

SECTION 01 00 00
GENERAL REQUIREMENTS

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SECTION 01 00 00

GENERAL REQUIREMENTS

1.1 GENERAL INTENTION

- A. The Contractor shall completely prepare site for building operations and furnish labor and materials to perform work for this **DDC Control Upgrade Phase 2 Project** as required by Statement of Work (SOW), drawings and specifications.
- B. Visits to the site by Bidders may be made only by appointment with the Contracting Officer.
- C. **Offices of // //,** will render certain technical services during construction. Such services shall be considered as advisory to the Government and shall not be construed as expressing or implying a contractual act of the Government without affirmations by Contracting Officer or his duly authorized representative.
- D. All employees of general contractor and subcontractors shall comply with VA security management program and obtain permission of the VA police, be identified by project and employer, and restricted from unauthorized access.

1.2 STATEMENT OF BID ITEM(S)

- A. **ITEM I, GENERAL CONSTRUCTION: Work includes general construction, alterations, electrical work, utility systems, necessary removal of existing equipment, and certain other items.**

1.3 SPECIFICATIONS AND DRAWINGS FOR CONTRACTOR

- A. Additional sets of drawings may be made by the Contractor, at Contractor's expense, from reproducible sepia prints furnished by Issuing Office. Such sepia prints shall be returned to the Issuing Office immediately after printing is completed.

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 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. All contractor and subcontractor employees shall obtain from the VA Police Department an ID badge, and shall always prominently wear it.
 - 2. Secure all areas of work including, but not limited to construction sites, attics, crawl spaces, mechanical and electrical rooms against entry of unauthorized individuals including patients. Erection of a non-flammable partition to secure the job site may be required. Close all windows at the end of each workday.
 - 3. **For working outside the "regular hours" as defined in the contract, The General Contractor shall request permission 5 working days' prior**

to the Contracting Officer's Representative for approval. This notice is separate from any notices required for utility shutdown described later in this section. Unless otherwise specified, "regular hours" are 0700 to 1600 Monday to Friday excluding Federal Holidays

4. No photography of VA premises is allowed without written permission of the Contracting Officer.
5. 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.

C. Key Control:

1. The General Contractor shall provide duplicate keys and lock combinations to the 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 General Contractor shall turn over all permanent lock cylinders to the VA locksmith for permanent installation.
3. The contractor will not be issued more than required sets of keys to complete this project.
4. The contractor's set(s) of keys will contain only those keys that the COR can issue without breaching the security of other areas of the medical center.
5. If the contractor loses a key, all areas that are keyed to that key will be rekeyed at the contractor's expense and all new keys required to be issued will be completed at the contractor's expense.

D. Document Control:

1. Before starting any work, the General Contractor/Sub Contractors shall submit an electronic security memorandum describing the approach to following goals and maintaining confidentiality of "sensitive information".
2. 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.
3. Certain documents, sketches, videos or photographs and drawings may be marked "Law Enforcement Sensitive" or "Sensitive Unclassified". Secure such information in separate containers and limit the access to only those who will need it for the project. Return the information to the Contracting Officer upon request.
4. These security documents shall not be removed or transmitted from the project site without the written approval of Contracting Officer.
5. All paper waste or electronic media such as CD's and diskettes shall be shredded and destroyed in a manner acceptable to the VA.
6. Notify Contracting Officer and Site Security Officer immediately when there is a loss or compromise of "sensitive information".
7. All electronic information shall be stored in specified location following VA standards and procedures using an Engineering Document Management Software (EDMS).
 - a. Security, access and maintenance of all project drawings, both

scanned and electronic shall be performed and tracked through the EDMS system.

- b. "Sensitive information" including drawings and other documents may be attached to e-mail provided all VA encryption procedures are followed.

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 General Contractor and its employees for parking in designated areas only.

1.5 SAFETY

A. Applicable Publications: Publications listed below form part of this Article to extent referenced. Publications are referenced in text by basic designations only. The latest version of the publication at the time of contract award shall be the governing publication

- 1. American Society for Testing and Materials (ASTM):
 - E84-2009 Surface Burning Characteristics of Building Materials
- 2. National Fire Protection Association (NFPA):
 - 10 Standard for Portable Fire Extinguishers
 - 13 Standard for the Installation of Sprinkler Systems
 - 30 Flammable and Combustible Liquids Code
 - 51B Standard for Fire Prevention During Welding, Cutting and Other Hot Work
 - 70 National Electrical Code
 - 70E Standard for Electrical Safety in the Workplace
 - 72 National Fire Alarm and Signaling Code
 - 99 Health Care Facility Code
 - 101 Life Safety Code
 - 241 Standard for Safeguarding Construction, Alteration, and Demolition Operations
- 3. Occupational Safety and Health Administration (OSHA): 29 CFR 1926 Safety and Health Regulations for Construction
- 4. International Code Council: International Building Code

B. Contractor shall comply with all applicable elements of the National Fire Protection Association (NFPA) Standard 241. This standard addresses:

- 1. Temporary Construction, Equipment and Storage
 - a. Temporary offices and sheds
 - b. Temporary enclosures
 - c. Equipment

2. Processes and Hazards
 - a. Hot work operations including thermic welding
 - b. Temporary heating equipment
 - c. Smoking
 - d. Waste disposal
 - e. Flammable and combustible liquids
 - f. Explosive materials
3. Utilities
 - a. Electrical-temporary wiring (branch circuits, lighting and removal)
4. Fire Protection
 - a. VA's responsibility for fire protection
 - b. Site security
 - c. Fire alarm reporting
 - d. Access for fire fighting
 - e. Stand pipes
 - f. First-aid fire equipment
5. Construction Safeguards
 - a. Scaffolding, shoring and forms
 - b. Construction material and equipment storage
 - c. Roofing operations
 - d. Permanent heating equipment
 - e. Utilities
 - f. Fire cutoffs
 - g. Fire protection during construction - water supply, sprinkler protection and stand pipes
6. Demolition Safeguards
 - a. Special precautions
 - b. Temporary heating equipment
 - c. Smoking
 - d. Demolition using explosives
 - e. Utilities
 - f. Fire cutoffs
 - g. Fire protection during demolition
7. Underground Operations
 - a. Special precautions
 - b. Equipment and storage requirements
 - c. Electrical

C. 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 Project Engineer and Facility Safety Officer 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 general 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 COR that individuals have undergone contractor's safety briefing.

- D. 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.
- E. 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).
- F. Temporary Heating and Electrical: Install, use and maintain installations in accordance with 29 CFR 1926, NFPA 241 and NFPA 70.
- G. Means of Egress: Do not block exiting for occupied buildings, including paths from exits to roads. Minimize disruptions and coordinate with Project Engineer and facility Safety Officer.
- H. Egress Routes for Construction Workers: Maintain free and unobstructed egress. Inspect daily. Report findings and corrective actions weekly to Project Engineer and facility Safety Officer.
- I. Fire Extinguishers: Provide and maintain extinguishers in construction areas and temporary storage areas in accordance with 29 CFR 1926, NFPA 241 and NFPA 10.
- J. Flammable and Combustible Liquids: Store, dispense and use liquids in accordance with 29 CFR 1926, NFPA 241 and NFPA 30.
- K. Hot Work: Perform and safeguard hot work operations in accordance with NFPA 241 and NFPA 51B. Any hot work operations including cutting, welding, thermal welding, brazing, soldering, grinding, thermal spraying, thawing pipes or any other similar activity will require a Hot Work Permit to be obtained by the contractor from the Facility Safety Manager. The contractor will be responsible for conforming to all Medical Center regulations, policies and procedures concerning Hot Work Permits as outlined below:
 - 1. Prior to the performance of hot work in patient-occupied buildings, a request for a Hot Work Permit will be made to the Facility Safety Manager.
 - 2. The Facility Safety Manager will inspect the area and ensure that the requirements of NFPA 241 and OSHA Standards have been satisfied. The Hot Work Permit will be granted and will be posted in the immediate area of the work.
 - 3. The Hot Work Permit will apply only to the location identified on the permit. If additional areas involve hot work, additional permits must be requested.
 - 4. Upon completion of all hot work, the Facility Safety Manager will be

notified by the responsible individual to perform a re-inspection of the area.

5. In all other areas not occupied by patients, the supervisor will inspect the hot work area for compliance with NFPA 241 and OSHA Standards. Copies of the request form and permit are available from the Facility Safety Manager.
 6. Do not use any of the extinguishers in the medical center for standby purpose while conducting hot work. Contractors are required to supply their own Class ABC extinguishers. Medical center extinguishers are only to be used in the event of a fire.
- L. Fire Hazard Prevention and Safety Inspections: Inspect entire construction areas weekly. Coordinate with, and report findings and corrective actions weekly to Project Engineer and facility Safety Officer.
- M. Dispose of waste and debris in accordance with NFPA 241. Remove from buildings daily.
- N. Perform other construction, alteration and demolition operations in accordance with 29 CFR 1926.
- O. If required, submit documentation to the Project Engineer that personnel have been trained in the fire safety aspects of working in areas with impaired structural or compartmentalization features.
- P. Prior to commencing work, general contractor shall provide proof that a 30 hour OSHA certified "competent person" (CP) (29 CFR 1926.20(b)(2)) will maintain a presence at the work site whenever the general or subcontractors are present.
- Q. Training:
1. All employees of general contractor or subcontractors shall have the 10-hour OSHA certified Construction Safety course and other relevant competency training, as determined by VA CP with input from the ICRA team.
 2. Submit training records of all such employees for approval before the start of work.
- R. Maintain safety in the construction site/area in accordance with the provisions of the contract, which includes the OSHA Regulations, NFPA 10, 13, 30, 51B, 70, 70E, 72, 99, 101 and 241. Work in a safe manner and take all proper precautions while performing your work. Extra precautions shall be taken when working around persons occupying the building during construction. The contractor shall comply with all requirements of 29 CFR 1926, NFPA 241 and the IBC for safeguarding the public at a construction area.
- S. Submit a Coredrilling & Firestopping Permit, supplied by the government for all penetrations. Take precautions when coredrilling to protect persons and structural integrity of the building. Firestop all penetrations before the end of the workday. All Firestop material shall be RED in color.
- T. All ceiling tile must be replaced whenever the work site is left unattended. If tiles are broken, the broken tile must be replaced before the end of the day. This applies to all areas outside of areas closed and labeled as a construction area.
- U. Make safety inspections and submit weekly, on government supplied form,

directly to the Contracting Officer's Representative

- V. Provide Personal Preventive Equipment (PPE) for your employees.
- W. Post appropriate signs in specific hazardous areas.
- X. Keep tools, ladders, etc. away from patients to prevent injuries. Tools, ladders, supplies, etc shall never be left unattended in an area with patient access.
- Y. Safety inspections of all contract operations will be performed on a regular frequency by the professional Occupational Safety & Health Staff at this facility. Written reports of unsafe practices or conditions will be reported to the Contracting Officer's Representative (COR) and Contracting Officer for immediate attention and resolution.
- Z. Fire Alarms:
 - 1. The fire alarm system connects all buildings at this facility, and is activated by various heat, duct, manual pull stations and smoke sensors. Manual pull stations are provided on each ward. Please survey the area in which you are working to locate the manual pull stations.
 - 2. If in the event of a fire alarm sounding, you are instructed to remain in your area, unless medical center personnel (Safety, Nursing or Engineering) instruct otherwise, or unless a fire situation is in your area, in which case you should immediately evacuate.
 - 3. The medical center operates an extensive patient evacuation program. A total of approximately 15-20 personnel initially respond to all alarms. Historically, false alarms are caused by contractors generating dust or other disturbances of sensors. When working in an area producing dust, you will cover all alarms with covers approved by the COR. These covers will be removed at the end of the work shift, upon leaving the area after dust has settled.
 - 4. If an alarm is determined by the COR to have been activated by contractor's work other than from or resulting in a fire situation, the contractor will be charged \$300 per occurrence.
 - 5. Any work involving the fire protection systems will require written permission to proceed from the COR.
 - 6. DO NOT tamper with or otherwise disturb any fire alarm system components without prior written permission.

AA. Permit Required Confined Spaces:

- 1. Contractors performing work on this facility will follow all requirements outlined in OSHA Standards for working in confined spaces. There are numerous permits required for confined spaces on this facility. These spaces have been identified. Some spaces have been posted, but the majority have not due to their configuration. A complete listing of these areas is located in the Engineering Service and Safety Office.
- 2. Confined spaces are areas which are large enough to be entered, but have limited egress/exit potential and are not designed for permanent human occupancy. If you encounter any space which meets this definition or if it is a suspected confined space, please contact the COR for a listing of these spaces.
- 3. Contractors performing work in confined spaces are responsible for compliance with all applicable standards and regulations.

BB. Contractor Life Safety Responsibilities:

1. The contractor shall assume full responsibility for compliance to all applicable regulations pertaining to NFPA 101 with respect to their construction area.
2. Alterations to any life safety feature including, but not limited to means of egress, fire detection, fire suppression, fire alarms, smoke barriers and fire barriers must have prior approval of the COR through the Interim Life Safety Measure process.
3. The contractor shall provide, at their cost, any temporary measures needed to meet life safety requirements as laid out in the contract documents and/or the Interim Life Safety Measures. These can include but are not limited to, temporary fire detection and alarm systems, temporary sprinklers, temporary smoke and fire partitions constructed to UL standards and 24/7 fire watches. Any such measures must have the prior approval of the COR through the Interim Life Safety Measure process.
4. Maintain the integrity of floor slabs and fire/smoke walls by fire stopping all holes and penetrations before the end of each workday.
5. The COR on this project is designated as the person responsible for ensuring that the Safety/Fire Safety Plan is carried out to the completion of the project and has the authority to enforce the provisions of this specification section and other applicable fire protection standards.
6. If Interim Life Safety Measures are required in the execution of this contract, the contractor shall annotate their compliance with the established measures daily on ILSM Contractor's Daily Monitor sheet. The contractor shall turn in the sheet to the COR monthly.

1.6 OPERATIONS AND STORAGE AREAS

- A. The Contractor shall confine all operations (including storage of materials) on Government premises to areas authorized or approved by the Contracting Officer. The Contractor shall hold and save the Government, its officers and agents, free and harmless from liability of any nature occasioned by the Contractor's performance.
- B. Temporary buildings (e.g., storage sheds, shops, offices) and utilities may be erected by the Contractor only with the approval of the Contracting Officer and shall be built with labor and materials furnished by the Contractor without expense to the Government. All utility connections shall be located underground. 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 COR.
- E. Workmen are subject to rules of Medical Center applicable to their conduct.
- F. Execute work so as to interfere as little as possible with normal functioning of Medical Center as a whole, including operations of utility services, fire protection systems and any existing equipment, and with work being done by others. Do not store materials and equipment in other than assigned areas.
- G. Phasing: To insure such executions, Contractor shall furnish the COR with a schedule of approximate phasing 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 (4)-four weeks in advance of the proposed date of starting work in each specific area of site, building or portion thereof. Arrange such phasing dates to insure accomplishment of this work in successive phases mutually agreeable to COR and Contractor.
- H. Construction Fence: Before construction operations begin, Contractor shall provide a chain link construction fence, 2.1m (seven feet) minimum height, around the construction area as necessary around electrical equipment to be removed or installed. Provide gates as required for access with necessary hardware, including hasps and padlocks. Fasten fence fabric to terminal posts with tension bands and to line posts and top and bottom rails with tie wires spaced at maximum 375mm (15 inches). Bottom of fences shall extend to 25mm (one inch) above grade. Remove the fence when directed by COR.

1.7 DISPOSAL AND RETENTION

- A. Materials and equipment accruing from work removed and from demolition of buildings or structures, or parts thereof, shall be disposed of as follows:
 - 1. Reserved items which are to remain property of the Government are 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 COR.
 - 2. Items not reserved shall become property of the Contractor and be removed by Contractor from Medical Center.
 - 3. PCB Transformers: The Contractor shall be responsible for disposal of the Polychlorinated Biphenyl (PCB) transformers. The transformers shall be taken out of service and handled in accordance with the procedures of the Environmental Protection Agency (EPA) and the Department of Transportation (DOT) as outlined in Code of Federal Regulation (CFR), Titled 40 and 49 respectively. The EPA's Toxic Substance Control Act (TSCA) Compliance Program Policy Nos. 6-PCB-6 and 6-PCB-7 also apply. Upon removal of PCB transformers for disposal, the "originator" copy of the Uniform Hazardous Waste Manifest (EPA Form 8700-22), along with the Uniform Hazardous Waste Manifest Continuation Sheet (EPA Form 8700-22A) shall be returned to the Contracting Officer who will annotate the contract file and transmit the Manifest to the Medical Center's Chief.

a. Copies of the following listed CFR titles may be obtained from the Government Printing Office:

40 CFR 261 Identification and Listing of Hazardous Waste

4 CFR 262 Standards Applicable to Generators of Hazardous
0 Waste

4 CFR 263 Standards Applicable to Transporters of
0 Hazardous Waste

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

4 CFR 172 Hazardous Material tables and Hazardous Material
9 Communications Regulations

4 CFR 173 Shippers - General Requirements for Shipments and
9 Packaging

4 CRR 173 Subpart A General
9

4 CFR 173 Subpart B Preparation of Hazardous Material for
9 Transportation

4 CFR 173 Subpart J Other Regulated Material; Definitions
9 and Preparation

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

B. Waste disposal in landfills shall be minimized to the greatest extent possible. Of the inevitable waste that is generated, as much of the waste material as economically feasible shall be salvaged, recycled or reused. Contractor shall provide a monthly summary of construction and demolition debris diversion and disposal, quantifying all materials generated at the work site and disposed of or diverted from disposal through recycling. If specification section 01 74 19 is included in this contract, the contractor shall follow all of its requirements.

1.8 INFRASTRUCTURE

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.
- C. 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 COR.
- D. No utility service such as water, gas, steam, sewers, HVAC, electricity, or fire protection systems and communications systems may be interrupted without prior approval of 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 Sections 26 05 11, REQUIREMENTS FOR ELECTRICAL INSTALLATIONS and 27 05 11 REQUIREMENTS FOR COMMUNICATIONS for additional requirements.
- E. Contractor shall submit a request to interrupt any such services to COR, in writing, 3 weeks in advance of proposed interruption. Request shall state reason, date, exact time of, and approximate duration of such interruption.
- F. 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.
- G. Major interruptions of any system must be requested, in writing, at least 4 weeks in advance prior to the desired time and shall be performed as directed by the COR.
- H. In case of a contract construction emergency, service will be interrupted on approval of COR. Such approval will be confirmed in writing as soon as practical.
- I. Whenever it is required that a connection fee be paid to a public utility provider for new permanent service to the construction project, for such items as water, sewer, electricity, gas or steam, payment of such fee shall be the responsibility of the Government and not the Contractor.
- J. Abandoned Lines: All service lines such as wires, cables, conduits, ducts, pipes and the like, and their hangers or supports, which are to be abandoned but are not required to be entirely removed, shall be sealed, capped or plugged. The lines shall not be capped in finished areas, but

shall be removed and sealed, capped or plugged in ceilings, within furred spaces, in unfinished areas, or within walls or partitions; so that they are completely behind the finished surfaces.

- K. To minimize interference of construction activities with flow of Medical Center traffic, comply with the following:
1. Keep roads, walks and entrances to grounds, to parking and to occupied areas of buildings clear of construction materials, debris and standing construction equipment and vehicles.
 2. Method and scheduling of required cutting, altering and removal of existing roads, walks and entrances must be approved by the COR.
 3. Coordinate the work for this contract with other construction operations as directed by COR. This includes the scheduling of traffic and the use of roadways, as specified in Article, USE OF ROADWAYS.

1.9 RESTORATION

- A. Remove, cut, alter, replace, patch and repair existing work as necessary to install new work. Except as otherwise shown or specified, do not cut, alter or remove any structural work, and do not disturb any ducts, plumbing, steam, gas, or electric work without approval of the COR. Existing work to be altered or extended and that is found to be defective in any way, shall be reported to the 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).

1.10 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's review, as often as requested.
- C. Contractor shall deliver two approved completed sets of as-built drawings to the COR within 15 calendar days after each completed phase and after the acceptance of the project by the COR.

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

1.11 USE OF ROADWAYS, PARKING AND TRAFFIC

- A. For hauling, use only established public roads and roads on Medical Center property and, when authorized by the 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.
- B. Parking:
1. Contractor employees shall be assigned parking areas by the COR. Spaces may not be in the immediate area of the construction site. Contractor employees shall not park outside of their assigned areas.
 2. It is the responsibility of the contractor to barricade parking spaces when not in use.
- C. Traffic:
1. Traffic hazards are minimal at this facility. Drivers should be particularly concerned with pedestrian traffic.
 2. Seat belt use is mandatory on the station.
 3. Federal police officers maintain a 24 hour patrol of the area and have state and federal enforcement authority.
 4. Contractor is to have all deliveries made via the State Drive Entrance to the medical center. No deliveries will be allowed from the Lincoln Avenue Entrance (Main Entrance).

1.12 TEMPORARY TOILETS

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

1.13 AVAILABILITY AND USE OF UTILITY SERVICES

- A. The Government shall make all reasonably required amounts of utilities available to the Contractor from existing outlets and supplies, as specified in the contract. The Contractor shall carefully conserve any utilities furnished without charge.
- B. The Contractor, at Contractor's expense and in a workmanlike manner satisfactory to the COR, shall install and maintain all necessary temporary connections and distribution lines needed for completion of this contract. Before final acceptance of the work by the Government, the Contractor shall remove all the temporary connections, distribution lines, meters, and associated paraphernalia.
- C. Temperature Control: Furnish temporary heat and humidity control 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. Maintain minimum temperatures as specified for various materials.

1.14 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. 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.
- 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.

1.15 INSTRUCTIONS

- 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 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 COR and shall be considered concluded only when the 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 COR, does not demonstrate sufficient qualifications in accordance with requirements for instructors above.

1.16 HISTORIC PRESERVATION

- A. 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 COR verbally, and then with a written follow up.

1.17 HOUSEKEEPING

- A. Protect patients and VA personnel from the hazards of dust, noise, construction debris and material associated with a construction environment.
- B. Keep work area clear, clean and free of loose debris, standing water, trash, construction materials and partially installed work, which would create a safety hazard, disease hazard, or interfere with VA personnel duties and traffic.
- C. Wet mop occupied areas and remove any accumulation of dust/debris from cutting or drilling from any surface at the end of each work day.
- D. Make every effort to keep dust and noise to a minimum at all times. Take special precautions to protect VA equipment from damage, including excessive dust.
- E. Access to mechanical and electrical devices and equipment should be free of debris and material at all times. This is required to ensure access to existing systems in the event of an emergency.
- F. Clean area free of all construction debris and dust upon completion of demolition and/or renovation.
- G. During construction operations, keep existing finishes protected from damage. Cover and protect all carpets during construction. Any carpets or surfaces damaged, as a result of construction activities, will be replaced at the contractor's expense.

1.18 EMERGENCY MEDICAL SERVICES:

- A. Emergency medical services are available for contractors at this facility. For medical emergencies, dial 4999 when inside any building. Report the nature of the emergency and location. The operator will determine whether to dispatch in-house personnel or outside emergency assistance based on the nature of the emergency.

1.19 USE OF GOVERNMENT OWNED MATERIAL AND EQUIPMENT:

- A. Use of government owned material and equipment is PROHIBITED except for that material specifically identified for the contractor's use elsewhere in this contract.

1.20 SUPERINTENDENT COMMUNICATIONS AND RESPONSIBILITIES:

- A. At all times during the performance of this contract, the Contractor's Superintendent is to be available by telephone (portable cellular phone). At the beginning of the contract and prior to beginning any construction, provide the Contracting Officer

and COR with the superintendent's telephone number.

- B. The Contractor's Superintendent shall post pertinent information at each job site for the benefit of the construction workers and for communicating with Medical Center Staff. A 2'x 4' construction board shall be placed at the job site entrance in accordance with recommendations set forth by The Joint Commission, as illustrated on the sample Attachment D.
- C. Prior to the start of work of any contractor or subcontractor employee, they shall read, review with the superintendent, and sign the Orientation of Construction Workers (attachment C.)
- D. The Contractors Superintendent shall inspect and document on the Interim Life Safety Measures daily monitoring form the requested data.
- E. The Contractors Superintendent shall maintain copies of all forms required by this specification section at the job site and shall be provide to the COR on request.

1.21 SMOKING

- A. No smoking is permitted at the Lebanon VAMC except inside designated smoking shelters
- B. If any contractor's or subcontractor's employee is found smoking in an unauthorized area, the contractor will be charged \$200 for the first occurrence and \$500 for every occurrence thereafter. The employee is subject to a \$50 fine.
- C. All contractor and subcontractor employees shall read and sign the Notification of Smoking Policy (attachment B) kept by the project Superintendent

1.22 HAZARDOUS MATERIALS:

- A. Many of the operations you are scheduled to perform may involve the use of hazardous materials. Prior to locating hazardous materials on site, all Material Safety Data Sheets will be submitted through the COR for evaluation by the Facility Industrial Hygienist.
- B. Storage of hazardous materials within buildings will be minimal with only enough on hand to perform daily work tasks. Flammable materials will either be removed from buildings at the end of the work shift or stored in approved flammable storage containers.
- C. Care must be taken to assure adequate ventilation to remove vapors from hazardous materials in use. Many of the patients being cared for in the facility are susceptible to environmental contaminants, even when odors seem minimal. The more effective method to reduce complaints is to close the work area and use adequate ventilation.

1.23 INFECTION, AIRBORNE DUST AND FUME CONTROL DURING CONSTRUCTION:

- A. The contractor shall comply with the requirements of the Infection Control Risk Assessment at all times.
- B. All areas of construction are to be kept under negative pressure at all times during construction as required by the Infection Control Risk Assessment (ICRA). The contractor shall supply, maintain and keep in operation, as many negative air machines as required to keep the construction area under 0.010 inch water column negative pressure. The contractor shall supply, install and maintain an air pressure monitor to record the negative pressure in the construction

area at all times during the construction period including non-working. The contractor shall supply the COR with the negative pressure records from the air pressure monitor on a weekly basis. The contractor shall document the visual inspection of negative pressure on a negative air pressure verification log located directly outside the construction area at the start and end of each work shift.

- C. Generation of dust is of major concern within staff and especially patient-occupied areas. Dust can be generated by either manual or mechanical cutting, sanding or drilling on surfaces. Where operations involve techniques, which may generate dust, all efforts will be directed at reducing airborne generated dust to the lowest level feasible. This may be accomplished by a number of methods. These include misting the area with water or use of tools attached to high efficiency particulate air (HEPA) filtering vacuums. Where large amounts of materials may be disturbed resulting in airborne dust, establishment of full ceiling to floor plastic barriers may be required.
- D. Generation of metal and exhaust fumes is also a concern to hospital patients and staff. Fumes generated as a result of welding, brazing, soldering and cutting must be controlled through the use of spot ventilation or fume extractors. If fumes are captured and filtered through HEPA filtered fume extractors, exhaust can be returned directly into the work area. Unfiltered fumes, like those collected by spot ventilators, shall be exhausted directly to the outside through exterior building openings. In addition to ventilation requirements, arc welding operations shall be shielded by noncombustible or flameproof screens to protect employees and patients from the direct rays of the arc. Fuel powered equipment shall not exhaust inside or near an air intake.
- E. If waste chutes are used to facilitate disposal of construction debris from upper building floors, cover all waste receptacles and dumpsters to help contain dust. Additionally, cover all waste receptacles during brisk wind conditions to prevent debris from littering the medical center grounds.
- F. Prior to the start of construction, the contractor shall require all employees and subcontractors to view a training video entitled "Infection Control During Construction" by HCPro (www.hcmarketplace.com) or an approved equal training video. Contractor shall provide written documentation to COR that all construction personnel have viewed the training video. The written documentation shall include the names of all personnel, their signatures and dates when the training video was offered and viewed.

1.24 ASBESTOS CONTAINING MATERIALS:

- A. Due to the age of many of our buildings, many still contain asbestos containing materials (ACM). Primary ACM uses in the medical center include floor tile, mastic, piping and HVAC insulation. The medical center has performed comprehensive asbestos surveys and has identified accessible ACM. Some areas contain damaged asbestos and should not be accessed without prior abatement.
- B. The most common type of ACM insulation you may encounter includes thermal system insulation (TSI) and floor tile. ACM TSI is generally covered with a cloth wrap or lagging, and the asbestos substrate generally appears white in color. DO NOT SAND, DRILL,

GOUGE OR OTHERWISE DISTURB THIS TYPE OF INSULATION. Contractors disturbing or releasing asbestos containing materials will be liable for all damages and clean up costs.

- C. In most cases where disturbance of asbestos is likely or necessary, it has been addressed in the contract. If not, please contact the COR or Industrial Hygienist to make necessary arrangements for removal.
- D. Asbestos insulation has been identified on elbows between fiberglass piping insulation as patching materials among the fiberglass insulation. Fiberglass insulation used in this facility is usually yellow or pink in color, wrapped either by cloth or paper lagging.
- E. To protect and ensure all your employees are aware that asbestos containing materials have been used in the construction of this facility, you are required to have them review this section and complete the awareness statement included as Attachment A. Once this document has been signed by all employees, forward to the COR for documentation.
- F. A complete assessment of asbestos materials and conditions are available for viewing by contacting the facility Industrial Hygienist at extension 4008. Prior to performing work above any ceiling or starting in a new area, consult with the COR concerning existing conditions of ACM.
- G. Some of the areas in the facility are identified as restricted areas due to condition of ACM. These are readily labeled. DO NOT ENTER THESE AREAS unless first contacting the COR. Entry requirements to these areas are awareness of the hazards, proper protective clothing (coveralls and respirators) and personal monitoring in accordance with OSHA requirements.
- H. All contractor and subcontractor employees shall read and sign the Notification of Asbestos (attachment A) kept by the project Superintendent.

1.25 ENVIRONMENTAL PROTECTION:

- A. The contractor shall immediately notify the COR of any spill, release or discharge of hazardous materials or hazardous waste. The contractor shall be fully responsible for the cleanup and disposal of any hazardous materials or hazardous waste and any costs generated.
- B. NO hazardous materials will be disposed of on government property. All waste will be hauled off-site or disposed in contractor owned and operated waste removal containers.
- C. A copy of all waste manifests for special or hazardous wastes will be forwarded to the COR. Environmental requirements will be strictly enforced.

1.26 SUBMITTALS:

- A. Within ten working days after the Notice to Proceed, submit a Safety/Fire Safety Plan for Architect-Engineer and VA review.
- B. Submit Material Safety Data Sheets for all chemicals and hazardous materials to be used on the project prior to location and use on the job site.
- C. Submit Contractor Asbestos Awareness Statements and Notification of Smoking Policy for all persons working on the site prior to

commencing work.

- D. Submit Daily Logs for each work day, regardless of work performed, to the COR and Contracting Officer no later than three days following the day of the work performed.
- E. Submit Weekly Construction Site Inspection Report. The contractor must submit along with each Wednesday's daily log, a completed and signed, government supplied, Construction Site Inspection Report.
- F. To expedite project actions, the use of certain government forms is required. During the pre-construction conference, the following forms, but not limited to, will be supplied to the contractor: Daily Logs, Weekly Safety Inspection Report, Hot Work Permit, Excavation Permit, Variance Request, Coredrilling and Firestopping Permit, Construction Progress Graph, Submittal Transmittal Letter, Proposal Cost Breakdown Summary, Construction Contractor Invoice, Construction Payment Worksheet, Project Specified Training Log, Contract Progress Report, WH-347 Payroll and Request for Information (RFI).
- G. Submit a signed and dated "Orientation of Construction Workers" (Attachment C) for each worker on the project.
- H. Prior to final inspection of the project, submit a master list of equipment installed as part of this project. Provide information (model number, serial number, item description and manufacturer) for the following: fan coil units, HVAC roof top units, ice machines, pumps, fire alarm systems, energy management system and nurse call system.

1.27 POTABLE WATER:

- A. Any project that demos, alters, connects to or adds to the facility potable water system must meet the requirements of this section in addition to all other requirements laid out in the contract specifications.
- B. Water Safety Plan: Establish and maintain a site-specific water safety plan. Prior to start of work, prepare a plan detailing site-specific water safety measures and submit to the Contracting Officer Representative (COR) for review for compliance with contract requirements in accordance with the Master Specifications, Section 01 33 23, SHOP DRAWINGS, PRODUCT DATA AND SAMPLES.
 - 1. The Water Safety Plan Submission:
 - a. Shall be submitted, reviewed and approved prior to commencing construction.
 - b. Shall be resubmitted annually for review and approval in the event a contract extends more than a year.
 - 2. At a minimum, the water safety plan shall address installer experience, license, and certifications, temporary service connections, delivery and storage of domestic water materials, installation procedures, post installation procedures, and a general knowledge in VA temperature requirements to make certain proper auxiliary equipment such as thermometers, anti-scald devices, and mixing valves are installed.
- C. Installer Qualifications
 - 1. Tradesman skilled in the appropriate trade shall be provided.

2. Provide installers appropriate license.
 3. Provide evidence of the successful completion of at least five projects of equal or greater size and complexity.
 4. Provide additional qualifications or continuing education.
- D. Temporary service connections, Pre-Construction, Delivery, and Storage
1. Although the VA allows for use of domestic water during construction, it must be ensured that proper separation is in place at the point of connection via a backflow device.
 2. Domestic water lines and equipment shall be capped/covered when delivered to the site and kept capped until installation. They shall be protected and cleaned (inside and outside) before placing in operation.
 3. Existing equipment and piping being worked on by the contractor shall be under the custody and responsibility of the contractor and shall be protected as required for new work.
 4. Reference Master Specifications 22 05 11 Delivery, Storage, and Handling.
- E. Installation
1. Reference Master Specifications 22 05 11 Cleanliness of Piping and Equipment Systems.
 2. Ream all pipe ends to remove burrs. Burrs can trap sediment and cause corrosion.
 3. Aerators shall not be installed on faucets. Reference Master Specifications 22 40 00.
 4. Dead legs are considered a length of pipe two pipe diameters from the branch, riser or main with one end open to the system and the other end terminating at a cap, blind flange or closed valve. Dead legs shall not be installed on the system without COR approval.
 5. Carbon filters shall not be installed on the system.
 6. Avoid running fire sprinkler piping above ductwork.
 7. Domestic water lines shall be run at a slight fall to make drainage of the system easier and reduce air locks. Drain valves shall be provided at all low points in the system and traps in the hot water circulating lines shall be avoided. Reference Master Specifications 22 11 00.
 8. Connect branch lines at the bottom of mains serving fixtures and pitch the lines down so that the main may be drained through the fixture. Connect branch lines to top of main serving only fixtures located on the floor above. Reference Master Specifications 22 11 00.
 9. All domestic water lines shall be insulated per the specifications. Reference Master Specifications 22 07 00.
 10. Avoid running ice machine supply lines near source of heat such as the compressor.
 11. All shutdowns of domestic water lines shall be scheduled with the COR.

12. Remove unused piping (e.g. dead legs left as a result of removing equipment such as water heaters, sinks, or showers). To minimize stagnant water, the lines should ideally be cut and capped where they tee into the main, if feasible, or at the last accessible point of flow.
13. Properly balance the domestic hot water circulation system.

F. Post installation

1. Hydrostatically pressure test per Master Specifications 22 11 00. Once testing is complete the lines shall either be drained or have proper separation from the main domestic water connection.
2. Remove piping installed for leak testing.
3. Flush lines with clean potable water until dirty water does not appear at the points of outlet.
4. Sterilize lines per specifications, IPC and American Water Association (AWA) C651 using liquid chlorine or hypochlorites. Reference Master Specifications 22 11 00.
5. Conduct Bacterial testing per IPC and AWA C651.
6. Once sterilization has occurred daily flushing of the system and every fixture must be conducted and documented until turnover of the project.

G. Temperature Requirements

1. Tank type hot water heaters shall heat the water to a minimum of 140 degrees Fahrenheit.
2. Instantaneous or semi-instantaneous hot water heaters must heat the water to a minimum of 130 degrees Fahrenheit.
3. Circulation loops in the hot water system must be maintained throughout the system at 124 degrees Fahrenheit.
4. Cold water should be at or below 67 degrees Fahrenheit to the greatest extent possible.
5. Master thermostatic mixing valves shall be installed to temper water distribution from the hot water source and shall comply with the International Plumbing Code (IPC) and ASSE 1017.
6. General use showers and sinks, as well as immersion tubs, must not exceed a water discharge above 110 degrees Fahrenheit and have combination balanced-pressure/thermostatic valves meeting the IPC and ASSE 1016 (Tubs and showers) and ASSE 1070 (sinks and lavatories).
7. Emergency showers and eye wash stations must maintain temperatures between 60 degrees Fahrenheit and 100 degrees Fahrenheit and have anti scald protection meeting the IPC and ASSE 1071.
8. Verify temperatures with a calibrated thermometer.

Contractor / Subcontractor Notification of Smoking Policy

The Department of Veterans Affairs' smoking policy is
for the safety and protection of its patients, visitors and employees.

Smoking is prohibited In all buildings and grounds of the medical center, except inside designated Smoking Shelters.

Smoking material litter is prohibited anywhere in the medical center and on its grounds, except when properly deposited in a safe receptacle. This material shall be out of sight.

VA Police are authorized to issue \$50.00 citations to the person for any smoking violations. The employer of the person will be charged \$200.00 for the first occurrence and \$500.00 for every occurrence thereafter.

If there are any questions, please contact the COTR. Thank you for your assistance.

Sign and date acknowledgment of the above information.

Contractor / Subcontractor Employee Signature:

Employee Name	Date	Contractor / Sub

This policy is consistent with the
Joint Commission Accreditation of Healthcare Organizations

Orientation of Construction Workers

Objective: To ensure a safe and healthful environment in the worksite and the adjacent areas.

Expectations (areas within and outside construction sites):

- Acquire and wear ID badge at all times.
- Read and sign asbestos and prohibit smoking attachments.
- Keep access points (doors, etc.) secured to prevent injury of patients, staff or visitors and/or theft of property.
- When working outside the primary construction site, keep tools and materials under control. No tools/material shall be left unattended.
- Firestop/seal all penetrations of fire/smoke walls and floor slabs with approved material. No penetrations shall be left overnight for next shift or some time in future.
- Use pilot-hole technique or another absolute method in determining location of coredrilling. No coredrilling through webs, beams, columns, etc.
- In finished areas, close ceilings (reset tile in grid) before leaving area for more than 15 minutes. No ceiling shall be left open overnight.
- Prevent dust and odors from migrating into adjacent areas.
- Keep unattended carts out of stairwells and corridors to prevent obstruction of evacuation in the event of an emergency.
- Request Hot Work Permit in advance of soldering, welding, etc.
- Smoke only in approved smoking shelters. No smoking in the construction worksites.
- Maintain integrity of fire doors to ensure closing and latching of doors for controlling spread of smoke. No propping, chocking or tying doors open.
- Know where the Material Safety Data Sheets are kept for access of information regarding the hazards of substances being used.
- Know the locations of local shutoff valves of water systems (domestic & sprinkler) to ensure quick response in the event of a pipe break. Prime contractor will determine who has a need to know.
- Secure compressed gas cylinders to adjacent structure using chain or other stabilizing methods.
- Secure equipment by using lockout / tagout method. Note: No equipment shall be shutdown without the VA Electrical Foreman's okay.

Dust Generating Activities

- **Follow** the Infection Control Risk Assessment (ICRA) protocol.
- **Keep** space under negative pressure.
- **Use** sticky mats at point of exit.
- **Protect** property from damage (dirt, grime, breakage).
 - **Remove** items from space.
 - **Cover** remaining items to protect from dust, i.e. protecting carpeting.

 Contractor / Sub

 Employee Name

 Date

**Prime Contractor: Have employee sign and give a copy of this page to employee
and to the VA to attached to Daily log**

Construction Board 2'x 4' plywood posted at each contracted construction site.

.... a comprehensive method of organizing information for construction workers and for communicating with staff and patients

