

**SECTION 01 00 00
GENERAL REQUIREMENTS**

1.1 GENERAL INTENTION

- A. Contractor shall completely prepare site for building operations, remove existing door assemblies and associated frames and hardware, and furnish all labor and materials and perform work for VA Palo Alto Health Care System as required by drawings and specifications.
- B. Visits to the site by Bidders may be made only by appointment with the Medical Center Engineering Officer.
- C. 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.
- D. Prior to commencing work, general contractor shall provide proof that a OSHA designated "competent person" (CP) (29 CFR 1926.20(b)(2)) will maintain a presence at the work site whenever the general or subcontractors are present.
- E. Training:
 - 1. All employees of general contractor or subcontractors shall have the 10-hour or 30-hour OSHA Construction Safety course and other relevant competency training, as determined by COR.
 - 2. Submit safety training records of all such employees for approval before the start of work.
- G. VHA Directive 2011-36, Safety and Health during Construction, dated 9/22/2011 in its entirety is made a part of this section

1.2 STATEMENT OF BID ITEM(S)

- A. ITEM I, Work includes general construction, alterations, mechanical and electrical work, removal of existing structures and construction and certain other items.

1.3 SPECIFICATIONS AND DRAWINGS FOR CONTRACTOR

- A. AFTER AWARD OF CONTRACT, 3 sets of specifications and drawings will be furnished.

1.4 CONSTRUCTION SECURITY REQUIREMENTS

A. Security Procedures:

1. The General Contractor is responsible for assuring that all sub-contractors working on the project and their employees also comply with these regulations.
2. 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.
3. For working outside the "regular hours" as defined in the contract, The Contractor shall give 3 days notice to the Contracting Officer so that security can be provided for the employees. This notice is separate from any notices required for utility shutdown described later in this section.
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 Contractor's employees off the premises in the event of a national emergency. The Contractor may return to the site only with the written approval of the Contracting Officer.

1.5 FIRE SAFETY

- A. Applicable Publications: Publications listed below form part of this Article.

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

E84-2009.....Surface Burning Characteristics of Building
Materials

2. National Fire Protection Association (NFPA):

10-2010.....Standard for Portable Fire Extinguishers

30-2008.....Flammable and Combustible Liquids Code

51B-2009.....Standard for Fire Prevention During Welding,
Cutting and Other Hot Work

70-2011.....National Electrical Code

241-2009.....Standard for Safeguarding Construction,
Alteration, and Demolition Operations

3. Occupational Safety and Health Administration (OSHA):

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

- B. Fire Safety: Establish and maintain a fire protection program in accordance with 29 CFR 1926. Prior to any worker 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 Contracting Officer's Representative that individuals have undergone contractor's safety briefing.
- C. Site and Building Access: Maintain free and unobstructed access to facility emergency services and for fire, police and other emergency response forces in accordance with NFPA 241.
- D. Temporary Construction Partitions:
 - 1. Install and maintain temporary construction enclosures at each door assembly to provide air-tight separations between construction areas and adjoining areas. Extend the partitions through suspended ceilings to floor slab deck or roof, if necessary to inhibit dust in clinical areas. Seal joints and penetrations.
 - 2. Close openings in smoke barriers and fire-rated construction to maintain fire ratings. Seal penetrations with listed through-penetration firestop materials.
- E. Means of Egress: Do not block exiting for occupied buildings, including paths from exits to roads. Minimize disruptions and coordinate with Contracting Officer Representative.

- F. Fire Extinguishers: Provide and maintain extinguishers in construction areas and temporary storage areas in accordance with 29 CFR 1926, NFPA 241 and NFPA 10.
- G. Flammable and Combustible Liquids: Store, dispense and use liquids in accordance with 29 CFR 1926, NFPA 241 and NFPA 30.
- H. Existing Fire Protection: Do not impair automatic sprinklers, smoke and heat detection, and fire alarm systems, except for portions immediately under construction, and temporarily for connections. Provide fire watch for impairments more than 4 hours in a 24-hour period. Request interruptions in accordance with Article, OPERATIONS AND STORAGE AREAS, and coordinate with Contracting Officer Representative.
- I. Smoke Detectors: Prevent accidental operation. Remove temporary covers at end of work operations each day. Coordinate with Contracting Officer Representative.
- J. Hot Work: Perform and safeguard hot work operations in accordance with NFPA 241 and NFPA 51B. Coordinate with Contracting Officer Representative.
- K. Fire Hazard Prevention and Safety Inspections: Inspect entire construction areas weekly. Coordinate with, and report findings and corrective actions weekly to Contracting Officer Representative.
- L. Smoking: Smoking is prohibited in and adjacent to construction areas inside existing buildings and additions under construction. In separate and detached buildings under construction, smoking is prohibited except in designated smoking rest areas.
- M. Dispose of waste and debris in accordance with NFPA 241. Remove from buildings daily.
- N. Perform other construction, alteration and demolition operations in accordance with 29 CFR 1926.

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. 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.
- C. Phasing: Contractor shall furnish the Contracting Officer's Representative with a schedule of approximate dates on which the Contractor intends to accomplish work for each specific door assembly. In addition, Contractor shall notify the Contracting Officer's Representative two weeks in advance of the proposed date of starting work in each specific area of site, building or portion thereof.
- D. Utilities Services: Maintain existing utility services for Medical Center at all times. Provide temporary facilities, labor, materials, equipment, connections, and utilities to assure uninterrupted services.
 - 1. No utility service may be interrupted without prior approval of Contracting Officer's Representative. Electrical work shall be accomplished with all affected circuits or equipment de-energized.
 - 2. Contractor shall submit a request to interrupt any such services to Contracting Officer's Representative, in writing, 48 hours in advance of proposed interruption. Request shall state reason, date, exact time of, and approximate duration of such interruption.
 - 3. Contractor will be advised (in writing) of approval of request, or of which other date and/or time such interruption will cause least inconvenience to operations of Medical Center. Interruption time approved by Medical Center may occur at other than Contractor's normal working hours.
 - 4. In case of a contract construction emergency, service will be interrupted on approval of Contracting Officer's Representative. Such approval will be confirmed in writing as soon as practical.
- F. Coordinate the work for this contract with other construction operations as directed by Contracting Officer's Representative.

1.7 INFECTION PREVENTION MEASURES

- A. Implement the requirements of VAMC's Infection Control Risk Assessment (ICRA) team. ICRA Group may monitor dust in the vicinity of the construction work and require the Contractor to take corrective action immediately if the safe levels are exceeded.
- B. Establish and maintain a dust control program as part of the contractor's infection preventive measures in accordance with the guidelines provided by ICRA Group. Prior to start of work, prepare a plan detailing project-specific dust protection measures, including periodic status reports, and submit to Contracting Officer Representative for review for compliance with contract requirements.
 - 1. All personnel involved in the construction or renovation activity shall be educated and trained in infection prevention measures established by the medical center.
- C. Medical center Infection Control personnel shall monitor for airborne disease (e.g. aspergillosis) as appropriate during construction. A baseline of conditions may be established by the medical center prior to the start of work and periodically during the construction stage to determine impact of construction activities on indoor air quality. In addition:
 - 1. VAMC Infection Control personnel shall review pressure differential monitoring documentation to verify that pressure differentials in the construction enclosures and in the patient-care rooms are appropriate for their settings. The requirement for negative air pressure in the construction enclosures shall depend on the location and type of activity. Upon notification, the contractor shall implement corrective measures to restore proper pressure differentials as needed.
 - 2. In case of any problem, the medical center, with assistance from the contractor, shall conduct an environmental assessment to find and eliminate the source.
- D. In general, following preventive measures shall be adopted during construction to keep down dust and prevent mold.

1. Dampen debris to keep down dust and provide temporary construction partitions in existing structures where directed by Contracting Officer's Representative. Blank off ducts and diffusers to prevent circulation of dust into occupied areas during construction.
2. Do not perform dust producing tasks within occupied areas without the approval of the Contracting Officer's Representative. For construction in any areas that will remain jointly occupied by the medical Center and Contractor's workers, the Contractor shall:
 - a. Provide dust proof barriers to completely separate construction from the operational areas of the hospital in order to contain dirt debris and dust. Barriers shall be sealed and made presentable on hospital occupied side. Install a zippered entry commensurate with the partition, to allow worker access. Maintain negative air at all times. A fire retardant polystyrene, 6-mil thick or greater plastic barrier meeting local fire codes may be used where dust control is the only hazard, and an agreement is reached with the Contracting Officer's Representative and Medical Center.
 - b. HEPA filtration is required where the exhaust dust may reenter the breathing zone. Contractor shall verify that construction exhaust to exterior is not reintroduced to the medical center through intake vents, or building openings. Install HEPA (High Efficiency Particulate Accumulator) filter vacuum system rated at 95% capture of 0.3 microns including pollen, mold spores and dust particles. Insure continuous negative air pressures occurring within the work area. HEPA filters should have ASHRAE 85 or other prefilter to extend the useful life of the HEPA. Provide both primary and secondary filtrations units. Exhaust hoses shall be heavy duty, flexible steel reinforced and exhausted so that dust is not reintroduced to the medical center.
 - c. Adhesive Walk-off/Carpet Walk-off Mats, minimum 600mm x 900mm (24" x 36"), shall be used at all interior transitions from the construction area to occupied medical center area. These mats shall be changed as often as required to maintain clean work areas directly outside construction area at all times.

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

E. Final Cleanup:

- 1. Upon completion of project, or as work progresses, remove all construction debris from above ceiling, vertical shafts and utility chases that have been part of the construction.
- 2. Perform HEPA vacuum cleaning of all surfaces in the construction area. This includes walls, ceilings, cabinets, furniture (built-in or free standing), partitions, flooring, etc.

3. All new air ducts shall be cleaned prior to final inspection.

1.9 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 directed by Contracting Officer's Representative.

1.10 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.

B. The Contractor, at Contractor's expense and in a workmanlike manner satisfactory to the Contracting Officer, shall install and maintain all necessary temporary connections and distribution lines. Before final acceptance of the work by the Government, the Contractor shall remove all the temporary connections, distribution lines and associated paraphernalia.

1.11 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.

1.12 INSTRUCTIONS

A. Contractor shall furnish Maintenance and Operating manuals and verbal instructions as required.

1.13 SAFETY SIGN

A. Maintain sign and remove it when directed by Contracting Officer's Representative.

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