Subpart CC are effective and there is no "Phase In" date of November 10, 2014.
- C. A detailed lift permit shall be submitted 14 days prior to the scheduled lift complete with route for truck carrying load, crane load analysis, siting of crane and path of swing. The lift will not be allowed without approval of this document.
- D. Crane operators shall not carry loads
 1. over the general public or VAMC personnel

2. over any occupied building unless

a. the top two floors are vacated

b. or overhead protection with a design live load of 300 psf is provided

1.20 CONTROL OF HAZARDOUS ENERGY (LOCKOUT/TAGOUT)

A. All installation, maintenance, and servicing of equipment or machinery shall comply with 29 CFR 1910.147 except for specifically referenced operations in 29 CFR 1926 such as concrete & masonry equipment [1926.702(j)], heavy machinery & equipment [1926.600(a)(3)(i)], and process safety management of highly hazardous chemicals (1926.64). Control of hazardous electrical energy during the installation, maintenance, or servicing of electrical equipment shall comply with Section 1.15 to include NFPA 70E and other VA specific requirements discussed in the section.

1.21 CONFINED SPACE ENTRY

A. All confined space entry shall comply with 29 CFR 1910.146 except for specifically referenced operations in 29 CFR 1926 such as excavations/trenches [1926.651(g)].

B. A site-specific Confined Space Entry Plan (including permitting process) shall be developed and submitted to the COTR.

1.22 WELDING AND CUTTING

As specified in section 1.14, Hot Work: Perform and safeguard hot work operations in accordance with NFPA 241 and NFPA 51B. Coordinate with COTR. Obtain permits from COR at least 24 hours in advance. Designate contractor's responsible project-site fire prevention program manager to permit hot work.

1.23 LADDERS

A. All Ladder use shall comply with 29 CFR 1926 Subpart X.

B. All portable ladders shall be of sufficient length and shall be placed so that workers will not stretch or assume a hazardous position.

C. Manufacturer safety labels shall be in place on ladders

D. Step Ladders shall not be used in the closed position

- E. Top steps or cap of step ladders shall not be used as a step
- F. Portable ladders, used as temporary access, shall extend at least 3 ft (0.9 m) above the upper landing surface.
 - 1. When a 3 ft (0.9-m) extension is not possible, a grasping device (such as a grab rail) shall be provided to assist workers in mounting and dismounting the ladder.
 - 2. In no case shall the length of the ladder be such that ladder deflection under a load would, by itself, cause the ladder to slip from its support.
- G. Ladders shall be inspected for visible defects on a daily basis and after any occurrence that could affect their safe use. Broken or damaged ladders shall be immediately tagged "DO NOT USE," or with similar wording, and withdrawn from service until restored to a condition meeting their original design.

1.24 FLOOR & WALL OPENINGS

- A. All floor and wall openings shall comply with 29 CFR 1926 Subpart M.
- B. Floor and roof holes/openings are any that measure over 2 in (51 mm) in any direction of a walking/working surface which persons may trip or fall into or where objects may fall to the level below. See 21.F for covering and labeling requirements. Skylights located in floors or roofs are considered floor or roof hole/openings.
- C. All floor, roof openings or hole into which a person can accidentally walk or fall through shall be guarded either by a railing system with toe boards along all exposed sides or a load-bearing cover. When the cover is not in place, the opening or hole shall be protected by a removable guardrail system or shall be attended when the guarding system has been removed or other fall protection system.
 - 1. Covers shall be capable of supporting, without failure, at least twice the weight of the worker, equipment and material combined.
 - 2. Covers shall be secured when installed, clearly marked with the word "HOLE", "COVER" or "Danger, Roof Opening-Do Not Remove" or color-coded or equivalent methods (e.g., red or orange "X"). Workers must be made aware of the meaning for color coding and equivalent methods.

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3. Roofing material, such as roofing membrane, insulation or felts, covering or partly covering openings or holes, shall be immediately cut out. No hole or opening shall be left unattended unless covered.
4. Non-load-bearing skylights shall be guarded by a load-bearing skylight screen, cover, or railing system along all exposed sides.
5. Workers are prohibited from standing/walking on skylights.

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