

**SECTION 01 00 00
GENERAL REQUIREMENTS**

1.1 SAFETY REQUIREMENTS

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

1.2 GENERAL INTENTION

- A. Contractor shall completely prepare site for building operations, including demolition and removal of existing structures, and furnish labor and materials and perform work for "REPLACE ROOFS" as required by drawings and specifications. Roof locations are identified on the plans and as follows:

3rd Flr Roof - Over Surgery 4th Flr Roof- Mechanical Room

1. This project will replace approximately 20,000 square foot of existing EPDM roofing membrane and insulation. Installation of new SBS-Modified Bituminous Membrane. Modified Bituminous Roof System will be installed, replacing insulation; lightning protection, flashing systems, metal coping, and protection boards, and trim. Also, a new fluid applied membrane will be applied for penetration flashings, perimeter flashings, and as a waterproofing membrane on the 3rd floor coping stones.

2. All roofing shall be replaced as indicated by plans and specs. Roofing membrane system shall carry a 20 yr manufacturer warranty with maintenance plan, and must be certified, with all roofs approved prior to acceptance by VA.

A. Visits to the site by Bidders are by appointment with the COR.

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

C. All employees of general contractor and subcontractors shall comply with VA security management program and obtain permission of the VA.

1.3 STATEMENT OF BID ITEM(S)

- A. ITEM I BASE BID, GENERAL CONSTRUCTION: All work per plans and specifications. Work includes but is not necessarily limited to general construction, alterations, demolition and installation of new Modified Bitumen roofs, fluid applied roofing, flashing and related roofing items, installation of VA provided safety railing, necessary removal of existing structures, and construction and certain other items as indicated or specified.

1.4 SPECIFICATIONS AND DRAWINGS FOR CONTRACTOR

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

1.5 CONSTRUCTION SECURITY REQUIREMENTS

A. Security Plan:

1. The security plan defines both physical and administrative security procedures that will remain effective for the entire duration of the project.
2. The General Contractor is responsible for assuring that all sub-contractors working on the project and their employees also comply with these regulations.

B. Security Procedures:

1. General Contractor's employees shall not enter the 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 work the General Contractor 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. The General Contractor will be required to provide information to the VA so that appropriate badging can be obtained.
3. No photography of VA premises is allowed without written permission of the Contracting Officer.
4. VA reserves the right to close down or shut down the project site and order General Contractor's employees off the premises in the

event of a national emergency. The General Contractor may return to the site only with the written approval of the Contracting Officer.

D. Key Control:

1. Access to the work area will be discussed after award.

E. Document Control:

1. The General Contractor is responsible for safekeeping of all drawings, project manual and other project information. This information shall be shared only with those with a specific need to accomplish the project.

F. Motor Vehicle Restrictions

1. Vehicle authorization request shall be required for any vehicle entering the site and such request shall be submitted 72 hours before the date and time of access. Access shall be restricted to picking up and dropping off materials and supplies. No dedicated laydown area is provided.
2. Contractors are permitted to park in the Contractor parking lot on a first come first serve basis. Ride sharing and carpooling may be required due to the amount of construction taking place on campus. Contractors can only park in designated areas.

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.
- C. The Contractor shall, under regulations prescribed by the Contracting Officer, use only established roadways. 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.

- D. Working space and space available for storing materials shall be the OR and ICU roofs. No additional laydown space is provided. A space within the contractors parking area can be used as dumpster location for roof removal and debris disposal. The cleanliness of the dumpster and its servicing shall be the responsibility of the Contractor.
- E. Workmen are subject to rules of Medical Center applicable to their conduct.
- F. Execute work in such a manner as to interfere as little as possible with work being done by others. Keep roads clear of construction materials, debris, standing construction equipment and vehicles at all times.
- F. Execute work so as to interfere as little as possible with normal functioning of the 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 CO.
 - 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 unless otherwise permitted by the COR. Materials stored on the roof must not exceed the roof's structural capacity. It is the responsibility of the Contractor to not exceed the capacity of the roofing structure. Provide unobstructed access to Medical Center areas required to remain in operation.
 - 3. 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. The work to be outlined shall include, but not be limited to:

To insure such executions, Contractor shall furnish the COR with a schedule of work dates on which the Contractor intends to accomplish work in each specific area of site, building or portion thereof. In addition, Contractor shall notify the COR two weeks in advance of the proposed date of starting work in each specific area of site, building or portion thereof. Schedule activities to insure accomplishment of this work in successive phases mutually agreeable to Medical Center.

It should be noted that that the work planned on the southeast side of the ICU roof directly below the OR intake will be performed after surgical suites have concluded activities. Typical but not guaranteed hours of surgical operations are from 7:00 AM to 4:00 PM. Ample time must be scheduled to allow for materials to cure and any odors to dissipate.

Contractor shall take all measures and provide all material necessary for protecting existing equipment and property in affected areas of construction against dust and debris, so that equipment and affected areas to be used in the Medical Centers operations will not be hindered.

The roofs being replaced will not require that spaces below be vacated. However, any action of the part of the Contractor which causes excessive noise or vibration may warrant a revision to portions of work schedule.

- J. When a building and/or construction site is turned over to Contractor, Contractor shall accept entire responsibility including upkeep and maintenance.
- K. Utilities Services: Maintain existing utility services for the Medical Center. It is not anticipated that utility service interruptions will be a part of this project.
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 COR.
 2. Contractor shall submit a request to interrupt any such services to the COR, in writing, 7 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 the Medical Center. Interruption time approved by Medical Center may occur at other than Contractor's normal working hours.
 4. Major interruptions of any system must be requested, in writing, at least 15 calendar days prior to the desired time and shall be performed as directed by the COR.
- L. To minimize interference of construction activities with flow of Medical Center traffic, comply with the following:
1. Keep roads, walks and entrances to grounds, to parking and to occupied areas of buildings clear of construction materials, debris and standing construction equipment and vehicles.
- M. Coordinate the work for this contract with other construction operations as directed by the COR. This includes the scheduling of traffic and the use of roadways.

1. Cleaning up shall include the removal of all equipment, tools, materials and debris and leaving the areas in a clean, neat condition.

1.7 ALTERATIONS

- A. Survey: Before any work is started, the Contractor shall make a thorough survey with the COR of the work area, and furnish a report, signed by Contractor and COR.
 1. Shall note any discrepancies between drawings and existing conditions at site.
 2. 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 COR.
- 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.

1.8 DISPOSAL AND RETENTION

- A. Materials and equipment accruing from work removed and from demolition, or parts thereof, shall be disposed of in accordance with local, state and federal laws. A waste report will be required with applications for payment denoting the amount of waste and the amount of recycled waste if applicable.

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.

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 COR.
- 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 LAYOUT OF WORK

- A. The Contractor shall lay out the work from 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.

1.12 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 COR to 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 COR within 15 calendar days after acceptance of the project by the COR.
- D. Paragraphs A, B, & C shall also apply to all shop drawings.

1.13 TEMPORARY USE OF MECHANICAL AND ELECTRICAL EQUIPMENT

- A. No temporary use of mechanical or electrical equipment is anticipated.

1.14 TEMPORARY USE OF EXISTING ELEVATORS

- A. Contractor will not be allowed the use of existing elevators. Outside type hoist shall be used by Contractor for transporting materials and equipment.

1.15 TEMPORARY TOILETS

- A. Provided by contractor (for use of all Contractor's workmen) ample temporary sanitary toilet accommodations. Keep such places clean and free from flies, debris and in a clean condition. Maintenance of such facilities is the responsibility of the Contractor.

1.16 INSTRUCTIONS

- A. Contractor shall furnish Maintenance manuals (hard copies and electronic) and verbal instructions when required.
- B. Manuals: Maintenance manuals and one compact disc (four hard copies and one electronic copy each) for each roofing system and components shall be delivered to the COR upon completion of the project.

1.17 PHOTOGRAPHIC DOCUMENTATION

- A. During the construction period through completion, provide photographic documentation of construction progress and at selected milestones.
- G. Upon completion of the project, final copies of the documentation (the "Permanent Record") with the indexing shall be provided in an electronic media format, typically a DVD or CD.

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