

SECTION 01 00 00

GENERAL REQUIREMENTS

PART 1 GENERAL

1.1 REFERENCES

NATIONAL FIRE PROTECTION ASSOCIATION (NFPA)

NFPA 10	(2010; Errata 2012) Standard for Portable Fire Extinguishers
NFPA 241	(2009) Standard for Safeguarding Construction, Alteration, and Demolition Operations
NFPA 30	(2012; Errata 2011; Errata 2011) Flammable and Combustible Liquids Code
NFPA 51B	(2009; TIA 09-1) Standard for Fire Prevention During Welding, Cutting, and Other Hot Work
NFPA 70	(2011; Errata 2 2012) National Electrical Code

U.S. NATIONAL ARCHIVES AND RECORDS ADMINISTRATION (NARA)

29 CFR 1926	Safety and Health Regulations for Construction
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1.2 GENERAL INTENTION

- a. Contractor shall completely prepare site for building operations, including demolition and removal of existing structures, and furnish labor and materials and perform work for the construction of up to 12,500 columbarium niches, renovation of the existing maintenance building, construction of a new administration building and public information center, repairs to existing roadways, replacement of existing signage and site furnishings, construction of a memorial wall, landscaping, irrigation, and site utilities as required by drawings and specifications.
- b. Visits to the site by Bidders may be made only by appointment with the Cemetery Director, Gene Castagnetti at (808) 532-3720 or Gene.Castagnetti@va.gov.
- c. Offices of KI Concepts of Honolulu, Hawaii, as Architect - Engineers of Record, 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 Senior Resident Engineer/Contracting Officer (SRE/CO) or his duly authorized representative.

- d. The Contractor shall be responsible for retaining and paying for the services of an independent State or Federally certified testing agency to test all work subject to testing as identified in these construction documents. The independent certified testing agency shall transmit copies of all test results to the SRE/CO or authorized representative within 2 working days of results being available.

The Government reserves the right to periodically perform random testing of the Contractor's work at the Government's expense. The Contractor shall give the SRE/CO advanced notice of all testing activities to afford the Government ample time to enable testing laboratory personnel to be present at the site for proper taking and testing of specimens and field inspection. Such prior notice shall be not less than 3 working days unless otherwise designated by the SRE/CO.

- e. Before placement and/or installation of work subject to tests by the Contractor's testing laboratory, the Contractor shall notify the SRE/CO in sufficient time to enable VA presence at the site to observe the taking and testing of specimens and field inspection. Such prior notice shall be not less than 3 work days unless otherwise designated by the SRE/CO.
- f. All employees of General Contractor and subcontractors shall comply with NCA's on-site security requirements at all times.
- g. Prior to commencing work, General Contractor shall identify and provide proof that a 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.
- h. Training:
  - (1) All employees of General Contractor or Subcontractors shall have the 10-hour OSHA certified Construction Safety course.
  - (2) Submit OSHA training records of all such employees for approval before they start work on the project.

### 1.3 STATEMENT OF BID ITEM(S)

- a. CLIN 001a (GENERAL CONSTRUCTION): Work includes general construction, demolition, roads, walks, grading, drainage, mechanical and electrical work, utility systems, buildings, columbaria, memorial walls, fencing, signage, off-site improvements, stormwater management, erosion control, pollution prevention control, landscaping, irrigation installation and other improvements as shown in the drawings.
- b. CLIN 001b (COST OF NICHE COVERS): Manufacture, deliver, off-load at site, and store 7,550 niche covers (6,860 + 690 spares) and 770 (693 + 77 spares) memorial markers (half-niche covers). Cost of niche cover and memorial marker installation by Contractor shall be included in CLIN 001a.

- c. CLIN 002 (Drilled Pier Unit Price Adjustment): Provide Unit Price for the drilled shaft adjustment from the estimated tip elevations shown on Sheet S-120. Unit Price will be used to adjust the estimated drilled shaft length to actual installed drilled shaft length authorized for excavation by the SRE/CO.
- d. CLIN 003 (ADD ALTERNATE No. 1): All work required for the completion of the road repairs and associated work as shown on the drawings.
- e. CLIN 004a (ADD ALTERNATE No. 2a): All work required for the construction of Columbarium Court 15 including grading and drainage, landscaping and irrigation, walks, walls, steps and handrails, and other necessary work as shown on the drawings.
- f. CLIN 004b (ADD ALTERNATE No. 2b): Manufacture, deliver, off-load at site, and store 1,910 (1,736 + 174 spares) niche covers. Cost of niche cover installation by Contractor shall be included in CLIN 004a.
- g. CLIN 005a (ADD ALTERNATE No. 3a): All work required for the construction of Columbarium Court 14 including grading and drainage, landscaping and irrigation, walks, walls, steps and handrails, and other necessary work as shown on the drawings.
- h. CLIN 005b (ADD ALTERNATE No. 3b): Manufacture, deliver, off-load at site, and store 4,180 (3,800 + 380 spares) niche covers. Cost of niche cover installation by Contractor shall be included in CLIN 005a.

#### 1.4 SPECIFICATIONS AND DRAWINGS FOR CONTRACTOR

- a. AFTER AWARD OF CONTRACT, 3 sets of specifications and drawings will be furnished.
- b. Additional sets of drawings may be made by the Contractor, at Contractor's expense, from pdf file(s) furnished by the Issuing Office.

#### 1.5 SUBMITTALS

Government approval by the SRE/CO is required for submittals with a "G" designation; submittals not having a "G" designation are for Contractor Quality Control approval; the Government reserves the right to review and comment on submittals not having a "G" designation; and submittals with an "L" are for LEED review. LEED review shall be performed by the Contractor's LEED Coordinator and the LEED Administrator. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES, Section 01 33 23 SHOP DRAWINGS, PRODUCT DATA, AND SAMPLES, and Section 01 33 29 LEED(TM) DOCUMENTATION as applicable:

##### SD-01 Preconstruction Submittals

Prior to commencing with any construction, the Contractor shall submit:

Fire Safety Plan  
Project Health and Safety Plan (PHSP)  
OSHA Training Records

SD-11 Closeout Submittals

Aerial Photographs

1.6 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 Subcontractors 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 an appropriate identification. They may also be subject to inspection of their personal effects when entering or leaving the project site.

(2) For working outside the "regular hours" as defined in the contract, The General Contractor shall give 3 days notice to the SRE/CO so that appropriate security arrangements can be arranged. This notice is separate from any notices required for utility shutdown described later in this section.

(3) No photography of VA premises is allowed without written permission of the SRE/CO.

(4) VA reserves the right to close down or shut down the project site and order General Contractor's employees off the premises in the event of a national emergency. The General Contractor may return to the site only with the written approval of the SRE/CO.

c. Guards:

(1) At his/her discretion, the General Contractor shall provide unarmed guards at the project site after construction hours.

(2) Guard(s) shall have communication devices to report events to the local police.

d. Key Control:

(1) The General Contractor shall provide duplicate keys and lock combinations to the SRE/CO for the purpose of security inspections of every area of project and to take any emergency action.

(2) The General Contractor shall turn over all permanent lock cylinders to NCA's locksmith for permanent installation. See Section 08 71 00 DOOR HARDWARE and coordinate.

e. 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.

(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 SRE/CO upon request.

(4) These sensitive documents shall not be removed or transmitted from the project site without the written approval of SRE/CO.

(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 SRE/CO immediately when there is a loss or compromise of "sensitive information".

(7) All electronic information shall be stored in a 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.

#### 1.7 FIRE SAFETY

- a. Fire Safety Plan: The General Contractor shall 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 SRE/CO/Cemetery Director 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 Subcontractor 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, safety guidelines, means of egress, break areas, work hours, locations of restrooms, use of NCA equipment, etc. Documentation shall be provided to the SRE/CO that individuals have undergone the Contractor's safety briefing.
- b. Site and Building Access: Maintain free and unobstructed access to emergency services and for fire, police and other emergency response forces in accordance with NFPA 241.
- c. 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 20 feet exposing overall length, separate by 10 feet.

- d. Temporary Heating and Electrical: Install, use and maintain installations in accordance with 29 CFR 1926, NFPA 241, and NFPA 70.
- e. Means of Egress: Do not block exiting for occupied buildings, including paths from exits to roads. Minimize disruptions and coordinate with SRE/CO/Cemetery Director.
- f. Egress Routes for Construction Workers: Maintain free and unobstructed egress. Inspect daily. Report findings and corrective actions weekly to SRE/CO.
- g. Fire Extinguishers: Provide and maintain extinguishers in construction areas and temporary storage areas in accordance with 29 CFR 1926, NFPA 241, and NFPA 10.
- h. Flammable and Combustible Liquids: Store, dispense and use liquids in accordance with 29 CFR 1926, NFPA 241, and NFPA 30.
- i. 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. Request interruptions in accordance with Article, OPERATIONS AND STORAGE AREAS, and coordinate with SRE/CO. The testing of all existing or temporary fire protection systems (fire alarms) located in construction areas shall be coordinated with the Cemetery. Parameters for the testing and results of any tests performed shall be recorded by the Cemetery and copies provided to the SRE/CO.
- j. Smoke Detectors: Prevent accidental operation. Remove temporary covers at end of work operations each day. Coordinate with SRE/CO.
- k. Hot Work: Perform and safeguard hot work operations in accordance with NFPA 241 and NFPA 51B. Coordinate with SRE/CO. Designate Contractor's responsible project-site fire prevention program manager to permit hot work.
- l. Fire Hazard Prevention and Safety Inspections: Inspect entire construction areas weekly. Coordinate with, and report findings and corrective actions weekly to SRE/CO.
- m. Smoking: Smoking is prohibited in and adjacent to construction areas, inside existing buildings, and additions under construction. In separate and detached buildings under construction, smoking is prohibited except in designated smoking rest areas.
- n. Dispose of waste and debris in accordance with NFPA 241. Remove from buildings daily.
- o. Perform other construction, alteration and demolition operations in accordance with 29 CFR 1926.

#### 1.8 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 SRE/CO. 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 trailers, office trailers) and utilities may be erected by the Contractor only with the approval of the SRE/CO and shall be built with labor and materials furnished by the Contractor without expense to the Government. The temporary buildings and utilities shall remain the property of the Contractor and shall be removed by the Contractor at its expense upon completion of the work. With the written consent of the SRE/CO, the buildings and utilities may be abandoned and need not be removed.
- c. The Contractor shall, under regulations prescribed by the SRE/CO, use only established roadways, or use temporary roadways constructed by the Contractor when and as authorized by the SRE/CO. 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. (FAR 52.236 10)
- d. Working space and space available for storing materials shall be as determined by the SRE/CO in coordination with the Cemetery Director.
- e. Workmen are subject to the Cemetery's rules of conduct.
- f. Execute work so as to minimize interference with normal functioning of Cemetery as a whole, including operations of utility services, fire protection systems and any existing equipment, and with work being done by others.

(1) Do not store materials and equipment in other than assigned areas.

(2) Schedule delivery of materials and equipment to immediate construction working areas in use by the Department of Veterans Affairs in quantities sufficient for not more than two work days. Provide unobstructed access to the Cemetery areas required to remain in operation.

(3) Where access by Cemetery personnel to vacated portions of buildings is not required, storage of Contractor's materials and equipment will be permitted subject to fire and safety requirements. All such actions shall be coordinated with the Utility Company involved:

Whenever it is required that a connection and/or capacity 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.

- g. Phasing: To ensure such executions, the Contractor shall furnish the SRE/CO 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, the Contractor shall notify the SRE/CO two 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 ensure accomplishment of this work in successive phases mutually agreeable to the Cemetery Director, SRE/CO and Contractor, as follows:

Phase I: New Administration Building & Public Information Center (PIC), Existing Maintenance Building renovation, and associated site work. The new Admin/PIC must be fully operational, accepted for occupancy by NCA, and the cemetery staff moved-in before any work can commence on Phase II.

Phase II: Demolition of existing administration building and information center, Columbarium Court 13, Memorial Wall, Courts 1-5 Columbarium Cap replacement, associated site work, and Add Alternates 02a & 02b and 03a & 03b if awarded. Columbarium Court 13 must be complete and turned over for cemetery use prior to starting the cap replacement work on Courts 1 - 5.

Phase III: Roadway repairs, replacement of site furnishings, and Add Alternate 01 if awarded.

- h. Building(s) 1001, 2001A & B and surrounding areas will be occupied during performance of work on Phase I of the construction project.

The Contractor shall take all measures and provide all material necessary for protecting existing equipment and property in affected areas of construction against dust and debris, so that equipment and affected areas to be used in the Cemetery's operations will not be hindered. The Contractor shall permit access to Department of Veterans Affairs personnel through other construction areas which serve as routes of access to such affected areas and equipment. Coordinate alteration work in areas occupied by Department of Veterans Affairs so that Cemetery operations will continue during the construction period.

- i. Construction Fence: Before construction operations begin, the Contractor shall provide a chain link construction fence, 7 feet minimum height with green privacy screening, around the construction area indicated on the drawings. 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 15 inches. Bottom of fences shall extend to one inch above grade. Remove the fence when directed by SRE/CO.

- j. When a building is turned over to Contractor, Contractor shall accept entire responsibility therefore.

(1) The Contractor shall maintain a minimum temperature of 4 degrees C (40 degrees F) at all times, except as otherwise specified.

(2) If applicable, the Contractor shall maintain in operating



condition existing fire protection and alarm equipment. In connection with fire alarm equipment, the Contractor shall make arrangements for pre-inspection of the site with Fire Department or Company (Department of Veterans Affairs or municipal) whichever will be required to respond to an alarm from the Contractor's employee.

- k. Utilities Services: Maintain existing utility services for the Cemetery at all times. Provide temporary facilities, labor, materials, equipment, connections, and utilities to assure uninterrupted services. Where necessary to cut existing water, 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 SRE/CO.
- (1) No utility service such as water, gas, steam, sewers or electricity, or fire protection systems and communications systems may be interrupted without prior approval of SRE/CO. 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 SRE/CO and Cemetery Director's prior knowledge and written approval. Refer to Technical Specifications for additional requirements.
- (2) The Contractor shall submit a request to interrupt any such services to SRE/CO and Cemetery Director, in writing, 48 hours in advance of proposed interruption. Request shall state reason, date, exact time of, and approximate duration of such interruption.
- (3) The Contractor will be advised (in writing) of approval of request, or of which other date and/or time such interruption will cause least inconvenience to operations of the Cemetery. Interruption time approved by the Cemetery may occur at other than Contractor's normal working hours.
- (4) Major interruptions of any system must be requested, in writing, at least 15 calendar days prior to the desired time and shall be performed as directed by the SRE/CO.
- (5) In case of a contract construction emergency, service will be interrupted on approval of SRE/CO. Such approval will be confirmed in writing as soon as practical.
- (6) Whenever it is required that a connection fee be paid to a public utility provider for new permanent service to the construction project, for such items as water, sewer, electricity, gas or steam, payment of such fee shall be the responsibility of the Government and not the Contractor.
- l. 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, within walls or partitions, or below grade; so

that they are completely concealed.

- m. To minimize interference of construction activities with flow of Cemetery 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. Wherever excavation for new utility lines cross existing roads, at least one lane must be open to traffic at all times.
  - (2) Method and scheduling of required cutting, altering and removal of existing roads, walks and entrances must be approved by the SRE/CO.
- n. Coordinate the work for this contract with other construction operations as directed by SRE/CO. This includes the scheduling of traffic and the use of roadways, as specified in Article, USE OF ROADWAYS.
- o. Coordination of Construction with Cemetery Director: The burial activities at a National Cemetery shall take precedence over construction activities. The Contractor must cooperate and coordinate with the Cemetery Director, through the SRE/CO, in arranging construction schedule to cause the least possible interference with Cemetery activities in actual burial areas. Construction noise during the interment services shall not disturb the service. Trucks and workmen shall not pass through the service area during this period:
  - (1) The Contractor is required to discontinue his work sufficiently in advance of Easter Sunday, Mother's Day, Father's Day, Memorial Day, Veteran's Day and/or Federal holidays, to permit him to clean up all areas of operation adjacent to existing burial plots before these dates.
  - (2) Cleaning up shall include the removal of all equipment, tools, materials and debris and leaving the areas in a clean, neat condition.

#### 1.9 ALTERATIONS

- a. Survey: Before any work is started, the Contractor shall make a thorough survey with the SRE/CO all areas of construction which are anticipated routes of access, and furnish a report, signed by the Contractor and delivered to the SRE/CO. This report shall list by area:
  - (1) Existing condition and types of surfaces not required to be altered throughout affected areas of the project.
  - (2) Existence and conditions of items such as plumbing fixtures and accessories, electrical fixtures, equipment, etc., required by drawings to be either reused or relocated, or both.
  - (3) Shall note any discrepancies between drawings and existing conditions at site.
  - (4) Shall designate areas for working space, materials storage

and routes of access to areas within the project limits where alterations occur and which have been agreed upon by Contractor and SRE/CO.

- b. Any items required by drawings to be either reused or relocated or both, found during this survey to be nonexistent, or in opinion of SRE/CO, to be in such condition that their use is impossible or impractical, shall be furnished and/or replaced by the Contractor with new items in accordance with specifications which will be furnished by the Government. Provided the contract work is changed by reason of this subparagraph B, the contract will be modified accordingly, under provisions of clause entitled "DIFFERING SITE CONDITIONS" (FAR 52.236 - 2) and "CHANGES" (FAR 52.243 - 4 and VAAR 852.236 - 88).

- c. Re-Survey: Thirty days before expected partial or final inspection date, the Contractor and SRE/CO together shall make a thorough re-survey of the areas involved. They shall furnish a report on conditions then existing, of resilient flooring, doors, windows, walls and other surfaces as compared with conditions of same as noted in first condition survey report:

Re-survey report shall also list any damage caused by the Contractor to such flooring and other surfaces, despite protection measures; and, will form the basis for determining extent of repair work required of the Contractor to restore damage caused by the Contractor's workmen in executing work of this contract.

- d. Protection: Provide the following protective measures:

(1) Wherever existing roof surfaces are disturbed they shall be protected against water infiltration. In case of leaks, they shall be repaired immediately upon discovery.

(2) Temporary protection against damage for portions of existing structures and grounds where work is to be done, materials handled and equipment moved and/or relocated.

(3) Protect the interior of existing structures at all times, from damage, dust and weather inclemency. Wherever work is performed, floor surfaces that are to remain in place shall be adequately protected prior to starting work, and this protection shall be maintained intact until all work in the area is completed.

#### 1.10 ENVIRONMENTAL CONTROLS

- a. In general, following preventive measures shall be adopted during construction to keep down dust and prevent mold.

Dampen debris to keep down dust and provide temporary construction partitions in existing structures where directed by SRE/CO. Block off ducts and diffusers to prevent circulation of dust into occupied areas during construction.

- b. Vacuum and wet mop all transition areas from construction to the occupied Cemetery buildings at the end of each workday.
- c. Final Cleanup:

(1) Upon completion of the 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) All new air ducts shall be cleaned prior to final inspection.

#### 1.11 DISPOSAL AND RETENTION

Materials and equipment accruing from work removed and from demolition of buildings or structures, or parts thereof, shall be disposed of as follows:

- a. Reserved items which are to remain property of the Government are identified by attached tags or noted on drawings or in specifications as items to be stored. Items that remain property of the Government shall be removed or dislodged from present locations in such a manner as to prevent damage which would be detrimental to re-installation and reuse. Store such items where directed by SRE/CO.
- b. Items not reserved shall become property of the Contractor and be removed by Contractor from the Cemetery.
- c. Items of portable equipment and furnishings located in rooms and spaces in which work is to be done under this contract shall remain the property of the Government. When rooms and spaces are vacated by the Department of Veterans Affairs during the alteration period, such items which are NOT required by drawings and specifications to be either relocated or reused will be removed by the Government in advance of work to avoid interfering with Contractor's operation.

#### 1.12 PROTECTION OF EXISTING VEGETATION, STRUCTURES, EQUIPMENT, UTILITIES, AND IMPROVEMENTS

- a. The Contractor shall preserve and protect all structures, equipment, and vegetation (such as trees, shrubs, and grass) on or adjacent to the work site, which are not to be removed and which do not unreasonably interfere with the work required under this contract. The Contractor shall only remove trees when specifically authorized to do so, and shall avoid damaging vegetation that will remain in place. If any limbs or branches of trees are broken during contract performance, or by the careless operation of equipment, or by workmen, the Contractor shall trim those limbs or branches with a clean cut and paint the cut with a tree-pruning compound as directed by the SRE/CO.
- 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 SRE/CO may have the necessary work performed and charge the cost to the Contractor. (FAR 52.236 - 9)
- c. Refer to Section 01 57 19 TEMPORARY ENVIRONMENTAL CONTROLS for

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

- d. Refer to FAR clause 52.236-7, "Permits and Responsibilities", which is included in General Conditions. A National Pollutant Discharge Elimination System (NPDES) permit is required for this project. The Contractor is considered the "operator" under the permit and has extensive responsibility for compliance with permit requirements. VA will have paid the permit fee to the State and make the permit application available to the Contractor through the office of the SRE/CO. The Contractor and affected Subcontractors shall furnish all information and certifications that are required to comply with the permit process and permit requirements. Many of the permit requirements will be satisfied by completing construction as shown and specified. Some requirements involve the Contractor's method of operations and operations planning and the Contractor is responsible for employing best management practices. The affected activities often include, but are not limited to the following:

- (1) Designating areas for equipment maintenance and repair;
- (2) Providing waste receptacles at convenient locations and provide regular collection of wastes;
- (3) Locating equipment wash down areas on site, and provide appropriate control of wash-waters;
- (4) Providing protected storage areas for chemicals, paints, solvents, fertilizers, and other potentially toxic materials; and
- (5) Providing adequately maintained sanitary facilities.

#### 1.13 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 SRE/CO. Existing work to be altered or extended and that is found to be defective in any way, shall be reported to the SRE/CO 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 the Contractor's own expense, the Contractor shall immediately restore to service and repair any damage caused by the 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).

#### 1.14 PHYSICAL DATA

- a. Data and information furnished or referred to below is for the Contractor's information. The Government shall not be responsible for any interpretation of or conclusion drawn from the data or information by the Contractor.

The indications of physical conditions on the drawings and in the specifications are the result of site investigations by topographic surveying geo-technical borings, and soil sampling. (FAR 52.236 4)

- b. Subsurface conditions have been developed by core borings and test pits. Logs of subsurface exploration are shown diagrammatically in the soils report.
- c. A copy of the soil report is posted on <http://www.fedbizopps.gov> for inspection by bidders and shall be considered part of the contract documents.
- d. The Government does not guarantee that other materials will not be encountered nor that proportions, conditions or character of several materials will not vary from those indicated by explorations. Bidders are expected to examine the site of work and logs of borings and, after investigation, decide for themselves the character of materials and make their bids accordingly. Upon proper application to the Department of Veterans Affairs, bidders will be permitted to make subsurface explorations of their own at site.

#### 1.15 PROFESSIONAL SURVEYING SERVICES

A registered professional Land Surveyor or registered Civil Engineer whose services are retained and paid for by the Contractor shall perform services specified herein and in other specification sections. The Contractor shall certify that the Land Surveyor or Civil Engineer is not one who is a regular employee of the Contractor, and that the Land Surveyor or Civil Engineer has no financial interest in this contract.

#### 1.16 LAYOUT OF WORK

- a. The Contractor shall lay out the work from Government established base lines and bench marks indicated on the drawings, and shall be responsible for all measurements in connection with the layout. The Contractor shall furnish, at the Contractor's own expense, all stakes, templates, platforms, equipment, tools, materials, and labor required to lay out any part of the work. The Contractor shall be responsible for executing the work to the lines and

grades that may be established or indicated by the SRE/CO. The Contractor shall also be responsible for maintaining and preserving all stakes and other marks established by the SRE/CO until authorized to remove them. If such marks are destroyed by the Contractor or through Contractor's negligence before their removal is authorized, the SRE/CO may replace them and deduct the expense of the replacement from any amounts due or to become due to the Contractor. (FAR 52.236 - 17)

- b. Establish and plainly mark center lines for each building and/or addition to each existing building, lines for each gravesite control monument, and such other lines and grades that are reasonably necessary to properly assure that location, orientation, and elevations established for each such structure and/or addition, roads, parking lots, gravesite control monuments, are in accordance with lines and elevations shown on contract drawings.
- c. Following completion of general mass excavation and before any other permanent work is performed, establish and plainly mark (through use of appropriate batter boards or other means) sufficient additional survey control points or system of points as may be necessary to assure proper alignment, orientation, and grade of all major features of work. The Survey shall include, but not be limited to, location of lines and grades of footings, exterior walls, center lines of columns in both directions, major utilities and elevations of floor slabs:

Such additional survey control points or system of points thus established shall be checked and certified by a registered Land Surveyor or registered Civil Engineer retained by the Contractor. Furnish such certification to the SRE/CO before any work (such as footings, floor slabs, columns, walls, utilities and other major controlling features) is placed.

- d. During progress of work, and particularly as work progresses from floor to floor, the Contractor shall have line grades and plumbness of all major form work checked and certified by the Contractor's registered Land Surveyor or registered Civil Engineer as meeting requirements of contract drawings. Furnish such certification to the SRE/CO before any major items of concrete work are placed. In addition, the Contractor shall furnish to the SRE/CO certificates from the Contractor's registered Land Surveyor or registered Civil Engineer that the following work is complete in every respect as required by contract drawings.

- (1) Lines of each building and/or addition.
- (2) Elevations of bottoms of footings and tops of floors of each building and/or addition.
- (3) Lines and elevations of sewers and of all outside distribution systems.
- (4) Rim and invert elevations of all drainage structures.
- (5) Lines of elevations of all swales.
- (6) Lines and elevations of roads, streets and parking lots.

(7) Northing/Easting coordinate locations of all water, sanitary, storm, gas and irrigation structures, directional fittings, control wire and lines.

- e. Upon completion of the work, the Contractor shall furnish the SRE/CO with reproducible drawings, in AutoCAD form, at the scale of the contract drawings, showing the finished grade on the grid developed for constructing the work, including fifty foot stationing along new road centerlines. These drawings shall bear the seal of the Contractor's registered Land Surveyor or registered Civil Engineer.
- f. The Contractor shall perform the surveying and layout work of this and other articles and specifications in accordance with the provisions of Article "Professional Surveying Services".

1.17 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, which will 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 ensure compliance, as-built drawings shall be made available for the SRE/CO's review, as often as requested.
- c. The Contractor shall deliver two approved completed sets of as-built drawings to the SRE/CO within 30 calendar days after each completed phase and after the acceptance of the project by the SRE/CO.
- d. Paragraphs a., b., and c. above shall also apply to all shop drawings.

1.18 USE OF ROADWAYS

- a. For hauling, use only established public roads and roads on Cemetery property and, when authorized by the SRE/CO, such temporary roads which are necessary in the performance of contract work. Temporary roads shall be constructed by the Contractor at the Contractor's expense. When necessary to cross curbing, sidewalks, or similar construction, they must be protected by well-constructed bridges.
- b. When new permanent roads are to be a part of this contract, the Contractor may construct them immediately to facilitate building operations. These roads may be used by all who have business thereon within zone of building operations.
- c. When certain buildings (or parts of certain buildings) are required to be completed in advance of general date of completion, all roads leading thereto must be completed and available for use at the time set for completion of such buildings or parts thereof.



1.19 SRE/CO'S FIELD OFFICE

- a. The Contractor shall, within fifteen (15) days after receipt of Notice to Proceed, provide where shown on the drawings a temporary field office, furniture, and 4 inch deep gravel surfaced area for use of the SRE/CO. Office and furniture shall be new.
- b. The field office shall provide not less than 67 square meters (720 gross square feet) of floor area in one unit. Installation of the office shall meet all local codes.
- c. Provide office with two, 3 foot wide exterior doors, including hardware and OSHA approved platform and stairs leading to grade.
- d. Enclose the entire perimeter of the office from the floor to the ground and finish to match exterior. Provide R7 insulation and seal tight to the ground with a painted 3/4 inch exterior grade plywood skirt.
- e. Exterior finishes shall be manufacturer's standards.
- f. Provide floor, wall, and roof with not less than R5 insulation.
- g. Interior finishes shall consist of commercial grade carpeted flooring, plywood paneling or painted wallboard on walls, and acoustical tile ceilings. Interior doors may be either painted or stained.
- h. Interior shall be subdivided with full height partitions to provide two offices, a conference room/space, and one toilet. Provide each space with 3 foot wide door with master keyed locks. Section off an area with a low partition and counter for the secretary's desk.
- i. Provide 2-1/2 feet wide by 3 feet high operable windows; two in each room, except provide only one 2 foot high window in toilet room. Window openings shall be fitted with security bars to prevent any forced entry. The doors of field office shall have a hasp and padlock and also deadbolts keyed from both sides.
- j. Provide sufficient fluorescent lighting in each room to deliver 70 foot-candles of light at desk top height without the aid of daylight. Provide one light switch in each room.
- k. Provide one duplex receptacle in each wall of each room. If a wall is 3.0 m (10 feet) long or more, provide two receptacles for each 3.0 m (10 feet), or portion thereof, of wall. Provide two duplex receptacles in low partition at secretary's desk.
- l. The Contractor shall provide the following:
  - (1) Electricity, hot and cold water, and necessary utility services including telephone and internet services.
  - (2) All necessary piping, power circuits, network cabling, patch panels, equipment racks, cat 5e or better cabling for phones and computers, electrical fixtures, lighting, and other items necessary to provide a habitable structure for the purpose intended. Provide minimum of 6 network receptacles and 12 duplex

electrical receptacles located as approved by SRE/CO upon review of the Contractor's submitted plan.

(3) Thermostatically controlled, centralized heating and air conditioning system designed to maintain the temperature between 21 and 27 degrees C (70 and 80 degrees F) with 50 percent relative humidity maintained during the air conditioning season. Thermostats shall be energy saving programmable type with a minimum of 3 temperature settings for each day of the week.

(4) One water closet, lavatory, mirror, toilet paper dispenser, paper towel dispenser, soap dispenser, towel bar, and two -prong coat hooks for each toilet room. Provide holding tank for sanitary sewer, including periodic pumping as required.

(5) One (1) wall mounted first aid kit that meets or exceeds current OSHA and AMSI Z.803-1 requirements.

(6) One (1) wall mounted key safe with push-button combination lock sized for 48 keys.

(7) Two (2) wall mounted 10 pound Tri-Class (ABC) dry chemical fire extinguishers.

(8) Six (6) hard hats, white, full brim with ratchet headband system.

(9) Six (6) ANSI 207 Class 2 safety vest in lime color with two pockets. Provide 3 size large and 3 size extra large.

(10) The Contractor shall install a suitable security system for the field office and provide alarm monitoring services for the duration of the construction.

m. The Contractor shall, for the duration of the SRE/CO's occupancy, provide the following:

(1) Satisfactory conditions in and around the field office and parking area.

(2) Maintenance of gravel surfaced area, including the area for parking, in an acceptable condition for vehicle and foot traffic at all times.

(3) Maintenance of utility services.

(4) Weekly janitorial services and supplies (toilet paper, soap, paper towels, water etc.).

(5) Potable water (bottled water and cooler), fuel and electric power for normal office uses, including lights, heating and air conditioning.

(6) Photocopier/Printer/Scanner/Fax Machine (complete with installation, service, maintenance, supplies and payment of all monthly usages charges):

(a) Minimum 3-Color Laser Photocopier/Printer requirements:

- 1) Collating/sorting/stapling.
  - 2) Enlarging/reducing
  - 3) Multi-size sheet feeder.
  - 4) Four paper tray sizes and bypass tray.
  - 5) Two-sided and single-sided copying.
  - 6) Network capability/connectivity
- (b) Minimum Scanner requirements:
- 1) Scan to email and scan to folder capability.
  - 2) PDF, TIFF, JPEG output format capability
  - 3) Network capability/connectivity.
- (c) Minimum Fax Machine requirements:
- 1) Plain paper copies.
  - 2) Memory feature with fifty documents.
  - 3) Automatic document feeder with 50 page capacity.
  - 4) Memory storage for twenty or more numbers.
  - 5) Network capacity/connectivity.
- (d) All services, maintenance and supplies shall be same day service.
- (7) Contractor shall provide two-way radios (2 each) Motorola DTR650 (or equal) with rechargeable batteries and charging stations. These radios will remain the property of Contractor.
- (8) Internet, Data and Voice Equipment/Connection and Communications (complete installation, maintenance and payment of all monthly usage charges).
- (a) 5 phone lines (one dedicated phone line for FAX machine and 4 dedicated phone line for communications)
- (b) Voice line numbers must have local area code.
- (c) Four (4) desk telephones, each with speaker, answering machine and long telephone cord.
- (d) One (1) conference room telephone set with conference speaker(s) and extra long telephone cord.
- (e) Indoor equipment: Must provide separate RJ45 connections for data communications (CAT5 cabling) and RJ11 connections for analog voice communications in quantities specified in General Requirements paragraph 1.17.L.2 above. Provide central location for termination of the CAT5 cabling.
- (f) Data Connection: Provide T-1 connection lines. Methods and material shall be per ANSI/EIA/TIA-568-1991 Standard. Install 2 4-pair Category 5e/6 cable unshielded twisted pair (total of 8 conductors) (UTP) Category 5e/6 IEEE 802.3 100BaseT UTP Level 5e/6, 24 AWG cables. Contractor shall supply 100BaseT, Category 5e or Category 6 certified rack-mounted modular RJ45 punch down block/panel as required (24/48 ports) for jacks meeting the ANSI/EIA/TIA-568-A-5 category 5e/6 standards.
- (g) 24/7 live phone-base technical support.

(h) Next business day on-site support, maintenance and service.

n. The Contractor shall provide the following new items:

QUANTITY REQUIRED	ITEM
(1)	Secretary workstation with adjustable keying desk or drawer size 29-1/2" H x 60" W x 30" D.
(1)	Printer stand size 26-1/2" H x 60" W x 30" D.
(3)	Office desks, double pedestal
(1)	Conference table size 3' x 6'
(1)	Plan table 4' x 7'
(1)	Under-counter refrigerator and (1) 1,000 watt microwave
(1)	Secretary chair
(4)	Swivel chairs with arms
(6)	Conference chairs (armless & folding)
(2)	Arm Chairs
(4)	Lockable 5 drawer file cabinets, letter size
(1)	Drawing rack, with (12) 30 inch "Plan Hold" drawing holders, freestanding
(1)	Shelves for sample room, 7 adjustable Shelves, 12" W x 3' L
(3)	Bookcases
(1)	Electric water cooler and provide a contract for water for the duration of the project.
(1)	Metal storage cabinet, 36" x 18" x 72" with 6 shelves

o. SRE/CO's field office and facilities shall be relocated once after its initial installation at the Contractor's expense. Relocation consists of moving the field office and facilities to a location within the VA site designated by the SRE/CO together with providing and maintaining utilities, parking area, sanitary facilities and janitorial service in new location until completion and final acceptance of project.

p. At the completion of all work, including the punch list, the SRE/CO's field office and facilities shall become the property of the Contractor and the Contractor shall remove same, including utility connections, from the Cemetery. The site shall be restored to original condition and finished in accordance with

contract requirements. All 5 drawer file cabinets provided shall become the property of the Government.

- q. The Contractor shall furnish floor plans for approval by the SRE/CO prior to furnishing the field office.
- r. Within thirty (30) days after the Notice to Proceed, the Contractor shall provide for the use of the SRE/CO, one (1) new full-size pickup type vehicle, (such as a Ford F-150 XL Super-Cab or equal) or mid-sized sport utility vehicle (such as a Jeep Liberty or equal) for use in completion of this Contract/Project. The vehicle will be provided for the duration of the construction project including completion of punch list items, and will be returned to the Contractor after completion of this project. The SRE/CO must inspect and approve vehicle for use before delivery. Minimum criteria are as follows:
  - (1) V-6 or V-8 Engine with Automatic Transmission.
  - (2) A/C, heater.
  - (3) All terrain tires, tow hooks, class 3 hitch in rear with hitch attachment and 2" ball with 3/4" shank for hitch.
  - (4) Vehicle shall have 4-wheel drive capacity with hi/low range or on-demand capacities.
  - (5) Vehicle shall be provided with two (2) additional sets of keys with remote entry.
  - (6) Vehicle shall be provided with front and rear rubber floor liners as manufactured by Weather Tech or SRE/CO approved equal.
  - (7) Provide all necessary fuel and service maintenance/repairs for the duration of the project. Contractor shall take vehicle off site as needed for these services.
  - (8) Contractor shall pay for and maintain State licenses, auto insurance, and general liability insurance on the vehicle at all times during the life of the project. Provide insurance coverage certificate to the RE office.
  - (9) No stickers, name plates or decals are to be placed on vehicle by Contractor.
  - (10) A loner vehicle shall be provided to SRE/CO if vehicle is out for service for more than one calendar day.

1.20 TEMPORARY USE OF MECHANICAL AND ELECTRICAL EQUIPMENT

- a. Use of new installed mechanical and electrical equipment to provide heat, ventilation, plumbing, light and power will be permitted subject to compliance with the following provisions:
  - (1) Permission to use each unit or system must be given by SRE/CO. If the equipment is not installed and maintained in accordance with the following provisions, the SRE/CO will withdraw permission for use of the equipment.

(2) Electrical installations used by the equipment shall be completed in accordance with the drawings and specifications to prevent damage to the equipment and the electrical systems, i.e. transformers, relays, circuit breakers, fuses, conductors, and their overload elements shall be properly sized, coordinated and adjusted. Voltage supplied to each item of equipment shall be verified to be correct and it shall be determined that motors are not overloaded. The electrical equipment shall be thoroughly cleaned before using it and again immediately before final inspection including vacuum cleaning and wiping clean interior and exterior surfaces.

(3) Units shall be properly lubricated, balanced, and aligned. Vibrations must be eliminated.

(4) Automatic temperature control systems for preheat coils shall function properly and all safety controls shall function to prevent coil freeze up damage.

(5) The air filtering system utilized shall be that which is designed for the system when complete, and all filter elements shall be replaced at completion of construction and prior to testing and balancing of system.

(6) All components of heat production and distribution system, metering equipment, condensate returns, and other auxiliary facilities used in temporary service shall be cleaned prior to use; maintained to prevent corrosion internally and externally during use; and cleaned, maintained and inspected prior to acceptance by the Government.

- b. Prior to final inspection, the equipment or parts used which show wear and tear beyond normal, shall be replaced with identical replacements, at no additional cost to the Government.
- c. This paragraph shall not reduce the requirements of the mechanical and electrical specifications sections.

#### 1.21 TEMPORARY TOILETS

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 SRE/CO 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.

#### 1.22 AVAILABILITY AND USE OF UTILITY SERVICES

- a. Where practicable, 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 amount to be paid by the Contractor for chargeable utility services shall be the prevailing rates charged to the Government.
- b. Where tie-ins to existing utility systems servicing the Cemetery are not available or practicable, the Contractor, at Contractor's expense and in a workmanlike manner satisfactory to the SRE/CO, shall install and maintain all necessary temporary connections and

distribution lines, and all meters required to measure the amount of utility used for the purpose of determining charges. Before final acceptance of the work by the Government, the Contractor shall remove all the temporary connections, distribution lines, meters, and associated paraphernalia.

- c. The Contractor shall install meters at the Contractor's expense and furnish the Cemetery a monthly record of the Contractor's usage of electricity as hereinafter specified.
- d. Heat: Furnish temporary heat necessary to prevent injury to work and materials through dampness and cold. Use of open salamanders or any temporary heating devices which may be fire hazards or may smoke and damage finished work, will not be permitted. Maintain minimum temperatures as specified for the various materials.
- e. Electricity: Furnish all temporary electric services and pay all costs associated with connection and consumption.
- f. Water: Furnish temporary water service and pay all costs associated with connection and consumption.
- g. Fuel: Fuel required for setup, adjustments, or modifications due to improper design or operation of devices shall be furnished by the Contractor at Contractor's expense.

#### 1.23 NEW TELEPHONE EQUIPMENT

The Contractor shall coordinate with the work of installation of permanent telephone equipment by others. This work shall be completed before the building is turned over to VA.

#### 1.24 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 and the SRE/CO. Contractor shall furnish all labor, materials, equipment, instruments, and forms, to conduct and record such tests.
- c. Mechanical and electrical systems shall be balanced, controlled and coordinated. A system is defined as the entire complex which must be coordinated to work together during normal operation to produce results for which the system is designed. For example, air conditioning supply; air is only one part of entire system which provides comfort conditions for a building. Other related components are return air, exhaust air, hot water, controls and electricity, etc. Another example of a complex which involves several components of different disciplines is a burner installation. Efficient and acceptable burner operation depends upon the coordination and proper operation of fuel, combustion air, controls, and other related components.
- d. All related components as defined above shall be functioning when any system component is tested. Tests shall be completed within a

reasonably short period of time during which operating and environmental conditions remain reasonably constant.

- e. Individual test result of any component, where required, will only be accepted when submitted with the test results of related components and of the entire system.

#### 1.25 INSTRUCTIONS

- a. The 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 (4 copies each plus an electronic version) for each separate piece of equipment shall be delivered to the SRE/CO 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 subassembly 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: The 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 SRE/CO and shall be considered concluded only when the SRE/CO 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 SRE/CO, does not demonstrate sufficient qualifications in accordance with requirements for instructors above.

#### 1.26 GOVERNMENT-FURNISHED PROPERTY (GFP)

- a. The Government shall deliver to the Contractor, the



Government-furnished property shown on the drawings.

- b. GFP furnished by the Government to be installed by the Contractor will be furnished to the Contractor at the Cemetery.
- c. The Contractor shall schedule the delivery of the GFP with the Government at least 120 days prior to the anticipated installation date of the GFP by the Contractor. The Contractor shall be responsible for the off-loading, inspection, and storage of GFP at the project site or other mutually agreed to location.
- d. Notify SRE/CO in writing, 120 days in advance, of date on which Contractor will be prepared to receive the GFP.
  - (1) Immediately upon delivery of equipment, the Contractor shall arrange for a joint inspection thereof with a representative of the Government. At such time the Contractor shall acknowledge receipt of the GFP described, make notations, and immediately furnish the Government representative with a written statement as to its condition or shortages.
  - (2) The Contractor thereafter is responsible for such GFP until such time as acceptance of contract work is made by the Government.
- e. GFP furnished by the Government will be delivered in a partially assembled (knock down) condition in accordance with existing standard commercial practices. All connectors necessary to install the GFP shall be furnished and installed by the Contractor at no additional cost to the Government.
- f. Completely assemble and install the GFP in place ready for proper use in accordance with specifications and drawings.
- g. Furnish supervision of installation of GFP at construction site by qualified trained technicians regularly employed by the GFP manufacturer.

1.27 RELOCATED ITEMS

- a. Contractor shall disconnect, dismantle as necessary, remove and reinstall in new location, all existing items indicated by symbol "R" or otherwise shown to be relocated by the Contractor.
- b. Perform relocation of such equipment or items at such times and in such a manner as directed by the SRE/CO.
- c. Suitably cap existing service lines, such as water, drain, gas, air, and/or electrical, whenever such lines are disconnected from equipment to be relocated. Remove abandoned lines in finished areas and cap as specified herein before under paragraph "Abandoned Lines".
- d. Provide all mechanical and electrical service connections, fittings, fastenings and any other materials necessary for assembly and installation of relocated equipment; and leave such equipment in proper operating condition.
- e. All service lines such as noted above for relocated equipment shall be in place at point of relocation ready for use before any

existing equipment is disconnected. Make relocated existing equipment ready for operation or use immediately after reinstallation.

1.28 CONSTRUCTION SIGN

- a. Provide a Construction Sign where directed by the SRE/CO. All wood members shall be of framing lumber. Cover sign frame with 24 gage galvanized sheet steel nailed securely around edges and on all bearings. Provide three 4 inch by 4 inch posts (or equivalent round posts) set 4 feet into ground. Set bottom of sign level at 3 feet above ground and secure to posts with through bolts. Make posts full height of sign. Brace posts with 2 by 4 inch material as directed.
- b. Paint all surfaces of sign and posts two coats of white gloss paint. Border and letters shall be of black gloss paint, except project title which shall be blue gloss paint.
- c. Maintain sign and remove it when directed by the SRE/CO.
- d. Detail Drawing of construction sign showing required legend and other characteristics of sign is shown on the drawings.

1.29 SAFETY SIGN

- a. Provide a Safety Sign where directed by SRE/CO. Face of sign shall be 3/4 inch thick exterior grade plywood. Provide two 4 by 4 inch posts extending full height of sign and 3 feet into ground. Set bottom of sign level at 4 feet above ground.
- b. Paint all surfaces of Safety Sign and posts with one prime coat and two coats of white gloss paint. Letters and design shall be painted with gloss paint of colors noted.
- c. Maintain sign and remove it when directed by SRE/CO.
- d. Detail Drawing Number 45 of safety sign showing required legend and other characteristics of sign is shown on the drawings.
- e. Post the number of accident free days on a daily basis.

1.30 CONSTRUCTION DIGITAL IMAGES

- a. During the construction period through completion, furnish Department of Veterans Affairs with up to 500 digital images, including one color print of each aerial view and one Compact Disc (CD) per visit containing those views taken on that visit. Digital views shall be taken of exterior and/or interior and aerial photographs as selected and directed by SRE/CO (RE). Each view shall be taken with a professional grade camera with minimum size of 6 megapixels (MP) and the images will be a minimum of 2272 x 1704 pixels for the 8 x 10 inch prints and 2592 x 1944 pixels for the 16 x 20 inch prints, as per these specifications:

(1) Normally such images including aerial photographs of the site will be taken at monthly intervals. However, the SRE/CO may also direct the taking of special digital images at any time prior to completion and acceptance of contract. If the number of trips to

the site exceeds an average of one per month of the contract performance period then an adjustment in contract price will be made in accordance with clause entitled "CHANGES" (FAR 52.243 - 4 and VAAR 852.236 - 88) of Section 00 72 00 GENERAL CONDITIONS.

(2) In event a greater or lesser number of images than specified above are required by the SRE/CO, adjustment in contract price will be made in accordance with clause entitled "CHANGES" (FAR 52.243 - 4 and VAAR 852.236 - 88).

- b. Aerial images shall be taken by a commercial photographer and must show distinctly, at as large a scale as possible, all parts of work embraced in the picture.
- c. Prints shall be made on 8 by 10 inch regular-weight matte archival grade photographic paper and produced by a process with a minimum of 300 pixels per inch (PPI). Prints must be printed using the commercial RA4 process (inkjet prints will not be acceptable). Photographs shall have 8 by 8 inch full picture print with no margin on 3 sides and a 2 inches margin on the bottom for pre-typed self adhesive identity label to be added by SRE/CO. It is required that the prints are professionally processed so the quality will meet or exceed that of the same size print made with a film camera. Prints must be shipped flat to the SRE/CO.
- d. Images on CD-ROM shall be recorded in JPEG format with a minimum of 24 bit color and no reduction in actual picture size. Compressed size of the file shall be no less than 80 percent or the original with no loss of information. File names shall contain the date the image was taken, the Project number and a unique sequential identifier. The CD-ROM shall also contain an index of all the images contained therein in either a TXT or Microsoft Word format.
- e. In case any set of prints are not submitted within 5 days of date established by SRE/CO for taking thereof, the SRE/CO may have such images/photographs taken and cost of same will be deducted from any money due to the Contractor.
- f. Interior Final Photos: After completion of all work in an area final interior photos will be taken. The camera must allow the colors to be as close as possible to the actual colors. For number and location of views, see Section 09 06 00 SCHEDULE FOR FINISHES. View shall be taken after final completion of work. The images shall also be provided on a CD to the RE Office.
- g. Aerial Photographs: Submit aerial photographs at one-month intervals during the entire construction period. The first aerial photo shall be taken just prior to the start of construction and then at one-month intervals. The final aerial photograph shall be taken at full project completion during a growing season when lawns are green and not dormant.

#### 1.31 FINAL ELEVATION DIGITAL IMAGES

- a. A minimum of 4 images of each exterior elevation shall be taken with a minimum 6 MP camera, by a professional photographer with different settings to allow the SRE/CO to select the image to be printed. All images are provided to the RE on a CD.

- b. Photographs shall be taken upon completion, including landscaping. They shall be taken on a clear sunny day to obtain sufficient detail to show depth and to provide clear, sharp pictures. Pictures shall be 16 by 20 inches, printed on regular weight paper, matte finish archival grade photographic paper and produced by a RA4 process from the digital image with a minimum 300 PPI. Identifying data shall be carried on a label affixed to back of the photograph without damage to the photograph and shall be similar to that provided for final construction photographs.
- c. Furnish six 16 by 20 inch color prints of the All Cemetery buildings constructed under this project (elevations as selected by the RE from the images taken above). Photographs shall be artistically composed showing full front elevations. All images shall become property of the Government. Each of the selected 6 prints shall be place in a frame with a minimum of 2 inches of appropriate matting as a border. Provide a selection of a minimum of 3 different frames from which the SRE will select one style to frame all 6 prints. Photographs with frames shall be delivered to the SRE/CO in boxes suitable for shipping.
  - (1) Entrance sign & wall/fence feature.
  - (2) Administration/P.I.C. building.
  - (3) Maintenance building
  - (4) Columbarium Courts, 13, 14, and 15

#### 1.32 HISTORIC PRESERVATION

VA will provide on-site monitoring during construction by a full-time professional Archaeologist to monitor and document the discovery of any archaeological/cultural resources or burials within the project area. If archaeological/cultural resources or burials are discovered during the construction work, the Contractor/Sub-Contractor shall immediately halt his work in the area of the discovery and notify the SRE/CO and monitor of such finding. Work in the vicinity of the discovery shall remain halted until the discovery is properly documented, the responsible parties are notified and consulted with, and the disposition of the finding is resolved.

#### 1.33 PROJECT HEALTH AND SAFETY PLAN (PHSP)

Prior to commencing any construction, the Contractor shall submit a site specific Project Health and Safety Plan (PHSP). At a minimum, the PHSP shall cover the following topics:

- a. Organizational structure (including Responsible Persons)
- b. Site Characterization and Job Hazard Identification
- c. Site Control and Security
- d. Training
- e. Medical Surveillance
- f. PPE

- g. Exposure Monitoring
- h. Heat Stress
- i. Spill Containment
- j. Decontamination
- k. Emergency Response
- l. Confined Spaces
- m. Hosting Operations
- n. Trench Safety
- o. Lockout/Tagout

1.34 PERMITS AND INSPECTIONS

- a. As the Authority Having Jurisdiction (AHJ) over facilities and improvements on Federal lands, a building permit from the local jurisdiction(s) is not required to construct these improvements. However, where improvements encroach or tie into local jurisdictional infrastructure, such as street improvements, tie-ins to municipal water and wastewater systems, a permit and inspections may be required. When permits and inspections are required, the Contractor shall be responsible for preparing and processing with the appropriate regulatory jurisdiction(s) the applicable permits and paying all permitting and inspection fees and posting all bonds imposed by the local jurisdiction(s).
- b. Anticipated permits include but not necessarily limited to:
  - (1) NPDES: The Government has initiated the application process with the State of Hawaii Department of Health and has paid the application fee. The Contractor, as the "Operator", shall be responsible for completing the application process, filing, implementation of the permit requirements, and paying fines for permit infractions.
  - (2) Wastewater: The Government has coordinated the design with the City and County of Honolulu to obtain the Sewer Connection approval and has paid the System Facility Charge. The Contractor shall be responsible for coordinating the sewer connection work with the City and County of Honolulu and paying for all additional fees and bonds if required.
  - (3) Street Encroachment: The Government has coordinated the design with the City and County of Honolulu but has not applied for the permit nor paid the permitting fee. The Contractor shall be responsible for the permitting of this work and paying for all fees and bonds if required.
  - (4) Stormwater Connection: The Government has coordinated the design with the City and County of Honolulu and submitted the Storm Drain Connection Application. The Government will pay for connection fees associated with this permit, if any. The

Contractor shall be responsible for coordinating the stormwater connection work with the City and County of Honolulu and paying for all additional fees and bonds if required

(5) Honolulu Board of Water Supply (BWS): The Government has coordinated the design with BWS and has paid the service connection fee which includes the water meter. The Contractor shall be responsible for the installation of the water service connection and shall coordinate the connection with BWS. For the domestic meter, the Contractor shall provide the lateral and meter box. BWS will remove the splice and provide and install the water meter. For the detector check meter, BWS will provide the meter and the contractor shall do the installation with BWS inspector supervision. The Contractor shall be responsible for coordinating the water connection work with BWS and paying for all additional fees and bonds if required.

#### 1.35 CONSTRUCTION MANAGEMENT SOFTWARE

As a cost of performance for VA construction contracts, immediately following contract award, the Contractor shall procure a license to the VA TRIRIGA Construction Project Management Solution (CPMS) for the performance period of the contract through <https://valicensing.oncfi.com/>. The Contractor shall provide all necessary labor, equipment, fees, services, and supplies for the procurement and operation of the software. TRIRIGA will be used by both the Contractor and VA as a common, central management and document control system for RFIs, submittals, daily logs, request for proposals, meeting minutes, issues, change requests, inspections, punch-lists and other similar contract management activities. Other features such as invoicing may be added at a future date.

PART 2 PRODUCTS (Not Applicable)

PART 3 EXECUTION (Not Applicable)

-- End of Section --