

**SECTION 01 01 10 (SN)**  
**SPECIAL NOTES**

**PART 1 - GENERAL**

**1.1 DESCRIPTION**

This section specifies special requirements, processes, procedures, protocols, practices, prohibitions, protections, personnel matters, provisions for unique characteristics of the Milwaukee VAMC, and practical matters pertinent to construction.

**1.2 RELATED WORK**

- A. Section 01 35 26 SAFETY REQUIREMENTS.
- B. Section 01 00 00 GENERAL REQUIREMENTS.
- C. Section 01 57 19 TEMPORARY ENVIRONMENTAL CONTROLS.
- D. Section 01 74 19 CONSTRUCTION WASTE MANAGEMENT.

**PART 2 - PRODUCTS (NOT USED)**

**PART 3 - EXECUTION**

**3.1 ANTE-ROOM CONSTRUCTION PRACTICES**

- A. Coordinate construction of the ante-room with NFPA 241 and the Specification Section 01 35 26 SAFETY REQUIREMENTS.
- B. Type "A" and "B" activities are those in which the fire/smoke hazard risks are MINIMAL. Type "C" and "D" activities are those in which the fire/smoke hazard risks are HIGH. The General Contractor is obligated to consider the specified containment measures with the costs included within the various contract items of work. Refer to the Appendix for the Construction Barrier and Fire Risk Assessment Matrix of Precautions for more information.
- C. Type A (Minimal Fire Risk Activity/Construction): Provide authority to proceed with work in area, includes a ceiling permit as required, when working above ceilings.
- D. Type B (Limited Fire Risk Activity/Construction):
  - 1. Coordinate temporary construction partition installation with Specification Section 01 35 26 SAFETY REQUIREMENTS.
  - 2. Provide plastic from floor to ceiling above and seal joints and penetrations. All plastic will be labeled with the VA ILSM TEMPORARY BARRIER orange tag once installed indicating the start of the three days. At openings, install z-wall overlapping plastic flap barriers or equivalent.
- E. Type C (Moderate Fire Risk Activity/Construction): Coordinate temporary construction partition installation with Specification Section 01 35 26 SAFETY REQUIREMENTS.

1. Ante-room construction (as part of 1-hour construction barrier):

- a. Ante-room shall be a 1-hour fire-rated smoke-tight temporary construction partition and shall be full height, extending through suspended ceilings to the floor slab or roof deck above.
- b. Ante-room shall be constructed from one-hour fire-rated 5/8-in type "X" gypsum board both sides of metal stud wall, mudded and taped in accordance with ASTM C840. "Double" gypsum board installation on one side (exterior) of the ante-room is authorized to achieve the 1-hour fire-rated smoke-tight temporary construction partition requirement with prior COR approval.
- c. In this case, the ante-room 1-hour fire-rated smoke-tight temporary construction partition walls will also function as an infection control barrier. Contractor shall add appropriate infection control measures. Refer to 01 35 26 SAFETY REQUIREMENTS for more information.
- d. Ante-room gypsum board walls shall be taped to the existing floors utilizing 2-in wide glass foil tape: 7.3 mil aluminum foil laminated glass cloth silver tape with silicone adhesive backing. Where the ante-room walls meet the existing deck or a 1-hour rated existing wall, the seams shall be firecaulked.
- e. The ante-room must also have a dedicated heat detector installed. See paragraph below for heat detector requirements.
- f. Ante-room outer construction door opening requires a Class C, 45-minute fire rated door with self-closing and self-latching devices.
- g. Ante-room inner door must at least be plastic Z-Type door.

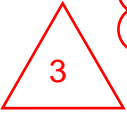
2. Ante-room construction (for infection control purposes only):

- a. Ante-room **need not** be a 1-hour fire-rated smoke-tight temporary construction partition. Its walls **do not need** to go to the concrete deck above, nor is a hard ceiling required. At a minimum, the contractor must tape the top of the ante-room walls to the underside of the existing acoustical tile ceiling to achieve the smoke tight and infection control requirements.
- b. Ante-room shall be constructed from one-hour fire-rated 5/8-in type "X" gypsum board **one** side of metal stud wall, mudded and taped in accordance with ASTM C840.

- c. Contractor shall add appropriate infection control measures. Refer to 01 35 26 SAFETY REQUIREMENTS for more information.
  - d. Ante-room gypsum board walls shall be taped to the existing floors, walls or ceilings utilizing 2-in wide glass foil tape: 7.3 mil aluminum foil laminated glass cloth silver tape with silicone adhesive backing. Where the ante-room walls meet the existing deck or a 1-hour rated existing wall, the seams shall be firecaulked.
  - e. The ante-room **does not** require a dedicated heat detector.
  - f. Ante-room outer construction door opening requires a Class C, 45-minute fire rated door with self-closing and self-latching devices.
  - g. Ante-room inner construction door opening requires a Class C, 45-minute fire rated door with self-closing and self-latching devices.
3. Provide heat detectors and notification devices (i.e., audio-visual devices) tied into the Building Siemens Pyrotronics System at the rate of one (1) detector per 1000 square foot of clear construction area. Heat detectors to be FTP-11 Addressable, Tri-Color LED, 135°F, Combination Fixed or Rate of Rise. The Contractor shall provide certification documentation once the heat detectors and notification devices (i.e., audio-visual devices) are installed and/or moved and tested prior to any construction work taking place in the space. Inside the construction space, existing units can be used if they are moved to the floor deck above.
- a. Heat detectors require monthly service checks by the contractor to ensure they are working correctly.
4. Other than ante-room, all other temporary construction partitions shall be full height, extending through suspended ceilings to the floor slab or roof deck above and shall be one-hour fire rated 5/8-in type "X" gypsum board both sides of metal stud wall, mudded and taped in accordance with ASTM C840. If sprinklers are installed per a hydraulically calculated stamped and certified system and sprinklers are operational on both sides of the temporary partition and ceilings are fully intact and complete, then the partition indicated above may be permitted to terminate at the ceiling in accordance with NFPA 241.
5. Coordinate with Section 01 01 10-SN Section 3.35 for Card Reader and Physical Access Control System (PACS) requirements at ante-room outer construction door.
- D. Type D (Significant Fire Risk Activity/Construction):

1. All requirements for Type C construction activities above are required for Type D construction activities.
2. When required by the project, install one-hour fire-rated temporary construction partitions to maintain integrity of existing exit stair enclosures, exit passageways, fire-rated enclosures of hazardous areas, horizontal exits, smoke barriers, vertical shafts and openings and other enclosures as required by the current Life Safety Code NFPA 101. This may include new horizontal egress tunnels, exit stairs, etc. Coordinate these activities with the COR.

### 3.2 ~~ASBESTOS-CONTAINING MATERIALS (ACM)~~

- 
- A. There are both friable and non-friable asbestos-containing materials (ACM) located within hospital complex.
  - ~~B. ACM might be unforeseen and potentially discovered during work.~~  
Do not disturb ACM. Refer to Specifications Section 01 00 00 for procedures addressing discovery of ACM.
  - C. See Specification Sections 02 82 11 or 02 82 13 (series) for Traditional or Glovebag Asbestos Abatement details.
  - D. New work: no ACM allowed in new products.
  - E. Contractor to provide asbestos costs separately in invoices.

### 3.3 BADGES

- A. All contractors working at Milwaukee VAMC shall be fingerprinted prior to being allowed to work on campus. During the Pre-Construction Period, the GC shall submit required paperwork to get all non-badged employees fingerprinted and badged. Contractor ID badges can be obtained from PIV office typically 3-5 days after approved SAC form is received and fingerprints clear. ID badges are required for contractor employees working at VAMC Milwaukee.
- B. Contractor
  1. Furnish SAC form to each employee and subcontractor employee, regardless of how long they will be on site and even if already badged and have them fill out the form. Blank SAC form is included as appendix to this specification.
  2. When form is legibly completed by hand, scan each form with file name as above then dash then employee name (e.g., 08 SAC FORM - John Doe).
  3. Regarding SSN: last four only.
  4. Email form to VA project manager (a.k.a., COR)
- C. VA and Requestor
  1. VA COR/project manager signs form, then emails Fingerprinting Office (fingerprinting) and PIV Office

(badging) of pending visit from person named, forwarding form as email attachment.

2. Contractor/Requestor visits Fingerprinting/PIV Office, building 70, E-wing south, ground floor.
3. VA Fingerprinting Office will check to ensure proper form was received.

D. VA Processing

1. Fingerprinting begins background check process.
2. Assuming background check allows, then within 3 to 10 business days, VA should send to Contractor/Requestor notice that they may now obtain their Physical Access Control (PAC) badge.
3. VA PIV Office staff take photo and issue PAC badge.

E. Badge Usage

1. Wear badge, readily visible, above waist level, not on head or hard hat, when on grounds doing work.
2. Lanyards and clips are not included but may be purchased at Canteen Store.
3. Superintendent shall inspect personnel badge (should be visible).
4. Badges allow keyless entry into restricted areas. Names, dates, and times of access are recorded by VA Police.
5. Badges will be valid for 90 days. The PM will notify PIV office to extend badge access for another 90 days if appropriate.
6. Badge wearer, not anyone else, must get badge issues taken care of. For example, it is not allowed to hand over badge to superintendent to walk them down to FM or PIV for entering code on back of badge, into SAM box system. Violations may result in suspension or revocation of construction access.

### 3.4 CONTRACTOR'S IMPACT STATEMENTS

- A. These notes will be reviewed at pre-construction meeting and will require signature from Contractor acknowledging responsibilities of contractors working on VAMC campus.
- B. All sub-contractors are required to review, acknowledge, sign and submit CONTRACTOR'S IMPACT STATEMENT. It is General Contractor's responsibility to make this specification available to sub-contractors and for training sub-contractors on VAMC Milwaukee requirements herein.
  - a. STANDARD POLICY: All outside contractors and sub-contractors will coordinate work within hospital with Facilities Management before beginning work.

- b. PURPOSE: Contractor will ensure that each individual contractor and sub-contractor employee is responsible for complying with established hospital standards, applicable OSHA Safety Requirements, federal, state and local environmental regulations, wearing prescribed safety equipment, and preventing avoidable accidents.
- c. PROCEDURE: Contractor will ensure that each individual contractor and sub-contractor employee review, understand and acknowledge these Special Notes prior to commencement of work scheduled at this facility. Proof of this acknowledgement: CONTRACTOR'S IMPACT STATEMENT. Contractor will forward copies of signed CONTRACTOR'S IMPACT STATEMENT monthly during construction for new contractors and sub-contractors.

### **3.5 CLEAN-UP**

- A. All work activity within occupied portions of facility shall be immediately cleaned and restored to its original finished condition upon completion of activity. If activity continues into next workday, area shall be left safe, clean, and presentable.
- B. Combustible storage and debris shall be kept to smallest quantity necessary for required daily operations. Construction area shall be kept clean as indicated in general requirements and conditions.
- C. Public restrooms are not to be used for cleaning of tools or equipment, i.e., paintbrushes, rollers, finishing tools, etc. Janitor's slop sinks are available for this purpose. If janitor's closets are used, they must be cleaned. The contractor is responsible for any clogs, repairs to drains, and cleaning if their cleaning techniques damage VA property.
- D. Trash, combustible waste, and excess construction materials: Remove daily, dispose regularly to prevent accumulation.
- E. All work for area must be confined within that space. Public corridors, stairwells, equipment rooms, and vacant floors are not to be used for storage of materials or as workshop. Tracking of construction dirt into public corridors or stairwells must be prevented. At end of each workday, combustible packaging and crating materials for building products and equipment to be installed shall be removed from occupied building.
- F. Provide dampened walk-off mats at entrances and exits from construction area.
- G. If smoke detectors are covered during dust-producing activities, they must be uncovered daily.

### **3.6 COMPRESSED GAS CYLINDERS**

- B. Contractors who work with compressed gas cylinders must have specific training and must ensure that cylinders are secured properly when in use or in storage.
- C. When compressed gas cylinders are not in use, caps must be in place.

### **3.7 CONFINED SPACE**

- A. Confined Spaces are clearly marked on campus. NO ENTRY is allowed into areas without prior approval by COR. NO ONE will be allowed to enter these areas without proper qualifications, equipment and training as required by OSHA Standards (29 CFR 1910.147)
- B. Storm sewers, underground electrical vaults, and other areas that require confined space permits are identified on Drawings.
- C. All hospital personnel that would require entry into these spaces must abide by Confined Space Program Procedure.
- D. It is sole responsibility of outside Contractor doing work on VA Medical Center campus to coordinate entry into of these spaces or other marked permit required confined spaces with COR.
- E. Anyone entering permit-required confined space must follow Occupational Safety and Health Administration (OSHA) Regulations, 29 CFR 1910.120.
- F. Submit Confined Space Entry program (and CSE Permit if needed) as part of APP (See Safety Specification 01 35 26).

### **3.8 CONSTRUCTION BARRICADES & TEMPORARY SIGNAGE**

- A. The Contractor is responsible to post and erect barricades, temporary signage, construction and safety signs, ILSMs, and new egress routes as they apply. barricades will be erected to restrict areas where hazardous operations are performed. construction and safety signs shall consist of caution signs as determined and approved by VAMC. Egress signs, where egress has been altered for construction, shall be posted and coordinated with approved ILSM and applicable hazardous warning signs. If egress is changed due to construction, provide temporary directional signs for changes as determined by VAMC and for construction of walkways, steps, or overhead protection scaffolding or like as required providing new means of egress. **Emergency egress plan shall be developed by Contractor and submitted for approval by COR before egress routes are altered.**
- B. Exit signs inside construction space: Contractor to provide luminescent Exit Signs throughout construction space such that while standing in place within construction space, exit sign is visible and path of egress can be followed.

- C. Exit signs outside construction space: Contractor will cover or relocate exit signs impacted due to their construction operations as directed by ILSM and COR.

### **3.9 CONSTRUCTION BARRIERS**

- A. Refer to paragraph 3.1 of this specification and the appendix table Construction Barrier and Fire Risk Assessment Matrix for more information.
- B. The construction barrier consists of both existing walls and new construction (typically the ante-room) walls. The intent of the barrier is to provide a fire-rated and smoke tight 1-hour construction partition around the construction area meeting the requirements of NFPA 241. Contractor must coordinate the erection of any new walls for construction barriers with the Specification Section 01 35 26 SAFETY REQUIREMENTS and any additional infection control requirements.
- C. The construction site must be surrounded by a 1-hour fire-rated gypsum board, smoke tight and fire-stopped construction assembly. Infection control procedures (as may be also required) shall be initiated prior to any other construction activities.
- D. All existing walls surrounding the construction area are to be inspected, repaired, patched and fire-stopped as required to bring them up to current fire-rated and smoke barrier construction requirement per NFPA 241.
- E. Penetrations through the construction barriers or any other rated assembly need to be plugged with a fire-resistant mineral wool filling and recorded with an ILSM Firestop Tag (see appendix). All penetrations are to be made temporarily fire and smoke resistant by the end of the construction day; and all penetrations shall be permanently fire-caulked within 30-days of being made.

### **3.10 CONSTRUCTION SITE PHONE**

- A. Contractor to run wiring from telephone closet to construction space for installation of VA phone in constitution space. Install phone before construction. VA will provide phone.

### **3.11 CONTRACTOR TRAINING & CERTIFICATES**

- A. Employees of Contractor and sub-contractor shall be aware of egress routes from construction areas. It is Contractor's responsibility to ensure employees are aware of fire alarm codes for building they are working in and participate in fire alarm drills and actual fire alarms.



- B. Project Site Superintendent shall have 30-hour OSHA Construction Safety certificate. This certificate shall be submitted to COR prior to mobilization.
- C. All subcontractor competent persons (CPs) shall have 30-hour OSHA Construction Safety certificate. This certificate shall be submitted to COR prior to mobilization.
- D. Remaining employees of Contractor and sub-contractors shall have 10-hour OSHA certified Construction Safety course. These certificates shall be submitted to COR prior to mobilization.

### **3.12 CRANES & HEAVY LIFTING**

- A. Refer to Specification Section 01 35 26 Safety Requirements for additional details.
- B. Hoisting or lifting heavy materials/items requires prior review by COR.
- C. Crane operations require workplans for VA approval and cannot commence without approved permit.

### **3.13 DELIVERIES**

- A. All material deliveries at Building 111 loading dock must be coordinated with Receiving Department (Logistics Warehouse) in advance.
- B. Deliveries to other project sites/buildings on campus require coordination and approval of COR.

### **3.14 DRESS CODE**

- A. All contractor personnel must be appropriately dressed for their work. T-shirts or garments with obscene or suggestive messages are not permitted. Personnel found improperly dressed will be asked to leave facility. Contractors may not remove shirts or other clothing. No articles may include offensive statements/graphics.
- B. Personal Protective Equipment is responsibility of Contractor. There are many situations that require specific personal protective equipment for worker safety per OSHA.
- C. Contractor to provide four (4) sets of hard hats and safety glasses for each worksite for VA staff use.

### **3.15 ELEVATOR USAGE**

- A. Contractors shall not hold or block from use public elevators in building unless authorized by COR.
- B. Within Building 111 (Main Hospital), contractors shall use B-bank freight elevators only for delivery and transportation of materials and demolition materials.

### **3.16 EMERGENCIES AND EMERGENCY SERVICES**

- A. All offerors, if successful, must be able to respond to contract and Contractor created emergency services resulting from Contractor actions and installations, as determined by VAMC COR, with qualified staff personnel within one (1) hour of verbal notification during construction stages and warranty period. Bidders must be prepared to show proof, in writing, that they can satisfy this requirement prior to award.
- B. First Aid/Medical Aid/Emergency Treatment for workers: Any Contractor who witnesses medical emergency is to pick up nearest VA phone and dial "911" or operator and describe condition of emergency. Post emergency phone numbers and treatment facilities if Contractor employees are injured on job or need medical treatment.
- C. Work site injuries must be reported to VA. VA has accident reporting form (form number 2162). Safety or Security and Police Service will initiate 2162. Once VA has completed supervisor's portion injured individual will be required to complete narrative portion of report. Service chief responsible for contract is also required to sign report and forward original report to Safety Section.
- D. Submit Fire Plan submittal for construction; see specification section 01 35 26. Within VAMC, note that there is no difference between fire drill and actual fire.
- E. Contractor will ensure that each employee on worksite knows where pull stations are in areas of work. VAMC policy for personnel IN THE AREA OF fire:
  - (1) **Rescue** anyone from area if necessary
  - (2) **Activate** nearest Pull Station
  - (3) **Contain** fire by closing doors in area
  - (4) **Extinguish** if possible or **Evacuate** area immediately
- F. When NOT IN THE AREA OF fire:
  - (1) Contractors are to cease activities, stay in place, and wait for further instructions or drill cancellation.
  - (2) DO NOT move through hospital or use elevators.
- G. Patients and visitors sometime become anxious or irritated because of their situation. If you are faced with patient or visitor that gets aggressive with you, simply call Ext. 42222 and say "Code Green" and describe situation. Security will respond immediately.

### **3.17 FIRE/SECURITY ALARM SYSTEMS**

- A. Cover and protect smoke/heat detectors with paper bags when raising dust or creating smoke in short duration (less than 3 days) ancillary work areas. Facilities Management, Graphics and

Fire Marshall shall be notified when bagging smoke detectors.

Remove paper bag upon completion of your work and at end of each workday.

- B. Advise Graphic Control Center (Graphics) at extension X41010 and VA Police Dispatch Desk at extension X42222 prior to work which might result in Fire Alarm System or Security System being activated. This includes but is no limited to: Smoke Detectors, Water Flow Switches, Pull Stations, Sprinkler Heads, Motion Detectors, Door Contacts, and Security Door Controls. Likewise, have approved outage from Facilities Management.
- C. Notification to Graphics/VA Police and having approved outage form does not absolve Contractor from following proper procedures to prevent system from activating. Examples of these best practices include covering smoke heads with paper bags, closing valves, containing dust, monitoring and controlling security devices, etc.
- D. If system activates due to Contractor's failure to notify Graphics, or Contractor's failure to follow proper procedures, or Contractor's failure to obtain outage form, Modification/Settlement by Determination deduction of \$2,500.00 per alarm/event will be issued to Contractor.
- E. If you accidentally trip alarm, notify Graphics and Facilities Management immediately.
- F. Fire and/or smoke doors shall not be propped open or prevented from closing and latching. This includes Infection Control/Construction doors, mechanical equipment rooms and utility closet doors.

### **3.18 HAZARDOUS, FLAMMABLE MATERIALS AND WASTE**

- A. Caution must be used with flammable materials, i.e., adhesives, thinners, varnishes, etc.
- B. All paints shall be low odor latex paint. Use odor reducing agents in paints and solvents. Ventilation shall be required if toxic or foul-smelling materials must be applied.
- C. A listing of hazardous materials that will be used on job and their material safety data sheets (SDS) shall be made available to VAMC/COR upon request before chemicals are used.
- D. SDSs are available to Contractor for materials used in Medical Center; contact COR if required.
- E. The VA GEMS Coordinator is responsible for this program and will brief Contractor during construction kickoff.
- F. The Contractor may subscribe to online SDS service where SDS data sheets are available online in lieu of hard copies on job site.

- G. Any excess or used chemicals will be removed from hospital promptly and properly disposed of by Contractor in accordance with federal, state and local regulations.
- H. Any hazardous waste generated at facility must be properly contained and labeled and stored in accordance with local, state, federal and hospital regulations.
- I. Only one-day supply of paints, oils, and gas cylinders is permitted within facility, unless properly stored in flammable liquid storage container. Do not store flammable materials in facility unless stored in approved non-combustible storage cabinet or prior approval by GEMS Coordinator and COR.
- J. Coordinate hazardous materials issues and concerns with COR and GEMS Coordinator.
- K. Gasoline powered equipment shall not be used within confines of building on VAMC campus without specific written permission from Chief, Engineering Services.

### **3.19 HOT WORK PERMITS**

- A. Hot work permits are required before cutting, soldering or welding operations begin. Before cutting, soldering or welding is conducted, obtain permission from COR through hot work permit.
- B. Gas and oxygen canisters shall be properly chained and protected and two 10-pound fire extinguishers shall be present.
- C. A fire watch shall be maintained on worksite during hot work operations, and for 30 minutes after hot work is completed.
- D. All burn permits will be completed, signed and scanned within 48 hours and posted to specified file share site. Contractor shall return fire watch portion of hot work permit to COR upon completion of work.

### **3.20 HOURS OF WORK**

- A. The usual hours of contract work shall be from 7:00am until 4:30pm, which is normal work shift for hospital employees. Verify shift or shifts required for construction areas with COR. If Contractor desires to work on "other than normal" or after (off-shift) hours (including federal holidays), they shall be scheduled with COR three weeks before start. These off-hours will be required to complete project in time allotted for contract at no additional cost to VAMC. Upon approval of VAMC, Contractor will propose scope or extent of off-hour work due to individual Contractor resources available to accomplish this project in time allotted. In addition, these off-hours will be required for utility/service interruptions, and any/other work that may interrupt operation of occupied space, i.e., some road construction, demolition, work in occupied areas, work affecting

occupied areas, etc. Some noise producing demolition operations will be required to be scheduled for off work hours as directed by COR and described on drawings.

**B. All outages not completely confined to the construction area shall be off-hours.**

- C. In some construction, buildings, floors, or wards may be occupied during performance of work. In other phases, areas of alterations will be vacated. Refer to Drawings and Contract Documents for details. Take measures and provide material necessary for protecting existing equipment and property in affected areas of construction against dust and debris, so that equipment and affected areas to be used in Medical Center's operations will not be hindered. Permit access to VAMC personnel and patients through other construction areas, which serve as routes of access to such affected areas and equipment. Coordinate alteration work in areas occupied by VA so that Medical Center operations will continue during construction period. Contractor may be required to construct 7 feet tall by 5 feet wide metal stud and drywall tunnels through occupied space as deemed necessary by VA for access by Medical Center personnel and maintaining construction operations.

**3.21 IDENTIFICATION AND LABELING**

- A. Identify devices located above ceiling.
- (1) Provide markers on removable ceiling and ceiling access panels to indicate locations of valves, dampers, smoke detectors and other mechanical items that may need servicing or adjustment.
  - (2) Use access panel markers (colored stickers or metal tack style) for acoustical tile ceilings.
  - (3) Color code and annotate markers as follows:

<u>Color</u>	<u>Notation</u>
Red	D - Fire Damper V - Valve (sprinkler shutoff) S - Smoke Detector H - Heat Detector
Yellow	V - Valve (steam, radiation, reheat and chilled water)
Gold	V - Valve (HVAC) D - Damper (HVAC)

Blue (valves only)	O - Oxygen V - Vacuum A - Medical Air N - Nitrogen NO - Nitrous Oxide EV - Anesthesia Evacuation T - Temperature control air
-----------------------	--

- (4) Where fire protection devices are located inside ductwork, provide additional tag on duct access door identifying device inside with letter size equal to or greater than 1-1/2 inches high.

### **3.22 INFECTION CONTROL**

- A. Refer to the drawings and Specification Section 01 35 26 SAFETY REQUIREMENTS for additional details.

### **3.23 INTERIM LIFE SAFETY MEASURES**

- A. Any life safety code violations incurred during construction or renovation must be resolved and will result in close coordination with COR and VA Safety to implement hospital's Interim Life Safety Measures. These measures are required by JCAHO and NFPA.
- B. The hospital will document whether and to what extent Interim Life Safety Measures (ILSMs) will be implemented for each project.
- C. VA Safety will ensure what ILSMs are required by Contractor to temporarily compensate for hazards posted by existing Life Safety Code (LSC) deficiencies or construction activities in areas of Medical Center.
- D. Implementation of ILSMs will be required in or adjacent to construction areas and throughout buildings with existing LSC deficiencies. ILSMs apply to both construction workers and affected hospital employees and will be implemented upon construction development and continuously enforced through construction completion.
- E. Interim Life Safety Measures will require walkthrough inspections by Contractor's superintendent at daily intervals.
- F. Training of workers and affected staff will always be significant part of Interim Life Safety Measures procedures.
- G. Fire and/or smoke doors shall not be propped open or prevented from closing and latching. This includes Infection Control/Construction doors, mechanical equipment rooms and utility closet doors.

### **3.24 INSPECTIONS**

- A. A list of required inspections by VA personnel is included in Specification Section 01 32 16.15 Project Schedules.

- B. Mechanical, plumbing, and electrical work shall be inspected by VAMC Facilities Management to include appropriate engineering service shop and COR prior to being put into operation or closing if work will be hidden by walls, ceilings, drop ceilings, cover plates, and access panels. Notify COR minimum of seven days prior to inspection date; times and dates shall be scheduled and agreed upon by VA. Installations will be inspected by VA personnel to verify compliance with State, Federal, Local, Veterans Affairs Codes, regulations and contract requirements. If corrections, alterations, adjustments, or additional new construction are required, VA will be notified within 48 hours of completion of such items. These inspections, corrections, or alterations will be made at no additional time or cost to VA.

### **3.25 LOCK OUT/TAG OUT**

- A. Refer to Specification Section 01 35 26 SAFETY REQUIREMENTS for additional details.
- B. Lock Out/Tag Out - No contract worker can change status/ position of ANY switch, valve or other energy source without prior approval from COR. All Lock Out/Tag Out activities need approval prior to being implemented. Any activity requiring Lockout/Tagout process must comply with Safety Requirements specification and VAMC policies.
- C. Per OSHA Regulation 29 CFR 1910.147, Contractors must comply with OSHA's Safety Lock Out/Tag Out procedures.
- D. Coordinate shut downs with Facilities Management and COR.
- E. Only VA staff is authorized to shut down utilities unless permission is specifically granted.

### **3.26 NOISE**

- A. All drilling, chipping, or pneumatic hammering (typical) operations shall be done at time and day determined by occupants on that floor and floors above and below. Coordinate this work via workplan through COR for approval.
- B. The patients, visitors, and staff deserve consideration and quiet enjoyment of their premises. Anyone found being loud, rude, or otherwise annoying to patients, their guests, or staff will be asked to leave facility. Use of vulgar language will not be tolerated.
- C. All work activity within occupied portions of facility shall be accomplished with minimal disruption to patients, physicians, visitors, and staff.
- D. The playing of radios, tapes, and CD players is not permitted in occupied area. Ipod or "Walk-man" radios/tapes/CD players are not permitted anywhere.

- E. The playing of radios, tapes, and CD players is permitted in vacant areas but shall not be heard outside vacant area.
- F. In inpatient areas, coordinate construction activities and debris removal with Nurse Manager or Charge Nurse to minimize disruption.

### **3.27 NON-DISCLOSURE AGREEMENT & PRIVACY/INFO SEC TRAINING**

- A. General Contractor's employees shall complete necessary Privacy and Information Security training during pre-construction phase. The COR will provide this training so that VA-sensitive and patient information is safeguarded always and to prevent unlawful disclosure by contract employees.
- B. In conjunction with the VA's ISO and PSO and depending on the access the contractor may have during construction (data closets, patient records rooms, etc.), the COR shall require the contractor fill out and submit a Non-Disclosure Agreement Form (VA Form 0752).
- C. If contractor requires access to VA computers or to connect to the VA network, contractor will need to ensure that computers meet FIPS 140-2 requirements like standard encryption for VA password protection.

### **3.28 OSHA COMPLIANCE**

- A. All Contractors are subject to Occupational Safety and Health Administration (OSHA) regulations and are expected to enforce these standards in performance of their work.
- B. OSHA regulations can be found in Chapter 29 of Code of Federal Regulations (CFR). Failure on part of Contractor to comply with these standards and/or conduct their work in safe fashion will result in interruption in work schedule for which Contractor will be solely responsible.
- C. Any Contractor found deviating from regulatory standards or policy will immediately be issued stop work order and will be responsible for contractual conflicts related to work stoppage.
- D. Fire and/or smoke doors shall not be propped open or prevented from closing and latching. This includes Infection Control/Construction doors, mechanical equipment rooms and utility closet doors.

### **3.29 PARKING**

- A. Contractors may not block fire lanes or other roadways. Contractors may not park in patient, staff or visitor parking lot or structure. Violators will be ticketed. During large construction projects, staging site may be available for parking to Contractors.



- B. All Contractors who need parking must contact Facilities Management for parking permit.
- C. If special parking is required, permission shall be granted and coordinated through Facilities Management. Until then, Contractors shall park in designated Contractor Parking Lot. Limited loading and unloading will be permitted at loading dock area.

### **3.30 PATIENT/VISITOR PRIVACY**

- A. Contractors may not review, acknowledge or move patient information or records.
- B. Contractors may not acknowledge patient or visitor unless spoken to - even if individual is known on personal basis.
- C. Cell phones are to be used only in designated areas.

### **3.31 PENETRATIONS**

- A. All wall, floor and ceiling penetrations created by work on this contract, whether by demolition or new construction, shall be patched by Contractor or as assigned by Contractor. All patching materials shall be of like kind or suitable substitute approved by NFPA or UL. Hilti Firestop products are only approved firestop penetration products at VAMC.
- B. Penetrations must be located, marked, and sealed by Contractor responsible for penetration. As penetrations are sealed, COR must be contacted to inspect penetrations for proper sealing. Only one (1) type of fire sealant is permissible per penetration.
- C. To ensure that penetrations are sealed, Contractors must obtain Ceiling Access Permit from COR prior to work commencing. Permit shall be in this person's possession during work.
- D. When penetration work and fire sealant work is complete, sign and return permit to COR for subsequent inspection and verification.
- E. Photo-documentation in lieu of interim inspections can be performed to validate work.
- F. At end of each work day and prior to leaving work site, replace ceiling tiles temporarily removed to do work above finished ceilings in corridors.
- G. If it is not practical to replace ceiling tiles daily, Contractor is to construct 7 feet tall by 5 feet wide metal stud and drywall tunnels through occupied spaces as deemed necessary by COR for access by VAMC personnel and maintaining construction operations. Upon first incident of Contractor not replacing ceiling tiles, this tunnel construction must commence immediately prior to further construction on project.

### **3.32 PROTECTION OF WORK & ADJACENT AREAS**

- A. Refer to Specification Section 01 00 00 GENERAL REQUIREMENTS for additional details.
- B. Contractor to provide drop cloths, hard board, plastic, etc. when working in occupied areas to avoid staining or damaging existing carpets or vinyl tile floors.
- C. The Contractor is required to preserve and protect structures, equipment, and vegetation on or adjacent to work site, which are not to be removed and which do not unreasonably interfere with work required under contract. Contractor will be required to repair damage to facilities resulting from failure to exercise reasonable care in performing work.
- D. Any damage caused by Contractor's employees is to be reported to COR or Facilities Management Project Section immediately.

### **3.33 RESTROOM USAGE**

- A. Contractors are to use public restrooms unless otherwise instructed to specific restrooms or portable facilities.
- B. Portable facilities are responsibility of Contractor.

### **3.34 SCHEDULING OF WORK**

- A. Refer to Specification Section 01 32 16.15 PROJECT SCHEDULES for additional details.
- B. Schedule work areas with COR not less than three weeks in advance of commencement of work.
- C. The VA will require detailed workplans from Contractor for evolutions that require review/approval from other entities in VA (i.e., VA Police, Grounds, Logistics, etc.).
- D. Notification does not guarantee date of scheduled outage or service interruption however COR will schedule such dates and inform Contractor. Date will be scheduled with medical center personnel when service interruption will minimize affect to hospital patients and operations. Contractor to submit VA System Outage Request form to COR not less than three weeks in advance of intended commencement of outage work. Contractor shall attend two (2) weekly pre-outage meetings with Engineering and staff to coordinate actual date of outage, duration, time of outage, phasing, and affected services. In addition, Contractor shall attend pre-outage meeting one hour prior to outage to coordinate communications, readiness, pre-outage checklist, document requirements, temporary measures, lock out tag out and other outage requirements and procedures.
- E. Contractor shall attend weekly construction meetings.

### **3.35 SECURITY OF CONSTRUCTION SITES**

- A. Refer to 01 00 00 Article 1.5 for additional Security details.

- B. All construction sites must be secured to prevent inappropriate access by patients, visitors, and employees. While such security fences, doors, and barricades are temporary, they must be substantially installed to control access to site. Existing security system (Pegasys/P2000 by Johnson Controls) must be extended to each construction access door. Each construction door must be provided with Card Reader and electric strike lock programmed to existing VA security system. Construction sites and security measures must be monitored daily to ensure that security is maintained. COR will alert VA Police about construction project & site. At close of activity daily, before securing site or portions of site, ensure that there are no patients, visitors, or staff in area. If construction site problems arise, Contracting Officer and COR will take appropriate action to correct safety and security conditions up to and including Modification/Settlement by Determination deduction of \$2,500.00 per each event (or notice from Police) that construction area was left unsecured.
- C. Keys for access to construction/work areas may be issued to Contractor at discretion of COR. All keys will be assigned through SAM box and Contractor will be given access based on their VA ID Card. Upon completion of work, failure to return issued keys to COR will result in issuance of Settlement by Determination in amount of \$100.00 for each outstanding key. In addition, \$50.00 fee will be paid to VA for each outstanding key. Keys are to be picked up and returned daily. If keys are not returned by end of day, modification of \$50.00/key per day will be assessed against Contractor.
- D. VA engineering, safety/fire department, and police staff must have right to access construction site always to perform their assigned responsibilities.
- E. Lock up worksite always to prevent patients and other unauthorized people from entering site. Contractors may lock up their tools etc., with personal locks.
- F. Materials: Secure on job site, or in separate COR-authorized storage space. Hallways shall not be used for storage. Contractors shall manage their storage areas and assure sites are kept clean and safe (OSHA standards apply).
- G. Any shared space(s) shall be accessible by Facilities Management. Do not block access to electric panels or fire protection equipment.
- H. The need for job site security is much greater when work is being conducted in psychiatric areas to protect safety of patients. All job boxes, tools, etc., shall be locked up even when workers are on site unless there's enough activity to assure that

patients cannot access tools or site. Verify that no one is in construction area upon locking up site for evening.

- I. Two evacuation routes from worksite shall be maintained always.
- J. Access is limited to areas such as critical care and surgical units, as well as mechanical/electrical rooms, etc. Access can be obtained through Facilities Management.
- K. VA Police reserve right to refuse access to anyone without prior authorization and identification.

### **3.36 SMOKING**

- A. The smoking policy at VAMC Milwaukee is changing effective January 1, 2019. On that date, smoking WILL NO LONGER BE PERMITTED ANYWHERE ON CAMPUS by contractor employees. A copy of hospital smoking policy will be supplied upon request.
- B. Violation of the VAMC Milwaukee smoking policy may result in worker being removed from worksite for duration of project.
- C. The General Contractor is responsible for the enforcement of this no smoking policy.

### **3.37 STOP WORK**

- A. VA Safety and COR have Director's permission and authority to stop work whenever conditions pose imminent threat to life and health or threaten damage to equipment or buildings.

### **3.38 SUB-CONTRACTORS**

- A. The Contractor has responsibility to assure that all sub-contractors and their workers are properly trained and follow these specifications. Assistance from VA staff may be provided on case by case basis on technical issues.
- B. The VA reserves right to approve of sub-contractor being used to complete project. A full list of sub-contractors working on contract to include names, phone numbers, email address and address shall be provided prior to mobilization.
- C. Every sub-contractor is required to be fingerprinted and badged.

### **3.39 SUBMITTALS & SOLE SOURCE ITEMS**

- A. Refer to Specification Section 01 33 23 Shop Drawings, Product Data & Samples for additional details.
- B. Start of Construction: Contractor's submittals shall be forwarded in sufficient time to permit proper consideration and approval by government and be timed to permit adequate lead time for procurement of contract required items. Delivery of submittals to COR or verbal acknowledgement of receipt by COR **does not** constitute approval. Pay attention to fact that pre-construction

activities (submittals) are distinct from construction and close-out activities with regards to overall period of performance.

- B. Sole Source Items: There will be no substitutions for products and services listed below. Sole source items to be in accordance with VAAR 852.236-90 Restriction on submission and use of equal products. This clause applies to following items:

<see next page>

System / Equipment	Manufacturer and Model
Fire Alarm System	Siemens Cerberus Pyrotronics System
Doors, Hardware, Locks and Keying	Sargent Patented cylindrical and mortise sets with Medeco 7-pin interchangeable cylindrical cores, LCN Closers (Mechanical, Electronic Hold-Open, Electromagnetic), Sargent or Von Duprin Exit Devices, Hager Hinges
Building Automation and HVAC Controls	Johnson Controls METASYS control system
Firestop Systems	HILTI Firestop Systems

### **3.40 SUPERINTENDENCE OF THE CONTRACT**

- A. General Contractor shall appoint a full-time superintendent to be responsible for the site supervision of the contract. The Government requires the contractor to dedicate 100% of the site superintendent's time to this contract. The contractor shall not allow the site superintendent to oversee multiple contracts concurrently.

### **3.41 TRAFFIC CONTROL**

- A. Contractors shall provide trained personnel and/or equipment, signage, barricades etc., to regulate traffic whenever construction operations affect traffic patterns.

### **3.42 TRENCHING**

- A. Refer to Specification Section 01 35 26 SAFETY REQUIREMENTS for additional details.
- B. OSHA regulations and VA permits/inspections shall be followed and requested during trenching operations.

### **3.43 UNUSUALLY SEVERE WEATHER CONDITIONS**

- A. Claims by the contractor for delay attributed to unusually severe weather in accordance with FAR 52.249-10 must be supported by climatological data covering the period and the same period for the 10 preceding years. When the weather in question exceeds in intensity or frequency the 10-year average, the excess experienced shall be considered "unusually severe." Comparison shall be on a monthly basis. Whether or not unusually severe weather in fact delays the work will depend upon the effect of weather on the branches of work being performed during the time under consideration. Normal weather conditions in this region typically include freezing temperatures, snowstorms, rainfall, and other weather events that could delay certain exterior

construction activities. Normal weather conditions are to be considered when bidding and preparing schedules.

### **3.44 WASTE MANAGEMENT**

- A. Refer to Specification Section 01 74 19 CONSTRUCTION WASTE MANAGEMENT for additional details.
- B. Other specifications have requirements for waste, debris, discarded materials, unsuitable materials, and contaminated soil.

### **3.45 WORK SITE REQUIREMENTS**

- A. Provide list of emergency contacts at entrance to construction site. This list shall include COR, Superintendent and VA Police contact information. See construction door sign template.
- B. Contractors are to maintain their work area as clean as possible while working and cleanup thoroughly daily.
- C. Prior to utilities or critical systems being interrupted, submit outage request in writing (via outage request form) at least two weeks prior to expected outage date. Submit outage request to COR. Only Facilities Management personnel may shut off utilities.
- D. All Contractors are expected to use courtesy. Loud, vulgar, abusive language, sexual harassment and aggressive behavior will not be tolerated.
- E. Contractors working above ceiling are required to replace disturbed ceiling tile by end of each day.
- F. Prior to making penetrations in walls, floors or ceilings, it is Contractor's responsibility to identify affected rated wall systems.
- G. All repaired penetrations on rated wall systems must be completed using fire-rated material matching rating of wall system and must be inspected by COR before ceiling tiles are replaced or area is concealed.
- H. Temporary construction partitions of non-combustible materials shall be installed as required to provide fire rated and smoke tight separation between areas undergoing renovation and/or construction and adjoining areas that are occupied by facility.
- I. Exits for occupied areas of building including rooms, suites, corridors and floors shall not be blocked by construction or by construction materials. Exit may be blocked temporarily if it is unavoidable and adequate alternative measures are provided, such as signage, instructions to occupants and approved in advance by COR and VA Safety via ILSM process. ILSMs, if active, require daily inspections by Contractor to COR.
- J. Existing fire protection systems including fire alarm systems, smoke detection systems, and sprinkler systems shall not be

altered except as required for alteration and/or renovation project. Any alteration to system shall be coordinated with COR. When sprinkler or fire and smoke detector systems are out of service for more than eight hours be responsible to institute Fire Watch till systems are operational.

- K. Fire and/or smoke doors shall not be propped open or prevented from closing and latching. This includes Infection Control/Construction doors, mechanical equipment rooms and utility closet doors.
- L. Locate existing fire extinguishers and pull stations in areas of work.
- M. Fire hazard inspections shall be conducted daily by Contractor once construction starts and until work is turned back over to facility.
- N. All temporary electrical wiring and equipment used for construction shall be installed and used in accordance with pertinent provisions of NFPA 70 and National Electrical Code.
- O. Maintain construction site to permit access by fire department as necessary. Clear building construction areas of obstructions so that portions are accessible for fire department apparatus and permit emergency egress of patients and other personnel.
- P. All necessary precautions shall be taken by Contractor to prevent accidental operation of existing smoke detectors by minimizing amount of dust generated in vicinity of smoke detectors. Any activity that may generate dust or smoke shall be reviewed with COR and Infection Control nurse.
- Q. Apprentices are authorized to work on projects disciplines providing following requirements are met:
  - (1) Completion of OHSA-10 training and certification turned in as required for other workers.
  - (2) Apprenticeship documentation turned in to contracting and continued direct supervision by journeyman.
  - (3) Apprentices are not allowed to work at Clement J Zablocki VA Medical Center on their own nor without continuous direct supervision.



**APPENDIX - STANDARD REQUIRED FORMS / TABLES / MATRICES**

- A. **Contractor's Impact Statement** - Completed and signed by contractor and sub-contractor working on project *prior to start of their construction*. It is Contractor's responsibility to update this list monthly to COR for new sub-contractors working on contract.
- B. **Contractor's Checklist** - Completed and signed by General Contractor *prior to start of construction*.
- C. **Daily Log of Construction** - Completed daily by Contractor and scanned in and *posted to Buzzsaw weekly*.
- D. **Daily Intermediate Life Safety Measures (ILSM) Inspection Form** - Completed daily by Contractor and scanned in and *posted to Buzzsaw weekly (as required)*.
- E. **Construction Door Template** - Prepared by Contractor for posting on construction door. Submit to COR for approval prior to posting.
- F. **Construction Barrier and Fire Risk Assessment Matrix** - This table lists the descriptions of Type A, B, C and D construction activities and the precautions required for each. Follow on tables show the Patient Risk Groups and combined matrix.
- G. **SAC FORM** - Each contractor working on the contract shall have a completed SAC form on file with the COR.
- H. **ILSM Temporary Barrier and FIRESTOP Tags** - GC to request when fire-rated assemblies have penetrations.

**CONTRACTOR'S IMPACT STATEMENT**

System	Possible Interruption	Possible Effect to Patients
Electrical	<ul style="list-style-type: none"> <li>- Changing position of switches and breakers</li> <li>- Cutting or splicing into wires</li> <li>- Disconnecting wires/terminals</li> <li>- Disturbing Junction Boxes/ Electrical Panels</li> <li>- Core Drilling</li> <li>- Demolition of walls</li> <li>- Excavation</li> </ul>	<ul style="list-style-type: none"> <li>- Electrical Systems provides LIFE SUPPORT (Directly and Indirectly)</li> <li>- Can cause DEATH to critical patients</li> </ul>
Water Lines	<ul style="list-style-type: none"> <li>- Turning valves</li> <li>- Cutting into lines</li> <li>- Demolition &amp; Excavation</li> </ul>	<ul style="list-style-type: none"> <li>- Dialysis, OR, HVAC, ICU, X Ray, etc.</li> <li>- Can cause DEATH to critical patients</li> <li>- Infection Control and Major Cleanup issues</li> </ul>
Medical Gases <ul style="list-style-type: none"> <li>- Oxygen</li> <li>- Air</li> <li>- Vacuum</li> <li>- Nitrous Oxide</li> <li>- Nitrogen</li> </ul>	<ul style="list-style-type: none"> <li>- Cutting or disturbing into lines (labeled, unlabeled)</li> <li>- Changing valve positions</li> <li>- Deactivating alarms</li> <li>- Demolition &amp; Excavation</li> </ul>	<ul style="list-style-type: none"> <li>- Oxygen, vacuum, air, etc. in ICU, OR, Med/Surg.</li> <li>- Can cause DEATH to critical patients</li> </ul>
HVAC	<ul style="list-style-type: none"> <li>- Shutting down</li> <li>- Modifying</li> <li>- Changing controls</li> <li>- Cutting into roof</li> <li>- Producing foul odors near intakes</li> <li>- Cutting into chilled water lines</li> <li>- Obstruct fresh air intake</li> </ul>	<ul style="list-style-type: none"> <li>- Temperature is critical in OR, ICU, etc.</li> <li>- Infection Control and Major Air Quality Issues</li> </ul>
Fire Alarm and Sprinklers	<ul style="list-style-type: none"> <li>- ANY modifications</li> <li>- Covering/removing smoke heads</li> <li>- Demolition &amp; Excavation of utilities</li> <li>- Damage/activate sprinkler heads</li> <li>- Duct work modifications</li> </ul>	<ul style="list-style-type: none"> <li>- Compromising Fire Safety</li> <li>- False Alarms</li> <li>- Floods</li> <li>- Major disruptions and distractions</li> </ul> <p>ALL THE ABOVE CAN RESULT IN DEATH</p>
Code Alarms Nurse Call Wander Guard	<ul style="list-style-type: none"> <li>- Demolition &amp; Excavation</li> <li>- Unplugging</li> <li>- Changing position of switches/breakers</li> </ul>	<ul style="list-style-type: none"> <li>- Lack of communicating system can result in patient death or injury</li> </ul>

IF THERE IS ANY QUESTION REGARDING ANY OF THE INFORMATION ON THIS DOCUMENT, IMMEDIATELY CONTACT FACILITY MANAGEMENT OR VA SAFETY OFFICE TO RESOLVE ISSUES PRIOR TO WORK COMMENCEMENT.

Contractor Name \_\_\_\_\_

Company \_\_\_\_\_

Signature / Date \_\_\_\_\_

**CONTRACTOR CHECKLIST**

This agreement is between \_\_\_\_\_ and \_\_\_\_\_  
Project Name (ref. #) \_\_\_\_\_  
Project Start \_\_\_\_\_; Work Allowed Between \_\_\_\_\_ and \_\_\_\_\_  
\_\_\_\_\_

**Before performing work on facility premises, outside Contractors must read this checklist and comply with local, state, federal and facility safety policies.**

**1.0 Life Safety** Will Contractor compromise part during Life Safety System of this facility (ceiling tiles, penetrations in smoke or fire walls, blocking exits, shutting down fire/smoke detection or fire suppression, etc.)?

**Y N** If yes, describe in detail:

**1.1 ILSM** Are Interim Life Safety Measures necessary?

**Y N** If yes, provide plan/sketch for review/approval.

**2.0 Services** Will there be compromises to patient services during work performed?

**Y N** If yes, describe in detail:

**2.1** What adjustments need to be implemented to minimize impact to residents, visitors and staff?

**Describe:**

**3.0 Chemical:** Will hazardous chemicals (liquids or gases) be used on-site?

**Y N** If yes, what risks do they create for facility staff? Is there chance of exposure?

**3.1** Are there facility chemicals being used, stored or handled where Contractor will be working?

**Y N** If yes, has Contractor been informed by issuing SDS's?

**4.0** **Hot Work** Will Contractor use equipment which will generate open flames, sparks or other ignition sources?

**Y N** If yes, **Fire Watch will** be necessary to be posted during Hot Work activities.

**4.1** Will flammable chemicals be in area?

**Y N** If yes, describe in detail:

**5.0** **Confined Spaces** Does work involve entry into confined space?

**Y N** If yes, retain copy of Contractor's Confined Space Entry program (and CSE Permit if needed).

**6.0** **Lockout/Tagout** Does work involve maintenance on energized equipment or systems?

**Y N** If yes, retain copy of Contractor's LOCKOUT/TAGOUT program.

**6.1** Is there impact to residents, visitors, or staff during this procedure?

**Y N** If yes, describe impact, ways to minimize impact and who has been notified.

**7.0** **Unsafe Conditions/ Impact to Residents, Visitors and Staff** Are there unusual or unsafe conditions which need to be addressed and/or communicated to facility staff, visitors or residents?

**Y N** If yes, describe.

**8.0** **List departments/areas** in which you will be working.

8.1 List potential hazards to you/your workers in areas in which you are working:

8.2 List specific problems that can arise if wrong actions are taken area(s) in which you are working.

9.0 Safety Officer Contact Person:

Facility COR:

First Aid Plan:

Fire Plan:

Disaster Plan:

Restricted Access:

10.0 **Restricted Areas** Construction workers are allowed in following areas of hospital.

\_\_\_\_\_  
(Contractor Supt / Safety Officer)

\_\_\_\_\_  
(Facility COR)

Date: \_\_\_\_\_

Date: \_\_\_\_\_

<b>DAILY LOG OF CONSTRUCTION</b>				M      T      W      Th
PROJECT:				
BUILDING / LOCATION		CONTRACT NO. VA69D-		DATE
CONTRACTOR		CONTRACTOR SUPERINTENDENT		
WEATHER ( <i>Rain, Snow, Cloudy, Windy, etc., OR NA if indoors</i> )	TEMP.  High   Low	SITE CONDITIONS ( <i>CLEAN, DEBRIS, DUST, ETC.</i> )		
NO. CONTRACTOR'S MEN BY JOB CATEGORIES		NO. SUB-CONTRACTOR'S MEN BY JOB CATEGORIES		
EQUIPMENT ON JOB Brief description of	No. Units	Working Yes	MATERIALS DELIVERED	
			OFFICIAL VISITORS TO JOB SITE	
<b>STATUS OF WORK</b>				
TEM Brief description of work in progress, questionable performance, IO. unforeseen developments on job etc. Include tests made and samples taken.				
STATUS OF INFECTIOUS CONTROL MEASURES (NEGATIVE AIR FLOW, CLEAN WALK OFF MAT, ANTE-ROOM SECURE,...)				
NEGATIVE AIR FLOW PRESSURE READING: _____				
SAFETY COMMENTS				
DIFFICULTIES WITH CONTRACTOR OR REPRESENTATIVE				
UNFORESEEN DEVELOPMENTS ON JOB CONTINUED ( <i>Describe conditions, action taken; person contacted, recommended actions</i> )				
SIGNATURE		TITLE PROJECT SUPERINTENDENT		

**Daily Intermediate Life Safety Measures (ILSM) Inspection Form FORM  
 QCA-01A**

**INSTRUCTIONS:** This form is to be utilized when significant hazards posed by existing NFPA 101 deficiencies or construction activities are in progress. ILSM must be implemented upon project start and continuously enforced through project completion to provide level of life safety comparable to that described in Chapter 1-7, 31 and applicable occupancy chapters of Life Safety Code. WHERE APPLICABLE NOTE EXCEPTIONS ONLY OF AREA IDENTIFIED AS BEING DEFICIENT DURING INSPECTION AND EXPLAIN IN SUFFICIENT DETAIL IN COMMENTS SECTION OF THIS FORM. TURN COMPLETED FORMS INTO THE LHS SAFETY OFFICER.

WEEKLY ILSM FORM							
PROJECT:							
ILSM DESCRIPTIONS	MON	TUE	WED	THR	FRI	SAT	SUN
DATES							
1. Are exits readily accessible and provide unobstructed egress?							
2. If required, due to inaccessibility of existing, have alternate exits been established?							
3. If alternate exists have been established, are personnel in area informed and aware of their relocation and existence?							
4. Are existing and relocation exits clearly identified and able to be seen in event of emergency or fire?							
5. Are fire evacuation routes posted and do they reflect up-to-date changes and alternate escape routes due to construction deficiencies?							
6. Are written procedures and guidelines posted in immediate and adjacent areas for what to do and who to call in event of fire or emergency?							

WEEKLY ILSM FORM							
PROJECT:							
ILSM DESCRIPTIONS	MON	TUE	WED	THR	FRI	SAT	SUN
DATES							
7. Are personnel in immediate and adjacent areas aware and informed as to procedures and guidelines to follow in event of fire or emergency?							
8. Do fire alarms, detection, and suppression equipment and systems appear to be operational?							
9. If fire alarm or suppression systems are impaired or temporarily made nonfunctional has fire watch, as required or necessary, of area been established?							
10. If existing fire alarm or suppression systems/equipment are impaired, have measures been taken to provide equivalent equipment/systems for adequate protection? Note date of installation for equivalent measures to right.							
11. If fire alarm or suppression systems are impaired, are temporary equipment/systems being inspected and tested at least monthly?							
12. If temporary fire alarm or suppression systems are installed, are personnel in area aware and informed on how to operate or utilize in event of fire or emergency?							
13. Has "No Smoking" policy been posted, implemented and enforced in construction area?							



WEEKLY ILSM FORM							
<b>PROJECT:</b>							
ILSM DESCRIPTIONS	MON	TUE	WED	THR	FRI	SAT	SUN
DATES							
14. Are construction/remodel area storage, waste and debris being maintained to minimize potential for fire or safety hazards during daily operations?							
15. Are temporary partitions built to be smoke tight and of noncombustible/fire retardant materials to minimize spread of smoke or fire within building?							
16 Do electrical panels, temporary wiring, extension cords, tools and equipment appear to be installed, utilized, and functioning in safe manner?							
17. In general, are exterior construction site, buildings, and ground free of hazard and potential safety violations?							
18. If there is gas/arc welding or cutting being performed within building or on site, have additional fire safety precautions been taken and necessary equipment provided and utilized?							
19. If there is gas/arc welding or cutting being performed within building or on site, has Plant Operations department been notified?							
20. If there are hand and safety rails required, are they in place and maintained in good condition?							
21. Are extension cords that are being used 3 wire grounded type?							

WEEKLY ILSM FORM							
PROJECT:							
ILSM DESCRIPTIONS	MON	TUE	WED	THR	FRI	SAT	SUN
DATES							
22. If there are temporary electrical outlets provided, do they have ground fault protection at receptacle or at panel?							
23. If hazardous chemicals are present and/or being used, are they being limited to amount needed and used daily?							
24. Are MSDS sheets readily available for hazardous chemicals that are present or being used?							
25. Do ladders and scaffolds appear to be in satisfactory condition and being utilized in safe manner?							
26. Is personnel protective equipment, such as safety glasses, hard hats and etc. needed or required and being used?							
27. If infection control is required, are appropriate policies and procedures known and being followed?							
28. If electrical equipment needs to be de-energized, are applicable "Lockout/Tagout" procedures being followed?							
PLACE INITIALS OF PERSON PERFORMING DAILY INSPECTION TO THE RIGHT.							

Inspection Results week of:

Project #

Contractor:

COR

---



---



---



---

CONSTRUCTION DOOR TEMPLATE

<p><b>Construction Contacts</b> <b>Emerg / Proj Info</b></p> <p><b>8.5 x 11 page</b></p> <p><b>See Following Page</b></p>	<p><b>Access Control Signs</b></p> <p><b>8.5 x 11 page</b></p> <p><b>Area Closed as we improve VA for Veterans</b></p> <p><b>NO ENTRY WITHOUT Appropriate PPE AND SAFETY TRAINING SIGN IN WITH SUPERINTENDENT</b></p> <p><b>Under Construction - Do Not Enter</b></p> <p><b>Hard Hat, Steel Toes &amp; Safety Glasses Required.</b></p> <p><b>Contact COR for admittance.</b></p>
<p><b>ICRA PERMIT HERE</b></p>	<p><b>ILSM HERE</b></p>

# EMERGENCY CONTACTS

Project name:

Project number:

**Emergency Police, Fire and Rescue**  
**Your current location is...**

**VAMC 5000 W National Ave, Milwaukee WI.**

**Building**

**Room**

**IF INSIDE: VA Phone....Dial 911**

*Indicate nature of the emergency*

**IF OUTSIDE: Personal Cell Phone....Dial 911, then call  
VAPD 414-384-2000 x42222**

*Indicate location and that 911 has been called*

For Unexpected Utility Discovery/Interruption:

VA Phone: x41010 (FM-Graphics)

414-384-2000 x41010 from personal cell phone

**VA Project Manager Name:**

Phone 1	Phone 2
---------	---------

**Contractor Key Personnel:**

**Site Superintendent (1)/SSHO:**

Name	Phone
------	-------

**Site Superintendent (2)/SSHO:**

Name	Phone
------	-------

**Contractor's Project Manager:**

Name	Phone
------	-------

**No entry without appropriate PPE and Safety training. Sign in with Superintendent.**

Milwaukee VAMC  
695-19-137 Replace Chiller Plant Building 43 (SF1 & SF2)  
Milwaukee, WI 53295

02-16  
Bid Documents  
9-30-2019

## **Construction Barrier and Fire Risk Assessment Matrix**

<p><b>TYPE A</b></p> <p><b>Minimal Fire Risk</b></p>	<p><b>Inspection and Non-Invasive Activities.</b></p> <p>Includes, but is not limited to:</p> <ul style="list-style-type: none"> <li>▪ Removal of ceiling tiles for visual inspection limited to 1 tile per 50 square feet</li> <li>▪ Painting (but not sanding)</li> <li>▪ Wall covering, electrical trim work, minor plumbing, and activities which do not generate dust or require cutting of walls or access to ceilings other than for visual inspection.</li> <li>▪ Removal of floor tile less than 25 square feet, non-ACM and no grinding or dust generating activities</li> </ul>
<p><b>TYPE B</b></p> <p><b>Limited Fire Risk</b></p>	<p><b>Small scale, short duration activities that can be completed within 3 calendar days. Work that requires a moderate level of demolition and does not pose a potential fire hazard. Cutting/burning operations that require a burn permit are prohibited. No electrical corded power tools permitted.</b></p> <p>Includes, but is not limited to:</p> <ul style="list-style-type: none"> <li>▪ Installation of telephone and computer cabling</li> <li>▪ Access to chase spaces</li> <li>▪ Asbestos abatement of flooring tile/mastic removal, glove bag operations, Transite panel removals</li> <li>▪ Duct work, electrical, plumbing, piping work above ceiling within a 50-square foot area.</li> <li>▪ Cutting of walls or ceiling where fire hazard is minimal.</li> <li>▪ Sanding of walls for painting or wall covering</li> <li>▪ Removal of floor coverings, ceiling tiles and casework</li> </ul>
<p><b>TYPE C</b></p> <p><b>Moderate Fire Risk</b></p>	<p><b>Work that requires a moderate to high level of demolition, cutting/burning operations or requires demolition or removal of any fixed building components or assemblies. Power corded tools and work that provides a potential fire hazard.</b></p> <p>Includes, but is not limited to:</p> <ul style="list-style-type: none"> <li>▪ Removal of building components or elements requiring use of open flame or power chisel</li> <li>▪ New construction or renovations over 3 days' duration</li> <li>▪ Major duct work, plumbing, piping, or electrical work</li> <li>▪ Soldering or brazing operations</li> <li>▪ ANY activity that requires a burn permit</li> </ul>
<p><b>TYPE D</b></p> <p><b>Significant Fire Risk</b></p>	<p><b>Major demolition and construction projects involving cutting/burning operations or requires demolition or removal of any fixed building components or assemblies. Power corded tools and work that provides a potential fire hazard.</b></p> <p>Includes, but is not limited to:</p> <ul style="list-style-type: none"> <li>▪ Activities which require consecutive work shifts</li> <li>▪ Requires heavy demolition or removal of a complete building system</li> <li>▪ New construction or renovations over 3 days' duration</li> </ul>

**Patient Risk Group - VAMC Milwaukee**

<b>Low Risk</b>	<b>Medium Risk</b>	<b>High Risk</b>	<b>Highest Risk</b>
<b>Office areas</b> <b>Warehouse</b>	<b>Cardiology</b> <b>Echocardiography</b> <b>Endoscopy</b> <b>Physical Therapy</b> <b>Respiratory Therapy</b> <b>Outpatient Mental Health</b> <b>Outpatient Clinics</b> <b>Simulation Lab</b> <b>Comp and Pen</b>	<b>Emergency Room</b> <b>Laboratories (specimen)</b> <b>Linen</b> <b>Kitchen &amp; Canteen</b> <b>Radiology/MRI</b> <b>Nuclear medicine</b> <b>Physical Therapy Tank Area</b>	<b>Any area caring for immuno-compromised patients</b> <b>Pharmacy</b> <b>Cardiac Cath Lab / EP Lab</b> <b>Logistics Supply</b> <b>Central Sterile Supply</b> <b>Intensive Care Units</b> <b>Medical / Mental Health Unit</b> <b>Negative Pressure Isolation Rooms</b> <b>Oncology / Radiation Oncology</b> <b>Inpatient and Outpatient ORs</b> <b>Dialysis</b> <b>Surgical Units</b> <b>Post Anesthesia Care Unit</b> <b>APC Unit</b> <b>Sterile Processing Services</b>



## IC Matrix - Class of Precautions: Construction Project by Patient Risk

Patient Risk Group	Construction Project Type			
	TYPE A	TYPE B	TYPE C	TYPE D
<b>LOW</b> Risk Group	I	II	II	III/IV
<b>MEDIUM</b> Risk Group	I	II	III	IV
<b>HIGH</b> Risk Group	I	II	III/IV	IV
<b>HIGHEST</b> Risk Group	II	III/IV	III/IV	IV

## SAC-SPECIAL AGREEMENT CHECK For Construction Contractors

NAME: \_\_\_\_\_  
(Last Name) (First Name) (Middle Name/none)

CITIZENSHIP: \_\_\_\_\_ SSN: \_\_\_\_\_ DOB: \_\_\_\_\_

ALIAS/none: \_\_\_\_\_ RACE: \_\_\_\_\_ SEX: \_\_\_\_\_

EYE COLOR: \_\_\_\_\_ HAIR COLOR: \_\_\_\_\_ HT: \_\_\_\_\_ WT: \_\_\_\_\_

PLACE OF BIRTH: \_\_\_\_\_  
(City / State / Country)

RESIDENT ADDRESS: \_\_\_\_\_

SCARS, MARKS, TATTOO(S)/none: \_\_\_\_\_

TRADE/DISCIPLINE: \_\_\_\_\_ APPRENTICE / JOURNEYMAN / MASTER / NA  
(Circle one)

### Contractor Information

PO#: 695-\_\_\_\_\_ Contract Expiration Date: \_\_\_\_\_

Project Name: \_\_\_\_\_ Contract#: VA69D-\_\_\_\_\_

Prime Contractor: \_\_\_\_\_

Prime Address: \_\_\_\_\_

Employing Sub-Contractor: \_\_\_\_\_

Sub-Contractor Address: \_\_\_\_\_

*If privately owned vehicle is or will be, even once, parked on grounds*

Driver's License#: \_\_\_\_\_ Plate#: \_\_\_\_\_ (\_\_\_\_\_)\_\_\_\_\_  
(state)

Vehicle: Make: \_\_\_\_\_ Model: \_\_\_\_\_ Year: \_\_\_\_\_ Color: \_\_\_\_\_

Computer Access Required for Contract? \_\_ Y / N \_\_

Construction Door Access Needed? \_\_ Y / N \_\_

Construction Door Name/Address: \_\_\_\_\_

\_\_\_\_\_  
Printed COR Name / COR Signature / Date

ILSM TEMPORARY BARRIER TAG	
PROJECT:	
PRIME CONTRACTOR:	
SUB CONTRACTOR:	
EMERGENCY CONTACT NO.	
BARRIER INSTALLATION DATE:	
BARRIER EXPIRATION DATE:	
	(MAX 3 DAYS)

ILSM FIRESTOP	
PROJECT:	
PRIME CONTR:	
CORE CONTR:	
PENETRATION DATE:	
EXPIRATION DATE:	
	(MAX 30 DAYS)

- - - E N D - - -