

RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Bid Receiving Public Works & Government Services
Canada/Réception des soumissions Travaux publics et
Services gouvernementaux Canada
1713 Bedford Row
Halifax, N.S./Halifax, (N.E.)
B3J 1T3
Halifax
Bid Fax: (902) 496-5016

Revision to a Request for a Standing Offer

Révision à une demande d'offre à commandes

Regional Individual Standing Offer (RISO)

Offre à commandes individuelle régionale (OCIR)

The referenced document is hereby revised; unless
otherwise indicated, all other terms and conditions of the
Offer remain the same.

Ce document est par la présente révisé; sauf indication
contraire, les modalités de l'offre demeurent les mêmes.

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Real Property Contracting
1713 Bedford Row
P.O. Box 2247/C.P.2247
Halifax, N.S./Halifax, (N.E.)
B3J 3C9
Halifax

Title - Sujet REPLACE INTERIOR & EXTERIOR HARDWAR		
Solicitation No. - N° de l'invitation W010C-12C100/A		Date 2012-08-16
Client Reference No. - N° de référence du client W010C-12-C100		Amendment No. - N° modif. 001
File No. - N° de dossier PWA-2-68003 (104)	CCC No./N° CCC - FMS No./N° VME	
GETS Reference No. - N° de référence de SEAG PW-\$PWA-104-4910		
Date of Original Request for Standing Offer Date de la demande de l'offre à commandes originale		2012-08-16
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-09-26		Time Zone Fuseau horaire Atlantic Daylight Saving Time ADT
Address Enquiries to: - Adresser toutes questions à: Nowakowski, Leanne		Buyer Id - Id de l'acheteur pwa104
Telephone No. - N° de téléphone (902) 496-5377 ()	FAX No. - N° de FAX (902) 496-5016	
Delivery Required - Livraison exigée		
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:		
Security - Sécurité This revision does not change the security requirements of the Offer. Cette révision ne change pas les besoins en matière de sécurité de la présente offre.		

Instructions: See Herein

Instructions: Voir aux présentes

Acknowledgement copy required Accusé de réception requis	Yes - Oui <input type="checkbox"/>	No - Non <input type="checkbox"/>
The Offeror hereby acknowledges this revision to its Offer. Le proposant constate, par la présente, cette révision à son offre.		
Signature	Date	
Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie)		
For the Minister - Pour le Ministre		

Solicitation No. - N° de l'invitation

W010C-12C100/A

Amd. No. - N° de la modif.

001

Buyer ID - Id de l'acheteur

pwa104

Client Ref. No. - N° de réf. du client

W010C-12-C100

File No. - N° du dossier

PWA-2-68003

CCC No./N° CCC - FMS No/ N° VME

Amendment 001 is being issued to attach Annex A - Statement of work.

Department of National Defence



Specification

Standing Offer Agreement

Repair to Security Doors, Locks and Hardware

CFB Halifax, NS

Job No.W010C-12-C100

2012-03-01

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<u>Division 08 - Openings</u>		
08 71 00	REPAIRS TO SECURITY DOORS, LOCKS AND HARDWARE	8

PART 1 - GENERAL

1.1 RELATED
SECTIONS

- .1 Section 01 61 00 Common Product Requirement.
- .2 Section 08 71 00 Repairs to Security Doors, Locks and Hardware.

1.2 WORK
DESCRIPTION

- .1 Work under this Standing Offer comprises the furnishing of all labour, materials, tools, equipment, transportation and supervision required for performing repairs or replacement of interior and exterior door hardware including security door hardware and associated equipment for various buildings of CFB Halifax.

1.3 ENGINEER

- .1 All reference to the Engineer in this specification, who is the Contract Inspector, is representing the Formation Construction Engineering Officer(FCEO).
- .2 The address of the Engineer is:

Formation Construction Engineering
Maritime Forces Atlantic, PO 99000
Stn Forces Willow Park Bldg 7
Halifax, NS B3K 5X5
Attn: Contract Inspector
Tel: (902)722-7969
Fax: (902)722-1847
- .3 The Engineer will provide the Contractor with a list of his/her authorized representatives at the pre-job meeting.

1.4 SCOPE OF WORK

- .1 On "as required basis" provide repair or replace service support to the following:
 - .1 Interior and exterior doors hardware and accessories:
 - .1 Locks and latches;
 - .2 Butts and hinges;
 - .3 Exit devices;
 - .4 Door closures and accessories;
 - .5 Door operators;

1.4 SCOPE OF WORK .1
(Cont'd)

(Cont'd)

.1 (Cont'd)

.6 Auxilliary locks and associated products;

.7 Architectural door trim;

.8 Sliding and folding door hardware;

.9 Auxiliary hardware;

.10 Thresholds; and

.11 Weatherstripping.

.2 Door and frame as required.

.3 Security lock and systems.

.4 Desk and cabinet locks.

.2 Provide keying service:

.1 Key cutting;

.2 Re-keying;

.3 Master keying.

.3 Caulking as required.

.4 Provide an emergency repair service available on a twenty-four(24) hour, seven(7) day per week basis.

.5 Clean up.

1.5 WORK NOT .1
INCLUDED

High security card access controls.

1.6 LOCATIONS OF .1
JOB SITES

Areas covered under this specification include but not limited to the following locations:

.1 Stadacona - Halifax, NS;

.2 Windsor Park - Halifax, NS;

.3 Willow Park - Halifax, NS;

.4 Halifax Armoury - Halifax, NS;

.5 Royal Artillery(RA) Park - Halifax, NS;

1.6 LOCATIONS OF
JOB SITES
(Cont'd)

- .1 (Cont'd)
- .6 Damage Control Division - Purcell's Cove, NS;
 - .7 HMC Dockyard - Halifax, NS;
 - .8 Ferguson's Cove - Ferguson's Cove, NS;
 - .9 Dockyard Annex(NAD) - Dartmouth, NS;
 - .10 Bedford Magazine(CFAD Bedford) - Bedford, NS;
 - .11 Bedford Rifle Range - Bedford, NS;
 - .12 Defence Research and Development Canada(DRDC)
Atlantic - Dartmouth, NS;
 - .13 Wright's Cove Degaussing Range - Dartmouth, NS;
 - .14 Osbourne Head Gunnery Range - Cow Bay, NS;
 - .15 12 Wing Shearwater - Eastern Passage, NS;
 - .16 Hartlen Point Golf Course - Cow Bay, NS;
 - .17 NRS Mill Cove - Mill Cove, NS;
 - .18 NRS Newport Corner - Newport Corner, NS;
 - .19 Windsor Armoury - Windsor, NS;

1.7 SITE ACCESS

- .1 Access to the site is under the direction of the Department of National Defence. All visitors entering areas issuing a daily pass will be aware of the requirement for search as a condition of issue.
- .2 While within the confines of CFB Halifax all employees, sub-contractors and representatives of the Contractor must comply with all of the Standing Orders as promulgated by Base authorities.

1.8 PRE-JOB
MEETING

- .1 Immediately upon receipt of award of Standing Offer Agreement, the successful Contractor will contact the Engineer to arrange a pre-job meeting prior to commencement of any work.

1.9 SECURITY
CLEARANCE

- .1 The Contractor and his/her personnel must be suitable for security clearance as defined by the Department of National Defence Security Officer.
- .2 The Contractor must obtain security clearances for all employees in accordance with the PWGSC Industrial Security Manual.
- .3 Within 30 days of Work commencement, the Contractor must provide the Engineer with proof positive that all submissions required by PWGSC to initiate security clearance procedures have been completed. This is to include a valid Visitor's Clearance Request(VCR).

1.10 SITE SECURITY

- .1 Site security is the responsibility of the Contractor who must erect temporary site enclosures, barricades and fencing to prevent unauthorized entry, pilferage and vandalism.
- .2 Conduct work in stages to accomodate owner's continued use of premises during construction as directed by the Engineer.
- .3 Any work that may disrupt the operations of the occupying clients will be carried out after normal building operational hours, the Engineer will determine acceptable building security.
- .4 Maintain fire access/control.

1.11 ADDITIONAL
SECURITY
REQUIREMENTS FOR 12
WING SHEARWATER
AIRFIELD OPERATIONS
ZONE

- .1 The Contractors and sub-contractor's employees with the minimum "Reliability Status" must be escorted at all times in restricted areas.
- .2 Vehicle access to the Airfield Operations Zone(Ops Z) is restricted. Vehicles that require access to the Ops Z areas must be escorted by a commissionaire RAMP DCC qualified at all times.
- .3 All drivers of vehicles requiring access to Ops Z will be required to sign a "Release of Liability" form prior to proceeding in the operations zone.
- .4 The Contractor must inform the Engineer as soon as possible of any requirements for vehicles requiring access to the Ops Z areas. The Engineer will coordinate a schedule with the Ops Planning officer.

1.12 NORMAL
WORKING HOURS

- .1 Normal working hours will be 0730 to 1600 hours, Monday to Friday. Any work carried out other than normal working hours must be authorized by the Engineer.
- .2 Owner will occupy premises during entire construction period for execution of normal operations.
- .3 Co-operate with Owner in scheduling operations to minimize conflict and to facilitate Owner usage.

1.13 CONTRACTOR
QUALIFICATIONS

- .1 The Contractor must satisfy the Engineer that he/she has adequate and qualified staff to perform the service expected. This includes all service calls within an acceptable time period and having adequate parts on hand to meet the requirements of the job, both during silent and normal working hours.
- .2 Whenever the Contractor uses Sub-contractors, they too must perform to and comply with all requirements of this Standing Offer.

1.14 CONTRACTOR'S
USE OF SITE

- .1 Contractor will be briefed on use of site by the Engineer.
- .2 Do not unreasonably encumber site with materials or equipment.
- .3 Move stored products or equipment which interferes with operations of Engineer or other Contractors.
- .4 The Engineer will brief the Contractor on access to restricted areas.
- .5 Remove or alter existing work to prevent injury or damage to portions of existing work which remain.
- .6 Repair or replace portions of existing work which have been altered during construction operations to match existing or adjoining work, as directed by Engineer.
- .7 At completion of operations condition of existing work: equal to or better than that which existed before new work started.

1.15 WORKMANSHIP

- .1 Workmanship must be the best quality executed by workers experienced and skilled in the respective duties for which they are employed.
- .2 Do not employ any unfit person or anyone unskilled in their required duties. The Engineer reserves the right to require the

<u>1.15 WORKMANSHIP (Cont'd)</u>	.2	(Cont'd) dismissal from the site, workers deemed incompetent, careless, insubordinate or otherwise objectionable.
	.3	Decisions as to the quality or fitness of workmanship in cases of dispute rest solely with the Engineer whose decision is final.
	.4	The Contractor will employ a competent and experienced supervisor with the authority to speak on his behalf on day-to-day routine matters.
<u>1.16 SITE VISIT</u>	.1	Failure to visit the sites, to examine the specifications and drawings or otherwise to become familiar with site conditions, will not relieve the Contractor of any responsibility to provide the complete work in accordance with the Standing Offer documents.
<u>1.17 CODES AND STANDARDS</u>	.1	Perform work in accordance with the latest edition of National Building Code of Canada(NBC), Canadian Electrical Code, National Fire Code of Canada, Canada Labour Code part II, and CSA and ULC Standards, and any other provincial or local code applicable. In any case of conflict or discrepancy, the more stringent requirements will apply.
	.2	Meet or exceed requirements of Standing Offer documents, specified standards, codes and referenced documents.
	.3	Provide servicing, repairs, calibrations, etc. in strict accordance with the manufacturer's instructions and specifications.
<u>1.18 PARKING</u>	.1	Parking space will be made available on site for company vehicles and equipment only. Maintain and administer this space as directed.
<u>1.19 ALTERATIONS, ADDITIONS OR REPAIRS TO EXISTING BUILDING</u>	.1	Execute work with least possible interference or disturbance to building operations, occupants, public and normal use of premises. Arrange with Engineer to facilitate execution of work.
	.2	Where security has been reduced by work of Contract, provide temporary means to maintain security.
	.3	Provide temporary dust screens, barriers, warning signs in locations where renovation and alteration work is adjacent to areas used by public or government staff.
	.4	Use only elevators, existing in building for moving workers and material.

1.19 ALTERATIONS,
ADDITIONS OR
REPAIRS TO EXISTING
BUILDING
(Cont'd)

- .4 (Cont'd)
- .1 Protect walls of passenger elevators, to approval of Engineer prior to use.
 - .2 Accept liability for damage, safety of equipment and overloading of existing equipment.

1.20 EXISTING
SERVICES

- .1 Where Work involves breaking into or connecting to existing services, give 24 hours notice for necessary interruption of mechanical or electrical service throughout course of work. Minimize duration of interruptions. Carry out work at times as directed by governing authorities with minimum disturbance to pedestrian and tenant operations.
- .2 Provide alternative routes for personnel, pedestrian and vehicular traffic.
- .3 Provide temporary services when directed by Engineer to maintain critical building and tenant systems.
- .4 Before commencing work, establish location and extent of service lines in area of work and notify Engineer of findings.
- .5 Submit schedule to and obtain approval from Engineer for any shut-down or closure of active service or facility. Adhere to approved schedule and provide notice to affected parties.
- .6 Where unknown services are encountered, immediately advise Engineer and confirm findings in writing.
- .7 Protect, relocate or maintain existing active services. When inactive services are encountered, cap off in manner approved by authorities having jurisdiction.

1.21 POWER AND
WATER SUPPLY

- .1 DND may provide, free of charge, temporary electric power and water for construction purposes.
- .2 Engineer will determine delivery points and quantitative limits. Engineer's written permission is required before any connection is made. Connect to existing power supply in accordance with Canadian Electrical Code.
- .3 Provide, at no cost to DND, all equipment and temporary lines to bring these services to project site.
- .4 Supply of temporary services by DND is subject to DND requirements and may be discontinued by DND site representative at any time without notice, without acceptance of any liability for damage or delay caused by such withdrawal of temporary services.

1.21 POWER AND WATER SUPPLY (Cont'd)	.5	After the temporary service lines are no longer required, the Contractor must remove all lines and equipment, restore the connection points to their original condition and return the land to its original contour.
1.22 CUTTING, FITTING AND PATCHING	.1	Execute cutting, fitting and patching required to make work fit properly.
	.2	Where new work connects with existing and where existing work is altered, or cut; patch and make good to match existing work.
	.3	Obtain Engineer's approval before cutting, boring or sleeving load-bearing members.
	.4	Make cuts with clean, true, smooth edges. Make patches inconspicuous in final assembly.
1.23 HEATING AND VENTILATING	.1	Provide temporary heat and ventilation as required to: <ul style="list-style-type: none">.1 Facilitate progress of work;.2 Protect work and products against dampness and cold;.3 Prevent moisture condensation on surfaces;.4 Provide ambient temperatures and humidity levels for storage, installation and curing of materials..5 Provide adequate ventilation to meet health regulations for safe working environment.
	.2	Maintaining strict supervision of operation of temporary heating and ventilating equipment to: <ul style="list-style-type: none">.1 Conform with applicable codes and standards..2 Enforce safe practices..3 Prevent abuse of services..4 Prevent damage to finishes..5 Vent direct-fired combustion units to outside.
1.24 INSPECTION	.1	All work and materials covered by this specification will be subject to inspection at any time by the Engineer or his/her representative.

1.25 NOTIFICATION
OF REQUIREMENT

- .1 A «Call-up Against a Standing Offer»(PWGSC-TPSGC 942) will be issued by the Engineer to notify the Contractor of requirements against this Standing Offer.
- .2 Prior to commencing work, an estimated cost must be submitted to the Engineer in writing including the total costs of labor and materials for all works as requested.
- .3 Contractor must provide to Engineer, an adequate breakdown of quotation to show how costs were incurred.
- .4 When requested by Engineer, the Contractor will be issued additional requisition as may be necessary to cover authorized emergency service.
- .5 The Contractor will be advised of the personnel authorized to request emergency service. Services undertaken at the request of unauthorized persons will be done at the Contractor's risk, with regards to payment.
- .6 Confirm all service calls by a «Call-up Against a Standing Offer» (PWGSC-TPSGC 942) issued by the Engineer.
 - .1 Pick up this «Call-up Against a Standing Offer» prior to attending to service calls during normal hours.
 - .1 The «Call-up Against a Standing Offer» for this Contract will specify the location, type of work and scope of work the Contractor is expected to perform.
 - .2 Inspect the area to determine any additional faults or deficiencies requiring work.
 - .3 If work other than that listed on the «Call-up Against a Standing Offer» is required, contact the Engineer, giving full details of the work required and estimated cost prior to carrying out such work.
- .7 Report service calls executed outside normal working hours to the Engineer immediately on the next working day.

1.26 SERVICE CALLS

- .1 The Contractor must provide service during regular hours when requested by the Engineer on an eight(8) hour per day five(5) days per week basis.
- .2 The Contractor must maintain and provide Engineer with current office phone, fax, pager and cell phone numbers to be able to provide response to requests for service from the Engineer on a twenty-four(24) hour, seven(7) day per week basis. If the request for service is from the after hours Departmental Representative, the Contractor must, immediately upon completion of the service, report back to the Engineer describing the action taken to correct

1.26 SERVICE CALLS
(Cont'd)

(Cont'd)
the problem. The following Work priorities and response times will apply:

- .1 **Emergency:** A priority of "Emergency" is defined as a deficiency or breakdown that requires immediate attention to reduce the potential for danger to occupants, the general public, the environment, or the facility. Maintenance and minor construction identified with this priority must be responded to immediately and must be reported without delay to designated manager. Standard response times - Urban/Rural ASAP - Max 2 hour.
- .2 **Routine:** A priority of "Routine" is defined as essential maintenance and minor construction requirements which should be rectified at the earliest possible opportunity. It is considered as deficiencies or breakdowns that do not impair current operations or pose any danger to the occupants, the general public, the environment or the facility. Standard Response Times - Urban/Rural 4 hours.
- .3 Response time must not exceed two(2) hours for emergency repairs. The Contractor must notify the Engineer of the telephone number at which the Contractor or his representative may be contacted at all times.
- .4 The Contractor will be advised of the personnel authorized to request emergency service. Services undertaken at the request of unauthorized persons will be done at the Contractor's risk, with regards to payment.
- .5 Report service calls executed outside normal working hours to the Engineer, immediately on the next working day.

1.27 METHOD OF
INVOICING

- .1 Invoices will be made out separately for each work requisition under this Standing Offer.
- .2 Invoices for Work completed under this specification will be made out in one(1) copy and forwarded to:

Accounts Payable Section
Formation Construction Engineering
Maritime Forces Atlantic
Willow Park Bldg 7, PO Box 99000
Station Forces Halifax NS B3K 5X5

- .3 All invoices must be submitted within 30 days of completion of work.
- .4 Each invoice will clearly indicate the following information:
 - .1 Contract number;

1.27 METHOD OF
INVOICING
(Cont'd)

- .4 (Cont'd)
- .2 Work Order/Serial number;
 - .3 Requisition/order offer number;
 - .4 Building number or location;
 - .5 Dates during which the Work was accomplished;
 - .6 A detailed description of the work performed, with itemized list of materials & labour(a copy of the Contractor's invoice from his material supplier will also be included plus any other costs being charged), labour, overhead, profit and applicable taxes will be included separately on the invoice.
 - .7 Labour costs are to be broken down by trade and sub-trade. Labour time sheets will also be provided upon request.
- .5 No invoices will be processed without proper information as outlined in this section.
- .6 Contractor will provide time sheets of completed works when requested by Engineer.

1.28 REPORTING
IRREGULARITIES

- .1 The Contractor must notify the Engineer of irregularities in the work area, such as structural defects, mechanical and/or electrical problems and/or any beyond the scope of work.

1.29 GUARANTEE/
WARRANTY

- .1 All labour, materials, and equipment supplied under this Standing Offer will be warranted for a period of one(1) year after completion of the Standing Offer.
- .2 Where the Contractor supplies equipment purchased from a supplier or manufacturer, he must obtain from such supplier or manufacturer a warranty for the term specified and such warranty must be made out to DND.
- .3 For all items where the manufacturer's normal guarantee/warranty periods exceed that specified the Contractor must obtain from the manufacturer or supplier, a warranty for the manufacturer's normal warranty period.
- .4 All warranties must be in accordance with the requirements of the Standing Offer documents and must be passed to the Engineer at the time of handing over the project.

PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

Not used.

PART 1 - GENERAL

1.1 CONSTRUCTION
SAFETY MEASURES

- .1 Observe and enforce construction safety measures by complying with the requirements of the following statutes and authorities:
 - .1 Canada Labour Code Part II and the Canada Occupational Health and Safety Regulations.
 - .2 The Nova Scotia Occupational Health and Safety Act and supporting Occupational General Safety Regulations as amended from time to time.
 - .3 Most recent amendments to the National Building Code of Canada, Part 8 and National Fire Code of Canada.
- .2 Refer to Section 01 35 35, DND Fire Safety Requirements.
- .3 Engineer will provide a copy of any relevant special written instructions to be followed.
- .4 **Prior to Contract Award**
 - .1 Bidders/Tenders are to provide a copy of the company's safety policy, signed by the owner or authorized representative of the company.
 - .2 Bidders/Tenders are to provide documents and evidence to the satisfaction of the Crown, indicating that the bidder/tender has successfully completed an independent SAFETY AUDIT and will maintain that safety audit for the life of the Standing Offer(Contractor and Sub-contractor(s)).
- .5 **Before Work Begins**
 - .1 Bidder/Tender to provide documentation if requested by the Crown, indicating all safety training attained for each person who will be involved with the Standing Offer.
- .6 The following disciplinary measures will be taken for any violations of safety under this Standing Offer Agreement:
 - .1 **First Violation:** Verbal warning issued to the Contractor for the first violation of a safety regulation(Violation will be documented on Standing Offer file, copy to Contractor DCC or PWGSC).
 - .2 **Second Violation:** Written warning to Contractor for second violation of a safety regulation(Violation will be documented on Standing Offer file, copy to Contractor, DCC or PWGSC).
 - .3 **Third Violation:** A third violation of a safety regulation may result in the termination of the Standing Offer with a

1.1 CONSTRUCTION
SAFETY MEASURES
(Cont'd)

- .6 (Cont'd)
- .3 Third Violation:(Cont'd)
recommendation to the Contracting Authority that the Contractor be denied access to Formation Construction Engineering contracts(Documented to Standing Offer file, copies to Contractor, DCC or PWGSC).
- .4 **Serious Violation:** For a serious violation of a safety regulation as deemed by a regulator, project manager or safety officer a recommendation will be made to the Contracting Authority to immediately terminate the Contract/Standing Offer(Violation documented on Standing Offer file, copies to Contractor, DCC or PWGSC).
- .5 **Charges Laid or Guilty Determination by Courts :**
Infractions of safety regulations that result in charges being laid by a regulator against the Contractor or the Contractor being found guilty by the courts may result in that Contractor being denied access to Formation Construction Engineering contracts.

1.2 HAZARD
ASSESSMENTS

- .1 Contractor must implement and carry out a health and safety hazard assessment program as part of the Work. Program to include:
- .1 **Initial Hazard Assessment:** Carried out upon notification of Contract award and/or prior to commencement of Work.
- .2 **On-going Hazard Assessments:** Performed during the progress of Work identifying new or potential health risks and safety hazards not previously known. As a minimum, hazards assessments must be carried out when:
- .1 New sub-trade work, new sub-contractor(s) or new workers arrive at the site to commence another portion of the Work.
- .2 The scope of Work has been changed.
- .3 Work conducted in confined spaces.
- .4 Potential hazard or weakness in current health and safety practices are identified by the Engineer.
- .2 Hazard assessments will be project and site specific, based on review of Standing Offer documents and site.
- .3 Each hazard assessment to be made in writing. Keep copies of all assessments on site for duration of Work. Upon request, make available to Engineer.

1.2 HAZARD
ASSESSMENTS
(Cont'd)

- .4 The Contractor must notify the Engineer of suspected hazardous material during work and not apparent from drawings, specifications, or report pertaining to work(e.g. lead, asbestos etc.). Do not disturb such material pending instructions from the Engineer. The Engineer will make the necessary arrangements for testing the material as required.

1.3 ASBESTOS
PRODUCT & ASBESTOS
ACTIVITY

- .1 Within the confines of the Base, the provision of new products containing fibrous asbestos materials is prohibited.
- .2 Demolition or disturbance of spray or trowel-applied asbestos can be hazardous to health. Should material resembling spray or trowel-applied asbestos be encountered in course of work, stop work and notify Engineer immediately. Do not proceed until written instructions have been received from Engineer.

1.4 FASTENING
DEVICES EXPLOSIVE
ACTUATED

- .1 Explosive actuated devices must not be used.

1.5 HOT WORK

- .1 All hot work activity is to take place with Engineer's approval and written permission from the Formation Fire Chief(Hot work permit). Hot work permits and fire-watch requirements will be provided by the Dockyard Fire Hall at 427-3500.
- .2 The ventilation system in the area of any Hot Work activity is to be isolated to prevent migration of fumes/smoke and to reduce any possible spread of fire to other areas of the facility.
- .3 Contractor is to employ an employee trained in the use of fire extinguishers as fire watch during any Hot Work for a minimum of 30 minutes after activity has ceased.

1.6 CONFINED SPACES

- .1 All work in confined spaces will be carried out in compliance with the Canada Occupational Safety and Health Regulations, Part XI.
- .2 The Contractor to provide and maintain all equipment as required by any person to enter and/or perform work in a safe manner, in compliance with the Canada Occupational Safety and Health Regulations, Part XI.
- .3 The Contractor to provide and maintain training, as required by the Canada Occupational Safety and Health Regulations, Part XI.

1.6 CONFINED SPACES .3
(Cont'd)

(Cont'd)

- .1 The Contractor and/or his employees must provide proof of training and qualifications when requested by the Engineer.
- .4 The Contractor to provide the Engineer with a copy of an «Entry Permit» for each and every entry into the confined space to ensure compliance with the Canada Occupational Safety and Health Regulations, Part XI.
- .5 The Contractor to have a hazard assessment of the confined space performed.
 - .1 The Contractor to provide the Engineer with a copy of the hazard assessment.

1.7 FALL PROTECTION .1

- .1 All work carried out above the mandatory height restrictions, from unguarded structure and/or scaffolding, will be done in compliance with the Canada Occupational Safety and Health Regulations, Part XII, Section 12.10.
- .2 The components of a fall protection system must meet the standards as outlined in the Canada Occupational Safety and Health Regulations, Part XII, Section 12.10(2).
- .3 The Contractor is to ensure fall protection equipment is maintained, inspected and tested by a qualified technician as required by the Canada Occupational Safety and Health Regulations, Part XII, Section 12.3.

1.8 ARC FLASH .1

- .1 The Contractor is to ensure all electrical equipment such as switchboards, panel boards, motor control centres and meter socket enclosures be marked to warn persons of potential electric shock and arc flash hazards. This labeling is required for all new & modified installations.
- .2 The warning label must also include information regarding «arc flash hazard category(0 to 4)» and the «Flash Protection Boundary» as defined in NFPA 70E. All projects specifications must include short circuit study and flash hazard analysis.
- .3 In accordance with the new CSA Standards Z462-08 para 4.3.3.3 Electrical Contractors are now required to perform a shock and flash hazard analysis to select the appropriate PPE to wear. Electrical Contractors are now required Arc-rated personal protective equipment while troubleshooting and diagnostic testing that cannot be performed unless the electrical conductor or circuit part is energized. All Contractor work practices must protect each employee from arc flash and from contact with live

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- 1.8 ARC FLASH (Cont'd) .3 (Cont'd)
parts directly with any part of the body or indirectly through some other conductive object.
- 1.9 SAFETY .1 The Contractor must provide a copy of their company's Occupational Health and Safety Policy Program. It must meet the Provincial Occupational Health and Safety Acts. The Engineer will instruct the Contractor where the Federal Standards apply.
- .2 The Contractor must perform site hazard assessments to establish site specific safe work practice procedures for the safety and well being of his/her employees. Copies must be made available to Department of National Defence upon request.
- .3 All copies of the formal Hazard Assessments conducted by the Contractor throughout the duration of the work will be retained and made available to the Engineer immediately upon request.
- .4 It is the Contractor's responsibility to be familiar with all applicable Safety Acts, Regulations, Codes and Standing Offer requirements. These must be identified and addressed in the Safety Plan, by identifying Standard Operating Procedures(SOP) and safe work practices(SWP) which incorporate clear and specific control measures, applicable rules, procedures and practices, all of which will become mandatory.
- .5 The Contractor must ensure all workers and authorized persons entering the work site are notified of and abide by the posted Safety Plan, safety rules, procedures, safe work practices and applicable Safety Acts, Regulations, and codes. Any person not complying with these will not be permitted on the site.
- .6 Contractor must ensure that all applicable personal protective equipment(PPE) is used.
- .1 All personnel are required to wear hard hats, in accordance with CSA Z94.1-05.
- .2 All personnel are required to wear safety footwear, in accordance with CSA Z195-09.
- .3 All personnel are required to wear eye & face protection, in accordance with CSA Z94.3.1-09.
- .4 When and where noise level is above 85 decibels; all personnel are required to wear hearing protection, in accordance with CAN/CSA Z94.2-02(R2007).
- .5 Where toxic or noxious gas fumes, or oxygen deficiency or excessive dust may occur, so as to create a hazard to life, safety or health; all personnel are required to wear
-

1.9 SAFETY
(Cont'd)

- .6 (Cont'd)
- .5 (Cont'd)
respiratory protection, in accordance with CAN/CSA
Z94.4-02(R2007).
- .7 The Engineer will coordinate arrangements for the Contractor to
be briefed on site safety within fourteen(14) days of award of
Standing Offer Agreement.

1.10 SITE SIGNS
AND NOTICES

- .1 Safety and instruction signs and notices:
 - .1 Signs and notices for safety and instruction must be in
both official languages. Graphic symbols must conform to
CAN/CSA Z321-96(R2006).

PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

Not used.

PART 1 - GENERAL

<u>1.1 EMERGENCY REPORTING</u>	.1	Telephone Number: Dial 9-1-1.
<u>1.2 FIRE SAFETY ENFORCEMENT</u>	.1	Within the confines of the Base, the prescription and enforcement of mandatory Fire Safety measures will be exercised under the authority of the Formation Fire Chief.
	.2	Comply with and enforce compliance by all Contractor personnel with all requirements of this specification section, and with the most recent edition of the National Building Code of Canada(NBCC) and the National Fire Code of Canada(NFC), including all subsequent revisions issued by the National Research Council of Canada.
	.3	The Engineer reserves the right to require the dismissal from site of persons deemed careless or otherwise in violation of the Fire Safety Requirements.
<u>1.3 FIRE SAFETY BRIEFING</u>	.1	Prior to commencement of work under this Standing Offer, the Engineer will arrange a meeting of all parties concerned to review and clarify requirements for Fire Safety measures. This may involve a briefing by the Formation Fire Chief.
	.2	The Engineer will provide direction for reporting of fire including the emergency telephone number for fire reporting and location of fire alarms within or adjacent to work area.
<u>1.4 FIRE WATCH</u>	.1	For hot work activity, the Contractor will provide the service of fire-watch persons on a scale and schedule as prescribed by the Dockyard Fire Hall at the time of issuance of the hot work permit.
<u>1.5 FIRE EXTINGUISHERS</u>	.1	Supply fire extinguishers, as prescribed by the Formation Fire Chief, necessary to protect work in progress and contractor's physical plant on site.
<u>1.6 SMOKING PRECAUTIONS</u>	.1	In accordance with these Fire Safety requirements particular to the work area and site, the Engineer and Formation Fire Chief will designate hazardous areas as well as non-restricted areas where smoking may be permitted.

1.6 SMOKING
PRECAUTIONS
(Cont'd)

- .2 Smoking is prohibited in all buildings.
- .3 In all other areas, exercise care and comply with written or oral directives of the Engineer for the use of smoking materials.

1.7 REPORTING
FIRE INCIDENTS

- .1 Report immediately all fire incidents as follows:
 - .1 Activate nearest fire alarm, or
 - .2 Dial 9-1-1 or designated number given at the time of briefing.
 - .3 Telephone the Engineer.
- .2 Persons activating fire alarm must remain at the alarm to direct the Fire Department to the scene of the fire.
- .3 When reporting a fire by telephone, give location of fire, name and number of building and be prepared to direct the Fire Department to the scene of the fire.

1.8 INTERIOR &
EXTERIOR FIRE
PROTECTION AND
ALARM SYSTEM

- .1 Notify Formation Fire Chief at least 48 hours prior to scheduling any work that may require Fire Alarm and/or Protection Systems to be:
 - .1 Obstructed in any way.
 - .2 Shut-off.
 - .3 Left inactive at the end of a working day or shift.
- .2 Do not commence any such work until Engineer confirms approval and direction by the Formation Fire Chief.
- .3 Fire hydrants, standpipes and hose systems must not be used for other than fire fighting purposes unless authorized by the Engineer and the Formation Fire Chief.

1.9 BLOCKAGE OF
ACCESS FOR FIRE
APPARATUS

- .1 Obtain approval of the Engineer and Formation Fire Chief 24 hours prior to commencing any work that by any means would impede access for fire fighting apparatus. Immediately notify the Engineer of any infringement on minimum vertical or horizontal clearances either inside or outside buildings, as prescribed by the Formation Fire Chief.

1.10 RUBBISH &
WASTE MATERIAL

- .1 Storage:
 - .1 Where it is necessary to store oily waste in work areas exercise extreme care to ensure maximum possible safety and cleanliness.
 - .2 Greasy or oily rags or materials subject to spontaneous combustion must be deposited and kept in a receptacle approved by the Formation Fire Chief and removed as directed by the Engineer.
- .2 The burning of rubbish is prohibited.
- .3 Removal:
 - .1 All rubbish must be removed from the work site at the end of the work day or shift or as directed by the Engineer.

1.11 FLAMABLE
LIQUIDS

- .1 The handling, storage and use of flammable liquids are to be governed and guided by the requirements established by the Formation Fire Chief and in accordance with the approved Fire Safety Plan.
- .2 Indoor storage of flammable liquids must not exceed thirty(30) litres provided that they are stored in areas and containers approved by the Formation Fire Chief.
- .3 The Engineer reserves the right to require removal from the site any storage containers not acceptable to the Formation Fire Chief.
- .4 The Engineer will not permit indoor storage of quantities of flammable liquids exceeding thirty(30) litres for on-site work purposes, without the written permission of the Formation Fire Chief.
- .5 Transfer of flammable liquids within buildings is prohibited.
- .6 Transfer of flammable liquids must not be carried out in the vicinity of open flames or any type of heat producing devices.
- .7 Flammable liquids having a flash point below twenty-two(22) degrees C such as naphtha or gasoline must not be used as solvents or cleaning agents.
- .8 Flammable waste liquids, for disposal, must be stored in approved containers located in a safe ventilated area. Quantities are not to exceed thirty(30) litres. Dumping or burning of flammable liquids on site is prohibited.

1.12 HAZARDOUS
SUBSTANCES

- .1 Exercise special precautions necessary to safeguard life and property from damage by fire or explosives.
- .2 If the work entails the use of any toxic or hazardous materials, chemicals or explosives, or otherwise creates a hazard to life, safety or health, work must be in accordance with the most recent edition of the requirements of the National Fire Code of Canada, and measures prescribed by the Formation Fire Chief.

1.13 HAZARDOUS
HOT WORK

- .1 Prior to commencing any «Hot Work» involving open flame, burning, welding or heating, the Contractor must obtain a «hot work permit» issued by the Formation Fire Chief at the Dockyard Fire Hall, 427-3500.

PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

Not used.

PART 1 - GENERAL

CONTRACTOR MUST ENSURE THAT ALL THEIR PERSONNEL ARE FAMILIAR WITH THESE REGULATIONS AND REQUIREMENTS.

- | | | |
|--|--------|--|
| <u>1.1 GENERAL</u> | .1 | The following is a summary of the security, safety and fire regulations of Canadian Forces Ammunition Depot, Bedford, as promulgated by the Base Commander, CFB Halifax and administered by the Superintendant CFAD Bedford NS. |
| | .2 | Contractor's personnel will be subject to all of the regulations while working within confines of CFAD Bedford. |
|
<u>1.2 PRE JOB SECURITY AND SAFETY MEETING</u> |
.1 |
Prior to commencement of work, the Contractor must meet with the Site Security, Safety and Fire Safety Regulations Officers. In accordance with direction of Engineer and these site officers, ensure that all employees of the Contractor are given thorough instructions on security, safety and fire precautions peculiar to an Ammunition Depot and that the regulations are fully compiled with, at all times, by all Contractor personnel. |
|
<u>1.3 SECURITY PASSES</u> |
.1 |
Contractors must report to the NCO I/C Commissionaires at Building 153; submit names of all their personnel and description of all their vehicles to arrange the issue of the required temporary passes prior to proceeding to work within the the confines of the depot. |
|
<u>1.4 CONDITIONS FOR ACCESS</u> |
.1 |
All visitors will be issued a daily pass and will be required to sign an acknowledgement that they are aware of and consent to the following conditions for access. |
| | .2 | The person to whom this pass is issued agrees to return the pass to the Security Guard at the gate when the Contract or employment at CFAD Bedford expires. |
| | .3 | All vehicles entering and leaving CFAD Bedford may be searched to ensure that no prohibited articles are taken into nor contraband articles are taken out of the Ammunition Depot. |
|
<u>1.5 FIRE SERVICE CFAD BEDFORD</u> |
.1 |
Fire service at CFAD Bedford is provided by DND Fire Service from 0730 until 1600 hours, Monday to Friday. All Contract work will be ended by 1530 hours daily. Fire response at all other times is provided by HRM. Before any work is carried out during |

1.5 FIRE SERVICE
CFAD BEDFORD
(Cont'd)

- .1 (Cont'd)
silent hours, the Dockyard Platoon Chief must be contacted at 427-0550, local 3500.

1.6 SEARCHES

- .1 The Canadian Corps of Commissionaires may conduct a personal search of individuals at any time within the Ammunition Depot. Vehicles entering or leaving the Depot may be searched to ensure that contraband articles are not taken into the Explosives Area and that property is not taken out without authorization.

1.7 ALARMS

- .1 **Depot Alarms:** A Siren is sounded only in the event of an emergency such as a fire, explosion, thunderstorm or evacuation. A Siren is also sounded to signify «All Clear».
- .2 **Fire Emergency:** A series of «Hi-Lo» sounds on the Depot alarm system signifies an emergency in the explosive area. Contractors must cease operations and proceed in their own vehicles to the nearest exit gate out of the explosive area. If no vehicle available proceed to the nearest «Fire Assembly Point» at Buildings 169 or 143.
- .3 **Thunder and Lightning:** A series of «Beeps» on the Depot alarm system signifies a thunder/lightning storm warning. Contractors must cease operations and proceed in their own vehicles to the nearest exit gate out of the explosive area. If no vehicle available proceed to the nearest «Fire Assembly Point» at Buildings 169 or 143.
- .4 **Evacuation:** A series of «Slow Whoops» on the Depot alarm system signifies that evacuation in the explosive area has been ordered by the Superintendent. The evacuation could be extended to include the non-explosive area as well as so ordered by the Superintendent.
- .5 **All Clear:** A continuous blast on the Depot alarm system signifies that the emergency situation is «All Clear».

1.8 REPORTING OF
FIRES

- .1 All fires, regardless of whether they have been extinguished or not, must be reported immediately to the Base Fire Department.
- .2 All Contractors and employees must familiarize themselves with the locations of the nearest fire alarm box or telephone.
- .3 Fires may be reported by ringing the nearest street alarm box or by telephoning 911. Persons reporting the fire must remain at the alarm box or telephone until the Fire Department arrives and be prepared to direct Fire Fighters to the scene of the fire.

1.9 PROHIBITED
ARTICLES

- .1 The following articles are prohibited and/or controlled from being taken inside the explosive area. Permission by the Superintendent may be granted for certain articles:
- .1 Matches or other flame producing equipment(including vehicle lighters);
 - .2 Pipes, smoking appliances, tobacco products, or smoking materials in any form;
 - .3 Explosives or chemicals;
 - .4 Lights, lamps or electrical devices/tools which are not explosion proof;
 - .5 Cameras;
 - .6 Food and drink; and
 - .7 Radio transmitting devices(i.e. mobile radios, cellular phones, remote car starters, and garage door openers, etc).
- .2 No persons will introduce, possess or consume alcoholic beverages, narcotics or any intoxicant within the confines of the Ammunition Depot.
- .3 The site security officers will seize and hold at the gate, any such materials found by search.

1.10 SAFETY AND
FIRE REGULATIONS

- .1 **Smoking:** Is strictly prohibited in explosive areas.
- .2 **Buildings:** Smoking is prohibited in all buildings.
- .3 **Safety Precautions Electrical/Electronic Equipment:** All personnel operating or maintaining electrical/electronic equipment involving the use of voltage higher than 50V must brief the Site Safety and Fire Safety Officers concerning all safety rules in the operating and instructional manuals covering the equipment.
- .4 **Flammables, Explosives or Chemicals:** As required, may be allowed into the explosive area provided that the Depot Safety Officer and the Depot Fire Department are made aware of this and that approval by the Superintendent is given. These items after approval may be transported by the Contractors provided the transportation route is known by the Depot Fire Department and adequate fire extinguishers are available.
- .5 **Open Flame or Welding:** Prior approval must be obtained before commencing any work involving cutting, welding or use of open flame appliances in or around buildings containing explosives. The Fire Safety Officer will check out the work area and ensure

1.10 SAFETY AND
FIRE REGULATIONS
(Cont'd)

- .5 Open Flame or Welding:(Cont'd)
that adequate fire extinguishers and first aid appliances are available and that fire watchers have been posted.
- .6 **Fuel Dispensing Containers:** Contractors must ensure that all of their fuel dispensing containers meet or exceed the following standards:
 - .1 Type II safety container, leakproof, Terne plate construction, UL listed and FM approved.
 - .2 Container must have spring-operated spout cap which opens to allow vapours to escape and self closes on release of internal pressures.
 - .3 Container must have flexible or rigid built-in metal dispensing nozzle to prevent static sparks.
 - .4 Standard of Acceptance: Protectoseal, Model Nos. 247, 249, 8410 and 8420.
 - .5 Other acceptable products: Safe-T-Way.
 - .6 Any other model must be approved by the BFC.
 - .7 Violation of any of the above regulations will result in immediate cancellation of the offender's Security Pass and expulsion from the site.

1.11 TRAFFIC
REGULATIONS

- .1 **Vehicles:** All operators must adhere strictly to the following rules while proceeding through the Ammunition Depot.
 - .1 Drivers must not leave the motors of their vehicles running or leave the vehicles unattended when parked between buildings or traverses.
 - .2 Drivers must not drive vehicles in the direction opposite to that indicated by the «One-Way» signs.
 - .3 No one will operate a vehicle within the Depot area at a speed greater than 25 kilometers per hour at any time.
 - .4 No one will operate a vehicle within the Depot area at a speed greater than 8 kilometers per hour at any time, while passing between blast walls and buildings.
 - .5 No one will leave a vehicle unattended within 10 metres of a fire hydrant or within 30 metres of a building containing explosives.

1.11 TRAFFIC
REGULATIONS
(Cont'd)

- .1 Vehicles:(Cont'd)
 - .6 All vehicles must be equipped with a fire extinguisher of a suitable size and type so that it may be used to extinguish any fire originating in that vehicle.
 - .7 Violation of any of the above regulations will result in immediate cancellation of the offender's Vehicle Pass and expulsion from the site.
- .2 **Roadways:** In the event of a fire or emergency all roads and buildings within CFAD Bedford must be accessible at all times. Contractors required to disrupt roadways during the course of their work, must ensure that at least one lane of each roadway is passable, at all times. Vehicles not required to transport personnel to the nearest exit gate must be parked on the side of the road and away from the nearest building.
- .3 **Fueling:** Fueling of vehicles within the explosive areas is prohibited. Small equipment(lawn mowers, chainsaws, etc.) may be re-fueled, but only at sites designated by the Safety Officer and Fire Safety Officer. Comply with all safety practices pertaining to re-fueling hot equipment. Provide adequate fire extinguishers of types prescribed by the Fire Safety Officer. Only approved safety dispensing containers, as specified at sub-paragraph 1.10.6, will be permitted within the confines of the Ammunition Depot.
- .4 Violation of any of the above regulations will result in immediate cancellation of the vehicle pass and expulsion of the offender from the site.

PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

Not used.

PART 1 - GENERAL

- 1.1 SITE ACCESS .1 Contractors' personnel are required to report to the main desk each morning, sign the register and obtain an identification badge which must be displayed on their person at all times. Upon leaving the Complex at the end of the day, or at lunch time, the Contractors' personnel must report to the main desk, return the badge and be signed off the register.
- 1.2 PARKING .1 Contractors' vehicles will be allowed into the inner compound only under the following conditions; namely, for short periods of time, to load or unload equipment and supplies and then remove to the upper parking lot adjacent to Windmill Road or to the street. The site supervisor of the contracting firm will be allowed to park his/her vehicle, for short periods of time, in one of the visitor's parking slots or, if filled, he/she will be permitted to park in the inner compound while making periodic progress visits. It is emphasized that Contractors' vehicles entering the inner compound can be subject to search by the Commissionaire on duty upon their departure. DRDC reserves the right to limit the above-mentioned parking privileges if they are being abused.

PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

Not used.

PART 1 - GENERAL

- 1.1 DEFINITIONS .1 **Environmental Pollution and Damage:** Presence of chemical, physical, biological elements or agents which adversely affect human health and welfare; unfavourably alter ecological balances of importance to human life; affect other species of importance to humankind; or degrade environment aesthetically, culturally and/or historically.
- .2 **Environmental Protection:** Prevention/control of pollution and habitat or environment disruption during construction. Control of environmental pollution and damage requires consideration of land, water, and air; biological and cultural resources; and includes management of visual aesthetics; noise; solid, chemical, gaseous, and liquid waste; radiant energy and radioactive material as well as other pollutants.
- 1.2 FIRES .1 Fires and burning of rubbish on site are not permitted.
- 1.3 DISPOSAL OF WASTES .1 Do not dispose of waste or volatile materials, such as mineral spirits, oil or paint thinner into waterways, storm or sanitary sewers.
- 1.4 DRAINAGE .1 Control disposal or runoff of water containing suspended materials or other harmful substances in accordance with local authority requirements.
- 1.5 POLLUTION CONTROL .1 Maintain temporary erosion and pollution control features installed under this Standing Offer Agreement.
- .2 Cover materials and rubbish to prevent blowing dust and debris. Provide temporary dust control.

PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

Not used.

PART 1 - GENERAL

1.1 RELATED
SECTIONS

- .1 Section 01 11 00 General Instructions.
- .2 Section 08 71 00 Repairs to Security Doors, Locks and Hardware.

1.2 QUALITY

- .1 Products, materials, equipment and articles incorporated in Work must be new, not damaged or defective, and of best quality for purpose intended. If requested, furnish evidence as to type, source and quality of products provided.
- .2 Defective products, whenever identified prior to completion of Work, will be rejected, regardless of previous inspections. Inspection does not relieve responsibility, but is precaution against oversight or error. Remove and replace defective products at own expense and be responsible for delays and expenses caused by rejection.
- .3 Should disputes arise as to quality or fitness of products, decision rests strictly with Engineer based upon requirements of Contract Documents.
- .4 Unless otherwise indicated in specifications, maintain uniformity of manufacture for any particular or like item throughout building.
- .5 Permanent labels, trademarks and nameplates on products are not acceptable in prominent locations, except where required for operating instructions, or when located in mechanical or electrical rooms.

1.3 AVAILABILITY

- .1 Immediately upon signing Contract, review product delivery requirements and anticipate foreseeable supply delays for items. If delays in supply of products are foreseeable, notify Engineer of such, in order that substitutions or other remedial action may be authorized in ample time to prevent delay in performance of Work.
- .2 In event of failure to notify Engineer at commencement of Work and should it subsequently appear that Work may be delayed for such reason, Engineer reserves right to substitute more readily available products of similar character, at no increase in Contract Price or Contract Time.

1.4 STORAGE,
HANDLING AND
PROTECTION

- .1 Handle and store products in manner to prevent damage, adulteration, deterioration and soiling and in accordance with manufacturer's instructions when applicable.
- .2 Store packaged or bundled products in original and undamaged condition with manufacturer's seal and labels intact. Do not remove from packaging or bundling until required in Work.
- .3 Store products subject to damage from weather in weatherproof enclosures.
- .4 Store and mix paints in heated and ventilated room. Remove oily rags and other combustible debris from site daily. Take every precaution necessary to prevent spontaneous combustion.
- .5 Remove and replace damaged products at own expense and to satisfaction of Engineer.
- .6 Touch-up damaged factory finished surfaces to Engineer's satisfaction. Use touch-up materials to match original. Do not paint over name plates.

1.5 TRANSPORTATION

- .1 Pay costs of transportation of products required in performance of Work.
- .2 Transportation cost of products supplied by Owner will be paid for by Engineer. Unload, handle and store such products.

1.6 MANUFACTURER'S
INSTRUCTIONS

- .1 Unless otherwise indicated in specifications, install or erect products in accordance with manufacturer's instructions. Do not rely on labels or enclosures provided with products. Obtain written instructions directly from manufacturers.
- .2 Notify Engineer in writing, of conflicts between specifications and manufacturer's instructions, so that Engineer will establish course of action.
- .3 Improper installation or erection of products, due to failure in complying with these requirements, authorizes Engineer to require removal and re-installation at no increase in Contract Price or Contract Time.

1.7 CONCEALMENT

- .1 In finished areas conceal pipes, ducts and wiring in floors, walls and ceilings, except where indicated otherwise.
- .2 Before installation inform Engineer if there is interference. Install as directed by Engineer.

- 1.8 REMEDIAL WORK .1 Perform remedial work required to repair or replace parts or portions of Work identified as defective or unacceptable. Co-ordinate adjacent affected Work as required.
- .2 Perform remedial work by specialists familiar with materials affected. Perform in a manner to neither damage nor put at risk any portion of Work.
- 1.9 PROTECTION OF WORK IN PROGRESS .1 Prevent overloading of parts of building. Do not cut, drill or sleeve load bearing structural member, unless specifically indicated without written approval of Engineer.
- 1.10 ACCEPTABILITY OF MATERIALS .1 After award of Work, requests for "acceptance" of materials in addition to those presently established as "acceptable" by Standing Offer documents need be provided to the Engineer:
- Formation Construction Engineering
Maritime Forces Atlantic
PO 99000 Stn Forces
Building 7, Willow Park
Halifax, NS B3K 5X5
Attention: Contract Inspector
Fax: (902)722-1847
- .2 Requests must be supported with sufficient project information to enable an assessment to be made for approval.

PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

Not used.

PART 1 - GENERAL

1.1 PROJECT
CLEANLINESS

- .1 Conduct cleaning and disposal operations to comply with local ordinances and anti-pollution laws.
- .2 Maintain Work in tidy condition, free from accumulation of waste products and debris, other than that caused by Owner or other Contractors.
- .3 Remove waste materials from site at daily regularly scheduled times or dispose of as directed by Engineer.
- .4 Provide on-site containers for collection of waste materials and debris.
- .5 Store volatile waste in covered metal containers, and remove from premises at end of each working day.
- .6 Use only cleaning materials recommended by manufacturer of surface to be cleaned, and as recommended by cleaning material manufacturer.
- .7 Prevent accumulation of waste which creates hazardous conditions.

1.2 FINAL CLEANING

- .1 When Work is substantially performed remove surplus products, tools, construction machinery and equipment not required for performance of remaining Work.
- .2 Remove waste products and debris other than that caused by others, and leave Work clean and suitable for occupancy.
- .3 Prior to final review remove surplus products, tools, construction machinery and equipment.
- .4 Clean and polish glass, mirrors, hardware, wall tile, stainless steel, chrome, porcelain enamel, baked enamel, plastic laminate, and mechanical and electrical fixtures. Replace broken, scratched or disfigured glass.
- .5 Remove stains, spots, marks and dirt from decorative work, electrical and mechanical fixtures, furniture fitments, walls, and floors.
- .6 Inspect finishes, fitments and equipment and ensure specified workmanship and operation.
- .7 Broom clean exterior and interior work areas, walks, steps and surfaces.

PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

Not used.

PART 1 - GENERAL

1.1 RELATED SECTIONS

- .1 Section 01 11 00 - General Instructions.
- .2 Section 01 61 00 - Common Product Requirements.

1.2 REFERENCES

- .1 Canadian Steel Door and Frame Manufacturers' Association (CSDFMA).
 - .1 CSDFMA Canadian Metric Guide for Steel Doors and Frames (Modular Construction): standard hardware location dimensions.
- .2 Canadian General Standards Board(CGSB).
 - .1 CAN/CGSB-69.17-M86(R1993), Bored and Preassembled Locks and Latches.
 - .2 CAN/CGSB-69.18-M90/ANSI/BHMA A156.1-1981, Butts and Hinges.
 - .3 CAN/CGSB-69.19-93/ANSI/BHMA A156.3-1984, Exit Devices.
 - .4 CAN/CGSB-69.20-M90/ANSI/BHMA A156.4-1986, Door Controls(Closers).
 - .5 CAN/CGSB-69.21-M90/ANSI/BHMA A156.5-1984, Auxiliary Locks and Associated Products.
 - .6 CAN/CGSB-69.22-M90/ANSI/BHMA A156.6-1986, Architectural Door Trim.
 - .7 CAN/CGSB-69.24-M90/ANSI/BHMA A156.8-1982, Door Controls - Overhead Holders.
 - .8 CAN/CGSB-69.26-96/ANSI/BHMA A156.10-1991, Power-operated Pedestrian Doors.
 - .9 CAN/CGSB-69.28-M90/ANSI/BHMA A156.12-1986, Interconnected Locks and Latches.
 - .10 CAN/CGSB-69.29-93/ANSI/BHMA A156.13-1987, Mortise Locks and Latches.
 - .11 CAN/CGSB-69.31-M89/ANSI/BHMA A156.15-1981, Closer/Holder Release Device.
 - .12 CAN/CGSB-69.32-M90/ANSI/BHMA A156.16-1981, Auxiliary Hardware.

1.2 REFERENCES
(Cont'd)

- .2 (Cont'd)
- .13 CAN/CGSB-69.33-M90/ANSI/BHMA A156.17-1987, Self-closing Hinges and Pivots.
 - .14 CAN/CGSB-69.34-93/ANSI/BHMA A156.18-1987, Materials and Finishes.
 - .15 CAN/CGSB-69.35-M89/ANSI/BHMA A156.19-1984, Power Assist and Low Energy Power Operated Doors.
 - .16 CAN/CGSB 69.36-M90/ANSI/BHMA A156.20-1984, Strap and Tee Hinges and Hasps.

1.3 SUBMITTALS

- .1 **Product Data:**
- .1 Submit manufacturer's printed product literature, specifications and data sheet.
- .2 **Samples:**
- .1 Submit samples when requested by Engineer.
 - .2 Identify each sample by label indicating applicable specification paragraph number, brand name and number, finish and hardware package number.
 - .3 After approval samples will be returned for incorporation in the Work.
- .3 **Hardware List:**
- .1 Submit contract hardware when requested by Engineer.
 - .2 Indicate specified hardware, including make, model, material, function, size, finish and other pertinent information.
- .4 **Manufacturer's Instructions:**
- .1 Submit manufacturer's installation instructions.
- .5 **Closeout Submittals:**
- .1 Provide operation and maintenance data for door closers, locksets, door holders electrified hardware and fire exit hardware.

1.4 QUALITY
ASSURANCE

- .1 **Regulatory Requirements:**
- .1 Hardware for doors in fire separations and exit doors certified by a Canadian Certification Organization accredited by Standards Council of Canada.
- .2 **Test Reports:** Certified test reports showing compliance with specified performance characteristics and physical properties.
- .3 **Certificates:** Product certificates signed by manufacturer certifying materials comply with specified performance characteristics and criteria and physical requirements.

1.5 MAINTENANCE
DATA

- .1 **Extra Materials:**
- .1 Provide maintenance data, parts list, and manufacturer's instructions for each type of locksets, and fire exit hardware.
- .2 Brief maintenance staff regarding proper care, cleaning and general maintenance.
- .3 Supply two sets of wrenches for door closers, locksets and fire exit hardware.

PART 2 - PRODUCTS

2.1 HARDWARE ITEMS

- .1 Use one manufacturer's products only for similar items.
- .2 Only locksets and latch sets listed on CGSB Qualified Products List are acceptable for use on this project.

2.2 DOOR HARDWARE

- .1 **Locks and latches:**
- .1 **Bored and preassembled locks and latches:** To CAN/CGSB-69.17, designed for function and keyed to match existing.
- .2 **Interconnected locks and latches:** To CAN/CGSB-69.28, interconnected lock, grade 1, designed for function and keyed.
- .3 **Mortise locks and latches:** To CAN/CGSB-69.29, designed for function and keyed to match existing.
- .4 **Normal strikes:** Box type, lip projection not beyond jamb.

2.2 DOOR HARDWARE .1
(Cont'd)

(Cont'd)

.5 **Cylinders:** Key into keying system when requested by Engineer.

.6 Finished to match existing hardware.

.2 **Butts and hinges:**

.1 **Butts and hinges:** To CAN/CGSB-69.18, designated by letter A and numeral identifiers, followed by size and finish.

.2 **Self-closing hinges and pivots:** To CAN/CGSB-69.33, designated by letter K and numeral identifiers with suffix letter F indicating listed for used on fire doors.

.3 **Exit devices:** To CAN/CGSB-69.19.

.1 **Type 4A:** Rim device for single doors.

.2 **Type 4B:** Rim device for single doors with thumb latch and handle.

.3 **Type 4C:** Same as 4A, except mortise.

.4 **Type 4D:** Same as 4B, except mortise.

.5 **Type 4E:** Rim device for pair of doors with vertical rods.

.6 **Type 4F:** Rim device for pair of doors with take cylinder.

.7 **Type 4G:** Concealed device for narrow style doors with vertical rods.

.8 **Type 4H:** Concealed device for narrow style doors with vertical rods and outside control to take cylinder.

.9 **Type 4J:** Rim device for narrow style doors.

.4 **Entrance and Exit Devices:** Mortise lock type, rim type, vertical rod type, panic device; all devices to match existing.

.5 **Mortise Dead Lock:** To CAN/CGSB-69.29-93 to match existing.

.6 **Mortise Door Bolt:** To CAN/CGSB-69.32-M90 to match existing.

.7 **Door Strap and Tee Hinges and Hasps:** To CAN/CGSB-69.36-M90.

.8 **Door Closers and Accessories:**

.1 **Door Controls(Closers):** To CAN/CGSB-69.20, designated by letter C, size in accordance with CAN/CGSB-69.20.

2.2 DOOR HARDWARE .8
(Cont'd)

Door Closers and Accessories:(Cont'd)

.2 **Door Controls - Overhead Holders:** To CAN/CGSB-69.24, designated by letter C.

.3 **Closer/Holder Release Devices:** To CAN/CGSB-69.31, designated by letter C.

.4 **Door Co-ordinator:** Surface or concealed for pairs of doors with overlapping astragal.

.9 **Door Operators:**

.1 **Power-operated Pedestrian Doors:** To CAN/CGSB-69.26.

.2 **Power Assist and Low Energy Power Operated Doors:** To CAN/CGSB-69.35.

.10 **Auxiliary Locks and Associated Products:** To CAN/CGSB-69.21, designated by letter E.

.1 Latch bolt and dead bolt, type as requested, finished to match existing. Key into keying system as directed.

.2 **Cylinders:** Type and finish to match existing, for installation in deadlocks provided with special doors. Key into keying system as directed.

.11 **Architectural Door Trim:** To CAN/CGSB-69.22, designated by letter J, finished to match existing.

.1 **Door Protection Plates:** Kick plate type, 1.27 mm thick aluminum, brass or stainless steel, 3.2 mm thick solid plastic, laminated plastic, sized to match existing hardware.

.2 **Push Plates:** Type, 1.27 mm thick aluminum, brass or stainless steel, 3.2 mm thick solid plastic, laminated plastic, size and finish to match existing.

.3 **Push/Pull Units:** Type, aluminum, brass, stainless steel, plastic, size and finish to match existing.

.12 **Auxiliary Hardware:** To CAN/CGSB-69.32, designated by letter L and finished to match existing.

.1 **Combination, magnetic, chain, stop and holder, wall, floor, door mounted:** Type and finish to match existing.

.2 **Surface Bolt or Flush Bolt:** Type and finish to match existing.

.3 **Door Silencer:** Type to match existing.

2.2 DOOR HARDWARE .12
(Cont'd)

Auxiliary Hardware:(Cont'd)

.4 **Chain Door Guard:** Type to match existing.

.5 **Door Knockers:** Type to match existing.

.6 **Door Viewer:** Type to match existing and labelled for fire rated doors.

.7 **Roller Latch:** Type to match existing.

.8 **Automatic Flush Bolts:** Type to match existing.

.13 **Door Bottom Seal:** Heavy duty, door seal of extruded aluminum frame and solid closed cell neoprene weather seal, recessed in door bottom or surface mounted with drip cap, recessed in door face, closed ends, adjustable or automatic retract mechanism when door is open, clear anodized finish.

.14 **Thresholds:** Size wide x full width of door opening, extruded aluminum, bronze, stainless steel mill finish, plain, serrated surface, with lip door seal insert.

.15 **Weatherstripping:**

.1 **Head and Jamb Seal:**

.1 Extruded aluminum frame and solid closed cell neoprene with brush insert, clear anodized finish.

.2 Adhesive backed neoprene material.

.2 **Door Bottom Seal:**

.1 Extruded aluminum frame and closed cell neoprene sweep, clear anodized finish.

.16 **Astragal:** Adjustable, compensating, overlapping, extruded aluminum frame with pile insert, finished to match existing doors.

.17 **Barrier Free Pneumatic Door Operator:**

.1 Heavy duty pneumatically assisted door closer, capable of multi-door operation, complete with actuators, control boxes, pneumatic tubing and compressed air source.

.2 Self contained control box/compressor combination for independent operation of two door leaves.

.3 **Control Boxes:** Complete with electric strike relay.

.4 Mount operators on either push or pull sides of doors as required to place them inside rooms.

.5 Actuation of operators by push button.

2.2 DOOR HARDWARE .17
(Cont'd)

(Cont'd)

- .6 **Electrical Box and Actuator:** Hardwired low voltage actuator with stainless steel 114mm round plate, engraved blue filled with handicap symbol. Box 51mm wide x 102mm high x 50mm deep single gang electrical box, flush mounted in wall, locations indicated.
- .7 Mount control box in location as directed by Engineer.

2.3 FASTENINGS

- .1 Use only fasteners provided by manufacturer. Failure to comply may void warranties and applicable licensed labels.
- .2 Supply screws, bolts, expansion shields and other fastening devices required for satisfactory installation and operation of hardware.
- .3 Exposed fastening devices to match finish of hardware.
- .4 Where pull is scheduled on one side of door and push plate on other side, supply fastening devices, and install so pull can be secured through door from reverse side. Install push plate to cover fasteners.
- .5 Use fasteners compatible with material through which they pass.

2.4 KEYING

- .1 Doors to be master keyed. Submit keying schedule to Engineer for approval.
- .2 Provide keys in duplicate for every lock in this Standing Offer.
- .3 Stamp keying code numbers on keys and cylinders.

PART 3 - EXECUTION

3.1 MANUFACTURER'S INSTRUCTIONS

- .1 **Compliance:** Comply with manufacturer's written data, including product technical bulletins, product catalogue installation instructions, product carton installation instructions, and data sheets.
- .2 Furnish metal door and frame manufacturers with complete instructions and templates for preparation of their work to receive hardware.
- .3 Furnish manufacturers' instructions for proper installation of each hardware component.

3.2 INSTALLATION

- .1 Install hardware to standard hardware location dimensions in accordance with Canadian Metric Guide for Steel Doors and Frames (Modular Construction) prepared by Canadian Steel Door and Frame Manufacturers' Association.
- .2 Use only manufacturer's supplied fasteners. Failure to comply may void manufacturer's warranties and applicable licensed labels. Use of "quick" type fasteners, unless specifically supplied by manufacturer, is unacceptable.
- .3 Supply construction locks when directed by Engineer.

3.3 ADJUSTING

- .1 Adjust door hardware, operators, closures and controls for optimum, smooth operating condition, safety and for weather tight closure.
- .2 Lubricate hardware, operating equipment and other moving parts.
- .3 Adjust door hardware to provide tight fit at contact points with frames.

3.4 CLEANING

- .1 Perform cleaning after installation to remove construction and accumulated environmental dirt.
- .2 Clean hardware with damp rag and approved non-abrasive cleaner, and polish hardware in accordance with manufacture's instructions.
- .3 Remove protective material from hardware items where present.
- .4 Upon completion of installation, remove surplus materials, rubbish, tools and equipment barriers.

3.5 DEMONSTRATION

- .1 Maintenance staff briefing:
 - .1 Brief maintenance staff regarding:
 - .1 Proper care, cleaning, and general maintenance of projects complete hardware.
 - .2 Description, use, handling, and storage of keys.
 - .3 Use, application and storage of wrenches for door closers, locksets, and fire exit hardware.
 - .2 Demonstrate operation, operating components, adjustment features, and lubrication requirements.