

**SECTION 01 00 00
GENERAL REQUIREMENTS**

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SECTION 01 00 00
GENERAL REQUIREMENTS

1.1 GENERAL INTENTION

- A. The General Contractor and its sub-subcontractors (Hereinafter the "Contractor") shall completely prepare site at the Montrose Campus (hereinafter "Campus" or "Medical Center") for Plumbing Dead legs removal, including demolition and removal of existing piping and associated structures and furnish labor and materials and perform work for the Montrose VA Medical Center as required by contract drawings and specifications.
- B. Visits to the site by Bidders may be made only by appointment with the Contracting Officer and the COR.
- C. Office of VA Engineering, Projects Section, located in B16 will render oversight services during construction. Such services shall be considered as advisory and shall not be construed as expressing or implying a contractual act of the VA without affirmations by a Contracting Officer or his duly authorized representative.
- D. The construction site and staging area shall be enclosed with a 10' chain link construction fence during all construction activities. The construction fence shall comply with the relevant specifications for the Project to ensure pedestrian and vehicle safety. Furthermore, the Contractor shall, at all times, maintain for all roads that run adjacent or through the Project site at least one clear lane for vehicle ingress and egress, and emergency vehicle access. The Contractor shall provide unimpeded access for vehicles at all times. This shall be accomplished by the use of flagmen, signage, and other directional indicators.
- E. All employees of Contractor shall comply with VA security management program and obtain permission of the VA police, be identified with a VA issued photo ID, and restricted from unauthorized access. All contractor visitors and employees identified as not having proper identification will be dismissed from the Medical Center grounds until such time as proper ID has been obtained. All employees of the Contractor will be required to be made available to Police Service at

the Campus to apply for photo identification badge and fingerprinting following badge production the employee shall return in person to receive issue of the badge. The Contractor is responsible to furnish the names of all employees scheduled to work to the VA COR within ten days of the Notice to Proceed (NTP). The contractor shall identify on the construction schedule of work the date for start of work of short term specialty subcontractors and two weeks prior to start of work process identification badge verification for employee issue prior to starting of work (Employees not issued identification badges will have to leave the site at no addition cost to the government.)

- G. All work required for the Project shall be performed by licensed journeyman or registered apprentices. The number of apprentices used to execute the Project shall not at any time exceed the number of licensed journeyman. The journeyman shall carry at all times when on VA property a copy of their license or registration.

H. Training:

1. Beginning July 31, 2005, all employees of the Contractor shall have 10-hour OSHA certified Construction Safety course and /or other relevant competency training, as determined in writing by VA COR.
2. Submit training records of all such employees for approval before the start of work.

I. Superintendent and Project Manager

1. The Superintendent shall be a direct employee of the General Contractor having authority to act as an authorized representative of the General Contractor, responsible for the day-to-day operations at the construction site, planning, quality control, verification of delivery of approved material and equipment, subcontractor coordination responsibilities and execution of the complete Project as per the contract documents. The Superintendent shall have a minimum of five (5) years' experience in the building construction industry as a construction/project superintendent and shall be licensed in one of the building construction trades relevant to the Project. In addition, the Superintendent shall have sufficiently completed a 30-hour OSHA training for construction safety. The General Contractor shall at the onset of the Project, no later than

30 days following the NTP, submit to the VA COR for approval a resume and any relevant training certifications and licenses for the Superintendent. The VA COR reserves the right to reject any proposed superintendent that does not meet the above minimum qualifications.

2. The Superintendent shall be dedicated exclusively to the Project once approved by the COR and until the completion of all Project construction activities and shall not be responsible for administering or managing in any capacity any other work site on behalf of the General Contractor or other third party. The superintendent shall have no hands-on construction interaction.
3. The Superintendent shall sign-in at the beginning of each day of work and Sign-out at the end of the work day at the COR's office. No work shall be performed by any contractors or subcontractors without the presence of the Superintendent at the actual work site.
4. On a weekly basis, the Superintendent shall provide written job site inspection reports based on a walkthrough of the construction site with the COR.
5. The Superintendent shall be responsible for submitting daily work logs to the VA COR at the end of every work day.
6. The General Contractor shall also provide services of a Project Manager whose responsibilities will include but not be limited to providing support to the Superintendent at the job site and shall be responsible for finance-related tasks and scheduling.
7. The VA's Engineering Service Office is open during normal weekday business hours, 8:00 AM - 4:30 PM
8. Off-duty hours check-in shall be first arranged and approved with the VA COR.

J. Dig Permit

The Contractor shall complete the Campus dig permit with the VA COR and submit the Dig Safe notification prior to start of any excavation work.

1.2 STATEMENT OF BID ITEM(S)

- A. Base Bid - The Contractor will furnish all materials, equipment, supervision, and personnel necessary to accomplish the Project as shown on the drawings and specifications and perform work specified herein and comply with VA specifications and VA regulations, procedures and conditions for work at the Medical Center and any applicable codes as per requirements of all governing agencies. Contractor will be responsible to coordinate and schedule work to minimize to short duration any shutdowns and shall be expected to plan work typically during duty hours of the hospital.

In addition to meeting these requirements, all work shall be done on weekdays (or Off Duty when required and approved by VA COR) and therefore work progress must be phased and scheduled such that all work started is completed during a weekday time allowance. Completion of the project shall be no more than 120 calendar days from the notice to proceed.

1.3 SPECIFICATIONS AND DRAWINGS FOR CONTRACTOR

- A. AFTER AWARD OF CONTRACT, No sets of drawings or specifications will be provided to the contractor. Contractor shall print copies off of Fedbizops website at their own expense.

1.4 CONSTRUCTION SECURITY REQUIREMENTS

- A. Security Plan:
1. The security plan defines both physical and administrative security procedures that will remain effective for the entire duration of the Project.
 2. The 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. The Contractor's employees shall not enter the Project site without an appropriate badge. They may also be subject to inspection of their personal effects when entering or leaving the Project site.
2. For working outside the "regular hours" as defined in the contract, the Contractor shall give 3 days' notice to the Contracting Officer so that security arrangements can be provided for the employees. This notice is separate from any notices required for utility shutdown described later in this section.
3. No photography of VA premises is allowed without written permission of the Contracting Officer.
4. VA reserves the right to close down or shut down the Project site and order Contractor's employees off the premises in the event of a national emergency. The Contractor may return to the site only with the written approval of the Contracting Officer.

C. Key Control:

1. The Contractor shall provide duplicate keys and lock combinations to the VA COR for the purpose of security inspections of every area of Project including tool boxes and parked machines and take any emergency action.
2. The Contractor shall turn over all permanent lock cylinders to the VA locksmith for permanent installation. See Section 08 71 00, DOOR HARDWARE and coordinate.

D. Document Control:

1. The 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

E. Motor Vehicle Restrictions

1. Vehicle authorization request shall be required for any vehicle entering the site and such request shall be submitted 24 hours before the date and time of access. Access shall be restricted to picking up and dropping off materials and supplies.

2. Separate permits shall be issued for the Contractor for parking in designated areas only.

1.5 OSHA REQUIREMENTS-SAFETY AND HEALTH REGULATIONS

- A. Contractors are required to comply with the Occupational Safety and Health Standard found in CFR 1910 and 1926. Copies of these statements can be acquired from the Superintendent of Documents, U.S. Government Printing Office Washington, D.C. 20420.
- B. In addition, the Contractor will be required to comply with all applicable Medical Center fire, safety, and security regulations, policies and procedures. Each of the Contractor's employees, inclusive of subcontractors and their employees will be required to read this section, sign, and acknowledge understanding. Signed acknowledgment must be filed with the Contracting Officer prior to any employee's assignment to the work site.
- C. Contractors involved with the removal, alteration, or disturbance of asbestos type insulation or materials will be required to comply strictly with the regulations found in CFR 1910.1001 and the appropriate EPA regulations regarding disposal of asbestos and the New York State Code Rule 56. Assistance in identifying asbestos can be requested from the Medical Center's Industrial Hygienist and the VA COR.
- D. Contractors entering locations of asbestos contamination (i.e. pipe basements) shall be responsible for providing respiratory protection to their employees and ensuring respirators are worn in accordance with OSHA (CFR 1910.1001(g)). Asbestos contaminated areas shall be defined on Project drawings. The minimum equipment required shall be: a half-mask air-purifying respirator equipped with high efficiency filters and disposable Type coveralls.
- E. Contractor, along with other submittals, and at least two weeks prior to bringing any materials on-site, must submit a complete list of chemicals the contractor will use and safety data sheets for all hazardous materials brought on-site.

- F. Severe or constant violations may result in an immediate work stoppage or request for a Compliance Officer from the Occupational Safety and Health Administration.

1.6 SPECIFIC MEDICAL CENTER FIRE & SAFETY POLICIES, PROCEDURES, AND REGULATIONS

A. INTRODUCTION

1. The safety and fire protection of patients, employees, members of the public and government is one of the continuous concerns of this Medical Center.
2. Contractors, their supervisors, and employees are required to comply with Medical Center policies to ensure the occupational safety and health of all. Failure to comply may result in work stoppage.
3. While working at this Medical Center, contractors are responsible for the Occupational Safety and Health of their employees. Contractors are required to comply with the applicable OSHA standards found in 20 CFR 1910 for general industry and 29 CFR 1926 for construction. Failure to comply with these standards may result in work stoppage and a request to the Area director of OSHA for a compliance office to inspect the work site.
4. Contractors are to comply with the requirements found in the National Fire Protection Association (NFPA) #241, "Building construction and Demolition Operation".
5. Questions regarding occupational safety and health issues can be addressed to the Medical Center Safety and Occupational Health Specialist (ext. 2321 at Montrose Campus).

B. FIRES

All fires must be reported. In the event of a fire in the work area, use the nearest pull box station and also notify Medical Center staff in the immediate area. Emergency notification can also be accomplished by dialing ext. 2222 at Montrose Campus. This is the fire department emergency phone only. Be sure to give the exact location from where you

are calling. If a contractor has experienced a fire and it was rapidly extinguished, you still must notify the fire department (ext. 2332 at Montrose Campus) so that an investigation of the fire can be accomplished. Delay in reporting a fire is unacceptable.

C. FIRE ALARMS, SMOKE DETECTION, AND SPRINKLER SYSTEM

If the nature of your work requires the deactivation of the fire alarm, smoke detection or sprinkler system, you must notify the Medical Center Fire Department. Notification must be made well in advance so that ample time can be allowed to deactivate the system and provide an alternative measure for fire protection. Under no circumstance is a contractor allowed to deactivate any of the fire protection systems in this Medical Center.

D. SMOKE DETECTORS

False alarms will not be tolerated. You are required to be familiar with the location of the smoke detectors in your work area. When performing cutting, burning, or welding or any other operation that may cause smoke or dust, you must take steps to temporarily cover smoke detectors in order to prevent false alarms. Failure to take the appropriate action will result in the Contracting Officer assessing actual costs for government response for each false alarm that is preventable. Prior to covering the smoke detectors, the contractor will notify the VAMC Fire Department, who will also be notified when the covers are removed.

E. HOT WORK PERMIT

1. If the nature of the work requires the use of welding equipment, cutting torch, soldering equipment or the performance of processes which produce sparks, heat or combustion, it will be required that the contractor notify the VA COR no less than one day in advance of such work. The VAMC Fire Department will inspect the work area and issue a "Hot Work Permit" authorizing the performance of such work.
2. A "Hot Work Permit" will be issued only for the period necessary to perform such work. In the event the time necessary will exceed one day, a "Hot Work Permit" may be issued for the period needed; however, the VAMC Fire Department will inspect the area daily.

3. Contractors will not be allowed to perform hot work processes without the appropriate permit.

F. TEMPORARY ENCLOSURES

Only non-combustible materials will be used to construct temporary enclosures for barriers at this Medical Center. Plastic materials and fabrics used to construct dust barriers must conform to NFPA #701, Standard Methods of fire Tests for Flame-Resistant Textiles and Films.

G. FLAMMABLE LIQUIDS

All flammable liquids will be kept in approved safety containers. Only the amount necessary for your immediate work will be allowed in the building. Flammable liquids must be removed from the building at the end of each day.

H. COMPRESSED GAS CYLINDERS

Compressed gas shall be secured in an upright position at all times. A suitable cylinder cart will be used to transport compressed gas cylinders. Only those compressed gas cylinders necessary for immediate work will be allowed in occupied buildings. All others will be stored outside of buildings in a designated area. The contractor will comply with applicable standards for compressed gas cylinders found in 29 CFR 1910 and 1926 (OSHA).

I. INTERNAL COMBUSTION ENGINE-POWERED EQUIPMENT

Equipment powered by an internal combustion engine such as saws, compressors, generators, etc., will not be used in an occupied building. Special consideration may be given for unoccupied buildings only if the OSHA and NFPA requirements have been met.

J. POWER ACTIVATED TOOLS

In the event power activated tools are on the job site. Power activated tools will be kept in a secured manner at all times. When not in use, the tools will be kept locked up. When in use, the operator will have the tool under his/her immediate control.

K. TOOLS

1. Under no circumstances are tools, equipment and other items of work to be left unattended for any reason. All tools, equipment and items of work must be under the immediate control of the employee.
2. If for some reason a work area must be left unattended, then it will be required that the tools and other equipment be placed in an appropriate box or container and locked. All tool boxes, containers or any other devices used for the storage of tools and equipment will be provided with a latch and padlock. All tool boxes, containers or any other device used for the storage of tools and equipment will be locked at all times except for putting in and removing tools.
3. All doors to work areas will be closed and locked when rooms are left unattended. Failure to comply with this directive will be considered a violation of VA Regulation 1.218(b), "Failure to comply with signs of directive and restrictive nature posted for safety purposes", subject to a \$50.00 fine. Subsequent similar violations may result in both imposition of such a fine as well, as the Contracting Officer taking action under the Contract's "Accident Prevention Clause", (FAR 52.236-13) to suspend all contract work until such violations may be satisfactorily resolved or under FAR 52.236-5 "Material and Workmanship Clause" to remove from the work site any personnel deemed by the Contracting Officer to be careless to the point of jeopardizing the welfare of Facility patients of staff.
4. The contractor must report to the VA Police Department, Extension 2509, any tools or equipment that is missing.
5. Tools and equipment found unattended will be confiscated and removed from the work area.

L. LADDERS

It is required that ladders not be left unattended in an upright position. Ladders must be attended at all times or taken down and securely chained to a stationary object.

M. SCAFFOLDS

All scaffolds will be attended at all times. When not in use, an effective barricade (fence) will be erected around the scaffold to prevent use by unauthorized personnel.

N. EXCAVATIONS

All excavations left unattended shall be protected with a barricade suitable to prevent entry by unauthorized persons.

O. STORAGE

The contractor must make prior arrangements with the VA COR for the storage of building materials. Storage will not be allowed to accumulate in Medical Center Buildings.

P. TRASH AND DEBRIS

The contractor must remove all trash and debris from the work area on a daily basis. Trash and debris will not be allowed to accumulate in the buildings and will be allowed to accumulate outside the buildings for future pick-up. The contractor is responsible for making arrangements for the removal of trash from the Medical Center Facility.

Q. PROTECTION OF FLOORS

It may be necessary at times to take steps to protect floors from dirt, debris, paint, etc. A tarp or other protective covering shall be used. However, the contractor must maintain a certain amount of floor space for the safe passage of pedestrian traffic. Common sense must be used in this manner.

R. SIGNS

Signs must be placed at the entrance to work areas warning people of the construction activities. Signs must be suitable for the condition of the work. Small pieces of paper with printing or writing are not acceptable. The VAMC Safety Officer can be consulted in this matter.

S. ACCIDENTS AND INJURIES

Contractors must report all accidents and injuries involving employees. The contractor may use the VAMC Health Center, located on the ground floor of Building #3, Room 16 of the Campus.

T. FIRE/SMOKE BARRIER PENETRATION PERMIT

1. If the nature of the work requires the penetration of a fire/smoke partition or barrier the contractor must obtain the proper fire/smoke barrier penetration permit. The VAMC Fire Department will inspect the work area and issue a "Fire/Smoke Barrier Penetration Permit" authorizing the performance of such work.
2. A "Fire/Smoke Barrier Permit" will be issued only for the period necessary to perform such work. In the event the time necessary will exceed one day, a "Fire/Smoke Barrier Permit" may be issued for the period needed; however, the VAMC Fire Department will inspect the area daily.
3. Contractors will not be allowed to make any penetrations without the appropriate permit. See Attachment "B" for the standard form for obtaining a "Fire/Smoke Barrier Permit".

U. CONFINED SPACE ENTRY

The Contractor shall comply with and have documented Confined Space Entry Procedures available at the site at all times as required by OSHA 29 CFR 1910.146. The Contractor shall also comply with any state, and/or local requirements that are more restrictive than federal requirements. Contractor is responsible for coordinating with HVHCS' established policy on Confined Space. All MANHOLE OR OTHER CONFINED SPACE ENTRIES (AS DEFINED BY OSHA AT 29 CFR 1910.146) PERFORMED BY CONTRACT PERSONNEL SHALL BE PERFORMED IN STRICT CONFORMANCE WITH THE HVHCS' CONFINED SPACE ENTRY PERMIT PROGRAM. THE CONTRACT SHALL CONTACT THE VA COR FOR SUCH PERMITS AT LEAST TWO WORKING DAYS PRIOR TO THE PERMIT BEING NEEDED FOR WORK.

1.7 FIRE SAFETY

- A. Applicable Publications: Publications listed below form part of this general requirements specification to the extent referenced. Publications are referenced in text by basic designations only.

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

E84-2007.....Surface Burning Characteristics of Building
Materials

2. National Fire Protection Association (NFPA):

10-2006.....Standard for Portable Fire Extinguishers

30-2003.....Flammable and Combustible Liquids Code

51B-2003.....Standard for Fire Prevention During Welding,
Cutting and Other Hot Work

70-2005.....National Electrical Code

241-2004.....Standard for Safeguarding Construction,
Alteration, and Demolition Operations

3. Occupational Safety and Health Administration (OSHA):

29 CFR 1926.....Safety and Health Regulations for Construction

B. Fire Safety Plan: Establish and maintain a fire protection program in accordance with 29 CFR 1926. Prior to start of work, prepare a plan detailing Project-specific fire safety measures, including periodic status reports, and submit to VA COR and Facility Safety Manager for review for compliance with contract requirements in accordance with Section 01 33 23, SHOP DRAWINGS, PRODUCT DATA AND SAMPLES Prior to any worker for the contractor or subcontractors beginning work, they shall undergo a safety briefing provided by the Contractor's competent person per OSHA requirements. This briefing shall include information on the construction limits, VAMC safety guidelines, means of egress, break areas, work hours, locations of restrooms, use of VAMC equipment, etc. Documentation shall be provided to the VA COR that individuals have undergone contractor's safety briefing.

C. Site and Building Access: Maintain free and unobstructed access to facility emergency services and for fire, police and other emergency response forces in accordance with NFPA 241.

D. Separate temporary facilities, such as trailers, storage sheds, and dumpsters, from existing buildings and new construction by distances in

accordance with NFPA 241. For small facilities with less than 6 m (20 feet) exposing overall length, separate by 3m (10 feet).

- E. Temporary Heating and Electrical: Install, use and maintain installations in accordance with 29 CFR 1926, NFPA 241 and NFPA 70.
- F. Means of Egress: Do not block exiting for occupied buildings, including paths from exits to roads. Minimize disruptions and coordinate with VA COR and facility Safety Manager.
- G. Egress Routes for Construction Workers: Maintain free and unobstructed egress. Inspect daily. Report findings and corrective actions weekly to VA COR and facility Safety Manager.
- H. Fire Extinguishers: Provide and maintain extinguishers in construction areas and temporary storage areas in accordance with 29 CFR 1926, NFPA 241 and NFPA 10.
- I. Flammable and Combustible Liquids: Store, dispense and use liquids in accordance with 29 CFR 1926, NFPA 241 and NFPA 30.
- J. Existing Fire Protection: Do not impair automatic sprinklers, smoke and heat detection, and fire alarm systems, except for portions immediately under construction, and temporarily for connections. Provide fire watch for impairments more than 4 hours in a 24-hour period. Request interruptions in accordance with Section, OPERATIONS AND STORAGE AREAS, and coordinate with VA COR and facility Safety Manager. All existing or temporary fire protection systems (fire alarms, sprinklers) located in construction areas shall be tested as coordinated with the medical center. Parameters for the testing and results of any tests performed shall be recorded by the medical center and copies provided to the VA COR.
- K. Hot Work: Perform and safeguard hot work operations in accordance with NFPA 241 and NFPA 51B. Coordinate with VA COR. Obtain permits from facility Safety Manager/Fire Department at least 24 hours in advance. Designate contractor's responsible Project-site fire prevention program manager to permit hot work. See paragraph 1.8 (Hot Work Permit) for additional information

- L. Fire Hazard Prevention and Safety Inspections: Inspect entire construction areas weekly. Coordinate with, and report findings and corrective actions weekly to VA COR and facility Safety Manager.
- M. 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.
- N. Dispose of waste and debris in accordance with NFPA 241. Remove from buildings daily.
- O. Perform other construction, alteration and demolition operations in accordance with 29 CFR 1926.
- P. If required, submit documentation to the VA COR that personnel have been trained in the fire safety aspects of working in areas with impaired structural or compartmentalization features.
- Q. All temporary heating equipment shall be installed in accordance with requirements of applicable NFPA Standards and manufacturer's instructions.
- R. All flammable liquids shall be handled, stored, and used in accordance with NFPA Standard No. 30-1990.
- S. All temporary electrical wiring and equipment used for construction shall be installed and used in accordance with pertinent provisions of NFPA Standard No. 70-1990.
- T. All construction activities not already covered above shall be in accordance with the latest edition of NFPA no. 241-1898 Standard for Safeguarding Construction, Alteration, and Demolition Operations, in effect at time of contract award.

1.8 HOT WORK PERMIT

- A. The Contractor is responsible for requesting a "Hot Work" permit each day prior to commencing any cutting, burning, and welding or open torch work. The permit is requested and obtained through the Fire Department following an inspection by the Fire Department and VA COR of the intended area of use. The permit once issued will be for a maximum

duration of one (1) day, after which a renewal, if required, must be requested by the Contractor.

B. Before approving any "Hot Work" permit, the Contractor's authorized representative, the VA COR, and other representatives of the Dept. of Veterans Affairs shall inspect the work area and confirm that precautions have been taken to prevent fire in accordance with NFPA Standard No. 51B. Following a positive inspection, a representative of the Fire Dept. will issue the "Hot Work" permit.

C. In areas of "Hot Work" the following precautions are considered essential:

1. Cutting, welding, and other open flame torches are in good repair.
2. Within 15 feet of the actual work:
 - a. Floors swept clean of combustible materials.
 - b. No combustible materials or flammable liquids are present.
 - c. All wall and floor openings are covered.
 - d. Covers suspended beneath work to collect sparks.
3. When working on enclosed equipment and in confined space, equipment and area is free of flammable vapors.
4. Fire watch provided during and 30 minutes after operation (60 minutes for torch applied roofing operations).

1.9 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 VA COR. 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.
- D. Working space and space available for storing materials shall be as determined by the VA COR. The Contractor shall consider that storage of excavated materials on roadways, walkways and parking areas is prohibited. Remote stockpile location shall be as determined by the VA COR.
- E. Workmen are subject to rules of Medical Center applicable to their conduct.
- F. Execute work so as to interfere as little as possible with normal functioning of Medical Center as a whole, including operations of utility services, fire protection systems and any existing equipment, and patients, visitors, staff and/ or with work being done by others. Provide unobstructed access to Medical Center areas required to remain in operation. 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 VA COR where required by limited working space. **Keep roads clear of construction materials, debris, standing construction equipment and vehicles at all times. Do not block crosswalks and / or handicap access.**

1. Do not store materials and equipment in other than assigned areas. Storage of construction equipment and excess materials is prohibited within the workspace. Store all construction materials and other equipment only in lockable, watertight secure trailers.
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. The Contractor shall be on site to receive all scheduled deliveries. The Medical Center Warehouse will not accept deliveries; do not use the warehouse as a shipping destination. The VA COR will assign routes for the delivery of materials and supplies to the jobsite if such routes are not designated in the Contract Document. Under no circumstances will Government accept deliveries for the Contractor. The Contractor will advise the VA COR, in writing, 48 Hours in advance of delivery of materials or equipment requiring the blocking of any Medical Center road, street, walkway, or building egress and await a written reply prior to affecting any such blockage. Building loading docks and landings may be used to load and unload construction materials when requested by the Contractor in writing and approved by the VA COR. Approval to utilize loading dock areas may contain restrictions as to areas which can be utilized by the Contractor. Loading Docks are not to be used as storage areas nor are the docks to be considered as a parking area for more than 20 minutes.
3. **Provide unobstructed access to Medical Center areas required to remain in operation.** 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: To insure such executions, Contractor shall furnish the VA COR with a schedule of approximate phasing and 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 VA COR two weeks in advance of the proposed date of starting work in each specific area of site, building or portion thereof. Arrange such

phasing and dates to ensure accomplishment of this work in successive phases mutually agreeable to VA COR and Contractor.

- H. 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 VA 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 VA COR. Electrical work shall be accomplished with all affected circuits or equipment de-energized. When an electrical outage cannot be accomplished, work on any energized circuits or equipment shall not commence without the Medical Center Director's prior knowledge and written approval. Refer to specification for additional requirements.
 2. Contractor shall submit a request to interrupt any such services to VA COR, in writing, 48 hours in advance of proposed interruption. Request shall state reason, date, exact time of, and approximate duration of such interruption.
 3. Contractor will be advised (in writing) of approval of request, or of which other date and/or time such interruption will cause least inconvenience to operations of Medical Center. Interruption time approved by Medical Center may occur at other than Contractor's normal working hours.
 4. Major interruptions of any system must be requested, in writing, at least 15 calendar days prior to the desired time and shall be performed as directed by the VA COR.
 5. In case of a contract construction emergency, service will be interrupted on approval of VA COR. 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.

I. 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. 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.

J. 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.

2. Method and scheduling of required cutting, altering and removal of existing roads, walks and entrances must be approved by the VA COR.

K. Coordinate the work for this contract with other construction operations as directed by VA COR. This includes the scheduling of traffic and the use of roadways, as specified in Section, USE OF ROADWAYS.

1.10 ALTERATIONS (NOT APPLICABLE)

A. Survey: Before any work is started, the Contractor shall make a thorough survey of the site with the VA 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 all three, 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 VA COR.
- C. Re-Survey: Three days before expected partial or final inspection date, the Contractor and VA 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.

4. Do not perform any dust producing or construction tasks within occupied areas without the approval of the VA COR. For construction in any areas that will remain jointly occupied by the medical Center and Contractor's workers, the Contractor shall:

- a. Adhesive Walk-off/Carpet Walk-off Mats, minimum 24" x 36", shall be used at all interior transitions from the construction area to occupied medical center area. These mats shall be changed as often as required to maintain clean work areas directly outside construction area.
- b. Broom clean and wet mop at the end of each workday. Vacuum utilizing HEPA filtration. Maintain surrounding area frequently. Remove debris as they are created. Transport these outside the construction area in containers with tightly fitting lids.
- c. The contractor shall not haul debris through patient-care areas without prior approval of the VA COR 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.

E. Disposal and Retention: Materials and equipment accruing from work removed and from demolition of buildings or structures, or parts

1. 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.

F. Final Cleanup:

1. 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.

1.11 INFECTION PREVENTION MEASURES

- A. Implement the requirements of VAMC's Infection Control Risk Assessment (ICRA) team. ICRA Group may monitor dust in the vicinity of the construction work and require the Contractor to take corrective action immediately if the safe levels are exceeded.
- B. Establish and maintain a dust control program as part of the contractor's infection preventive measures in accordance with the guidelines provided by ICRA Group. Prior to start of work, prepare a plan detailing Project-specific dust protection measures, including periodic status reports, and submit to VA COR for review for compliance with contract requirements in accordance with Section 01 33 23, SHOP DRAWINGS, PRODUCT DATA AND SAMPLES.
 1. All personnel involved in the construction or renovation activity shall be educated and trained in infection prevention measures established by the medical center.
- C. Medical center Infection Control personnel shall monitor for airborne disease (e.g. aspergillosis) as appropriate during construction. A baseline of conditions may be established by the medical center prior to the start of work and periodically during the construction stage to determine impact of construction activities on indoor air quality. In addition:
 1. The VA COR and VAMC Infection Control personnel shall review pressure differential monitoring documentation to verify that pressure differentials in the construction zone and in the patient-care rooms are appropriate for their settings. The requirement for negative air pressure in the construction zone shall depend on the location and type of activity. Upon notification, the contractor shall implement corrective measures to restore proper pressure differentials as needed.

2. In case of any problem, the medical center, along with assistance from the contractor, shall conduct an environmental assessment to find and eliminate the source.
- D. In general, following preventive measures shall be adopted during construction to keep down dust and prevent mold.
1. Dampen debris to keep down dust and provide temporary construction partitions in existing structures where directed by VA COR. Blank off ducts and diffusers to prevent circulation of dust into occupied areas during construction.
 2. Do not perform dust producing tasks within occupied areas without the approval of the VA COR. For construction in any areas that will remain jointly occupied by the medical Center and Contractor's workers, the Contractor shall:
 - a. Provide dust proof fire-rated temporary drywall construction barriers to completely separate construction from the operational areas of the hospital in order to contain dirt debris and dust. Barriers shall be sealed and made presentable on hospital occupied side. Install a self-closing rated door in a metal frame, commensurate with the partition, to allow worker access. Maintain negative air at all times. A fire retardant polystyrene, 6-mil thick or greater plastic barrier meeting local fire codes may be used where dust control is the only hazard, and an agreement is reached with the VA COR and Medical Center.
 - b. HEPA filtration is required where the exhaust dust may reenter the breathing zone. Contractor shall verify that construction exhaust to exterior is not reintroduced to the medical center through intake vents, or building openings. Install HEPA (High Efficiency Particulate Accumulator) filter vacuum system rated at 95% capture of 0.3 microns including pollen, mold spores and dust particles. Insure continuous negative air pressures occurring within the work area. HEPA filters should have ASHRAE 85 or other prefilter to extend the useful life of the HEPA. Provide both primary and secondary filtrations units. Exhaust hoses shall be heavy duty, flexible steel reinforced and exhausted so that dust is not reintroduced to the medical center.

- c. Adhesive Walk-off/Carpet Walk-off Mats, minimum 600mm x 900mm (24" x 36"), shall be used at all interior transitions from the construction area to occupied medical center area. These mats shall be changed as often as required to maintain clean work areas directly outside construction area at all times.
- d. Vacuum and wet mop all transition areas from construction to the occupied medical center at the end of each workday. Vacuum shall utilize HEPA filtration. Maintain surrounding area frequently. Remove debris as they are created. Transport these outside the construction area in containers with tightly fitting lids.
- e. The contractor shall not haul debris through patient-care areas without prior approval of the VA COR and the Medical Center. When, approved, debris shall be hauled in enclosed dust proof containers or wrapped in plastic and sealed with duct tape. No sharp objects should be allowed to cut through the plastic. Wipe down the exterior of the containers with a damp rag to remove dust. All equipment, tools, material, etc. transported through occupied areas shall be made free from dust and moisture by vacuuming and wipe down.
- f. Using a HEPA vacuum, clean inside the barrier and vacuum ceiling tile prior to replacement. Any ceiling access panels opened for investigation beyond sealed areas shall be sealed immediately when unattended.
- g. There shall be no standing water during construction. This includes water in equipment drip pans and open containers within the construction areas. All accidental spills must be cleaned up and dried within 12 hours. Remove and dispose of porous materials that remain damp for more than 72 hours.
- h. At completion, remove construction barriers and ceiling protection carefully, outside of normal work hours. Vacuum and clean all surfaces free of dust after the removal.

E. Final Cleanup:

1. Upon completion of Project, or as work progresses, remove all construction debris from above ceiling, vertical shafts and utility chases that have been part of the construction.
2. Perform HEPA vacuum cleaning of all surfaces in the construction area. This includes walls, ceilings, cabinets, furniture (built-in or free standing), partitions, flooring, etc.
3. All new air ducts shall be cleaned prior to final inspection.

1.12 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 VA COR.
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.

40 CFR 261 Identification and Listing of Hazardous Waste

40 CFR 262 Standards Applicable to Generators of Hazardous Waste

40 CFR 263 Standards Applicable to Transporters of Hazardous Waste

40 CFR 761 PCB Manufacturing, Processing, Distribution in Commerce,
and use Prohibitions

49 CFR 172 Hazardous Material tables and Hazardous Material
Communications Regulations

49 CFR 173 Shippers - General Requirements for Shipments and Packaging

49 CFR 173 Subpart A General

49 CFR 173 Subpart B Preparation of Hazardous Material for
Transportation

49 CFR 173 Subpart J Other Regulated Material; Definitions and
Preparation

TSCA Compliance Program Policy Nos. 6-PCB-6 and 6-PCB-7

B. CONSTRUCTION WASTE AND DEBRIS

1. The Contractor will dispose of any construction waste or debris in a legal manner outside the boundary of the Medical Center. No waste or debris will be disposed of in Medical Center trash containers or dumpsters or in any other Contractor's dumpsters.
2. The location of Contractor furnished trash containers or dumpsters within the bounds of the Medical Center requires written approval from the VA COR.
3. Construction waste and debris will not be accumulated in corridors or other building areas beyond daily work hours.

C. DISPOSAL OF HAZARDOUS MATERIALS

1. Several buildings or areas may contain asbestos containing materials (ACM). Some typical types of materials found to contain ACMs are pipe insulation, transite wall panels, floor tile, linoleum backing, floor/roof mastics and others. Contractors are required to communicate this information to all of their employees and subcontractors that will be working at this site. Contractor is required is alert the Medical Center (VA COR/Contracting Officer)

immediately in the event any known or suspected ACM is accidentally disturbed or will need to be disturbed before proceeding with work.

2. Disposal of any hazardous or potentially hazardous materials shall be disposed of in accordance with State and/or local laws and regulations.

1.13 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 56 80, ENVIRONMENTAL PROTECTION, for additional requirements on protecting vegetation, soils and the environment. Refer to Sections, "Alterations", "Restoration", and "Operations and Storage Areas" for additional instructions concerning repair of damage to structures and site improvements.

1.14 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 VA COR. Existing work to be altered or extended and that is found to be defective in any way, shall be reported to the VA 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 indicated on drawings and which are not scheduled for discontinuance or abandonment.
- D. Expense of repairs to such utilities and systems not shown on drawings or locations of which are unknown will be covered by adjustment to contract time and price in accordance with clause entitled "CHANGES" (FAR 52.243-4 and VAAR 852.236-88) and "DIFFERING SITE CONDITIONS" (FAR 52.236-2) of GENERAL CONDITIONS.

1.15 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)

1.16 PROFESSIONAL SERVICES (NOT APPLICABLE)

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.

1.17 LAYOUT OF WORK

- A. The Contractor shall lay out the work from Government established Line and curve coordinate system chart and benchmarks, 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. Establish and plainly mark centerlines and such other lines and grades that are reasonably necessary to properly assure that location, orientation, and elevations established for each such structure and/or addition are in accordance with lines and elevations shown on contract drawings.
- C. Before any permanent work is performed, establish and plainly mark 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, centerlines 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 VA COR before any work (such as footings, floor slabs, columns, walls, utilities and other major controlling features) is placed.
- D. During progress of work, and particularly as work progresses from floor to floor, Contractor shall have line grades and plumbness of all major form work checked and certified by a registered land surveyor or registered civil engineer as meeting requirements of contract drawings. Furnish such certification to the VA COR before any major items of concrete work are placed. In addition, Contractor shall also furnish to the VA COR certificates from a registered land surveyor or registered civil engineer that the following work is complete in every respect as required by contract drawings.
1. Lines of each building and/or addition.
 2. Elevations of bottoms of footings and tops of floors of each building and/or addition.
 3. Lines and elevations of sewers and of all outside distribution systems.
- E. 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 VA COR.
- F. The Contractor shall perform the surveying and layout work of this and other sections and specifications in accordance with the provisions of Section "Professional Surveying Services".

1.18 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 but not limited to 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 VA COR's review, as often as requested.
- C. Contractor shall deliver two approved completed sets of as-built drawings to the VA COR within 15 calendar days after each completed phase and after the acceptance of the Project by the VA COR.
- D. Paragraphs A, B, & C shall also apply to all shop drawings.

1.19 USE OF ROADWAYS

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

1.20 TEMPORARY USE OF EXISTING ELEVATORS

- A. Contractor will not be allowed the use of existing elevators without prior approval. Outside type hoist shall be used by Contractor for transporting materials and equipment.

1.21 TEMPORARY TOILETS

- A. The Contractor is to provide his own toilet facilities unless one is specifically designated for his use. In the event a designated facility is made available the Contractor will ensure the facility is kept clean and will be responsible for any damage done by the Contractor/Sub-contractor workers.

1.22 AVAILABILITY AND USE OF UTILITY SERVICES

- A. The Contractor, at Contractor's expense and in a workmanlike manner satisfactory to the Contracting Officer, shall install and maintain all necessary temporary connections and distribution lines, and all meters required to measure the amount of electricity and Gas and other utilities used for the purpose of determining charges. Before final acceptance of the work by the Government, the Contractor shall remove all the temporary connections, distribution lines, meters, and associated paraphernalia.
- B. Contractor shall install meters at Contractor's expense and furnish the Medical Center a monthly record of the Contractor's usage of electricity and Gas as hereinafter specified.
- D. Heat: Furnish temporary heat necessary to prevent injury to work and materials through dampness and cold. Use of open salamanders or any temporary heating devices which may be fire hazards or may smoke and damage finished work, will not be permitted.
- E. Electricity (for Construction and Testing): Furnish all temporary electric services.
 - 1. Obtain electricity by connecting to the Medical Center electrical distribution system. The Contractor shall meter and pay for electricity required for electric cranes and hoisting devices, electrical welding devices and any electrical heating devices providing temporary heat. Electricity for all other uses is available at no cost to the Contractor.
- F. Natural Gas for Construction and Testing): Furnish all temporary Gas services.
 - 1. Obtain natural Gas by connecting to the Medical Center Gas distribution system. The Contractor shall meter and pay for natural gas required
- F. Water (for Construction and Testing): Furnish temporary water service.
 - 1. Obtain water by connecting to the Medical Center water distribution system. Provide reduced pressure backflow preventer at each connection. Water is available at no cost to the Contractor.

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

1.23 NEW TELEPHONE EQUIPMENT

The contractor will coordinate with IRM to provide and install new telephone and ADP needs, i.e., all cabling, materials, routing, etc. The Task Order will specify whether the contractor will be responsible for the installation of telephone jacks, cabling and ADP needs.

1.24 TELEPHONES

- A. The Contractor may provide his own phone, or utilize pay telephones at locations within the Medical Center.
- B. Government telephones will not be used for private business or personal calls.

1.25 INSPECTION AND TESTS

INSPECTION

- A. Pre-inspection of structural, plumbing, mechanical and electrical equipment and systems and make corrections required prior to the closing of walls, chases, partitions and ceiling for proper operation of such systems before requesting final tests. Final inspection will not be conducted unless pre-inspected.
- B. Contractor shall schedule in a timely manner the pre-inspection of open wall (studded), one sided walls, and open ceilings in the presence of the VA COR and the maintenance and repair department of the facility. The work within cavity walls and above finish ceiling shall be substantially complete before scheduling the pre-inspections. The VA COR will provide an inspection sheet to the Contractor of the items for physical and visual inspection prior to the task of concealing work within walls and ceilings.

Tests

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

1.26 INSTRUCTIONS (NOT APPLICABLE)

- A. Contractor shall furnish Maintenance and Operating manuals and verbal instructions when required by the various sections of the specifications and as hereinafter specified.

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

1.27 GOVERNMENT-FURNISHED PROPERTY (NOT APPLICABLE)

- A. When Government property is involved, the Government shall deliver to the Contractor, the Government-furnished property shown on the drawings.
- B. Equipment furnished by Government to be installed by Contractor will be furnished to Contractor at the Medical Center.
- C. Contractor shall be prepared to receive this equipment from Government and store or place such equipment not less than 90 days before Completion Date of Project.
- D. Notify Contracting Officer in writing, 60 days in advance, of date on which Contractor will be prepared to receive equipment furnished by Government. Arrangements will then be made by the Government for delivery of equipment.
 - 1. Immediately upon delivery of equipment, Contractor shall arrange for a joint inspection thereof with a representative of the Government. At such time the Contractor shall acknowledge receipt of equipment described, make notations, and immediately furnish the Government representative with a written statement as to its condition or shortages.
 - 2. Contractor thereafter is responsible for such equipment until such time as acceptance of contract work is made by the Government.
- E. Equipment furnished by the Government will be delivered in a partially assembled (knock down) condition in accordance with existing standard commercial practices, complete with all fittings, fastenings, and appliances necessary for connections to respective services installed under contract. All fittings and appliances (i.e., couplings, ells, tees, nipples, piping, conduits, cables, and the like) necessary to make the connection between the Government furnished equipment item and the utility stub-up shall be furnished and installed by the contractor at no additional cost to the Government.

- F. Completely assemble and install the Government furnished equipment in place ready for proper operation in accordance with specifications and drawings.
- G. Furnish supervision of installation of equipment at construction site by qualified factory trained technicians regularly employed by the equipment manufacturer.

1.28 RELOCATED EQUIPMENT ITEMS

- A. Contractor shall disconnect, dismantle as necessary, remove and reinstall in new location, all existing equipment and items indicated by symbol "R" or otherwise shown to be relocated by the Contractor.
- B. Perform relocation of such equipment or items at such times and in such a manner as directed by the VA COR.
- C. Suitably cap existing service lines, such as steam, condensate return, water, drain, gas, air, vacuum and/or electrical, whenever such lines are disconnected from equipment to be relocated. Remove abandoned lines in finished areas and cap as specified herein before under paragraph "Abandoned Lines".
- D. Provide all mechanical and electrical service connections, fittings, fastenings and any other materials necessary for assembly and installation of relocated equipment; and leave such equipment in proper operating condition.
- E. Contractor shall employ services of an installation engineer, who is an authorized representative of the manufacturer of this equipment to supervise assembly and installation of existing equipment, required to be relocated.
- F. All service lines such as noted above for relocated equipment shall be in place at point of relocation ready for use before any existing equipment is disconnected. Make relocated existing equipment ready for operation or use immediately after reinstallation.

1.29 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 VA COR verbally, and then with a written follow up.

1.30 SMOKE BARRIER PENETRATION PERMIT

Contractor shall obtain smoke barrier penetration permit from the VAMC Fire Department prior to any penetration of smoke or fire barrier structures walls floors ceilings, ceiling tiles, etc. and comply with all requirements.

1.31 CONTRACTOR PARKING

Contractor shall park all vehicles in designated parking spaces/areas only. Do not park in service drives and / or at dumpster (trash Containers).

1.32 CONTRACTOR IDENTIFICATION BADGES

Contractor shall submit a list of names of all employees, including Subcontractors, working on the Project to the VA COR. Those employees shall be directed to report to V.A. Police Dept. for photo I.D. processing. Contract employees shall wear I.D. badge at all times while conducting work on site. Contractor shall conform and comply with all requirements of the VA's Medical Centers Security Policies and Memorandum including fingerprinting of all contractor employees. At the completion of work the Superintendent shall collect and submit ID Badges to the VA COR.

CONTRACTOR EMPLOYEES' NOT WEARING VA I.D. BADGES

WILL BE ASKED TO LEAVE THE PREMISES.

1.33 CONFINED SPACE ENTRY

Contractor shall comply with Medical center's policy on confined space entry. Contractor shall perform all testing of confined spaces using a Licensed Professional Industrial Hygienist and submit report of same to the VA COR. Contractor shall provide all safety, rescue and ventilation equipment required by medical center policy. Same shall be fully set and operational prior to confined space entry. All contract employees involved in confined space operations shall provide proof of successful completion of federally approved confined space entry safety training to VA COR.

1.34 ACCESS INTO KEYED AREAS

- A. The Medical Center, by necessity, is a secured facility. Authorized access to certain areas is available only through locked doors.
- B. Contractors shall coordinate through the VA COR for access into locked areas.

1.35 PROTECTIVE CLOTHING/EQUIPMENT

- A. All contract workers will wear and/or use the protective clothing and gear (hard hats, goggles, protective shoes, gloves, masks or breathing apparatus, etc.) required by OSHA or Union requirements in the performance of the work being undertaken. The Contractor shall provide any protective equipment as required.

1.36 FEDERAL POLICE

- A. The Medical Center Police are Federal Police Officers with full authority to make arrests, investigate crime, and to issue citations. Citations issued for driving, parking violations or other offenses usually require an appearance in the Federal District Court and/or payment of a fine. For the safety of patients, employees and visitors, speed limits and other driving and parking codes are strictly enforced

1.37 LOST AND FOUND

- A. Any article or money found on the premises should be delivered immediately to the Medical Center Police for safekeeping.

1.38 REMOVAL OF GOVERNMENT PROPERTY

- A. Removal of Government property from the Medical Center is strictly prohibited. Contractors or vendors taking Government equipment or property off station are required to furnish the VA COR with a receipt for such equipment.

1.39 SEXUAL HARASSMENT

- A. Sexual harassment is strictly prohibited. This includes deliberate or unsolicited verbal comments or gestures of a sexual nature, unwelcome sexual advances, requests for sexual favors and/or other unwelcome verbal or physical conduct of a sexual nature. All reported incidents of harassment will be thoroughly investigated by Medical Center Police and appropriate action taken.

1.40 DRUGS AND ALCOHOL

- A. Possession or use of illegal drugs and alcohol is strictly prohibited. All reported incidents of possession or use of illegal drugs or alcohol will be thoroughly investigated by Medical Center Police and appropriate action pursued.

1.41 FIREARMS AND EXPLOSIVES

- A. Possession of firearms, ammunition, explosive devices and any hand held item that may be considered an offensive weapon is strictly prohibited including carrying such items in vehicles. All reported incidents of possession of such items will be thoroughly investigated by Medical Center Police and appropriate action pursued.

1.42 INJURY ACCIDENTS

- A. In case of injury report to the Medical Center Outpatient area (Montrose Building No. 3) for immediate treatment and stabilize for transfer by others.
- B. VA COR shall be notified immediately to complete VA documentation including employee name, address, nature of injury, seriousness, and transfer location when applicable.

1.43 RECREATIONAL FACILITIES

- A. Medical Center recreational facilities (swimming pools, gyms, tennis courts, etc.) are for use by registered Medical Center patients and staff only.
- B. Contractor personnel are permitted to use the Canteen for lunch, breaks or purchase of incidentals in the Retail Store.

1.44 DUST AND FUME CONTROL

- A. Contractor personnel will be particularly careful not to operate any equipment or to perform any fume or dust generating process near a building air intake system.

1.45 NOISE

- A. Jack hammering, core drilling or other noisy or disturbing operations must be scheduled during after normal hours and approved in writing by the VA COR/Contracting Officer at least 48 hours prior to commencing such work.

1.46 INSPECTION AND APPROVAL

Contractor shall notify the VA COR at least 48 hours in advance to schedule the following inspections (Note: Third party inspections will require more than 48 hours notice:

ELECTRICAL:
Underground work
Rough-in
Service

Final inspection

PLUMBING:

Underground work inspection
Plumbing rough-in inspection
Final inspection

STRUCTURAL:

Footing
Foundation reinforcement
Foundation
Concrete slab base

All above work shall be approved by VA COR prior to closure of any walls, trenches, etc.

1.47 SUBMITTALS

A. All Project submittals and drawings shall be administered by the General Contractor in strict conformance with specification 01 33 23 - 01340, Samples and Shop Drawings. All submittals shall be accompanied by a manufacturer's certification attesting that the equipment or product is manufactured in the United States. All critical submittals shall be submitted by the General Contractor to the VA COR for approval within 30 days of receiving the NTP from VA. All non-critical submittals shall be submitted for approval within 60 days of receiving the NTP. Submittals for the following equipment shall be considered critical:

- Accident Prevention Plan
- Resume for Project Superintendent
- For all subcontractors to be used by the General Contractor during the course of the Project, the subcontractors' evidence of registration with the U.S. Department of Labor and New York State Department of Labor, evidence of proper insurance and bonding that complies with VA requirements for the contract, and New York State licensing in the commercial trade for which the subcontractor is being utilized.

All other submittals shall be considered non-critical.

1.48 CONTRACT WORK HOURS

- A. Normal working hours are 8:00 am to 4:30 pm. Contractors who wish to work other than "normal working hours" for work to be done during those hours must submit a written request to the Contracting Officer for approval. The request must state that the Contractor is requesting to work other than normal working hours at no additional expense to the Government. Such requests shall be coordinated with the VA COR and must be submitted to the CO two (2) working days in advance.
- B. The Contractor for certain aspects of work may be required to work off duty hours as identified. Noisy demolition work, work at building entrances, the electrical or other utility work necessary to pass within, above, traverse hallway corridors, temporary shutdowns of utilities for tie-in.

1.49 CONSTRUCTION SIGN**1.50 SAFETY SIGN**

- A. Provide a Safety Sign where directed by VA COR. Face of sign shall be 19 mm (3/4 inch) thick exterior grade plywood. Provide two 100 mm by 100 mm (four by four inch) posts extending full height of sign and 900 mm (three feet) into ground. Set bottom of sign level at 1200 mm (four feet) above ground.
- B. Paint all surfaces of Safety Sign and posts with one prime coat and two coats of white gloss paint. Letters and design shall be painted with gloss paint of colors noted.
- C. Maintain sign and remove it when directed by VA COR.
- D. Detail Drawing Number 45 of safety sign showing required legend and other characteristics of sign is attached hereto and is made a part of this specification. It is found at the end of this package.
- E. Post the number of accident free days on a daily basis.

1.51 CONSTRUCTION DIGITAL IMAGES (NOT APPLICABLE)

- A. During the construction period through completion, furnish Department of Veterans Affairs with 10 to 40 views of digital images, including one color print of each view and one Compact Disc (CD) per visit containing those views taken on that visit. Digital views shall be taken of exterior and/or interior as selected and directed by VA COR. Each view shall be taken with a professional grade camera with minimum size of 6 megapixels (MP) and the images will be a minimum of 2272 x 1704 pixels for the 200x250mm (8x 10 inch) prints and 2592 x 1944 pixels for the 400x500 mm (16 x 20 inch) prints, as per these specifications:
1. Normally such images will be taken at monthly intervals. However, the VA COR may also direct the taking of special digital images at any time prior to completion and acceptance of contract. If the number of trips to the site exceeds an average of one per month of the contract performance period then an adjustment in contract price will be made in accordance with clause entitled "CHANGES" (FAR 52.243-4 and VAAR 852.236-88).
 2. In event a greater or lesser number of images than specified above are required by the VA COR, adjustment in contract price will be made in accordance with clause entitled "CHANGES" (FAR 52.243-4 and VAAR 852.236-88).
- B. Images shall be taken by a commercial photographer and must show distinctly, at as large a scale as possible, all parts of work embraced in the picture.
- C. Prints shall be made on 200 x 250 mm (8 by 10 inch) regular-weight matte archival grade photographic paper and produced by a process with a minimum of 300 pixels per inch (PPI). Prints must be printed using the commercial RA4 process (inkjet prints will not be acceptable). Photographs shall have 200 x 200 mm (8 by 8 inch) full picture print with no margin on three sides and a 50 mm (2 inches) margin on the bottom for pre-typed self-adhesive identity label to be added by VA COR. It is required that the prints are professionally processed so the

quality will meet or exceed that of the same size print made with a film camera. Prints must be shipped flat to the VA COR:

- E. Images on CD-ROM shall be recorded in JPEG format with a minimum of 24 bit color and no reduction in actual picture size. Compressed size of the file shall be no less than 80% or the original with no loss of information. File names shall contain the date the image was taken, the Project number and a unique sequential identifier. The CD-ROM shall also contain an index of all the images contained therein in either a TXT or Microsoft Word format.
- F. In case any set of prints are not submitted within five days of date established by VA COR for taking thereof, the VA COR may have such images/photographs taken and cost of same will be deducted from any money due to the Contractor.
- G. Interior Final Photos: After completion of all work in an area final interior photos will be taken. The camera must allow the colors to be as close as possible to the actual colors. For number and location of views, () shall be taken after final completion of work. The images shall also be provided on a CD to the RE Office.

1.52 SCHEDULES FOR CONSTRUCTION CONTRACTS

- A. At a minimum, the following information shall be furnished to the VA COR by the Contractor in bar-graph format to depict each phase of construction:

Phase (Activity) Description

Estimated Duration

Responsibility (Trade) and Manpower (Crew Size)

Planned Start and Completion Dates

Activity Cost

- B. Updated Schedules and Updating Procedures

The Contractor shall submit, at intervals 30 calendar days, an updated construction schedule of the actual construction progress. The bar graph schedule shall show the activities or portions of activities started and/or completed during the reporting period and their updated monetary percentage value(s) as a basis for the contractor's monthly progress report (payment request).

The contractor shall adjust the activity bars on the updated bar graph schedule to reflect the actual progress and the remaining activity durations. The updated bar graph schedule shall show at a minimum the following:

Actual start and completion dates for activities started and/or completed during the reporting period.

VA issued changes to the original contract requirements that change the contractor's original sequence of work.

Contractor changes in work sequence, durations, responsibility, manpower, and activity cost.

All Contract Change durations proposed by the contractor shall be reviewed and approved by the Contracting Officer prior to insertion into the updated bar graph schedule. The updated bar graph schedule shall include all contract changes issued during the reporting period.

In accordance with FAR clause 52.236-15, the Contracting Officer may withhold approval of progress payments until the Contractor submits the required schedule.

1.53 MINIMUM HOURLY RATE OF WAGES

A. The current wage determination decision of the Secretary of Labor shall be applicable to all aspects of the Project in accordance with the Davis-Bacon Act.

1.54 VA TRIRIGA CPMS (NOT APPLICABLE)

VA contractors, selected by award to perform work, are required to get access to the VA TRIRIGA CPMS. The TRIRIGA CPMS is the management and collaborative environment that the VA uses for all Major, // Minor // and Non-Recurring Maintenance (NRM) Projects // within the Office of Construction & Facilities Management (CFM), // Veterans Health Administration (VHA), // National Cemetery Administration (NCA), // and the Veterans Benefits Administration (VBA). //