

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:

**Public Works and Government Services Canada
Telus Plaza North/Plaza Telus Nord
10025 Jasper Ave./10025 ave. Jaspe
5th floor/5e étage
Edmonton
Alberta
T5J 1S6
Bid Fax: (780) 497-3510**

Request For a Standing Offer Demande d'offre à commandes

Regional Individual Standing Offer (RISO)

Offre à commandes individuelle régionale (OCIR)

Canada, as represented by the Minister of Public Works and Government Services Canada, hereby requests a Standing Offer on behalf of the Identified Users herein.

Le Canada, représenté par le ministre des Travaux Publics et Services Gouvernementaux Canada, autorise par la présente, une offre à commandes au nom des utilisateurs identifiés énumérés ci-après.

Comments - Commentaires

Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Public Works and Government Services Canada
Telus Plaza North/Plaza Telus Nord
10025 Jasper Ave./10025 ave Jasper
5th floor/5e étage
Edmonton
Alberta
T5J 1S6

| | |
|--|---|
| Title - Sujet Painting - DND Cold Lake, AB | |
| Solicitation No. - N° de l'invitation W0134-13CYKT/A | Date 2013-10-30 |
| Client Reference No. - N° de référence du client DND | GETS Ref. No. - N° de réf. de SEAG PW-\$PWU-011-9983 |
| File No. - N° de dossier PWU-3-36131 (011) | CCC No./N° CCC - FMS No./N° VME |
| Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-11-15 | Time Zone Fuseau horaire Mountain Daylight Saving Time MDT |
| Delivery Required - Livraison exigée See Herein | |
| Address Enquiries to: - Adresser toutes questions à: Hugo (RPC), Tammey | Buyer Id - Id de l'acheteur pwu011 |
| Telephone No. - N° de téléphone (780)497-3917 () | FAX No. - N° de FAX (780)497-3510 |
| Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE WCE Contracts 4 Wing Cold Lake PO Box 6550 Stn Forces COLD LAKE Alberta T9M2C6 Canada | |
| Security - Sécurité This request for a Standing Offer includes provisions for security. Cette Demande d'offre à commandes comprend des dispositions en matière de sécurité. | |

Instructions: See Herein

Instructions: Voir aux présentes

| | |
|---|-------------|
| Vendor/Firm Name and Address | |
| Raison sociale et adresse du fournisseur/de l'entrepreneur | |
| | |
| Telephone No. - N° de téléphone | |
| Facsimile No. - N° de télécopieur | |
| Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) | |
| Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie) | |
| Signature | Date |

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| | |
|--|----------------------|
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| (v) GC5 Terms of Payment | R2550D (2010-01-11); |
| (vi) GC6 Delays and Changes in the Work | R2865D (2008-05-12); |
| (vii) GC7 Default, Suspension or Termination of Contract | R2870D (2008-05-12); |
| (viii) GC8 Dispute Resolution | R2884D (2008-05-12); |
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Supplementary Conditions, if any;

| | |
|--|----------------------|
| Fair Wages and Hours of Labour - Labour Conditions | R2940D (2012-07-16); |
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PART 1 - GENERAL INFORMATION

1. Introduction

The Request for Standing Offers (RFSO) template is divided into seven parts plus attachments and annexes, as follows:

Part 1, General Information: provides a general description of the requirement;

Part 2, Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;

Part 3, Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified;

Part 4, Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, if applicable, and the basis of selection;

Part 5, Certifications: includes the certifications to be provided;

Part 6, Security, Financial and Insurance Requirements: includes specific requirements that must be addressed by offerors; and

Part 7: 7A, Standing Offer, and 7B, Resulting Contract Clauses:

7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;

7B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The Annexes include the Statement of Work, the Basis of Payment, Health & Safety, Usage Reports, Offer, SRCL, List of Individuals who are Currently Directors of the Offeror and any other annexes.

2. Summary

2.1 Painting Services Standing offer, DND, 4 Wing Cold Lake, Cold Lake, Alberta

Work under this standing offer includes the provision of skilled licensed labour, tools, equipment, supervision and material as requested by The Department of National Defence in the form of call ups for the provision of painting services in Base Buildings at 4 Wing, CFB Cold Lake, Cold Lake AB. Services are to be provided on an "as required" basis. It is anticipated that one (1) firm will be issued a standing offer. The standing offer will be issued for a term of three (3) years from date of Standing Offer issuance. The total expenditures over the three year term is estimated at \$900,000.00 (GST Extra) .

Quantities: Various

2.2 Pursuant to section 01 of Standard Instructions 2006, Offerors must submit a complete list of names of all individuals who are currently directors of the Offeror. Furthermore, as determined by the Special Investigations Directorate, Departmental Oversight Branch, each individual named on the list

may be requested to complete a Consent to a Criminal Record Verification form and related documentation.

2.3 "There is a security requirement associated with this requirement. For additional information, see Part 6 - Security, Financial and Insurance Requirements, and Part 7A - Standing Offer. Offerors should consult the "Security Requirements for PWGSC Bid Solicitations - Instructions for Bidders" document "

(<http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31>) on the Departmental Standard Procurement Documents Web site."

2.4 "The requirement is subject to the provisions of the the Agreement on Internal Trade (AIT)."

3. Health & Safety Requirements

There are Health & Safety requirements associated with this requirement. See Annex C

4. Debriefing

After issuance of a standing offer, offerors may request a debriefing on the results of the request for standing offers. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of notification that their offer was unsuccessful. The debriefing may be provided in writing, by telephone or in person. The debriefing will include an outline of the reasons the submission was not successful, making reference to the evaluation criteria. The confidentiality of information relating to other submissions will be protected.

5. Security Requirement

There is a security requirement associated with the requirement of the Standing Offer. For additional information, see Part 6 - Security, Financial and Insurance Requirements, and Part 7 - Standing Offer and Resulting Contract Clauses.

PART 2 - STANDING OFFER - INSTRUCTIONS TO OFFERORS

1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Standing Offers RFSO by title, number and date are set out in the Standard Acquisition Clauses and Conditions Manual issued by Public Works and Government Services Canada (PWGSC). The Manual is available on the PWGSC Web site: <http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the terms and conditions of the Standing Offer and Resulting Contract(s).

The 2006 (2013-06-01) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

Subsection 5.4 of 2006, Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

DELETE sixty (60) days and **INSERT** ninety (90) days

2. Submission of Offers

Offers must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the Request for Standing Offers.

2.1 Revision of Offer:

An offer submitted in accordance with these instructions may be revised by letter or facsimile, provided that the revision is received at the office designated for the receipt of offers (Offering address) on or before the date and time set for the closing of the RFSO. The facsimile shall be on the offeror's letterhead or bear a signature that identifies the offeror.

A revision to the unit price schedule must clearly identify the change(s) in the unit price(s) and the specific item(s) to which each change applies.

A letter or facsimile submitted to confirm an earlier revision shall be clearly identified as a confirmation.

Failure to comply with any of the above provisions shall result in the rejection of the non-compliant revision(s) only. The offer shall be evaluated based on the original offer submitted and all other compliant revision(s).

Facsimile number for receipt of revisions: **(780) 497-3510**

2.2 Firm Price and/or Rates:

The Offeror is required to submit firm prices, rates or both that will apply for the entire period of the Standing Offer.

2.3 Form: Offers not submitted on the prescribed Offer Form will not be considered.

2.4 Alterations: Any alteration to the pre-printed or pre-typed sections of the Offer Form, or any condition or qualification placed upon the offer may be cause for disqualification of the offer. Alterations, corrections, changes or erasures made to statements or figures entered on the Offer Form by the offeror shall be initialed by the person or persons signing the offer. Initials shall be original(s). Alterations, corrections, changes or erasures that are not initialed shall be deemed void and without effect.

2.5 Incomplete Offers: Incomplete offers may be rejected.**2.6 Taxes**

The offeror is responsible for all applicable taxes.

Offerors are not to include any amounts for the Goods and Services Tax (GST) or Harmonized Sales Tax (HST), whichever is applicable. Any amount levied in respect of the GST/HST shall be billed as a separate item on invoices submitted by the contractor, and shall be paid in addition to the amount approved by Canada for work performed under any resulting Contract. The Contractor shall be required to remit the appropriate amount to the Canada Revenue Agency in accordance with the applicable legislation.

The Federal Government is exempt from the Quebec Sales Tax (QST). Offerors shall not include in their prices any amount that is intended to cover the QST on goods and services performed in the execution of the Work except for such amounts for which an Input Tax Refund is not available. The successful Offeror should make arrangements directly with the Province of Quebec to recover any QST paid by it in performing the Work under the resulting Contract.

2.7 Performance Evaluation

Offerors shall take note that the performance of the Contractor during and upon completion of the work shall be evaluated by Canada. The evaluation shall be based on the quality of workmanship; timeliness of completion of the work; project management, contract management and management of health and safety. Should the Contractor's performance be considered unsatisfactory, the Contractor's bidding privileges on future work may be suspended indefinitely.

An electronic version of the form PWGSC-TPSGC 2913, SELECT - Contractor Performance Evaluation Report Form, used to record the performance is available on the Public Works and Government Services Canada (PWGSC) Web site.

3. Enquiries - Request for Standing Offers

All enquiries **MUST** be submitted in writing to the Standing Offer Authority no later than five (5) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by offerors to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the questions or may request that offerors do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all offerors. Enquiries not submitted in a form that can be distributed to all offerors may not be answered by Canada.

4. Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in the province of work.

PART 3 - OFFER PREPARATION INSTRUCTIONS

1. General

- 1.1 Insert the hourly rate or unit price against each class of labour, plant, or item of specified material listed on the Unit Price Schedule of the Offer form. Insert the percentage mark-up for Unspecified Material, if any; mathematical extensions against all items including the Contractor's Mark-up on Unspecified Material if applicable, and Total Estimated Amount, GST/HST extra.
- 1.2 Submit the Offer, duly completed, to the office designated on page 1 of the RFSO in accordance with the Standard Instructions.
- 1.3 Sign and date the Offer in accordance with the RFSO.

2. Offer Preparation Instructions

Prices must appear in the financial offer only. No prices must be indicated in any other section of the offer.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process Policy on Green Procurement

(<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>).

To assist Canada in reaching its objectives, offerors are encouraged to:

- 1) use paper containing fibre certified as originating from a sustainably-managed forest and/or containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Financial Offer

Offerors must submit their financial offer in accordance with the "Annex B, Basis of Payment". The total amount of Goods and Services Tax or Harmonized Sales Tax must be shown separately, if applicable

Payment by Credit Card

Canada requests that offerors complete one of the following:

- (a) (☐) Government of Canada Acquisition Cards (credit cards) will be accepted for payment of call-ups against the standing offer.

The following credit card(s) are accepted:

VISA _____

Master Card _____

- (b) (☐) Government of Canada Acquisition Cards (credit cards) will not be accepted for payment of call-ups against the standing offer.

The Offeror is not obligated to accept payment by credit card.

Acceptance of credit cards for payment of call-ups will not be considered as an evaluation criterion.

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Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pwu011

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

DND

File No. - N° du dossier

PWU-3-36131

CCC No./N° CCC - FMS No/ N° VME

Section II: Certifications

Offerors must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.
- (c) Offers shall be evaluated on the basis of the lowest price compliant offer, with the lowest offer being ranked first, the second lowest offer second, and so on .

1.1 Mandatory Requirements

a) MANDATORY REQUIREMENTS - Required as part of the Offer

- i) Pursuant to the General Instructions, submission of Request for Standing Offer (RFSO), offers must be submitted to the office designated for the receipt of offers, and must be received on or before the date and time set for solicitation closing shown on page 1 of the RFSO. A rate must be entered for each item listed in the unit price schedule of the offer.

b) MANDATORY REQUIREMENTS - Precedent to issuance of a Standing Offer

- i) Health & Safety Requirements
- ii) Code of Conduct Certifications (*see Part 5 - Certifications*)
- iii) Insurance
- iv) Security Requirements

1.2. Financial Evaluation

- 1.2.1 Price Schedule - A rate must be entered for each item.
- 1.2.2 Offers retained pursuant to Part 4, will be evaluated on the basis of the total estimated amount quoted, GST/HST extra. It is anticipated that three standing offers will be issued to the lowest compliant offeror(s).

2. Basis of Selection

2.1 Basis of Selection - Lowest Evaluated Price

An offer must comply with the requirements of the Request for Standing Offers and meet all mandatory technical evaluation criteria to be declared responsive. The responsive offerors with the lowest evaluated price will be recommended for issuance of a standing offer (s).

3. Ranking

- 3.1 Only 1 firm will be issued a standing offer.

PART 5 - CERTIFICATIONS

Offerors must provide the required certifications to be issued a standing offer. Canada will declare an offer non-responsive if the required certifications are not completed and submitted as requested.

Compliance with the certifications offerors provide to Canada is subject to verification by Canada during the offer evaluation period (before issuance of a standing offer) and after issuance of a standing offer. The Standing Offer Authority will have the right to ask for additional information to verify offerors' compliance with the certifications before issuance of a standing offer. The offer will be declared non-responsive if any certification made by the Offeror is untrue, whether made knowingly or unknowingly. Failure to comply with the certifications or to comply with the request of the Standing Offer Authority for additional information will also render the offer non-responsive.

1. Mandatory Certifications Required Precedent to Issuance of a Standing Offer

1.1 Code of Conduct and Certifications - Related documentation

By submitting an offer, the Offeror certifies, for itself and its affiliates, to be in compliance with the Code of Conduct and Certifications clause of the 2006 (2013-06-01) Standard Instructions. The related documentation therein required will help Canada in confirming that the certifications are true.

2 Additional Certifications Precedent to Issuance of a Standing Offer

The certifications listed below should be completed and submitted with the offer, but may be submitted afterwards. If any of these required certifications is not completed and submitted as requested, the Standing Offer Authority will so inform the Offeror and provide the Offeror with a time frame within which to meet the requirement. Failure to comply with the request of the Standing Offer Authority and meet the requirement within that time period will render the offer non-responsive.

2.1 Health & Safety Requirements - per attached Annex C .

2.2 Insurance, per article 3 of Part 6. (R2590D GC9 - Insurance)

2.3 Security Requirement - per article 1 of Part 6.

PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS

1. Security Requirement

1. Before issuance of a standing offer, the following conditions must be met:

- (a) the Offeror must hold a valid organization security clearance as indicated in Part 7A - Standing Offer;
 - (b) the Offeror's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirement as indicated in Part 7A - Standing Offer;
 - (c) the Offeror must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites.
2. Offerors are reminded to obtain the required security clearance promptly. Any delay in the issuance of a standing offer to allow the successful offeror to obtain the required clearance will be at the entire discretion of the Standing Offer Authority.
3. For additional information on security requirements, bidders should consult the "Security Requirements for PWGSC Bid Solicitations - Instructions for Bidders"
<http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31> document on the Departmental Standard Procurement Documents Web site.

2. Insurance Requirements

The Offeror must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Offeror, if issued a standing offer as a result of the request for standing offer, can be insured in accordance with the Insurance Requirements specified in SACC Manual clause R2590D GC9 - Insurance (2011-05-16)

If the information is not provided in the offer, the Standing Offer Authority will so inform the Offeror and provide the Offeror with a time frame within which to meet the requirement. Failure to comply with the request of the Standing Offer Authority and meet the requirement within that time period will render the offer non-responsive.

Certificate of Insurance form - PWGSC-TPSGC 357 (06/2007) is available at web site: _

<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/357.pdf>

PART 7 - CLAUSES & CONDITIONS

PART 7(A) - STANDING OFFER

1. Offer - attached at ANNEX E

- .1 General Provisions
- .2 Financial Terms
- .3 Prices

2. Security Requirement

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).

2. The Contractor/Offeror personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PWGSC.

Until the security screening of the Contractor personnel required by this Contract has been completed satisfactorily by the CISD, PWGSC, the Contractor personnel MAY NOT HAVE ACCESS to (CLASSIFIED/PROTECTED) information or assets, and MAY NOT ENTER sites where such information or assets are kept, without an escort.

3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.

4. The Contractor/Offeror must comply with the provisions of the:

- (a) Security Requirements Check List and security guide (if applicable), attached at Annex G;
- (b) Industrial Security Manual (Latest Edition).

For additional information on security requirements, proponents should consult the Industrial Security web site at: <http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>.

3. Standard Clauses and Conditions

1) .1 General Conditions - Standing Offer, 2005 (2012-11-19)

2) The documents identified by title, number and date in paragraph 1) are incorporated by reference and are set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site:

<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>

3) Schedules of Wage Rates for Federal Construction Contracts is included by reference and may be accessed from the Web site: http://www.hrsdc.gc.ca/eng/labour/employment_standards/contracts/schedule/index.shtml

4. Term of Standing Offer

4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is for three years from date of Standing Offer issuance.

5. Authorities

5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: *see front page of Standing Offer for details*
Public Works and Government Services Canada
Acquisitions Branch

Directorate: Real Property Contracting

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, they are responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

5.2 Project Authority

The Project Authority for the Standing Offer is identified in the call-up against the Standing Offer.

The Project Authority is the representative of the department or agency (Departmental Representative) for whom the Work will be carried out pursuant to a call-up against the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

6. Identified users

The Identified User authorized to make call-ups against the Standing Offer is : The Department of National Defence, 4 Wing Cold Lake.

7. Call-up Procedures

Best Standing Offer: the offer that provides best value (lowest aggregate prices) will be retained.

The Project Authority will establish the scope of work to be performed by the successful firm and negotiate the level of effort required to perform the work based on the hourly rates contained in the Standing Offer

The Technical Authority will establish the scope of work to be performed by the successful firm and negotiate the level of effort required to perform the work based on the hourly rates contained in the SO.

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Buyer ID - Id de l'acheteur

pww011

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File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

DND

PWU-3-36131

8. CALL-UP INSTRUMENTPublic Works and
Government Services
CanadaTravaux publics et
Services gouvernementaux
Canada**CALL-UP AGAINST A STANDING OFFER**
COMMANDE SUBSÉQUENTE À UNE OFFRE
PERMANENTEIn accordance with
STANDING OFFER NO.:

Conformément à
L'OFFRE PERMANENTE No. _____

Call-up no. - No de commande

Dated _____

En date du _____

and the terms and conditions therein, you
are
Requested to carry out the work
described below.Et les modalités qui y sont énumérées,
vous êtes prié
d'exécuter les travaux décrits ci-après.

| | |
|--|--|
| Contractor's name and address - Nom et adresse de l'entrepreneur Fax No. () | Send invoice to - Expédier la facture à attention: |
| Project no. - No du projet | Note: Quote standing offer number, project number and call-up number on your invoice. Inscrire le numéro de l'offre permanente, le numéro du projet et le numéro de commande sur la facture. |
| Location of work - Endroit des travaux | Call-up cost, GST/HST extra - Coût de la commande, TPS en plus |

Work description - Description des travaux

| | |
|--|---------------|
| Work description - Description des travaux | |
| Certified pursuant to subsection 32 (1) of the Financial Administration Act Certifié en vertu du paragraphe 32 (1) de la Loi sur la gestion des finances publiques _____ Signature | _____ Date |
| Departmental Representative - Représentant du ministère _____ Signature | _____ Date |

PWGSC-TPSGC 2829 (03/2006)

9. Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed **\$ 60,000.00** (Goods and Services Tax or Harmonized Sales Tax included).

10. Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of **\$900,000.00** (Goods and Services Tax or Harmonized Sales Tax excluded) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or three months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

11. Priority Documents

If there is a discrepancy between the wording of any documents which appear on the list, the wording of the document which first appears on the list has priority over the wording of any document which subsequently appears on the list.

- a) the call up against the Standing Offer, including any annexes and any amendments;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2012-11-19), General Conditions - Standing Offers - Goods or Services
- d) any amendment or variation in the Standing Offer that is made in accordance with the terms and conditions of the Standing Offer;
- e) the general conditions dated and listed in Part 7B, Resulting Contract Clauses;
- f) the Supplemental general conditions;
- g) Annexes:
 - Annex A, Statement of Work / Specifications, and any amendment to the solicitation document incorporated in the Standing Offer before the date of the Standing Offer;
 - Annex B, Basis of Payment;
 - Annex C, Health & Safety Requirements - Manitoba; *(insert applicable province of work)*
 - Annex D, Periodic Usage Report Form; and
 - Annex G; Security Requirement Check List (SRCL).
- h) the Offeror's offer Annex E, dated _____ (insert date of offer);

12. Certifications

12.1 Compliance

Compliance with the certifications provided by the Offeror is a condition of authorization of the Standing Offer and subject to verification by Canada during the term of the Standing Offer and of any resulting contract that would continue beyond the period of the Standing Offer. In the event that the Offeror does not comply with any certification or it is determined that any certification

made by the Offeror in its offer is untrue, whether made knowingly or unknowingly, Canada has the right to terminate any resulting contract for default and set aside the Standing Offer.

13. Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in the province of work.

14. Estimates

Where an estimate of the cost of performing specific work is required, the Identified User will provide the Offeror with a statement of the work required and the Offeror must provide the Identified User with an estimate of the cost of performing the specified work in accordance with the pricing provision of the Standing Offer. The Offeror must not undertake any of the specified work unless and until a call-up is issued by the Identified User. The estimated cost stated in the call-up must not be exceeded without the specific written authorization of the Identified User.

15. Offeror Contact Information

Name: _____

Title: _____

Address: _____

Telephone Number: _____

Fax Number: _____

Email: _____

PBN: _____

PART 7 (B) - RESULTING CONTRACT CLAUSES

- 1) The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer:
 - (a) Statement of Work - The Contractor must perform the Work described in the call-up against the Standing Offer;
 - (b) General Conditions:

| | | | | |
|--------|-----|--|--------|---------------|
| (i) | GC1 | General Provisions | R2810D | (2013-04-25); |
| (ii) | GC2 | Administration of the Contract | R2820D | (2012-07-16); |
| (iii) | GC3 | Execution and Control of the Work | R2830D | (2010-01-11); |
| (iv) | GC4 | Protective Measures | R2840D | (2008-05-12); |
| (v) | GC5 | Terms of Payment | R2550D | (2010-01-11); |
| (vi) | GC6 | Delays and Changes in the Work | R2865D | (2008-05-12); |
| (vii) | GC7 | Default, Suspension or Termination of Contract | R2870D | (2008-05-12); |
| (viii) | GC8 | Dispute Resolution | R2884D | (2008-05-12); |
| (ix) | GC9 | Insurance | R2590D | (2011-05-16); |
 - (c) Supplementary Conditions, if any;
 - (d) Fair Wages and Hours of Labour - Labour Conditions R2940D (2012-07-16);
 - (e) Allowable Costs for Contract Changes Under GC6.4.1 R2950D (2007-05-25);
 - (f) Schedules of Wage Rates for Federal Construction Contracts;
 - (g) Any amendment issued or any allowable bid revision received before the date and time set for solicitation closing;
 - (h) Any amendment incorporated by mutual agreement between Canada and the Contractor before acceptance of the bid; and
 - (i) Any amendment or variation of the contract documents that is made in accordance with the General Conditions.
 - 2) The documents identified by title, number and date in paragraph 1) are incorporated by reference and are set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Website:
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>
 - 3) Schedules of Wage Rates for Federal Construction Contracts is included by reference and may be accessed from the Website:
http://www.hrsdc.gc.ca/eng/labour/employment_standards/contracts/schedule/index.shtml
- NOTE: Contractors should note that a copy of the Labour Conditions and the Fair Wage Schedule applicable to the project location must be posted at the work site in a convenient, easily accessible location.*
- 4) The language of the contract documents shall be the language of the Bid and Acceptance Form submitted.
 - 5) A contract is formed between Canada and the Offeror only when a Call-up duly signed is issued by the Departmental Representative and accepted by the Offeror*. The Offeror shall then be referred to as "the Contractor" and the Contract includes the Offer, the Specifications referred to in the Unit Price Schedule, the General Conditions, and the Call-up .

6) Interpretation

"Accepted by the Offeror" * means that the Offeror has agreed to, and commenced performance of the work.

"Minister" includes a person acting for the Minister, the Minister's successor in office, their lawful deputy and their representatives appointed for the purpose of the Standing Offer.

"Departmental Representative" means the Project Authority who is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up against the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

"Superintendent" or *"Supervisor"* means the employee or representative of the Contractor designated by the Contractor to act as Superintendent;

"Unit Price Table" means the table of prices per unit set out in the Offer; and

"Work" means, subject only to any express stipulation in the Contract to the contrary, everything that is necessary to be done, furnished or delivered by the Contractor to perform the Contract in accordance with the work as described in each Call-up, and in the technical specifications or statement of work.

1. SUPPLEMENTAL CONDITIONS

INSERT the following supplementary conditions in the resulting General Conditions:

1.1. T1204 - Direct Request by Customer Department

- 1.1.1 Pursuant to paragraph 221 (1)(d) of the Income Tax Act, R.S. 1985, c.1 (5th Supp.), payments made by departments and agencies to contractors under applicable services contracts (including contracts involving a mix of goods and services) must be reported on a T1204 Government Service Contract Payments slip.
- 1.1.2 To enable departments and agencies to comply with this requirement, the Contractor must provide Canada, upon request, its business number or Social Insurance Number, as applicable. (These requests may take the form of a general call-letter to contractors, in writing or by telephone).

1.2. Periodic Reports

- 1.2.1 The Offeror shall provide to the Standing Offer Authority biannual reports on usage of the Standing Offer, showing the number and total value of call-ups by each consignee. Reports shall be submitted in the format shown on the attached Annex D "Periodic Usage Report Form" and forwarded to the Standing Offer Authority no later than fifteen (15) days after the designated reporting period.
- 1.2.2 The Offeror understands that failure to comply may result in the setting aside of the Standing Offer.

2. Term of Contract

2.1 Period of the Contract

The Work must be completed in accordance with the call-up against the Standing Offer.

3. Payment

3.1 CHANGES TO GC5 R2550D - TERMS OF PAYMENT

DELETE GC5.4, GC5.5, and GC5.6 and **INSERT** the following:

GC5.4 Payment

.1 Terms of Payment

1. Where the duration of the work identified in a call-up is greater than 30 days, the Contractor may submit monthly progress claims, and shall be entitled to receive progress payments at monthly or other agreed intervals. Subject to verification by the Departmental Representative, payment of the Contractor's invoice for work satisfactorily completed shall be made not later than 30 days after receipt thereof. The due date shall be the 30th day following receipt of a properly submitted invoice.
2. The Contractor shall submit a separate invoice for each Call-up to the Departmental Representative in accordance with any invoicing instructions set out herein. The properly submitted invoice shall be delivered to the Departmental Representative in the agreed format with sufficient detail, information, and backup to permit verification.

The Contractor's invoice shall show the following, as separate items:

- (a) the amount of the progress payment being claimed for Work satisfactorily performed excluding GST/HST;
 - (b) the amount for any tax calculated (GST/HST) in accordance with the applicable federal tax legislation; and
 - (c) the total amount which shall be the sum of the amounts referred to in (a) and (b) above.
3. The amount of the tax shown on the invoice shall be paid by Canada to the Contractor in addition to the amount of the progress payment for Work satisfactorily performed.
 4. If, within 15 days of receipt of the invoice, additional information is requested by the Departmental Representative for the purpose of verification, the 30 day payment period shall commence upon receipt of the requested information. Payment shall be made prior to or on the thirtieth (30) day after receipt of the corrected invoice or the required information.
 - .1 Any monthly progress payment made to the Contractor may be subject to a 10% holdback which shall be released to the Contractor with the final payment unless the amount held back is required by Canada to remedy any defect in the Contractor's work.
 - .2 Where the duration of the Work identified in a call-up is equal to or less than thirty (30) days, the Contractor may receive a single payment as full consideration for the Work performed.
 5. Upon completion of the Work in the progress claim, the Contractor maybe requested to provide a completed and signed statutory declaration containing a declaration that, up to the date of the

progress claim, the Contractor has complied with all lawful obligations with respect to the Labour Conditions and that, in respect of the Work, all lawful obligations of the Contractor to its Subcontractors and Suppliers, referred to collectively in the declaration as "subcontractors and suppliers", have been fully discharged before any further payment is made.

6. Upon written notice by a Sub-Contractor, with whom the Contractor has a direct contract, of an alleged non payment to the Sub-Contractor, the Departmental Representative may provide the Sub-Contractor with a copy of the latest approved progress payment made to the Contractor for the Work.
7. Upon the satisfactory completion of all Work, the amount due, less any payments already made, shall be paid to the Contractor not later than thirty (30) days after receipt of a properly submitted invoice, and upon request, with a Statutory Declaration in accordance with paragraph 5 above.

3.2 Basis of Payment - see Annex B

3.3 Limitation of Price

Canada will not pay the Contractor for any changes, modifications or interpretations of the Work unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

3.4 Supplemental Invoicing Instructions

.1 Invoices

- .1 All invoices submitted for payment shall show:
 - .1 Construction Engineering Work Order Number,
 - .2 Construction Engineering File Number,
 - .3 Requisition Number, DSS 942 (Requisition on Contract),
 - .4 Public Works and Government Services Canada (PWGSC) Standing Offer Number, and
 - .5 same address as on PWGSC contract.
- .2 Invoices are to include a breakdown as follows:
 - .1 Hourly rate per the Offer and hours of work for each tradesperson.
 - .2 An itemized list of materials used, by cost, shall be shown on all invoices submitted for payment.
 - .3 Extended total.
 - .4 Good and Services Tax (GST/HST) shall be shown as a separate item.
 - .5 Where subcontracting is involved a copy of subcontractor's invoice shall accompany the invoice against the requisition.
 - .6 Where discount or markup is applicable, indicate separately.
- .3 Invoices submitted for payment against this contract that are not properly identified will be returned to the Contractor for proper annotation before certification for payment is made.

3.5 Payment of Invoices by Credit Card (see PART 3)

The credit cards _____ and _____ are accepted.

Solicitation No. - N° de l'invitation

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Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pwu011

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

DND

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Section GC5.11 Delay in Making Payment, Interest on Overdue Accounts, of GC5 - Terms of Payment R2550D (2010-01-11) will not apply to payments made by credit cards.

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DND

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ANNEXES

| | |
|---------|---------------------------------------|
| Annex A | Statement of Work |
| Annex B | Basis of Payment |
| Annex C | Health & Safety Requirements |
| Annex D | Periodic Usage Report Form |
| Annex E | Offer |
| Annex F | Code of Conduct Certifications - List |
| Annex G | Security Requirements Checklist |

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DND

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ANNEX A

**See Attached Document titled
Annex A - SOW ENG**

Solicitation No. - N° de l'invitation

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Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

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

DND

File No. - N° du dossier

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CCC No./N° CCC - FMS No/ N° VME

ANNEX B

.1 Basis of Payment

Payments in respect of the agreed price shall be made upon satisfactory performance of the Work, and upon approval of the Departmental Representative, but such payments shall not exceed the amount(s) as specified in the Call Up, for the Work without written authorization.

In consideration of the Contractor satisfactorily completing all of its obligations under the resulting Contract, the Contractor will be paid a firm price, Goods and Services Tax or Harmonized Sales Tax extra.

.1 Hourly Rates:

The Contractor will be paid firm hourly rates as follows, for work performed in accordance with the Contract.

See attached for details

Total Estimated Cost - Limitation of Expenditure: **\$900,000.00** (GST/HST extra)

ANNEX C

MANDATORY HEALTH AND SAFETY - *for Work in the Province of Alberta*

WCB AND SAFETY PROGRAM

- 1) The recommended Bidder shall provide to the Contracting Authority, prior to Standing Offer issue
 - 1.1 a Workers Compensation Board Premium Rate Statement - Alberta, or equivalent documentation from another jurisdiction;
 - 1.2 a Workers Compensation Board letter of good standing, also listing covered Directors, Principals, Proprietor(s) or Partners who will be or who are anticipated to be present on the work site(s), or equivalent documentation from another jurisdiction; and
 - 1.3 a Certificate of Recognition (COR) or Registered Safety Plan (RSP). A health and safety policy and program, as required by other provincial/territorial Occupational Health and Safety Acts, will be acceptable in lieu of a COR or RSP.
- 2) The recommended Bidder shall deliver all of the above documents to the Contracting Authority on or before the date stated (usually 3-5 days after notification) by the Contracting Authority. Failure to comply with the request may result in the bid being declared non-compliant.

Workplace Safety and Health

1. EMPLOYER/PRIME CONTRACTOR

- 1.1 The Contractor shall, for the purposes of the Occupational Health and Safety Act, Alberta, and for the duration of the Work:
 - 1.1.1 act as the Employer, where there is only one employer on the work site, in accordance with the Authority Having Jurisdiction;
 - 1.1.2 accept the role of Prime Contractor, where there are two or more employers involved in work at the same time and space at the work site, in accordance with the Authority Having Jurisdiction; and
 - 1.1.3 agree, in the event of two or more Contractors working at the same time and space at the work site, without limiting the General Conditions, to Canada's order * to:
 - 1.1.3.1 accept, as the Prime Contractor, the responsibility for Canada's other Contractor(s); or
 - 1.1.3.2 accept that Canada's other Contractor is Prime Contractor and conform to that Contractor's Site Specific Health and Safety Plan.

* "order" definition: *after contract award, Contractor is ordered by a Change Order*

2. SUBMITTALS

- 2.1 The Contractor shall provide to Canada:

-
- 2.1.1 prior to the pre-construction meeting, a transmittal and copy of a completed Notice of Project form PWGSC - TPSGC 458 (form will be provided to the proposed contractor prior to award), as sent to the Authority Having Jurisdiction (AHJ); and
 - 2.1.2 prior to commencement of work and without limiting the terms of the General Conditions:
 - 2.1.2.1 copies of all other necessary permits, notifications and related documents as called for in the scope of work/specifications and/or by the AHJ; and
 - 2.1.2.2 a site specific Health and Safety Plan as requested.

NOTE: Please do not include any forms that include personal 3rd party information such as the names of the contractor's employees and their related claims information.

3. LABOUR AUTHORITY CONTACT:

The contact below represents the Labour Authority in the jurisdiction (AHJ). They are not representatives of the Workers Compensation.

Do not contact the people referenced below for issues pertaining to WCB or WCB Clearances. Those queries must be directed specifically to the WCB, and where the WCB has both a Labour and Compensation component, WCB issues must be directed to the Compensation/Employer Services sections.

ALBERTA South

Alberta Human Resources and Employment
Workplace Health and Safety
600 – 727, 7th Avenue S.W.
Calgary, Alberta, T2P 0Z5

Telephone: 1(866) 415-8690
Facsimile: (403) 297-7893

ALBERTA North

Alberta Human Resources and Employment
Workplace Health and Safety
10th Floor, 7th Street Plaza
10030-107 Street
Edmonton, Alberta, T5J 3E4

Telephone: 1(866) 415-8690
Facsimile: (780) 427-0999

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File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

DND

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ANNEX D**Periodic Usage Report Form**

As a requirement of this Request for Standing Offer, a report shall be submitted as follows:

Return to:

| | | |
|-------------|----------------|-------------------------------|
| Tammey Hugo | (780) 497-3510 | tammey.hugo@pwgsc-tpsgc.gc.ca |
| <i>Name</i> | <i>Fax</i> | <i>Email Address</i> |

at:

Public Works and Government Services Canada
 Real Property Contracting, Acquisitions Branch
 TELUS Plaza North
 5th Floor 10025 Jasper Avenue
 Edmonton, AB T5J1S6

REPORT ON THE VOLUME OF BUSINESS

SUPPLIER: _____

REPORT FOR THE PERIOD ENDING: _____

| Description of Work | Call-up # | TOTAL BILLING |
|---------------------|-----------|---------------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

NIL REPORT: We have not done any business with the federal government for this period

_____.

PREPARED BY:

NAME: _____

SIGNATURE: _____

TELEPHONE NO.: _____

ANNEX E OFFER

Description of Work: Cold Lake, Alberta
 Various Projects, DND
 Painting Services - Standing Offer

 Standing Offer - Solicitation No. W0134-13CYKT

1. OFFER

- .1 This Standing Offer is made by the Offeror to Canada;
- .2 This Offer is to furnish all necessary tools, plant, equipment, services, materials and labour to execute and complete the Work described above in careful and workmanlike manner;
- .3 The Work shall be more particularly described in individual Call-ups to be issued by the Project Authority, hereinafter called the "Departmental Representative";
- .4 Individual Call-ups may be issued, from time to time, during the period identified in Part 7A, clause 4.1, hereinafter called the "Term".

2. GENERAL PROVISIONS

- .1 This Offer when signed by or on behalf of the Offeror, the Specifications referred to in the Unit Price Schedule below and the General Conditions shall constitute the complete Offer subject to the provisions contained therein;
- .2 The Hourly Rate and the Unit Price, as offered, govern in calculating each Estimated Total Price; any errors in the extension of the Unit Price and in the addition of the Estimated Total Prices will be corrected in order to obtain the actual Total Estimated Amount;
- .3 This Offer supersedes and cancels all communications, negotiations and agreements relating to the Work other than those contained in the Offer;
- .4 that this tender may not be withdrawn for a period of 90 days following the tender closing time,

The Offeror agrees

- .1 to carry out individual work projects as requisitioned from time to time by the Departmental Representative in **Call- ups Against a Standing Offer**, form PWGSC/TPSGC 2829 or 942, copies of which the Offeror acknowledges to have in its possession, in accordance with the requirements set out therein and in consideration of payment of amounts to be determined pursuant to section 3. Below;
- .2 to provide, on demand from the Departmental Representative, a detailed price estimate, calculated in accordance with section 4 below, and a proposed work schedule for each work project; and

- .3 to commence Work promptly upon receipt of each Call-up issued pursuant to this Offer, duly signed by the Departmental Representative.
- .5 This Offer does not constitute a binding contract between Canada and the Offeror. The Departmental Representative shall have the right to issue a Call-up with those other offerors which have also submitted offers to Canada.
- .6 A contract is formed between Canada and the Offeror only when a Call-up duly signed is issued by the Departmental Representative and accepted by the Offeror. The Offeror shall then be referred to as "the Contractor" and the Contract includes the Offer, the Specifications referred to in the Unit Price Schedule below, the General Conditions and the Call-up .
- .7 The estimated number of hours, the quantities of material and plant, and the amount of the Allowance for Unspecified material set out in the Unit Price Schedule are for the purpose of comparative evaluation of the offers and do not express an obligation on the part of Canada to order any or all of the work, material or plant listed therein.
- .8 The Offeror declares that no bribe, gift or benefit has been or will be paid, given, promised or offered directly or indirectly to any official or employee of Canada or to a member of the family of such person, with a view to influence the entry into or the administration of any contract which may result from this Offer.

3. FINANCIAL TERMS

- .1 Each item specified in the Unit Price Schedule in subsection 4.1 includes wages, traveling time and costs, allowances, supervision, liabilities as employer, insurance, and the use of all tools, tackle, etc., overhead, profit and all other liabilities whatsoever.
- .2 Unspecified Material shall be reimbursed at net cost, as supported by invoices, plus Markup as established in section 4 of this Offer. "Net Cost" means all amounts reasonably and properly paid by the Offeror in respect of materials required for and used in the Work, and includes packing, handling and delivery charges, less any trade discounts received by the Offeror. The Offeror's Markup on Unspecified Material covers overheads, profit, and all other expenses whatsoever.
- .3 The prices inserted in section 4 of this Offer include all applicable federal, provincial, and municipal taxes.
 - .1 However, they do not include any amount for the Goods and Services Tax (GST) or Harmonized Sales Tax (HST). The appropriate GST/HST amounts will be paid by Canada to the Offeror in addition to the amounts paid against the amount of the contract. The Offeror shall make appropriate remittances to Revenue Canada in accordance with the legislation.
 - .2 The prices do not include the Québec Sales Tax. The Offeror shall arrange directly with the Province of Québec for the reimbursement of Provincial Sales Tax paid to this Province for the purpose of any contract resulting from this Offer.
- .4 Payment by Canada for the Offeror's own special equipment not covered by the Unit Price Schedule and required at the job site will be no greater than the local going rental rate for such equipment or the rate published by the local construction association for such equipment, whichever is the lower.
- .5 The cost of subcontract work, including special equipment rentals approved by the Project Authority, shall be reimbursed at actual cost with the addition of ten (10) percent to cover

overheads, profit, and all other expenses whatsoever. "Actual cost" means all amounts reasonably and properly paid by the Contractor for those parts of the Work carried out by subcontractors.

.6 Pricing

.1 The prices requested in the Offer are:

- .1 hourly rates for regular hours;
- 2 mark up on allowance for unspecified material, replacement parts, required permits and certificates. for purposes of evaluation.

.2 The hourly rates requested in the offer and acceptance for specific types of service shall be the total cost to perform the work including but not limited to:

- .1 labour including supervision, allowances and liability insurance;
 - .2 travel time;
 - .3 transportation/vehicle expenses;
 - .4 tools and tackle;
 - .5 overhead and profit;
 - .6 any other incidental expenses other than supply of materials and replacement parts relating to the delivery of labour.
- .3 It is considered that regular hours of work fall between 0800 and 1630 hours, Monday to Friday.
-

4. PRICES

The Offeror agrees that the following are the prices referred to in sections 2 and 3 above:

4.1 Unit Price Schedules - Rates**SCHEDULE A) Initial Year**

| Col 1 | Col 2 | Col 3 | Col 4 | Col 5 |
|--|---|------------------|------------|-----------------------|
| Item | Class of Labour, material or plant | Estimated useage | Unit Price | Total Estimated Price |
| | Painting Services | | | |
| 1 | Cleaning/prep, minor repairs and painting of walls/ceilings/trim up to 3.6m high: | 8000 m2 | \$_____/m2 | \$_____ |
| 2 | Cleaning/prep. Minor repairs and painting of walls/ceilings/trim over 3/6m high: | 3000 m2 | \$_____/m2 | \$_____ |
| 3 | Painting of ductwork and piping in offices, hallways and stairway: | 500 hrs | \$_____/hr | \$_____ |
| 4 | Painting of Cabinets and cupboards: | 500 hr | \$_____/hr | \$_____ |
| 5 | Large drywall repairs/replacement and patching: | 500 hr | \$_____/hr | \$_____ |
| 6 | Painting services which do not meet the above descriptions will be charges at a labour rate of: | 500 hr | \$_____/hr | \$_____ |
| 7 | Contractor's Mark Up on Allowance for unspecified material, replacement parts, required permits and certificates not previously specified in specification No. L-C252-9900/382 (% mark up x \$40,000.00 =) Verification of Contractor's costs to be provided upon request of the Site Authority. | \$40,000.00 | _____% | \$_____ |
| Sub Total A): Estimated Total Amount Year 1 (GST/HST Extra) | | | | \$_____ |

continued

4.1 Unit Price Schedules - Rates (continued)**SCHEDULE B) Year 2**

| Col 1 | Col 2 | Col 3 | Col 4 | Col 5 |
|--|---|------------------|------------|-----------------------|
| Item | Class of Labour, material or plant | Estimated useage | Unit Price | Total Estimated Price |
| | Painting Services | | | |
| 1 | Cleaning/prep, minor repairs and painting of walls/ceilings/trim up to 3.6m high: | 8000 m2 | \$_____/m2 | \$_____ |
| 2 | Cleaning/prep. Minor repairs and painting of walls/ceilings/trim over 3/6m high: | 3000 m2 | \$_____/m2 | \$_____ |
| 3 | Painting of ductwork and piping in offices, hallways and stairway: | 500 hrs | \$_____/hr | \$_____ |
| 4 | Painting of Cabinets and cupboards: | 500 hr | \$_____/hr | \$_____ |
| 5 | Large drywall repairs/replacement and patching: | 500 hr | \$_____/hr | \$_____ |
| 6 | Painting services which do not meet the above descriptions will be charges at a labour rate of: | 500 hr | \$_____/hr | \$_____ |
| 7 | Contractor's Mark Up on Allowance for unspecified material, replacement parts, required permits and certificates not previously specified in specification No. L-C252-9900/382 (% mark up x \$40,000.00 =) Verification of Contractor's costs to be provided upon request of the Site Authority. | \$40,000.00 | _____% | \$_____ |
| Sub Total B): Estimated Total Amount Year 2 (GST/HST Extra) | | | | \$_____ |

Continued

4.1 Unit Price Schedules - Rates (continued)**SCHEDULE (C) Year 3**

| Col 1 | Col 2 | Col 3 | Col 4 | Col 5 |
|--|---|------------------|------------|-----------------------|
| Item | Class of Labour, material or plant | Estimated useage | Unit Price | Total Estimated Price |
| | Painting Services | | | |
| 1 | Cleaning/prep, minor repairs and painting of walls/ceilings/trim up to 3.6m high: | 8000 m2 | \$_____/m2 | \$_____ |
| 2 | Cleaning/prep. Minor repairs and painting of walls/ceilings/trim over 3/6m high: | 3000 m2 | \$_____/m2 | \$_____ |
| 3 | Painting of ductwork and piping in offices, hallways and stairway: | 500 hrs | \$_____/hr | \$_____ |
| 4 | Painting of Cabinets and cupboards: | 500 hr | \$_____/hr | \$_____ |
| 5 | Large drywall repairs/replacement and patching: | 500 hr | \$_____/hr | \$_____ |
| 6 | Painting services which do not meet the above descriptions will be charges at a labour rate of: | 500 hr | \$_____/hr | \$_____ |
| 7 | Contractor's Mark Up on Allowance for unspecified material, replacement parts, required permits and certificates not previously specified in specification No. L-C252-9900/382 (% mark up x \$40,000.00 =) Verification of Contractor's costs to be provided upon request of the Site Authority. | \$40,000.00 | _____% | \$_____ |
| Sub Total C): Estimated Total Amount Year 3 (GST/HST Extra) | | | | \$_____ |

Continued

4.2 TOTAL EVALUATED PRICE (Initial Year 1 + 2nd Year + 3rd Year = 4th Year)

| Col. 1 | Col. 2 | Col. 3 | Col. 4 |
|--|---------------------------------------|---------------------------------------|---|
| Sub Total (A) Initial Year Term | Sub Total (B) 2nd Year | Sub Total (C) 3rd Year | Total Evaluated Price (col.1 + col.2 + col.3 = col.4) |
| \$ _____ (GST/HST Extra) | \$ _____ (GST/HST Extra) | \$ _____ (GST/HST Extra) | \$ _____ (GST/HST Extra) |

These items will be used for cost evaluation purposes only and do not constitute a guarantee or commitment on behalf of Canada of the quantity or amount to be used under the Standing Offer.

A rate must be entered for each item.

The Offeror agrees that the Price(s) per Unit as tendered govern in calculating the Total Evaluated Price. The Offeror understands that any errors in the extension of the Price per Unit, in the addition of the Estimated Total Price, and Estimated Total Amount will be corrected in order to obtain the Total Evaluated Price.

Cost will be evaluated on the Total Evaluated Price in Column 4. It is anticipated that one standing offer will be issued to the lowest compliant offeror.

Solicitation No. - N° de l'invitation

W0134-13CYKT/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pwu011

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

DND

File No. - N° du dossier

PWU-3-36131

CCC No./N° CCC - FMS No/ N° VME

ANNEX F

Code of Conduct and Certifications

COMPLETE LIST OF EACH INDIVIDUAL WHO IS CURRENTLY ON THE OFFEROR'S BOARD OF DIRECTORS

NOTE TO OFFERORS: LEGIBLY PRINT OR TYPE DIRECTOR' SURNAMES AND GIVEN NAMES

Solicitation No. - N° de l'invitation

W0134-13CYKT/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pwu011

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

DND

PWU-3-36131

ANNEX G

**See Attached Document titled
Annex G - SRCL**

DEPARTMENT OF NATIONAL DEFENCE
4 WING - CFB COLD LAKE
WING CONSTRUCTION ENGINEERING

SPECIFICATION

PAINTING STANDING OFFER AGREEMENT

4 Wing Cold Lake
COLD LAKE, Alberta
T9M 2C6



Job Number:
Date:

L-C252-9900/382
2013-02-21

| <u>Section</u> | <u>Title</u> | <u>Pages</u> |
|---|-------------------------------------|--------------|
| <u>Division 01 - General Requirements</u> | | |
| 01 00 00 | Annexes and Drawings | 1 |
| 01 00 01 | General Instructions | 10 |
| 01 33 00 | Submittal Procedures | 5 |
| 01 35 27 | Special Procedures: Airports in Use | 3 |
| 01 35 30 | Health and Safety Requirements | 7 |
| 01 35 35 | DND Fire Safety Requirements | 6 |
| 01 35 43 | Environmental Procedures | 4 |
| 01 42 00 | References | 5 |
| 01 61 00 | Common Product Requirements | 3 |
| 01 74 11 | Cleaning | 4 |
| 01 77 00 | Closeout Procedures | 2 |
| 01 78 00 | Closeout Submittals | 10 |
| <u>Division 09 - Finishes</u> | | |
| 09 91 13 | EXTERIOR PAINTING | 22 |
| 09 91 23 | INTERIOR PAINTING | 21 |

LIST OF ANNEXES

| <u>ANNEX NO.</u> | <u>TITLE</u> |
|------------------|--|
| ANNEX A | 4 Wing Ground Disturbance Notice |
| ANNEX B | 4 Wing Hot Work Permit |
| ANNEX C | Not Used |
| ANNEX D | Not Used |
| ANNEX E | Not Used |
| ANNEX F | 4 Wing Environmental Incident & Emergency Plan |

LIST OF DRAWINGS No Drawings included

————— END —————

PART 1 - GENERAL

- | | | |
|-------------------------------------|----|---|
| <u>1.1 Description of Work</u> | .1 | Work under this Contract comprises labour, materials and equipment for the painting of various buildings at 4 Wing Cold Lake. |
| <u>1.2 Security Authorization</u> | .1 | This project will be issued with SRCL. |
| <u>1.3 Contract Administration</u> | .1 | This contract will be administered in English. |
| <u>1.4 Documents Required</u> | .1 | Maintain at job site, one copy each of the following: .1 Contract drawings. .2 Specifications. .3 Addenda. .4 Reviewed shop drawings. .5 Change orders. .6 Other modifications to Contract. .7 Copy of approved work schedule. .8 Manufacturers' installation and application instructions. |
| <u>1.5 Work Schedule</u> | .1 | Provide within 12 hours after call-up, construction schedule showing anticipated progress stages and final completion of work within time period required by call-up documents. |
| | .2 | Interim reviews of work progress based on work schedule will be conducted as deemed by DND Rep and schedule updated by Contractor in conjunction with and to approval of DND Rep. |
| <u>1.6 Contractor's Use of Site</u> | .1 | Exclusive and complete for execution of work except as follows: .1 Movement around site shall be subject to restrictions imposed by Wing Commander and/or DND Rep. |
-

1.6 Contractor's Use.1
of Site

(Cont'd)

(Cont'd)

.2 Do not unreasonably encumber site with materials or equipment.
.3 Execute work with the least possible interference or disturbance to occupants and normal use of premises.

- .2 PLER/Jimmy Lake special precautions:
.1 Day to day restrictions enroute to Jimmy Lake site may occur from time to time while military live range missions are underway. These restrictions are usually of short duration in terms of hours however may result in a full day.
.2 No work will be normally permitted during the multi-nation Maple Flag exercises.
.3 Normal working hours are from 0730 to 1600 but are subject to change.
.4 Weekend work is permitted with special arrangements.
.5 For scheduled work, Obtain permission from Wing Operation Range Control 48hrs before proceeding to site.

1.7 Property Damage .1

Contractor is responsible to make good any damage to DND property resulting from his work conducted on site. Repairs shall be carried out at the contractors expense.

- .2 The contractor shall immediately notify the DND Rep or Contracting Authority of any damage incident. Damage to any surface feature or underground utility are included in this definition such as gas lines, power lines, water lines, buildings, survey markers, etc.
.3 Any tree removed or damaged during the work must be replaced with a trees equalling the total diameter of trees removed. The replacement trees should be no less than half the calliper of the trees that are damaged/removed. CE Roads and Grounds (Loc 8432) should be contacted for a list of preferred species; each area will have specific requirements based on location, soils proximity to paved areas, moisture etc.
-

1.8 Codes and Standards .1 Perform work in accordance with the latest edition of National Building Code of Canada (NBC), and any other code of provincial or local application provided that in any case of conflict or discrepancy, the more stringent requirements shall apply.

1.9 Workmanship .1 Workmanship:
.1 Workmanship shall be executed by workers qualified in respective duties for which they are employed.
.2 Decisions as to quality or fitness of workmanship, in case of dispute, rest solely with DND Rep, whose decision is final.

.2 Qualification:
.1 All work shall be carried out by qualified journeyman or apprentice in accordance with the conditions of the Alberta Provincial Act respecting manpower, vocational training and qualification.
.2 Apprenticed employees registered in the provincial apprenticeship program shall be permitted to work only under the direct supervision of a qualified journeyman.

1.10 Project Meetings .1 DND Rep will arrange project meetings, assume responsibility for setting times and recording and distributing minutes.

1.11 Project Layout .1 Assume full responsibility for and execute complete layout of work to locations, lines and elevations indicated.

.2 Provide devices as required to lay out and construct project.

.3 Supply such devices as straight edges and templates required to facilitate DND Rep's inspection of work.

.4 Supply stakes and other survey markers required for project layout.

1.12 Location of
Equipment and
Fixtures

- .1 Location of equipment, fixtures and outlets indicated or specified are to be considered as approximate.
- .2 Locate equipment, fixtures and distribution systems to provide minimum interference and maximum usable space and in accordance with manufacturer's recommendations for safety, access and maintenance.
- .3 Inform DND Rep of impending installations and obtain approval for actual location.
- .4 Submit field drawings to indicate relative position of various services and equipment as required by DND Rep.
- .5 Before the start of construction, the Contractor will be responsible to identify and preserve DND Survey Monuments.
- .6 If during construction, Contractor discovers a DND Survey Monument, (complete with marker post, 50 mm round pipe with 75 x 100 mm aluminium plate), do not disturb the area, carefully preserve survey monuments and inform DND Rep before proceeding.
- .7 Should a DND Survey Monument be disturbed during construction, the Contractor will be responsible to re-survey and replace if the Monument if necessary, by a certified land surveyor approved by DND Rep.

1.13 Cutting and
Patching

- .1 Execute cutting, including excavation, fitting and patching required to allow proper fitting of construction elements.
- .2 Where new elements connect with existing and where existing are altered, cut, patch and make good to match existing.
- .3 Obtain DND Rep's approval before cutting, boring or sleeving load-bearing members.
- .4 Make cuts with clean, true, smooth edges. Make patches inconspicuous in final assembly.
- .5 Fit construction elements to pipes, sleeves, ducts and conduits.

1.14 Existing
Services

- .1 It is the Contractor's ultimate responsibility to obtain a properly completed "CE Work Clearance Request form" (Annex A) to establish the location and extent of service lines in the area of work, before any clearing/digging is started.
- .2 Ten working days prior to the scheduled start date, the Contractor shall complete the "CE Work Clearance Request form".
- .3 The DND Rep will arrange for the form to be completed and signed by the authorized representative for:
 - .1 Electrical Distribution.
 - .2 POL Distribution.
 - .3 Sewer/Water/Drainage System.
 - .4 Heating Plant.
 - .5 Fire Department.
 - .6 UGSO (Unit General Safety Officer).
 - .7 W TIS
 - .8 Wing Operations.
 - .9 Commercial Utility Companies.
 - .10 Telus(Ticket Number)
 - .11 Alberta First Call
- .4 Where work involves breaking into or connecting to existing services, carry out work at times directed by governing authorities, with minimum of disturbance to pedestrian and vehicular traffic.
- .5 Submit schedule to and obtain approval from DND Rep 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 DND Rep and confirm findings in writing.
- .7 Remove abandoned service lines within 2 m of structures. Cap or otherwise seal lines at cut-off points as directed by DND Rep.
- .8 Record locations of maintained, re-routed and abandoned service lines.

| | | |
|--|----|---|
| <u>1.15 Additional Drawings</u> | .1 | DND Rep may furnish, if requested, additional copies of drawings and specifications. |
| <u>1.16 Alterations, Additions or Repairs to Existing Building</u> | .1 | Execute work with least possible interference or disturbance to occupants, public and normal use of premises. Arrange with DND Rep to facilitate execution of work. |
| | .2 | Where security has been affected by work of Contract, provide temporary means to maintain security. |
| | .3 | Where elevators or conveyors exist in building, only those assigned for Contractor's use may be used for moving men and material within building. Protect walls of passenger elevators to approval of DND Rep before use. Accept liability for damage, safety of equipment and overloading of existing equipment. |
| | .4 | Provide temporary dust screens, barriers, and warning signs in locations where renovation and alteration work is adjacent to areas used by public or government staff. |
| <u>1.17 Restoration of Disturbed Surfaces</u> | .1 | The Contractor shall be responsible for the restoration of all disturbed areas including adjacent areas to excavations, disturbed grassed areas, hard surfaces and any other area damaged due to work carried out, as indicated and to the satisfaction of the DND Rep. |
| <u>1.18 Building Smoking Environment</u> | .1 | 4 Wing Cold Lake has a smoking policy in effect. Contractor is to obtain a copy from DND Rep and adhere to it. |
| <u>1.19 Asbestos Discovery</u> | .1 | If, during execution of contract work, workers uncover or disturb suspected asbestos products that are not covered in the contract specifications, STOP work in that area and advise DND Rep. |
| | .2 | Disturbing spray-applied asbestos, trowel-applied asbestos, asbestos pipe insulation or mechanical equipment asbestos |

- 1.19 Asbestos Discovery
(Cont'd)
- .2 (Cont'd)
insulation can be hazardous to health of workers and public. Should any asbestos be encountered in course of work, immediately stop and notify Technical Authority. Do not proceed until written instructions have been received from Technical Authority
- 1.20 Security
- .1 Access
.1 Work carried out under the terms of this contract will be conducted within the General Restricted Area (GRA) where special and unique security regulations are enforced. Individuals without authorized passes in their possession will not be permitted to enter the GRA.
- .2 Clearances
.1 Work clearance will be granted in two possible ways, please see clause 1.2 for authorization:
.1 Security Mitigation Measures
.2 Security Requirements Check List.
- .3 Security Mitigation Measures
.1 In the case of Security Mitigation Measures, contractor will have access to the GRA only under supervision of full time DND escorts.
.2 At no time shall the contractor's employees or sub-contractors be found within the GRA without an authorized pass and escort.
.3 Every effort will be made to provide escorts according to the provided construction schedule.
.4 The Contractor shall give minimum 48 hours notice (two working days) for the processing of the information and subsequent issuance of passes. The Contractor shall ensure that all employees are advised not to enter the GRA without prior authorization (GRA pass) and government issued photo identification.
- .4 Security Requirements Check List
.1 All personnel employed by the Contractor and performing work within the GRA will be subject to a Reliability screening performed by Public Works and Government Services Canada Security Division. Prior to commencement of the Work, the Contractor and each of his personnel involved in the performance of the
-

1.20 Security
(Cont'd)

.4

(Cont'd)

.1 (Cont'd)

Contract must be security screened by the Canadian and International Industrial Security Division of the Department of Public Works and Government Services at the level of RELIABILITY STATUS.

.2 Information that the contractor must provide for this screening include: Date of Birth; Address; Country of Origin; Education/Professional qualifications; Employment history; and References/Personal character. The security Division will perform Criminal Record check and Credit check on each applicant. If significant adverse information arises during the conduct of a security assessment, the individual will be notified, in person, and given an opportunity to explain the circumstances. If the Deputy Minister, PWGSC, after reviewing a security assessment, denies the granting of RELIABILITY STATUS, the individual(s) concerned shall be so notified in writing along with information relating to their right of appeal and subsequent admission to the GRA will be prohibited, pending the outcome of any appeal.

.3 The Contractor shall obtain GRA passes from the Wing Military Police Identification Section from information provided by the Contractor to the Contracting Authority or Contract Inspector. The Contractor shall give minimum 48 hours notice (two working days) for the processing of the information and subsequent issue of the passes. The Contractor shall ensure that all employees are advised not to enter the GRA without prior authorization (GRA pass) and government issued photo identification.

.4 The Contractor shall be responsible for his sub-contractors, ensuring all security related requirements are met.

.5 The Contractor shall provide a list of employees and sub-contractors, complete with telephone numbers, who may be contacted during non-working hours in the event of any emergency.

.6 The Contractor shall ensure that all passes issued to his designated employees and sub-contractors are returned for cancellation prior to issuance of the DCC Representative's final certificate of completion.

SPEC NOTE: The following Section may be deleted if no work is to take place at PLER.

1.20 Security
(Cont'd)

- .5 [CLAWR (Cold Lake Air Weapons Range) Special conditions.
- .1 The contractor shall provide DND a list of personnel who need access to the area to perform work under the terms of the contract.
- .2 All personnel are required to attend a 1 hour "Range Safety Briefing" prior to conducting any work or accessing the PLER site.
- .3 Contractor shall provide schedule minimum 14 days in advance of scheduled work on site. Any changes to this schedule shall be provided to the inspector at a minimum of 48 hours advance notice (two working days) for processing of information and subsequent clearances to PLER. The Contractor shall ensure that all employees are advised not to enter the PLER without prior authorization.
- .4 Information that the contractor must provide for access: name of individual(s), dates and times for access, location of work, phone number, drivers licence.
- .5 Work clearance will be granted by DND through Wing Operations Mr Dick Brakely @ local 7978.
- .6 The Contractor shall be responsible for his sub-contractors, ensuring all security related requirements are met.
- .7 Garbage or refuse shall be removed off the CLAWR.
- .8 Feeding wildlife is prohibited.
- .9 All meals must be prepared and consumed in a suitable enclosed space or building.
- .10 Report to Range Safety Officer (RSO) as required by DCC.
- .11 The Contractor shall provide a list of employees and sub-contractors, complete with telephone numbers, who may be contacted during non-working hours in the event of any emergency.]

PART 2 - PRODUCTS

2.1 Not Used .1 Not Used.

PART 3 - EXECUTION

3.1 Not Used .1 Not Used.

————— END —————

PART 1 - GENERAL

- | | |
|----------------------|------------------------------------|
| 1.1 Section Includes | .1 Shop drawings and product data. |
| | .2 Samples. |

- | | |
|--------------------|--|
| 1.2 Administrative | .1 Submit to DND Rep submittals listed for review. Submit with reasonable promptness and in orderly sequence so as to not cause delay in Work. Failure to submit in ample time is not considered sufficient reason for an extension of Contract Time and no claim for extension by reason of such default will be allowed. |
| | .2 Work affected by submittal shall not proceed until review is complete. |
| | .3 Present shop drawings, product data, samples and mock-ups in SI Metric units. |
| | .4 Where items or information is not produced in SI Metric units converted values are acceptable. |
| | .5 Review submittals prior to submission to DND Rep. This review represents that necessary requirements have been determined and verified, or will be, and that each submittal has been checked and co-ordinated with requirements of Work and Contract Documents. Submittals not stamped, signed, dated and identified as to specific project will be returned without being examined and shall be considered rejected. |
| | .6 Notify DND Rep, in writing at time of submission, identifying deviations from requirements of Contract Documents stating reasons for deviations. |
| | .7 Verify field measurements and affected adjacent Work are coordinated. |
| | .8 Contractor's responsibility for errors and omissions in submission is not relieved by DND Rep's Consultant's review of submittals. |
| | .9 Contractor's responsibility for deviations in submission from requirements of Contract |
-

1.2 Administrative
(Cont'd)

- .9 (Cont'd)
Documents is not relieved by DND Rep
Consultant review.
- .10 Keep one reviewed copy of each submission on
site.

1.3 Shop Drawings

- .1 The term "shop drawings" means drawings,
diagrams, illustrations, schedules,
performance charts, brochures and other data
which are to be provided by Contractor to
illustrate details of a portion of Work.
- .2 Indicate materials, methods of construction
and attachment or anchorage, erection
diagrams, connections, explanatory notes and
other information necessary for completion of
Work. Where articles or equipment attach or
connect to other articles or equipment,
indicate that such items have been
coordinated, regardless of Section under which
adjacent items will be supplied and installed.
Indicate cross references to design drawings
and specifications.
- .3 Allow 10 days for DND Rep's review of each
submission.
- .4 Adjustments made on shop drawings by DND Rep
are not intended to change Contract Price. If
adjustments affect value of Work, state such
in writing to DND Rep prior to proceeding with
Work.
- .5 Make changes in shop drawings as DND Rep may
require, consistent with Contract Documents.
When resubmitting, notify DND Rep in writing
of any revisions other than those requested.
- .6 Accompany submissions with transmittal letter
containing:
.1 Date.
.2 Project title and number.
.3 Contractor's name and address.
.4 Identification and quantity of each shop
drawing, product data and sample.
.5 Other pertinent data.
- .7 Submissions shall include:
.1 Date and revision dates.
.2 Project title and number.
-

1.3 Shop Drawings
(Cont'd)

- .7 Submissions shall include: (Cont'd)
- .3 Name and address of:
 - .1 Subcontractor.
 - .2 Supplier.
 - .3 Manufacturer.
 - .4 Contractor's stamp, signed by Contractor's authorized representative certifying approval of submissions, verification of field measurements and compliance with Contract Documents.
 - .5 Details of appropriate portions of Work as applicable:
 - .1 Fabrication.
 - .2 Layout, showing dimensions, including identified field dimensions, and clearances.
 - .3 Setting or erection details.
 - .4 Capacities.
 - .5 Performance characteristics.
 - .6 Standards.
 - .7 Operating weight.
 - .8 Wiring diagrams.
 - .9 Single line and schematic diagrams.
 - .10 Relationship to adjacent work.
 - .8 After DND Rep's review, distribute copies.
 - .9 Submit shop drawings for each requirement requested in specification Sections and as consultant may reasonably request.
 - .10 Submit product data sheets or brochures for requirements requested in specification Sections and as requested by DND Rep where shop drawings will not be prepared due to standardized manufacture of product.
 - .11 All submittals to be in electronic format (PDF) unless otherwise requested by the DND Rep.
 - .12 Delete information not applicable to project.
 - .13 Supplement standard information to provide details applicable to project.
 - .14 If upon review by DND Rep, no errors or omissions are discovered or if only minor corrections are made, copies will be returned and fabrication and installation of Work may proceed. If shop drawings are rejected, noted copy will be returned and resubmission of corrected shop drawings, through same procedure indicated above, must be performed

1.3 Shop Drawings
(Cont'd)

- .14 (Cont'd)
before fabrication and installation of Work may proceed.
- .15 The review of shop drawings by Department of National Defence (DND) is for sole purpose of ascertaining conformance with general concept. This review shall not mean that DND approves detail design inherent in shop drawings, responsibility for which shall remain with Contractor submitting same, and such review shall not relieve Contractor of responsibility for errors or omissions in shop drawings or of responsibility for meeting all requirements of construction and Contract Documents. Without restricting generality of foregoing, Contractor is responsible for dimensions to be confirmed and correlated at job site, for information that pertains solely to fabrication processes or to techniques of construction and installation and for co-ordination of Work of all sub-trades.

1.4 Product Data

- .1 Manufacturers' catalogue sheets, brochures, literature, performance charts and diagrams, used to illustrate standard manufactured products.
- .2 Submit electronic copies of product data.
- .3 Sheet size: 215 x 280 mm.
- .4 Delete information not applicable to project.
- .5 Supplement standard information to provide details applicable to project.
- .6 Cross-reference product data information to applicable portions of Contract documents.

1.5 Samples

- .1 Submit for review samples in duplicate as requested in respective specification Sections. Label samples with origin and intended use.
- .2 Deliver samples prepaid to DND Rep.
- .3 Notify DND Rep in writing, at time of submission of deviations in samples from requirements of SOA Documents.
-

- | | | |
|-------------------------|----|--|
| 1.5 Samples (Cont'd) | .4 | Where colour, pattern or texture is criterion, submit full range of samples. |
| | .5 | Adjustments made on samples by DND Rep are not intended to change Contract Price. If adjustments affect value of Work, state such in writing to DND Rep prior to proceeding with Work. |
| | .6 | Make changes in samples which DND Rep may require, consistent with Contract Documents. |
| | .7 | Reviewed and accepted samples will become standard of workmanship and material against which installed Work will be verified. |

PART 2 - PRODUCTS

- | | | |
|--------------|----|-----------|
| 2.1 Not Used | .1 | Not Used. |
|--------------|----|-----------|

PART 3 - EXECUTION

- | | | |
|--------------|----|-----------|
| 3.1 Not Used | .1 | Not Used. |
|--------------|----|-----------|

END

PART 1 - GENERAL

- | | | |
|--|----|--|
| <u>1.1 General Protection</u> | .1 | Do not disrupt airport business except as permitted by DND Rep . |
| | .2 | Provide temporary protection for safe handling of public, personnel, pedestrians and vehicular traffic: |
| | .3 | Provide barricades and lights where directed. |
| <u>1.2 Movement of Equipment and Personnel</u> | .1 | In areas of airport not closed to aircraft traffic: .1 Obtain DND Rep's approval on scheduling of Work. .2 Control movements of equipment and personnel as directed by DND Rep . .3 Provide qualified field personnel at locations designated by DND Rep to relay signals from airport traffic control tower to equipment and personnel wishing to cross live traffic areas. .4 Obey signals from airport traffic control tower instantly. |
| <u>1.3 Unserviceable Areas</u> | .1 | Mark off areas made unserviceable for aircraft by Work of this Contract by providing plainly visible danger markings by day and red lights by night. Open flames and inflammable fuels are not permitted. |
| | .2 | Park equipment not in use and stockpile materials so that stockpile tops are below 50 to 1 ratio from ends of useable landing strip and below 20 to 1 ratio from sides of aircraft traffic areas. Mark tops with red lights. |
| <u>1.4 Trenching</u> | .1 | Obtain DND Rep's written permission to undertake trenching on pavements open to aircraft traffic which cannot be completed, backfilled and sealed within one working day. |
-

- 1.5 Airport Facilities
- .1 DND Rep will arrange for the location of underground facilities such as cables, pipes and ducts. Notify DND Rep of work areas sufficiently in advance of operations so that underground facilities can be located.
- 1.6 Paint Markings
- .1 Any paint applied to the aerodrome surface must be approved by DND Rep.
 - .2 All markings must be of non permanent type such as chalk or water soluble paint.
- 1.7 Radio Communications
- .1 Base authority will assign call signs.
 - .2 Do not use control tower frequencies for idle chatter.
- 1.8 Flight Safety
- .1 Prior to permitting personnel to cross active runways, taxiways, parking aprons or working within 60 m of active facility, establish radio contact with control tower and obtain specific clearances.
 - .2 Prior to starting work, obtain necessary closure of adjacent facilities.
 - .3 Maintain continuous radio watch. Obey all instructions promptly and explicitly.
 - .4 Radio:
 - .1 The Contractor's personnel and equipment authorized to enter the security area, will be given a DND two-way radio. If no radio are available, the Contractor shall be escorted to cross runways, taxiways or parking aprons.
 - .2 Any Contractor's employee found outside of the work site limit, will have his security pass revoked and will no longer be allowed inside the security area.
- 1.9 Cleaning FOD
- .1 Where travel routes cross active runways, taxiways or parking aprons, broom clean immediately.
-

- 1.9 Cleaning FOD .2 Where access routes cross active runways,
 (Cont'd) taxiways or parking aprons, keep crossings
 free of mud and debris at all times.
- .3 See Section 01 74 11 - Cleaning for further
 FOD info.

PART 2 - PRODUCTS

- 2.1 Not Used .1 Not Used.

PART 3 - EXECUTION

END

PART 1 - GENERAL

- 1.1 Precedence .1 For Federal Government projects, Division 1 Sections take precedence over technical specification sections in other Divisions of this Project Manual.
- .2 The contractor will be acting as the Prime Contractor for this contract and will certify this agreement in writing with the DND representative. Refer to Annex D for prime contractors's Agreement.
- 1.2 References .1 Canada Labour Code, Part 2, Canada Occupational Safety and Health Regulations.
- .2 Province of Alberta Occupational Health and Safety Act, R.S.A. 1980.
- 1.3 Submittals .1 Make submittals in accordance with Section 01 33 00 - Submittal Procedures.
- .2 Submit site-specific Health and Safety Plan: Within 7 days after date of Notice to Proceed and prior to commencement of Work. Health and Safety Plan must include:
- .1 Results of site specific safety hazard assessment.
- .2 Results of safety and health risk or hazard analysis for site tasks and operation found in work plan.
- .3 Submit copies of Contractor's authorized representative's work site health and safety inspection reports to DND Rep weekly.
- .4 Submit copies of reports or directions issued by Federal, Provincial and Territorial health and safety inspectors.
- .5 Submit copies of incident and accident reports.
- .6 Submit Material Safety Data Sheets (MSDS) to DND Rep.
-

| | | |
|--------------------------------|-----|---|
| 1.3 Submittals (Cont'd) | .7 | DND Rep will review Contractor's site-specific Health and Safety Plan and provide comments to Contractor within 10days after receipt of plan. Revise plan as appropriate and resubmit plan to DND Rep within 10 days after receipt of comments from DND Rep. |
| | .8 | DND Rep 's review of Contractor's final Health and Safety plan should not be construed as approval and does not reduce the Contractor's overall responsibility for construction Health and Safety. |
| | .9 | Medical Surveillance: Where prescribed by legislation, regulation or safety program, submit certification of medical surveillance for site personnel prior to commencement of Work, and submit additional certifications for any new site personnel to DND Rep. |
| | .10 | On-site Contingency and Emergency Response Plan: Address standard operating procedures to be implemented during emergency situations. |
| 1.4 Filing of Notice | .1 | File Notice of Project with Provincial authorities prior to commencement of Work. |
| 1.5 Safety Assessment | .1 | Perform site specific safety hazard assessment related to project. |
| 1.6 Meetings | .1 | Schedule and administer Health and Safety meeting with DND Rep prior to commencement of Work. |
| 1.7 Project/Site Conditions | .1 | Work at site may involve contact with: <ul style="list-style-type: none"> .1 Asbestos. .2 Lead Paint |
| 1.8 General Requirements | .1 | Develop written site-specific Health and Safety Plan based on hazard assessment prior to commencing any site Work and continue to implement, maintain, and enforce plan until final demobilization from site. Health and |

1.8 General
Requirements
(Cont'd)

- .1 (Cont'd)
Safety Plan must address project specifications.
- .2 DND Rep may respond in writing, where deficiencies or concerns are noted and may request re-submission with correction of deficiencies or concerns.

1.9 Responsibility

- .1 Be responsible for health and safety of persons on site, safety of property on site and for protection of persons adjacent to site and environment to extent that they may be affected by conduct of Work.
- .2 Comply with and enforce compliance by employees with safety requirements of Contract Documents, applicable federal, provincial, territorial and local statutes, regulations, and ordinances, and with site-specific Health and Safety Plan.

1.10 Compliance Requirements

- .1 Comply with Occupational Health and Safety Act, General Safety Regulation, Alberta. Reg. 1980 and 4 Wing Safety Measures listed below.
- .2 Contractors and their personnel shall be familiar with this section and its requirements.
- .3 Observe and enforce construction safety measures required by National Building Code 2005, Part 8; Provincial Government, Workmen's Compensation Board and municipal statutes and authorities.
- .4 Hard hats and safety boots shall be worn at all times at construction site and while operating mobile machinery.
- .5 Eye or face protection shall be worn when handling any material liable to injure or irritate the eyes or when engaging in any work producing hazard from flying objects or when operating power lawn equipment and tools.
- .6 Hearing protection shall be worn when entering or working in a noise hazardous area. This is to include, but not limited, to the flight line when aircraft are running, shop operations where sound levels exceed 85

1.10 Compliance
Requirements
(Cont'd)

- .6 (Cont'd)
decibels and operators of vehicles or
equipment which produce excessive noise.
 - .7 Respirators shall be worn when a worker is or
may be exposed to an oxygen deficient area or
to harmful concentration of gas, vapours,
smoke, fumes, mist or dust.
 - .8 All employees who handle or are exposed to
hazardous materials as defined under the
Hazardous Product Act (WHMIS Legislation)
shall be WHMIS trained in accordance with the
act.
 - .9 Material safety data sheets (MSDS) for all
materials falling under the WHMIS program
shall be supplied to the work site by the
Contractor/Sub-contractor or user(s), and
readily accessible to all on-site personnel.
 - .10 No employee shall enter or be permitted to
enter a hazardous confined space unless such
entry is made in compliance with Occupational
Safety and Health and Labour Canada Standards.
 - .11 Confined spaces entry permit must be obtained
from the Fire Department and completed prior
to the entry into a confined space.
 - .12 Safety belts and lifelines shall be worn when
working at heights greater than 3.26 metres
above floor level where it is impractical to
provide adequate work platforms or staging.
 - .13 All elevated work sites shall have the area
underneath cordoned off to prevent injuries
from falling debris.
 - .14 All construction sites which present a
potential hazard to the public shall be
properly cordoned off and signs prominently
placed, warning of possible dangers.
 - .15 No burning, cutting, welding or use of any
heat producing device is allowed without a hot
work permit from the Fire Department (Annex
B). A pre-work inspection and post-work
inspection is mandatory.
 - .1 Fire Department phone number for
Safety/Fire Inspector is:
 - .1 840-8000 ext 8198.
 - .16 All accidents are to be reported through the
DND Rep immediately.
-

1.10 Compliance
Requirements
(Cont'd)

- .17 In addition to these 4 Wing Cold Lake's General Safety Contractor Regulations, all Alberta Occupational Health and Safety Regulations shall be adhered to at all times.
- .18 In event of conflict between any provisions of above authorities the most stringent provisions govern.
- .1 The following are the known hazardous substances and/or hazardous conditions at the work site which will be considered as health or environmental hazards and shall be properly managed should they be encountered as part of the work.
- .2 Specific hazards that may impact significantly on the contract or present significant risk:
- a. Excavation
 - b. Hot work
 - c. Fall Hazards
 - d. Heavy Equipment
 - e. Overhead/underground Utilities
 - f. Traffic
- .3 Contractors are required to be aware of the known hazardous substances and/or hazardous conditions and are to include in their tender price all work associated in working with, in and around the hazards.
- .4 The above lists shall not be construed as being complete and inclusive of all safety and health hazards encountered as a result of the Contractor's operations during the course of work. Include the above items into the hazard assessment program specified herein.

1.11 Cell Phones

- .1 Use of cellular phones are prohibited within Refueling Compounds.
- .2 Cell phones shall not be operated within 15M of an aircraft.

1.12 Overloading

- .1 Ensure no part of work is subjected to loading that will endanger its safety or will cause permanent deformation.
-

1.13 Hazardous Material .1 All hazardous material must be identified and labelled in accordance with the Workplace Hazardous Material Information System (WHMIS) and copies of the Material Safety Data Sheet (MSDS) shall be supplied to both the Wing Fire Chief and DND Rep.

1.14 Unforeseen Hazards .1 Should any unforeseen or peculiar safety-related factor, hazard, or condition become evident during performance of Work, and follow procedures in place for Employee's Right to Refuse Work in accordance with Acts and Regulations of Province having jurisdiction. Advise DND Rep verbally and in writing.

1.15 Health and Safety Co-ordinator .1 Employ and assign to Work, competent and authorized representative as Health and Safety Co-ordinator. Health and Safety Co-ordinator must:

- .1 Have minimum 2 years' site-related working experience specific to construction activities taking place.
- .2 Have working knowledge of occupational safety and health regulations.
- .3 Be responsible for completing Contractor's Health and Safety Training Sessions and ensuring that personnel not successfully completing required training are not permitted to enter site to perform Work.
- .4 Be responsible for implementing, enforcing daily and monitoring site-specific Contractor's Health and Safety Plan.
- .5 Be on site during execution of any hazardous Work and report directly to and be under direction of site supervisor.

1.16 Posting of Documents .1 Ensure applicable items, articles, notices and orders are posted in conspicuous location on site in accordance with Acts and Regulations of Province having jurisdiction, and in consultation with DND Rep.

- 1.17 Correction of Non-Compliance .1 Immediately address health and safety non-compliance issues identified by authority having jurisdiction or by DND Rep.
- .2 Provide DND Rep with written report of action taken to correct non-compliance of health and safety issues identified.
- .3 DND Rep may stop Work if non-compliance of health and safety regulations is not corrected.

- 1.18 Work Stoppage .1 Give precedence to safety and health of public and site personnel and protection of environment over cost and schedule considerations for Work.

PART 2 - PRODUCTS

- 2.1 Not Used .1 Not used.

PART 3 - EXECUTION

- 3.1 Not Used .1 Not used.

END

PART 1 - GENERAL

- 1.1 Precedence .1 For Federal Government projects, Division 1 Sections take precedence over technical specification sections in other Divisions of this Project Manual.
- 1.2 Fire Department Briefing .1 DND Rep will coordinate arrangements for contractor to be briefed on Fire Safety at their pre-work conference by Fire Chief before any work is commenced.
- 1.3 Reporting Fires .1 Know location of nearest fire alarm box and telephone, including emergency phone number.
- .2 Report immediately all fire incidents to the Fire Department as follows:
- .1 Activate nearest fire alarm box, or
- .2 Telephone 911 in case of EMERGENCY ONLY.
- .3 Person activating fire alarm box will remain at the front entrance to direct Fire Department to scene of fire.
- .4 When reporting fire by telephone, give location of fire, name or number of building and be prepared to verify the location.
- 1.4 Fire Safety Plan .1 Submit a fire safety plan for the construction site prior to commencement of construction work. The fire safety plan shall conform to the National Fire Code of Canada.
- .2 Post the fire safety plan at the entrance to the construction site or near the construction site's health and safety board.
- .3 The fire safety plan shall conform to the National Fire Code of Canada, and shall contain, at minimum:
- .1 Emergency procedures to be used in case of fire, including
- .1 Sounding the fire alarm;
- .2 Notifying the fire department;
- .3 Instructing occupants on procedures to be followed when the fire alarm sounds;
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| 1.4 Fire Safety Plan <u>(Cont'd)</u> | .3 (Cont'd) .1 (Cont'd) .4 Evacuating occupants, including special provisions for persons requiring assistance; and .5 Confining, controlling and extinguishing fires. .2 The appointment and organization of designated supervisory staff to carry out fire safety duties. .3 The training of supervisory staff and other occupants in their responsibilities for fire safety. .4 Documents including diagrams, showing the type, location and operation of building fire emergency systems. .5 The holding of fire drills (where applicable). .6 The control of fire hazards in the building. .7 The inspection and maintenance of building facilities provided for the safety of occupants. |
| 1.5 Interior and Exterior Fire Protection and Alarm Systems <u></u> | .1 Fire protection and alarm system will not be: .1 obstructed; .2 shut-off; and .3 left inactive at end of working day or shift without authorization from Fire Chief. .2 Fire hydrants, standpipes and hose systems will not be used for other than fire-fighting purposes unless authorized by Fire Chief. |
| 1.6 Fire Protection System Impairment <u></u> | .1 Notify the DND Representative and Fire Chief 48 hours prior to shutting down any active fire protection system, including water supply, fire suppression, fire detection and life safety systems. .2 Implement all fire protection system impairments in accordance with the National Fire Code of Canada and departmental policy. |
| 1.7 Fire Extinguishers <u></u> | .1 Supply fire extinguishers, as scaled by Fire Chief, necessary to protect work in progress and contractor's physical plant on site. |
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1.8 Installation
and/or Repair of
Roof to Include
Contractors
Physical Plant at
Site

- .1 Notify Fire Chief of location of any asphalt kettles and dates that kettles will be in use. Ensure personnel use and take precautions as follows :
 - .1 Use kettles equipped with thermometers or gauges in good working order.
 - .2 Locate kettles in safe place outside of building or, if approved by Fire Chief, on non-combustible roof. Locate to avoid danger of igniting combustible material below.
 - .3 Maintain continuous supervision while kettles are in operation and provide metal covers for kettles to smother any flames in case of fire. Fire extinguishers shall be provided as required in 1.4.
 - .4 Prior to start of work , demonstrate container capacities to Fire Chief.
 - .5 Use only glass fibre roofing mops.
 - .6 Used roofing mops will not be left unattended on roof and shall be stored away from building and combustible materials.
 - .7 All roofing materials will be stored in location no closer than 3 m to any structures.

1.9 Blockage of
Roadways

- .1 Advise Fire Chief of any work that would impede fire apparatus response. This includes violation of minimum overhead clearance, as prescribed by Fire Chief, erecting of barricades and digging of trenches.
- .2 Wing Transport shall be advised of any work that would impede "Emergency" vehicles located at:
 - .1 Building 4 - Fire Hall
 - .2 Building 5 - Wing Transport
 - .3 Building 785 - MP Station
 - .4 Building 75 - Ambulance location
- .3 Minimum horizontal clearance: clear width of not less than 5m.
- .4 Minimum vertical clearance: overhead height of not less than 6m.

1.10 Smoking
Precautions

- .1 Smoking is prohibited in all DND buildings. Observe posted smoking restrictions near existing buildings.
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1.11 Rubbish and
Waste Materials

- .1 Rubbish and waste materials are to be kept to a minimum.
- .2 Burning of rubbish is prohibited.
- .3 Removal:
 - .1 Remove all rubbish from work site at end of work day or shift or as directed.
- .4 Storage:
 - .1 Store oily waste in approved receptacles to ensure maximum cleanliness and safety.
 - .2 Deposit greasy or oily rags and materials subject to spontaneous combustion in approved receptacles and removed as specified above.

1.12 Flammable and
Combustible Liquids

- .1 Handling, storage and use of flammable and combustible liquids are to be governed by the current National Fire Code of Canada.
 - .2 Flammable and combustible liquids such as gasoline, kerosene and naphtha will be kept for ready use in quantities not exceeding 45 litres provided they are stored in approved safety cans bearing Underwriters' Laboratory of Canada or Factory Mutual seal of approval. Storage of quantities of flammable and combustible liquids exceeding 45 litres for work purposes requires permission of Fire Chief.
 - .3 Transfer of flammable and combustible liquids is prohibited within buildings or jetties.
 - .4 Transfer of flammable and combustible liquids will not be carried out in vicinity of open flames or any type of heat-producing devices.
 - .5 Flammable liquids having a flash point below 38° C such as naphtha or gasoline will not be used as solvents or cleaning agents.
 - .6 Flammable and combustible waste liquids, for disposal, will be stored in approved containers located in a safe ventilated area. Quantities are to be kept to a minimum and Fire Department is to be notified when disposal is required.
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1.13 Hazardous Substances

- .1 Work entailing use of toxic or hazardous materials, chemicals and/or explosives, or otherwise creating hazard to life, safety or health, will be in accordance with National Fire Code of Canada.
- .2 Obtain from Fire Chief a "Hot Work" permit (Annex B) for work involving welding, burning or use of blow torches and salamanders, in buildings or facilities.
- .3 When Work is carried out in dangerous or hazardous areas involving use of heat, provide fire watchers equipped with sufficient fire extinguishers. Determination of dangerous or hazardous areas along with level of protection necessary for Fire Watch is at discretion of the Fire Chief. Contractors are responsible for providing fire watch service for work on a scale established and in conjunction with Fire Chief at pre-work conference.
- .4 Where flammable liquids, such as lacquers or urethanes are to be used, proper ventilation shall be provided and all sources of ignition are to be eliminated. Fire Chief is to be informed prior to and at cessation of such work.

1.14 Questions or Clarifications

- .1 Direct any questions or clarification on Fire Safety in addition to above requirements to the DND representative. DND is responsible to obtain clarifications from the Fire Chief.

1.15 Fire Inspection

- .1 Site inspections by Fire Chief will be coordinated through DND Rep.
 - .2 Allow Fire Chief unrestricted access to work site.
 - .3 Co-operate with Fire Chief during routine fire safety inspection of work site.
 - .4 Immediately remedy all unsafe fire situations observed by Fire Chief.
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PART 2 - PRODUCTS

2.1 Not Used .1 Not Used.

PART 3 - EXECUTION

3.1 Not Used .1 Not Used.

END

PART 1 - GENERAL

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| <u>1.1 General</u> | .1 | Comply with all federal, provincial, and municipal regulatory requirements and guidelines for environmental protection and natural resource conservation |
| <u>1.2 Precedence</u> | .1 | For Federal Government projects, Division 1 Sections take precedence over technical specification sections in other Divisions of this Project Manual. |
| <u>1.3 Fires</u> | .1 | Fires and burning of rubbish on site not permitted. |
| <u>1.4 Disposal of Wastes</u> | .1 | Do not bury rubbish and waste materials on site unless approved by DND Rep. |
| | .2 | Do not dispose of waste or volatile materials, such as mineral spirits, oil or paint thinner into waterways, storm or sanitary sewers. |
| | .3 | The contractor shall dispose of all rubbish and residue in accordance with existing provincial and/or municipal regulations and/or bylaws. A disposal manifest will be delivered to the Project Authority to ensure the waste has been accepted by a proper facility. |
| | .4 | Costs associated with appropriate removal, transportation and disposal of ALL WASTE is the responsibility of the Contractor |
| <u>1.5 Drainage</u> | .1 | Provide temporary drainage and pumping as necessary to keep excavations and site free from water. |
| | .2 | Do not pump water containing suspended materials into waterways, sewer or drainage systems. |
| | .3 | Control disposal or runoff of water containing suspended materials or other |
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| 1.5 Drainage (Cont'd) | .3 | (Cont'd) harmful substances in accordance with local authority requirements. |
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| 1.6 Site Clearing and Plant Protection | .1 | Protect trees and plants on site and adjacent properties where indicated. |
| | .2 | Wrap in burlap, trees and shrubs adjacent to construction work, storage areas and trucking lanes, and encase with protective wood framework from grade level to height of 2 m. |
| | .3 | Protect roots of designated trees to dripline during excavation and site grading to prevent disturbance or damage. Avoid unnecessary traffic, dumping and storage of materials over root zones. |
| | .4 | Minimize stripping of topsoil and vegetation. |
| | .5 | Restrict tree removal to areas indicated or designated by DND Rep. See Section 01 00 01 1.6.3 for tree replacement requirements. |
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| 1.7 Work Adjacent to Waterways | .1 | Do not operate construction equipment in waterways. |
| | .2 | Do not use waterway beds for borrow material. |
| | .3 | Do not dump excavated fill, waste material or debris in waterways. |
| | .4 | Design and construct temporary crossings to minimize erosion to waterways. |
| | .5 | Do not skid logs or construction materials across waterways. |
| | .6 | Avoid indicated spawning beds when constructing temporary crossings of waterways. |
| | .7 | Do not blast under water or within 100 m of indicated spawning beds. |
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| 1.8 Pollution Control | .1 | Maintain temporary erosion and pollution control features installed under this contract. |
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| 1.8 Pollution Control (Cont'd) | .2 | Control emissions from equipment and plant to local authorities emission requirements. |
| | .3 | Prevent sandblasting and other extraneous materials from contaminating air beyond application area, by providing temporary enclosures. |
| | .4 | Cover or wet down dry materials and rubbish to prevent blowing dust and debris. Provide dust control for temporary roads. |
| 1.9 Protection of Monitoring Wells | .1 | Protect any and all existing groundwater monitoring wells. Report any disturbances or damage to the Project Authority immediately. Wing Environment will need to be informed |
| 1.10 Halocarbons | .1 | Refrigeration units will comply with the Federal Halocarbon Regulations (FHR), 2003. |
| | .2 | Halocarbon refrigerants shall be R410A or a suitable CFC free substitute. Non-halocarbon refrigerants are still acceptable. |
| | .3 | When the unit is installed, serviced, or decommissioned by a contractor, the Halocarbon Reporting Form must be completed and submitted to the Project Authority. |
| | .4 | Report all halocarbon releases to the Project Authority, Wing Fire Hall and Wing Environment. |
| 1.11 Spill Response and Report | .1 | Spill kits will be on site where there is potential for spillage onto the ground. |
| | .2 | Personnel on site will be educated in the use of spill kits and spill response based on the equipment on site. |
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- .3 Secondary containment will be provided for generators or other fuel-powered equipment. This equipment will not be located within 30m of a waterway.
- .4 Secondary containment for temporary fuel storage tanks, held on site by the contractor, will be implemented.
- .5 Any spill, regardless of size, will be reported immediately to the Project Authority following the Environmental Incident and Emergency Plan, so proper reporting procedures can be implemented.
- .6 An Environmental Incident Report will be completed and submitted to Wing Environment to report the spill within 24 hrs, follow-up may be required. Environmental Incident Report forms are available from W Env or Project Authority.
- .7 Should the spill exceed the capabilities of the spill kits and the personnel on site, the Fire Department shall be contacted.

PART 2 - PRODUCTS

2.1 Not Used .1 Not Used.

PART 3 - EXECUTION

3.1 Not Used .1 Not Used.

END

PART 1 - GENERAL

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| <u>1.1 Precedence</u> | .1 | For Federal Government projects, Division 1 Sections take precedence over technical specification sections in other Divisions of this Project Manual. |
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| <u>1.2 Associations</u> | .1 | ANSI - American National Standards Institute, 25 West 43rd Street, 4th Floor, New York, New York, U.S.A. 10036 URL http://www.ansi.org |
| | .2 | ARI - Air Conditioning and Refrigeration Institute, 4100 N Fairfax Drive, Suite 200, Arlington, Virginia, U.S.A. 22203 URL http://www.ari.org |
| | .3 | ASHRAE - American Society of Heating, Refrigeration and Air-Conditioning Engineers, 1791 Tullie Circle NE, Atlanta, Georgia, U.S.A. 30329 URL http://www.ashrae.org |
| | .4 | ASTM - American Society for Testing and Materials, 100 Barr Harbor Drive West, Conshohocken, Pennsylvania 19428-2959 URL http://www.astm.org |
| | .5 | AWPA - American Wire Producer's Association, 801 N Fairfax Street, Suite 211, Alexandria, VA U.S.A. 22314-1757 URL http://www.awpa.org |
| | .6 | AWPA - American Wood Preservers' Association, P.O. Box 5690, Granbury Texas, U.S.A. 76049-0690 URL http://www.awpa.com |
| | .7 | AWS - American Welding Society, 550 N.W. LeJeune Road, Miami, Florida U.S.A. 33126 URL http://www.amweld.org |
| | .8 | CCA Canadian Construction Association, 75 Albert St., Suite 400 Ottawa, Ontario, K1P 5E7 URL http://www.cca-acc.com |
| | .9 | CCDC Canadian Construction Documents Committee, Refer to ACEC, CCA, CSC or RAIC |
| | .10 | CFFM - Canadian Forces Fire Marshal, 101 Colonel By Drive, 8NT MGen George R. Pearkes Bldg., Ottawa, Ontario K1A 0K2 |
| | .11 | CGSB - Canadian General Standards Board, Place du Portage, Phase III, 6B1, 11 Laurier |
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1.2 Associations
(Cont'd)

- .11 (Cont'd)
Street, Hull, Quebec K1A 0S5 URL
<http://w3.pwgsc.gc.ca/cgsb>
 - .12 CISC - Canadian Institute of Steel
Construction, 201 Consumers Road, Suite 300,
Willowdale, Ontario M2J 4G8 URL
<http://www.cisc-icca.ca>
 - .13 CLA - Canadian Lumbermen's Association, 27
Goulburn Avenue, Ottawa, Ontario, K1N 8C7 URL
<http://www.cla-ca.ca>
 - .14 CRCA - Canadian Roofing Contractors
Association, 155 Queen Street, Suite 1300,
Ottawa, Ontario K1P 6L1 URL
<http://www.roofingcanada.com>
 - .15 CSA - Canadian Standards Association
International, 178 Rexdale Blvd., Toronto,
Ontario M9W 1R3 URL
<http://www.csa-international.org>
 - .16 CSC - Construction Specifications Canada, 120
Carlton Street, Suite 312, Toronto, Ontario
M5A 4K2 URL <http://www.csc-dcc.ca>
 - .17 CSDMA - Canadian Steel Door Manufacturers
Association, One Yonge Street, Suite 1801,
Toronto, Ontario M5E 1W7
 - .18 CSSBI - Canadian Sheet Steel Building
Institute, 652 Bishop St. N., Unit 2A,
Cambridge, Ontario N3H 4V6 URL
<http://www.cssbi.ca>
 - .19 CWC - Canadian Wood Council, 1400 Blair
Place, Suite 210, Ottawa, Ontario K1J 9B8 URL
<http://www.cwc.ca>
 - .20 EC - Environment Canada, Conservation and
Protection, Inquiry Centre, 351 St. Joseph
Blvd, Hull, Québec K1A 0H3 URL
<http://www.ec.gc.ca>
 - .21 MPI - The Master Painters Institute, 4090
Graveley Street, Burnaby, BC V5C 3T6 URL
<http://www.paintinfo.com>
 - .22 NABA - National Air Barrier Association, PO
Box 2747, Winnipeg, Manitoba R3C 4E7 URL
<http://www.naba.ca>
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1.2 Associations
(Cont'd)

- .23 NLGA - National Lumber Grades Authority,
406-First Capital Place, 960 Quayside Drive,
New Westminster, B.C. V3M 6G2
- .24 NRC - National Research Council, Building
M-58, 1200 Montreal Road, Ottawa, Ontario K1A
0R6 URL <http://www.nrc.gc.ca>
- .25 NSPE National Society of Professional
Engineers, 1420 King Street, Alexandria, VA
U.S.A. 22314-2794 URL <http://www.nspe.org>
- .26 QPL - Qualification Program List, c/o
Canadian General Standards Board, Place du
Portage, Phase III, 6B1, 11 Laurier Street,
Hull, Quebec K1A 1G6 URL
<http://www.pwgsc.gc.ca/cgsb>
- .27 RAIC Royal Architectural Institute of Canada,
55 Murray Street, Suite 330, Ottawa, Ontario,
K1N 5M3 URL <http://www.raic.org>
- .28 SCC - Standards Council of Canada, 270 Albert
Street, Suite 2000, Ottawa, Ontario K1P 6N7
URL <http://www.scc.ca>
- .29 UL - Underwriters' Laboratories, 333
Pfungsten Road, Northbrook, Illinois, U.S.A.
60062-2096 URL <http://www.ul.com>
- .30 ULC - Underwriters' Laboratories of Canada, 7
Crouse Road, Toronto, Ontario M1R 3A9 URL
<http://www.ulc.ca>

1.3 Reference
Standards

- .1 Within the text of the specifications,
reference may be made to the following
standards:
 - .1 AA - Aluminum Association
 - .2 ACI - American Concrete Institute
 - .3 ACEC - Association of Consulting
Engineers of Canada
 - .4 AISC - American Institute of Steel
Construction
 - .5 ANSI - American National Standards
Institute
 - .6 API - American Petroleum Institute
 - .7 ASPT - Association for Asphalt Paving
Technologists
 - .8 ASME - American Society of Mechanical
Engineers
 - .9 ASTM - American Society for Testing and
Materials
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| 1.3 Reference Standards (Cont'd) | .1 (Cont'd) | |
| | .10 AWMAC - Architectural Woodwork Manufacturers Association of Canada | |
| | .11 AWPA - American Wire Producers Association | |
| | .12 AWS - American Welding Society | |
| | .13 CCA - Canadian Construction Association | |
| | .14 CCDC - Canadian Construction Documents Committee | |
| | .15 CCME - Canadian Council of Ministers of the Environment | |
| | .16 CEC - Canadian Electrical Code (published by CSA) | |
| | .17 CEMA - Canadian Electrical Manufacturer's Association | |
| | .18 CEPA - Canadian Environmental Protection Act | |
| | .19 CGSB - Canadian General Standards Board | |
| | .20 CISC - Canadian Institute of Steel Construction | |
| | .21 CLA - Canadian Lumberman's Association | |
| | .22 CPCA - Canadian Painting Contractors' Association | |
| | .23 CPCI - Canadian Prestressed Concrete Institute | |
| | .24 CPMA - Canadian Paint Manufacturers Association | |
| | .25 CRCA - Canadian Roofing Contractors Association | |
| | .26 CSA - Canadian Standards Association | |
| | .27 CSC - Construction Specifications Canada | |
| | .28 CSSBI - Canadian Sheet Steel Building Institute | |
| | .29 ECP - Environmental Choice Program | |
| | .30 EIMA - EIFS Industry Manufacturer's Association | |
| | .31 EPA - Environmental Protection Agency | |
| | .32 FGMA - Flat Glass Manufacturers Association | |
| | .33 FM - Factory Mutual Engineering Corporation | |
| | .34 GRI - Geosynthetic Research Institute | |
| | .35 ICEA - Insulated Cable Engineers Association | |
| | .36 IEEE - Institute of Electrical and Electronic Engineers | |
| | .37 IPCEA - Insulated Power Cable Engineers Association | |
| | .38 LSGA - Laminators Safety Glass Association | |
| | .39 MSS Manufacturers Standardization Society of the Valve and Fittings Industry | |
| | .40 NAAMM - National Association of Architectural Metal Manufacturers | |
| | .41 NBC - National Building Code | |

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|----------------------------------|-----|---|
| 1.3 Reference Standards (Cont'd) | .1 | (Cont'd) |
| | .42 | NEMA - National Electrical Manufacturers Association |
| | .43 | NFPA - National Fire Protection Association |
| | .44 | NHLA - National Hardwood Lumber Association |
| | .45 | NLGA - National Lumber Grades Authority |
| | .46 | NSPE - National Society of Professional Engineers |
| | .47 | RAIC - Royal Architectural Institute of Canada |
| | .48 | SSPC - Steel Structures Painting Council |
| | .49 | TTMAC - Terrazzo, Tile and Marble Association of Canada |
| | .50 | ULC - Underwriters' Laboratories of Canada |

PART 2 - PRODUCTS

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|--------------|----|-----------|
| 2.1 Not Used | .1 | Not Used. |
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PART 3 - EXECUTION

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| .2 | Not Used. |
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PART 2 - PRODUCTS

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| 2.1 Not Used | .1 | Not Used. |
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PART 3 - EXECUTION

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|--------------|----|-----------|
| 3.1 Not Used | .1 | Not Used. |
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END

PART 1 - GENERAL

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|--------------------------------|----|--|
| <u>1.1 Section Includes</u> | .1 | Product quality, availability, storage, handling, protection, and transportation. |
| | .2 | Manufacturer's instructions. |
| | .3 | Quality of Work, coordination and fastenings. |
| | .4 | Existing facilities. |
| <u>1.2 Precedence</u> | .1 | For Federal Government projects, Division 1 Sections take precedence over technical specification sections in other Divisions of this Project Manual. |
| <u>1.3 Related Sections</u> | .1 | Section 01 42 00 - References. |
| <u>1.4 Reference Standards</u> | .1 | Within text of each specifications section, reference may be made to reference standards. List of standards reference writing organizations is contained in Section 01 42 00 - References. |
| | .2 | Conform to these reference standards, in whole or in part as specifically requested in specifications. |
| | .3 | When material or equipment is specified by a standard or performance specification, upon request of the DND Representative, obtain from manufacturer an independent testing laboratory report, showing that the material or equipment meets or exceeds the specified requirements. |
| | .4 | If there is question as to whether any product or system is in conformance with applicable standards, DND Representative reserves right to have such products or systems tested to prove or disprove conformance. |
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1.4 Reference
Standards
(Cont'd)

- .5 Cost for such testing will be born by DND Rep in event of conformance with Contract Documents or by in event of non-conformance.
- .6 Conform to latest date of issue of referenced standards in effect on date of submission of Tenders, except where specific date or issue is specifically noted.

1.5 Quality

- .1 Products, materials, equipment and articles (referred to as products throughout specifications) incorporated in Work shall be new, not damaged or defective, and of best quality (compatible with specifications) 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 any dispute arise as to quality or fitness of products, decision rests strictly with DND Representative 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.
 - .6 On request, prove to the satisfaction of DND Representative that the construction equipment and plant are adequate to manufacture, transport, place and finish work to quality and production rates specified. If inadequate, replace or provide additional equipment or plant as directed.
 - .7 Maintain construction equipment and plant in good operating order.
-

- 1.6 Availability
- .1 Immediately upon signing Contract, review product delivery requirements and anticipate foreseeable supply delays for any items. If delays in supply of products are foreseeable, notify DND Representative 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 DND Representative at commencement of Work and should it subsequently appear that Work may be delayed for such reason, DND Representative reserves right to substitute more readily available products of similar character, at no increase in Contract Price or Contract Time.

PART 1 - GENERAL

| | | |
|--------------------------------|----|--|
| <u>1.1 Section Includes</u> | .1 | Progressive cleaning. |
| | .2 | Final cleaning. |
| <u>1.2 Precedence</u> | .1 | For Federal Government projects, Division 1 Sections take precedence over technical specification sections in other Divisions of this Project Manual. |
| <u>1.3 Related Section</u> | .1 | Section 01 77 00 - Closeout Procedures. |
| <u>1.4 Project Cleanliness</u> | .1 | Maintain Work in tidy condition, free from accumulation of waste products and debris, other than that caused by Owner or other Contractors. |
| | .2 | Remove waste materials from site at regularly scheduled times or dispose of as directed by DND Rep. Do not burn waste materials on site. |
| | .3 | Clear snow and ice from access to building, bank/pile snow in designated areas only. |
| | .4 | Make arrangements with and obtain permits from authorities having jurisdiction for disposal of waste and debris. |
| | .5 | Remove all waste materials and debris from site and dispose off DND property. Provide following information to DND Rep: .1 Provide a Certificate of Disposal indicating the following: .1 Date of disposition. .2 Time of disposition. .3 Location of disposition. .4 Name of Vehicle operator. .5 Vehicle License Number. |
| | .6 | Provide on-site containers for collection of waste materials and debris. |
| | .7 | Provide and use clearly marked separate bins for recycling. |

1.4 Project
Cleanliness
(Cont'd)

- .8 Remove waste material and debris from site at end of each working day.
- .9 Clean interior areas prior to start of finish work, and maintain areas free of dust and other contaminants during finishing operations.
- .10 Store volatile waste in covered metal containers, and remove from premises at end of each working day.
- .11 Provide adequate ventilation during use of volatile or noxious substances. Use of building ventilation systems is not permitted for this purpose.
- .12 Use only cleaning materials recommended by manufacturer of surface to be cleaned, and as recommended by cleaning material manufacturer.
- .13 Schedule cleaning operations so that resulting dust, debris and other contaminants will not fall on wet, newly painted surfaces nor contaminate building systems.
- .14 Foreign Object Damage control or FOD will be exercised on a continuous basis in vicinity of aircraft, runways or aprons. Control all blowing debris at all times. DND Rep will coordinate and approve Contractors plans to fulfill this requirement.

1.5 Final Cleaning

- .1 In preparation for acceptance of the project, on an interim or final certificate of completion, perform final cleaning.
- .2 When Work is Substantially Performed, remove surplus products, tools, construction machinery and equipment not required for performance of remaining Work.
- .3 Remove waste products and debris other than that caused by others, and leave Work clean and suitable for occupancy.
- .4 Prior to final review, remove surplus products, tools, construction machinery and equipment.

1.5 Final Cleaning
(Cont'd)

- .5 Remove waste products and debris other than that caused by Owner or other Contractors.
 - .6 Make arrangements with and obtain permits from authorities having jurisdiction for disposal of waste and debris.
 - .7 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.
 - .8 Remove stains, spots, marks and dirt from decorative work, electrical and mechanical fixtures, furniture fitments, walls, and floors.
 - .9 Clean lighting reflectors, lenses, and other lighting surfaces.
 - .10 Vacuum clean and dust building interiors, behind grilles, louvres and screens.
 - .11 Wax, seal, shampoo or prepare floor finishes, as recommended by manufacturer.
 - .12 Inspect finishes, fitments and equipment and ensure specified workmanship and operation.
 - .13 Broom clean and wash exterior walks, steps and surfaces; rake clean other surfaces of grounds.
 - .14 Remove dirt and other disfiguration from exterior surfaces.
 - .15 Clean and sweep roofs, gutters, areaways, and sunken wells.
 - .16 Sweep and wash clean paved areas.
 - .17 Clean equipment and fixtures to a sanitary condition; clean or replace filters of mechanical equipment.
 - .18 Clean roofs, downspouts, and drainage systems.
 - .19 Remove debris and surplus materials from crawl areas and other accessible concealed spaces.
 - .20 Remove snow and ice from access to building.
-

.21 Leave entire work area neat and clean.

PART 2 - PRODUCTS

2.1 Not Used .1 Not Used.

PART 3 - EXECUTION

3.1 Not Used .1 Not Used.

————— END —————

PART 1 - GENERAL

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|---------------------------------------|----|--|
| <u>1.1 Section Includes</u> | .1 | Administrative procedures preceding preliminary and final inspections of Work. |
| <u>1.2 Precedence</u> | .1 | For Federal Government projects, Division 1 Sections take precedence over technical specification sections in other Divisions of this Project Manual. |
| <u>1.3 Related Sections</u> | .1 | Section 01 78 00- Closeout Submittals. |
| <u>1.4 Inspection and Declaration</u> | .1 | Contractor's Inspection: Contractor and all Subcontractors shall conduct an inspection of Work, identify deficiencies and defects, and repair as required to conform to Contract Documents. .1 Notify DND Rep in writing of satisfactory completion of Contractor's Inspection and that corrections have been made. .2 Request DND Rep's Inspection. |
| | .2 | DND Rep's Inspection: DND Rep and Contractor will perform inspection of Work to identify obvious defects or deficiencies. Contractor shall correct Work accordingly. |
| | .3 | Completion: submit written certificate that following have been performed: .1 Work has been completed and inspected for compliance with Contract Documents. .2 Defects have been corrected and deficiencies have been completed. .3 Equipment and systems have been tested, adjusted and balanced and are fully operational. .4 Operation of systems have been demonstrated to Owner's personnel. .5 Work is complete and ready for Final Inspection. |
| | .4 | Final Inspection: when items noted above are completed, request final inspection of Work by DND Rep , and Contractor . If Work is deemed |
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1.4 Inspection and Declaration (Cont'd) .4 Final Inspection: (Cont'd)
incomplete by DND Rep , complete outstanding
items and request reinspection.

PART 2 - PRODUCTS

2.1 Not Used .1 Not Used.

PART 3 - EXECUTION

3.1 Not Used .1 Not Used.

END

PART 1 - GENERAL

| | | |
|-----------------------------|----|---|
| <u>1.1 Section Includes</u> | .1 | As-built, samples, and specifications. |
| | .2 | Equipment and systems. |
| | .3 | Product data, materials and finishes, and related information. |
| | .4 | Operation and maintenance data. |
| | .5 | Spare parts, special tools and maintenance materials. |
| | .6 | Warranties and bonds. |
| | .7 | Final site survey. |
| <u>1.2 Precedence</u> | .1 | For Federal Government projects, Division 1 Sections take precedence over technical specification sections in other Divisions of this Project Manual. |
| <u>1.3 Related Sections</u> | .1 | Section 01 77 00 - Closeout Procedures. |
| <u>1.4 Submission</u> | .1 | Prepare instructions and data using personnel experienced in maintenance and operation of described products. |
| | .2 | Prior to Substantial Performance of the Work, submit to the DND Rep, three final copies of operating and maintenance manuals in English. |
| | .3 | Ensure spare parts, maintenance materials and special tools provided are new, undamaged or defective, and of same quality and manufacture as products provided in Work. |
| | .4 | If requested, furnish evidence as to type, source and quality of products provided. |
| | .5 | Defective products will be rejected, regardless of previous inspections. Replace products at own expense. |
| | .6 | Pay costs of transportation. |

- 1.5 Format
- .1 Assemble, coordinate, bind and index required data into Operation and Maintenance Manual. Organize data in the form of an instructional manual.
 - .2 Organize data into same numerical order as contract specifications.
 - .3 Provide O & M manual in PDF format on CD. Manual is to be FULLY INDEXED or BOOKMARKED.
 - .4 Provide 1:1 scaled CAD files in dwg format on CD.
 - .5 Only If requested by the DND Rep provide O & M Manuals in Binders: vinyl, hard covered, 3 'D' ring, loose leaf 219 x 279 mm with spine and face pockets.
 - .6 Drawings: provide with reinforced punched binder tab. Bind in with text; fold larger drawings to size of text pages.
 - .7 When multiple binders are used, correlate data into related consistent groupings. Identify contents of each binder on spine.
 - .8 Cover: Identify each binder with type or printed title 'Project Record Documents'; list title of project and identify subject matter of contents.
 - .9 Provide tabbed fly leaf for each separate product and system, with typed description of product and major component parts of equipment.
 - .10 Text: Manufacturer's printed data, or typewritten data.
- 1.6 Contents - Each Volume
- .1 Cover sheet containing:
 - .1 Date submitted.
 - .2 Project title, location and project number.
 - .3 Names and addresses of Contractor, and all Sub-contractors.
 - .2 Table of Contents.
 - .3 Warranties, guarantees.
 - .4 Copies of approvals, and certificates.
-

- 1.6 Contents - Each .5 Provide data as specified in individual
Volume sections of this specification with schedule
(Cont'd) of products and systems, indexed to content of
volume.
- .6 For each product or system: list names,
addresses and telephone numbers of
subcontractors and suppliers, including local
source of supplies and replacement parts.
- .7 Nameplate information including equipment
number, make, size, capacity, model number and
serial number.
- .8 Parts list.
- .9 Installation details.
- .10 Operating instructions.
- .11 Maintenance instructions for equipment.
- .12 Maintenance instructions for finishes.
- .13 One complete set of reviewed final shop
drawings and product data.
- .14 Drawings: supplement product data to
illustrate relations of component parts of
equipment and systems, to show control and
flow diagrams.
- .15 Typewritten Text: as required to supplement
product data. Provide logical sequence of
instructions for each procedure, incorporating
manufacturer's instructions.
- 1.7 As-builts and .1 In addition to requirements in General
Samples Conditions, maintain one record copy of:
- .1 Contract Drawings.
- .2 Specifications.
- .3 Addenda.
- .4 Change Orders and other modifications to
the Contract.
- .5 Reviewed shop drawings, product data,
and samples.
- .6 Field test records.
- .7 Inspection certificates.
- .8 Manufacturer's certificates.
- .2 Store record documents and samples in field
office apart from documents used for
-

- | | |
|---------------------------------------|--|
| 1.7 As-builts and Samples (Cont'd) | .2 (Cont'd) construction. Provide files, racks, and secure storage. |
| | .3 Label record documents and file in accordance with Section number listings in List of Contents of this Project Manual. Label each document "PROJECT RECORD" in neat, large, printed letters. |
| | .4 Maintain record documents in clean, dry and legible condition. Do not use record documents for construction purposes. |
| | .5 Keep record documents and samples available for inspection by DND Rep. |
| | .6 Identify each drawing in lower right hand corner in letters 12 mm high to read: "As Built Drawings", with Signature of Contractor and Date. |
| 1.8 Recording Actual Site Conditions | .1 Record information on set of black lineopaque drawings, provided by DND Rep |
| | .2 Provide felt tip marking pens, maintaining separate colours for each major system, for recording information. |
| | .3 Maintain project record drawings and record accurately <u>any</u> deviations from Contract documents. |
| | .4 Record information concurrently with construction progress to show all work as actually installed including change orders. Do not conceal Work until required information is recorded. |
| | .5 Contract Drawings and shop drawings: legibly mark each item to record actual construction, including: .1 Measured depths of elements of foundation in relation to finish first floor datum. .2 Measured horizontal and vertical locations of underground utilities and appurtenances, referenced to permanent surface improvements. .3 Measured locations of internal utilities and appurtenances, referenced to visible and accessible features of construction. .4 Field changes of dimension and detail. |
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|--|-------|---|
| 1.8 Recording Actual Site Conditions (Cont'd) | <hr/> | <ul style="list-style-type: none">.5 Contract Drawings and shop drawings: (Cont'd)<ul style="list-style-type: none">.5 Changes made by change orders..6 Details not on original Contract Drawings..7 References to related shop drawings and modifications..6 Specifications: legibly mark each item to record actual construction, including:<ul style="list-style-type: none">.1 Manufacturer, trade name, and catalogue number of each product actually installed, particularly optional items and substitute items..2 Changes made by Addenda and change orders..7 Other Documents: maintain manufacturer's certifications, inspection certifications, field test records, required by individual specifications sections. |
| 1.9 As Built Drawings | <hr/> | <ul style="list-style-type: none">.1 At completion of project and prior to final inspection, transfer as-built notations to second paper drawing set and submit to DND Rep for review.<ul style="list-style-type: none">.1 Prepare as-built drawings in AutoCAD format following same conventions used for original design drawings or use DND CAD Standards ie: levels, colors, weights, etc..2 In addition to as-built printed set, drawings shall be submitted in electronic file format (both AutoCAD and PDF) on CD or DVD media. |
| 1.10 As Built Survey Drawings | <hr/> | <ul style="list-style-type: none">.1 Provide "As-Built Survey" with project deviations relative to DND survey monuments and obtain an accurate record of all manhole locations, catch basins, storm outfalls, sewer alignment, utilities (ie: elec, gas, telecom, etc), paint lines, roads, sidewalks, etc. pertinent to the project..2 Submit survey with final record drawing submission..3 Use GPS and Total station to survey new installations and surface features, including underground utility lines..4 All surveys to be performed by a Registered Alberta Land Surveyor. |
-

1.10 As Built
Survey Drawings
(Cont'd)

- .5 Horizontal and vertical accuracy shall be minimum Third Order. Vertical and horizontal control in the vicinity of survey shall be used.
- .6 All control point information and coordinate system (NAD 83-UTM) used must be obtained at 4 Wing WCE GIS cell prior to starting the survey.
- .7 Accuracy: Horizontal - third order (Northing & Easting coordinates); Vertical (control points, Building floor elevation, Manhole & catchbasin only), - third order. Vertical (all other features), total station elevations.
- .8 Control points and temporary iron bars used, along with their coordinates and elevations must be indicated on each survey drawing.
- .9 An electronic drawing copy of existing site will be provided by WCE GIS.
- .10 Provide one as-built hard copy drawing set. Submit final drawing set on full size media using DND CAD Standard Drawing Sheet.
- .11 In addition to as-built printed set, drawings shall be submitted in electronic file format (both AutoCAD and PDF) on CD/DVD.
- .12 Provide as-built electronic copy in AutoCAD 3D file format. Ensure all features are drawn in 3D (x y z).
- .13 Follow DND CAD and GIS Standards for easy incorporation of data into existing GIS spatial database.
- .14 Provide comma delimited ASCII text file for each survey point: Point Number, Easting, Northing, Elevation, Feature Class Name/Layer Name/Survey Code and optional description.
- .15 For information regarding WCE GIS system contact: 4WCE GIS Co-ordinator at (780)840-8000 ext 8251.

1.11 Water Valve
Markers

- .1 Install DND supplied blue marker stake at each water valve location. Markers are provided by DND WCE Plumbing Shop @ loc 8427.

1.12 Equipment and
Systems

- .1 Each Item of Equipment and Each System: include description of unit or system, and component parts. Give function, normal operation characteristics, and limiting conditions. Include performance curves, with engineering data and tests, and complete nomenclature and commercial number of replaceable parts.
- .2 Panel board circuit directories: provide electrical service characteristics, controls, and communications.
- .3 Include installed colour coded wiring diagrams.
- .4 Operating Procedures: include start-up, break-in, and routine normal operating instructions and sequences. Include regulation, control, stopping, shut-down, and emergency instructions. Include summer, winter, and any special operating instructions.
- .5 Maintenance Requirements: include routine procedures and guide for trouble-shooting; disassembly, repair, and reassembly instructions; and alignment, adjusting, balancing, and checking instructions.
- .6 Provide servicing and lubrication schedule, and list of lubricants required.
- .7 Include manufacturer's printed operation and maintenance instructions.
- .8 Include sequence of operation by controls manufacturer.
- .9 Provide original manufacturer's parts list, illustrations, assembly drawings, and diagrams required for maintenance.
- .10 Provide installed control diagrams by controls manufacturer.
- .11 Provide Contractor's coordination drawings, with installed colour coded piping diagrams.
- .12 Provide charts of valve tag numbers, with location and function of each valve, keyed to flow and control diagrams.

1.12 Equipment and
Systems
(Cont'd)

- .13 Provide list of original manufacturer's spare parts, current prices, and recommended quantities to be maintained in storage.
- .14 Include test and balancing reports.
- .15 Additional requirements: As specified in individual specification sections.

1.13 Materials and
Finishes

- .1 Building Products, Applied Materials, and Finishes: include product data, with catalogue number, size, composition, and colour and texture designations. Provide information for re-ordering custom manufactured products.
- .2 Instructions for cleaning agents and methods, precautions against detrimental agents and methods, and recommended schedule for cleaning and maintenance.
- .3 Moisture-protection and Weather-exposed Products: include manufacturer's recommendations for cleaning agents and methods, precautions against detrimental agents and methods, and recommended schedule for cleaning and maintenance.
- .4 Additional Requirements: as specified in individual specifications sections.

1.14 Spare Parts

- .1 Provide spare parts, in quantities specified in individual specification sections.
 - .2 Provide items of same manufacture and quality as items in Work.
 - .3 Deliver to location as directed; place and store.
 - .4 Receive and catalogue all items. Submit inventory listing to DND Rep. Include approved listings in Maintenance Manual. Include the following:
 - .1 Part number.
 - .2 Identification of equipment or system for which parts are applicable.
 - .3 Installation instructions as applicable.
 - .4 Name and address of nearest supplier.
 - .5 Obtain receipt for delivered products and submit prior to final payment.
-

- 1.15 Maintenance Materials
- .1 Provide maintenance and extra materials, in quantities specified in individual specification sections.
 - .2 Provide items of same manufacture and quality as items in Work.
 - .3 Deliver to location as directed; place and store.
 - .4 Receive and catalogue all items. Submit inventory listing to DND Rep. Include approved listings in Maintenance Manual.
 - .5 Identify, on carton or package, colour, room No., system or area as applicable where item is used
 - .6 Obtain receipt for delivered products and submit prior to final payment.

- 1.16 Special Tools
- .1 Provide special tools, in quantities specified in individual specification section.
 - .2 Provide items with tags identifying their associated function and equipment.
 - .3 Deliver to location as directed; place and store.
 - .4 Receive and catalogue all items. Submit inventory listing to DND Rep. Include approved listings in Maintenance Manual and Include the following:
 - .1 Identification tag reference.
 - .2 Identification of equipment or system for which tools are applicable.
 - .3 Instruction on intended use of tool.

- 1.17 Storage, Handling and Protection
- .1 Store spare parts, maintenance materials, and special tools in manner to prevent damage or deterioration.
 - .2 Store in original and undamaged condition with manufacturer's seal and labels intact.
 - .3 Store components subject to damage from weather in weatherproof enclosures.
 - .4 Store paints and freezable materials in a heated and ventilated room.
-

1.17 Storage, Handling and Protection
(Cont'd)

.5 Remove and replace damaged products at own expense and to satisfaction of DND Rep.

1.18 Warranties and Bonds

.1 Separate each warranty or bond with index tab sheets keyed to Table of Contents listing.

.2 List subcontractor, supplier, and manufacturer, with name, address, and telephone number of responsible principal.

.3 Obtain warranties and bonds, executed in duplicate by subcontractors, suppliers, and manufacturers, within ten days after completion of the applicable item of work.

.4 Except for items put into use with Owner's permission, leave date of beginning of time of warranty until the Date of Substantial Performance is determined.

.5 Verify that documents are in proper form, contain full information, and are notarized.

.6 Co-execute submittals when required.

.7 Retain warranties and bonds until time specified for submittal.

PART 2 - PRODUCTS

2.1 Not Used .1 Not Used.

PART 3 - EXECUTION

3.1 Not Used .1 Not Used.

PART 1 - GENERAL

- 1.1 REFERENCES
- .1 Canada Green Building Council (CaGBC)
 - .1 LEED Canada-NC Version 1.0-2004, LEED (Leadership in Energy and Environmental Design): Green Building Rating System Reference Package For New Construction and Major Renovations (including Addendum 2007).
 - .2 LEED Canada-CI Version 1.0-2007, LEED (Leadership in Energy and Environmental Design): Green Building Rating System Reference Guide For Commercial Interiors.
 - .2 Environmental Protection Agency (EPA)
 - .1 Test Method for Measuring Total Volatile Organic Compound Content of Consumer Products, Method 24 (for Surface Coatings).
 - .3 Health Canada/Workplace Hazardous Materials Information System (WHMIS)
 - .1 Material Safety Data Sheets (MSDS).
 - .4 The Master Painters Institute (MPI)
 - .1 Architectural Painting Specification Manual - February 2004.
 - .2 Standard GPS-1-05, MPI Green Performance Standard for Painting and Coatings.
 - .5 National Fire Code of Canada.
 - .6 Society for Protective Coatings (SSPC)
 - .1 Systems and Specifications, SSPC Painting Manual 2005.

- 1.2 QUALITY ASSURANCE
- .1 Qualifications:
 - .1 Contractor: to have a minimum offive years proven satisfactory experience. When requested, provide list of last three comparable jobs including, job name and location, specifying authority, and project manager.
 - .2 Qualified journeypersons as defined by local jurisdiction to be engaged in painting work
 - .3 Apprentices: may be employed provided they work under direct supervision of qualified journeyperson in accordance with trade regulations.
-

1.2 QUALITY
ASSURANCE
(Cont'd)

- .1 Qualifications: (Cont'd)
 - .4 Conform to latest MPI requirements for exterior painting work including preparation and priming.
 - .5 Materials: in accordance with MPI Painting Specification Manual "Approved Product" listing and from a single manufacturer for each system used.
 - .6 paint materials such as linseed oil, shellac, and turpentine to be highest quality product of an approved manufacturer listed in MPI Painting Specification Manual and to be compatible with other coating materials as required.
 - .7 Retain purchase orders, invoices and documents to prove conformance with noted MPI requirements when requested by Departmental Representative.
 - .8 Standard of Acceptance:
 - .1 Walls: No defects visible from a distance of 1000 mm at 90 degrees to surface.
 - .2 Soffits: No defects visible from floor at 45 degrees to surface when viewed using final lighting source.
 - .3 Final coat to exhibit uniformity of colour and uniformity of sheen across full surface area.

1.3 PERFORMANCE
REQUIREMENTS

- .1 Environmental Performance Requirements:
 - .1 Provide paint products meeting MPI "Environmentally Friendly" E2 ratings based on VOC (EPA Method 24) content levels.
 - .2 Green Performance in accordance with MPI Standard GPS-1.

1.4 SCHEDULING

- .1 Submit work schedule for various stages of painting to Departmental Representative for approval. Submit schedule minimum of 48 hours in advance of proposed operations.
- .2 Obtain written authorization from Departmental Representative for changes in work schedule.
- .3 Schedule painting operations to prevent disruption of occupants in and about building.

1.5 ACTION AND
INFORMATIONAL
SUBMITTALS

- .1 Provide submittals in accordance with Section 01 33 00 - Submittal Procedures.
- .2 Product Data:
 - .1 Submit manufacturer's printed product literature, specifications and datasheet and include product characteristics, performance criteria, physical size, finish and limitations.
 - .2 Submit WHMIS MSDS - Material Safety Data Sheets in accordance with Section 01 33 00 - Submittal Procedures.
- .3 Upon completion, submit records of products used. List products in relation to finish system and include the following:
 - .1 Product name, type and use.
 - .2 Manufacturer's product number.
 - .3 Colour numbers.
 - .4 MPI Environmentally Friendly classification system rating.
 - .5 Manufacturer's Material Safety Data Sheets (MSDS).
- .4 Provide samples in accordance with Section 01 33 00 - Submittal Procedures.
 - .1 Submit sample panels of each paint, special finish with specified paint or coating in colours, gloss/sheen and textures required to MPI Painting Specification Manual standards submitted on the following substrate materials:
 - .1 1.6 mm plate steel for finishes over metal surfaces.
 - .2 13 mm plywood for finishes over wood surfaces.
 - .3 50 mm concrete block for finishes over concrete or concrete masonry surfaces.
 - .4 13 mm gypsum board for finishes over gypsum board and other smooth surfaces.
 - .5 10 mm plywood for finishes over wood surfaces.
 - .2 When approved, samples shall become acceptable standard of quality for appropriate on-site surface with one of each sample retained on-site.
 - .3 Submit full range of available colours where colour availability is restricted.

-
- 1.6 QUALITY CONTROL .1 When requested by Departmental Representative or Paint Inspection Agency, prepare and paint designated surface, area, room or item to requirements specified herein, with specified paint or coating showing selected colours, number of coats, gloss/sheen, textures and workmanship to MPI Painting Specification Manual standards for review and approval. When approved, surface, area, room and/or items shall become acceptable standard of finish quality and workmanship for similar on-site work.
- 1.7 MAINTENANCE .1 Extra Materials:
.1 Submit maintenance materials in accordance with Section 01 78 00 - Closeout Submittals.
.2 Submit one, four litre can of each type and colour of finish coating. Identify colour and paint type in relation to established colour schedule and finish system.
- 1.8 DELIVERY, STORAGE AND HANDLING .1 Deliver, store and handle materials in accordance with Section 01 61 00 - Common Product Requirements, supplemented as follows:.
.1 Deliver and store materials in original containers, sealed, with labels intact.
.2 Labels: to indicate:
.1 Manufacturer's name and address.
.2 Type of paint or coating.
.3 Compliance with applicable standard.
.4 Colour number in accordance with established colour schedule.
.3 Remove damaged, opened and rejected materials from site.
.4 Provide and maintain dry, temperature controlled, secure storage.
.5 Observe manufacturer's recommendations for storage and handling.
.6 Store materials and supplies away from heat generating devices.
.7 Store materials and equipment in well ventilated area with temperature range 7 degrees C to 30 degrees C.
-

1.8 DELIVERY,
STORAGE AND
HANDLING
(Cont'd)

- .1 (Cont'd)
 - .8 Store temperature sensitive products above minimum temperature as recommended by manufacturer.
 - .9 Keep areas used for storage, cleaning and preparation, clean and orderly to approval of Departmental Representative. After completion of operations, return areas to clean condition to approval of Departmental Representative.
 - .10 Remove paint materials from storage only in quantities required for same day use.
 - .11 Comply with requirements of Workplace Hazardous Materials Information System (WHMIS) regarding use, handling storage, and disposal of hazardous materials.
 - .12 Fire Safety Requirements:
 - .1 Provide one 9 kg Type ABC fire extinguisher adjacent to storage area.
 - .2 Store oily rags, waste products, empty containers and materials subject to spontaneous combustion in ULC approved, sealed containers and remove from site on a daily basis.
 - .3 Handle, store, use and dispose of flammable and combustible materials in accordance with the National Fire Code of Canada.
- .2 Waste Management and Disposal:
 - .1 Separate waste materials for reuse and recycling
 - .2 Paint, stain and wood preservative finishes and related materials (thinners, solvents, etc.) are regarded as hazardous products and are subject to regulations for disposal. Information on these controls can be obtained from Provincial Ministries of Environment and Regional levels of Government.
 - .3 Material which cannot be reused must be treated as hazardous waste and disposed of in an appropriate manner.
 - .4 Place materials defined as hazardous or toxic waste, including used sealant and adhesive tubes and containers, in containers or areas designated for hazardous waste.
 - .5 To reduce the amount of contaminants entering waterways, sanitary/storm drain systems or into the ground the following procedures shall be strictly adhered to:
 - .1 Retain cleaning water for water-based materials to allow sediments to be filtered out.

1.8 DELIVERY,
STORAGE AND
HANDLING
(Cont'd)

- .2 Waste Management and Disposal:(Cont'd)
- .5 (Cont'd)
- .2 Retain cleaners, thinners, solvents and excess paint and place in designated containers and ensure proper disposal.
- .3 Return solvent and oil soaked rags used during painting operations for contaminant recovery, proper disposal, or appropriate cleaning and laundering.
- .4 Dispose of contaminants in an approved legal manner in accordance with hazardous waste regulations.
- .5 Empty paint cans are to be dry prior to disposal or recycling (where available).
- .6 Where paint recycling is available, collect waste paint by type and provide for delivery to recycling or collection facility.
- .7
- .8 Close and seal tightly partly used sealant and adhesive containers and store protected in well ventilated fire-safe area at moderate temperature.

1.9 AMBIENT
CONDITIONS

- .1 Heating, Ventilation and Lighting:
- .1 Ventilate enclosed spaces.
- .2 Do not perform painting work unless adequate and continuous ventilation and sufficient heating facilities are in place to maintain ambient air and substrate temperatures above 10 degrees C for 24 hours before, during and after paint application until paint has cured sufficiently.
- .3 Where required, provide continuous ventilation for two days after completion of application of paint.
- .4 Co-ordinate use of existing ventilation system with Departmental Representative and ensure its operation during and after application of paint as required.
- .5 Provide temporary ventilating and heating equipment where permanent facilities are not available or supplemental ventilating and heating equipment if ventilation and heating from existing system is inadequate to meet minimum requirements.
- .6 Perform no painting work unless a minimum lighting level of 323 Lux is provided on surfaces to be painted. Adequate lighting facilities to be provided by General Contractor.

1.9 AMBIENT
CONDITIONS
(Cont'd)

- .2 Temperature, Humidity and Substrate Moisture Content Levels:
 - .1 Unless specifically pre-approved by specifying body, Paint Inspection Agency and, applied product manufacturer, perform no painting work when:
 - .1 Ambient air and substrate temperatures are below 10 degrees C.
 - .2 Substrate temperature is over 32 degrees C unless paint is specifically formulated for application at high temperatures.
 - .3 Substrate and ambient air temperatures are expected to fall outside MPI or paint manufacturer's prescribed limits.
 - .4 Relative humidity is above 85 % or when dew point is less than 3 degrees C variance between air/surface temperature.
 - .5 Rain or snow are forecast to occur before paint has thoroughly cured or when it is foggy, misty, raining or snowing at site.
 - .2 Perform no painting work when maximum moisture content of substrate exceeds:
 - .1 12% for concrete and masonry (clay and concrete brick/block).
 - .2 15% for wood.
 - .3 12% for plaster and gypsum board.
 - .3 Conduct moisture tests using a properly calibrated electronic Moisture Meter, except test concrete floors for moisture using a simple "cover patch test".
 - .4 Test concrete, masonry and plaster surfaces for alkalinity as required.
- .3 Surface and Environmental Conditions:
 - .1 Apply paint finish in areas where dust is no longer being generated by related construction operations or when wind or ventilation conditions are such that airborne particles will not affect quality of finished surface.
 - .2 Apply paint to adequately prepared surfaces and to surfaces within moisture limits noted herein.
 - .3 Apply paint when previous coat of paint is dry or adequately cured.
 - .4 Apply paint finishes when conditions forecast for entire period of application fall within manufacturer's recommendations.
 - .5 Do not apply paint when:
 - .1 Temperature is expected to drop below 10 degrees C before paint has thoroughly cured.

1.9 AMBIENT
CONDITIONS
(Cont'd)

- .3 (Cont'd)
- .5 Do not apply paint when: (Cont'd)
 - .2 Substrate and ambient air temperatures are expected to fall outside MPI or paint manufacturer's limits.
 - .3 Surface to be painted is wet, damp or frosted.
 - .6 Provide and maintain cover when paint must be applied in damp or cold weather. Heat substrates and surrounding air to comply with temperature and humidity conditions specified by manufacturer. Protect until paint is dry or until weather conditions are suitable.
 - .7 Schedule painting operations such that surfaces exposed to direct, intense sunlight are scheduled for completion during early morning.
 - .8 Remove paint from areas which have been exposed to freezing, excess humidity, rain, snow or condensation. Prepare surface again and repaint.
 - .9 Paint occupied facilities in accordance with approved schedule only. Schedule operations to approval of Departmental Representative such that painted surfaces will have dried and cured sufficiently before occupants are affected.

PART 2 - PRODUCTS

2.1 MATERIALS

- .1 Paint materials listed in latest edition of MPI Approved Products List (APL) are acceptable for use on this project.
- .2 Paint materials for paint systems: to be products of single manufacturer.
- .3 Only qualified products with E2 "Environmentally Friendly" ratings are acceptable for use on this project.
- .4 Use only MPI listed L rated materials.
- .5 Paints, coatings, adhesives, solvents, cleaners, lubricants, and other fluids, to be as follows:
 - .1 Be water-based.
 - .2 Be non-flammable.
 - .3 Be manufactured without compounds which contribute to ozone depletion in upper atmosphere.

2.1 MATERIALS
(Cont'd)

- .5 (Cont'd)
 - .4 Be manufactured without compounds which contribute to smog in the lower atmosphere.
 - .5 Do not contain methylene chloride, chlorinated hydrocarbons,.
- .6 Water-borne surface coatings must be manufactured and transported in a manner that steps of processes, including disposal of waste products arising therefrom, will meet requirements of applicable governmental acts, by-laws and regulations including, for facilities located in Canada, Fisheries Act and Canadian Environmental Protection Act (CEPA).
- .7 Water-borne surface coatings must not be formulated or manufactured with aromatic solvents, formaldehyde, halogenated solvents, mercury, lead, cadmium, hexavalent chromium or their compounds.
- .8 Water-borne surface coatings and recycled water-borne surface coatings must have flash point of 61.0 degrees C or greater.
- .9 Both water-borne surface coatings and recycled water-borne surface coatings must be made by a process that does not release:
 - .1 Matter in undiluted production plant effluent generating a 'Biochemical Oxygen Demand' (BOD) in excess of 15 mg/L to a natural watercourse or a sewage treatment facility lacking secondary treatment.
 - .2 Total Suspended Solids (TSS) in undiluted production plant effluent in excess of 15 mg/L to a natural watercourse or a sewage treatment facility lacking secondary treatment.
- .10 Water-borne paints and stains, recycled water-borne surface coatings and water borne varnishes must meet a minimum "Environmentally Friendly" E2 rating.
- .11 Recycled water-borne surface coatings must contain 50 % post-consumer material by volume.
- .12 Recycled water-borne surface coatings must not contain:
 - .1 Lead in excess of 00.0 ppm weight/weight total solids.
 - .2 Mercury in excess of 5.0ppm weight/weight total product.

2.1 MATERIALS
(Cont'd)

- .12 (Cont'd)
 - .3 Cadmium in excess of 1.0ppm weight/weight total product.
 - .4 Hexavalent chromium in excess of 3.0 ppm weight/weight total product.
 - .5 Organochlorines or polychlorinated biphenyls (PCBS) in excess of 1.0 ppm weight/weight total product.
- .13 The following must be performed on each batch of consolidated post-consumer material before surface coating is reformulated and canned. These tests must be performed at a laboratory or facility which has been accredited by the Standards Council of Canada.
 - .1 Lead, cadmium and chromium are to be determined using ICP-AES (Inductively Coupled Plasma - Atomic Emission Spectroscopy) technique no. 6010 as defined in EPA SW-846.
 - .2 Mercury is to be determined by Cold Vapour Atomic Absorption Spectroscopy using Technique no. 7471 as defined in EPA SW-846.
 - .3 Organochlorines and PCBs are to be determined by Gas Chromatography using Technique no. 8081 as defined in EPA SW-846.

2.2 COLOURS

- .1 Departmental Representative will provide Colour Schedule after Contract award Submit proposed Colour Schedule to Departmental Representative for approval.
- .2 Colour schedule will be based upon selection of five base colours and three accent colours. No more than eight colours will be selected for entire project and no more than three colours will be selected in each area.
- .3 Selection of colours will be from manufacturers full range of colours.
- .4 Where specific products are available in restricted range of colours, selection will be based on limited range.
- .5 Second coat in three coat system to be tinted slightly lighter colour than top coat to show visible difference between coats.

2.3 MIXING AND
TINTING

- .1 Perform colour tinting operations prior to delivery of paint to site. On-site tinting of painting materials is allowed only with Departmental Representative's written permission.
- .2 Mix paste, powder or catalyzed paint mixes in accordance with manufacturer's written instructions.
- .3 Add thinner to paint manufacturer's recommendations. Do not use kerosene or organic solvents to thin water-based paints.
- .4 Thin paint for spraying according in accordance with paint manufacturer's instructions. If directions are not on container, obtain instructions in writing from manufacturer and provide copy of instructions to Departmental Representative.
- .5 Re-mix paint in containers prior to and during application to ensure break-up of lumps, complete dispersion of settled pigment, and colour and gloss uniformity.

2.4 GLOSS/SHEEN
RATINGS

- .1 Paint gloss: defined as sheen rating of applied paint, in accordance with following values:

| Gloss Level Category/ | Units @ 60 Degrees/ | Units @ 85 Degrees/ |
|------------------------------|------------------------|------------------------|
| G1 - matte finish | 0 to 5 | max. 10 |
| G2 - velvet finish | 0 to 10 | 10 to 35 |
| G3 - eggshell finish | 10 to 25 | 10 to 35 |
| G4 - satin finish | 20 to 35 | min. 35 |
| G5 - semi-gloss finish | 35 to 70 | |
| G6 - gloss finish | 70 to 85 | |
| G7 - high gloss finish | > 85 | |
- .2 Gloss level ratings of painted surfaces as specified and as noted on Finish Schedule

2.5 EXTERIOR
PAINTING SYSTEMS

- .1 Concrete Vertical Surfaces: (including horizontal soffits)
 - .1 EXT 3.1A - Latex finish.
 - .2 EXT 3.1B - Latex aggregate/ latex finish.
 - .3 EXT 3.1C - Waterborne light industrial coating.
 - .4 EXT 3.1D - Epoxy finish for chemical resistance.
 - .5 EXT 3.1F - Elastomeric coating.
 - .6 EXT 3.1H - Water repellent paintable finish.
 - .7 EXT 3.1L - High-build latex finish.
 - .8 EXT 3.1M - Pigmented polyurethane finish (over epoxy).
- .2 Concrete Horizontal Surfaces: decks
 - .1 EXT 3.2A - Latex floor paint gloss finish.
 - .2 EXT 3.2B - Latex deck coating.
 - .3 EXT 3.2C - Epoxy non-slip deck coating.
 - .4 EXT 3.2E - Latex zone/traffic marking finish for parking lines, etc..
 - .5 EXT 3.2F - Alkyd zone/traffic marking finish for parking lines, etc..
 - .6 EXT 3.2G - Clear sealer.
 - .7 EXT 3.2J - Concrete stain finish.
- .3 Clay Masonry Units: (pressed and extruded brick)
 - .1 EXT 4.1A - Latex finish.
 - .2 EXT 4.1C - Waterborne light industrial coating.
 - .3 EXT 4.1D - Epoxy finish for smooth brick.
 - .4 EXT 4.1G - Water repellent paintable finish.
 - .5 EXT 4.1H - High-build latex finish.
- .4 Concrete Masonry Units: smooth and split face block and brick
 - .1 EXT 4.2A - Latex finish.
 - .2 EXT 4.2C - Waterborne light industrial coating.
 - .3 EXT 4.2D - Elastomeric finish.
 - .4 EXT 4.2E - Epoxy finish.
 - .5 EXT 4.2G - Pigmented polyurethane finish (over high build epoxy).
 - .6 EXT 4.2J - Water repellent paintable finish not for use on light weight block.
 - .7 EXT 4.2K - High-build latex finish.
- .5 Structural Steel and Metal Fabrications:
 - .1 EXT 5.1A - Quick dry enamel finish.

2.5 EXTERIOR
PAINTING SYSTEMS
(Cont'd)

- .5 (Cont'd)
 - .2 EXT 5.1B - Waterborne light industrial coating (over inorganic zinc).
 - .3 EXT 5.1D - Alkyd finish.
 - .4 EXT 5.1F - Epoxy finish.
 - .5 EXT 5.1G - Pigmented polyurethane finish (over epoxy zinc rich primer and high build epoxy).
 - .6 EXT 5.1N - Waterborne light industrial coating (over epoxy primer).
 - .7 EXT 5.1P - Pigmented polyurethane finish (over epoxy zinc rich primer).
- .6 Steel - High Heat: heat exchangers, breeching, pipes, flues, stacks, etc., with temperature range as noted
 - .1 EXT 5.2A - Heat resistant enamel finish, maximum 205 degrees C
 - .2 EXT 5.2B - Heat resistant aluminum enamel finish, maximum 427 degrees C
 - .3 EXT 5.2C - Inorganic zinc rich coating, maximum 400 degrees C
 - .4 EXT 5.2D - High heat resistant coating, maximum 593 degrees C
- .7 Galvanized Metal: not chromate passivated
 - .1 EXT 5.3A - Latex finish.
 - .2 EXT 5.3C - Epoxy finish for use in high contact/high traffic areas.
 - .3 EXT 5.3D - Pigmented polyurethane finish for use in high contact/high traffic areas.
 - .4 EXT 5.3E - Bituminous finish for use in low contact/low traffic areas, e.g. unexposed galvanized metal next to concrete, masonry, etc..
 - .5 EXT 5.3J - Waterborne light industrial coating (over waterborne primer) for moderate chemical resistance.
- .8 Aluminum: sash, sills and frames, flashing, posts and railings, downpipes, etc.
 - .1 EXT 5.4B - Pigmented polyurethane finish (over epoxy).
 - .2 EXT 5.4C - Aluminum paint finish for exposed aluminum.
 - .3 EXT 5.4E - Epoxy finish.
 - .4 EXT 5.4G - Waterborne light industrial coating.
- .9 Copper: excluding roofs
 - .1 EXT 5.5B - Pigmented polyurethane finish (over epoxy).
 - .2 EXT 5.5D - Bituminous finish for unexposed copper next to concrete, masonry, etc.

2.5 EXTERIOR
PAINTING SYSTEMS
(Cont'd)

- .9 Copper: (Cont'd)
 - .3 EXT 5.5E - Epoxy finish.
 - .4 EXT 5.5G - Waterborne light industrial coating.
- .10 Glue Laminated Beams and Columns:
 - .1 EXT 6.1C - Solid colour stain finish.
 - .2 EXT 6.1D - Varnish gloss finish (over stain).
 - .3 EXT 6.1E - Clear (2 component) polyurethane finish (over stain).
 - .4 EXT 6.1G - Clear fire retardant penetrating wood preservative coating.
 - .5 EXT 6.1H - Clear (2 component) polyurethane finish.
 - .6 EXT 6.1K - Varnish gloss finish.
- .11 Dimension Lumber: columns, beams, exposed joists, underside of decking, siding, fencing, etc.
 - .1 EXT 6.2A - Latex finish (over alkyd primer).
 - .2 EXT 6.2M - Latex finish (over latex primer).
- .12 Dressed Lumber: doors, door and window frames, casings, battens, smooth fascias, etc.
 - .1 EXT 6.3A - Latex finish. do not use flat finish on doors.
 - .2 EXT 6.3C - Solid colour stain finish do not use in high contact areas or on doors.
 - .3 EXT 6.3D - Semi-transparent stain finish do not use on doors.
 - .4 EXT 6.3F - Varnish semi-gloss finish.
 - .5 EXT 6.3L - Latex finish (over latex primer) do not use flat finish on doors.
- .13 Wood Panelling: plywood siding, fascias, soffits, etc.
 - .1 EXT 6.4A - Waterborne solid colour stain finish.
 - .2 EXT 6.4C - Solid colour stain finish.
 - .3 EXT 6.4D - Semi-transparent stain finish.
 - .4 EXT 6.4K - Latex finish (over latex primer).
- .14 Wood Decks and Stairs/Steps: using spaced lumber
 - .1 EXT 6.5A - Latex porch and floor finish with anti-skid additive (over primer).
 - .2 EXT 6.5B - Alkyd floor enamel finish with anti-skid additive.

2.5 EXTERIOR
PAINTING SYSTEMS
(Cont'd)

- .14 Wood Decks and Stairs/Steps: (Cont'd)
 - .3 EXT 6.5C - Alkyd floor enamel finish with anti-skid additive (over wood preservative).
 - .4 EXT 6.5D - Deck stain (over wood preservative) for untreated wood.
 - .5 EXT 6.5E - Latex porch and floor finish with anti-skid additive (over latex primer).
 - .6 EXT 6.5F - Deck stain finish.
 - .7 EXT 6.5G - Latex deck coating for plywood decks.
- .15 Canvas and Cotton Coverings: pipes, ductwork, etc.
 - .1 EXT 10.1A - Latex finish.
 - .2 EXT 10.1B - Waterborne light industrial coating.
- .16 Bituminous Coated Surfaces: cast iron pipe, concrete, etc.
 - .1 EXT 10.2A - Latex finish.
 - .2 EXT 10.2B - Latex aggregate finish.
 - .3 EXT 10.2C - Alkyd finish.
 - .4 EXT 10.2D - Aluminum paint finish.

PART 3 - EXECUTION

3.1 MANUFACTURER'S
INSTRUCTIONS

- .1 Compliance: comply with manufacturer's written recommendations or specifications, including product technical bulletins, handling, storage and installation instructions, and datasheets.

3.2 EXAMINATION

- .1 Exterior repainting work: inspected by MPI Accredited Paint Inspection Agency (inspector) acceptable to specifying authority and local Painting Contractor's Association. Painting contractor to notify Paint Inspection Agency minimum of one week prior to commencement of work and provide copy of project repainting specification and Finish Schedule.
- .2 Exterior surfaces requiring repainting: inspected by both painting contractor and Paint Inspection Agency who will notify Departmental Representative in writing of defects or problems, prior to commencing repainting work, or after surface preparation if unseen substrate damage is discovered.

3.2 EXAMINATION
(Cont'd)

- .3 Where assessed degree of surface degradation of DSD-1 to DSD-3 before preparation of surfaces for repainting is revealed to be DSD-4 after preparation, repair or replacement of such unforeseen defects discovered are to be corrected, as mutually agreed, before repainting is started.
- .4 Where "special" repainting or recoating system applications (i.e. elastomeric coatings) or non-MPI listed products or systems are to be used, paint or coating manufacturer to provide as part of work, certification of surfaces and conditions for specific paint or coating system application as well as on site supervision, inspection and approval of their paint or coating system application as required at no additional cost to Departmental Representative.

3.3 PREPARATION

- .1 Perform preparation and operations for exterior painting in accordance with MPI Maintenance Repainting Manual except where specified otherwise.
- .2 Apply paint materials in accordance with paint manufacturer's written application instructions.
- .3 Clean and prepare exterior surfaces to be repainted in accordance with MPI Maintenance Repainting Manual requirements. Refer to the MPI Manual in regard to specific requirements and as follows:
 - .1 Remove dust, dirt, and surface debris by vacuuming, wiping with dry, clean cloths.
 - .2 Wash surfaces with a biodegradable detergent and bleach where applicable and clean warm water using a stiff bristle brush to remove dirt, oil and other surface contaminants.
 - .3 Rinse scrubbed surfaces with clean water until foreign matter is flushed from surface.
 - .4 Allow surfaces to drain completely and allow to dry thoroughly. Allow sufficient drying time and test surfaces using electronic moisture meter before commencing work.
 - .5 Use water-based cleaners in place of organic solvents where surfaces will be repainted using water based paints.
 - .6 Many water-based paints cannot be removed with water once dried. Minimize use of

3.3 PREPARATION
(Cont'd)

- .3 (Cont'd)
 - .6 (Cont'd)
kerosene or such organic solvents to clean up water-based paints.
- .4 Clean metal surfaces to be repainted by removing rust, dirt, oil, grease and foreign substances in accordance with MPI requirements. Remove such contaminants from surfaces, pockets and corners to be repainted by brushing with clean brushes, blowing with clean dry compressed air, or brushing/vacuum cleaning as required.
- .5 Prevent contamination of cleaned surfaces by salts, acids, alkalis, other corrosive chemicals, grease, oil and solvents before priming and between applications of remaining coats. Touch-up, spot prime, and apply primer, paint, or pretreatment as soon as possible after cleaning and before deterioration occurs.
- .6 Do not apply paint until prepared surfaces have been accepted by Departmental Representative.
- .7 Sand and dust between coats as required to provide adequate adhesion for next coat and to remove defects visible from a distance up to 1000 mm.

3.4 EXISTING
CONDITIONS

- .1 Investigate existing substrates for problems related to proper and complete preparation of surfaces to be painted. Report to Departmental Representative damages, defects, unsatisfactory or unfavourable conditions before proceeding with work.
- .2 Conduct moisture testing of surfaces to be painted using a properly calibrated electronic moisture meter, except test concrete floors for moisture using a simple "cover patch test" and report findings to Departmental Representative. Do not proceed with work until conditions fall within acceptable range as recommended by manufacturer.
- .3 Maximum moisture content as follows:
 - .1 Stucco: 12%.
 - .2 Concrete: 12%.
 - .3 Clay and Concrete Block/Brick: 12%.
 - .4 Wood: 15%.

3.5 PROTECTION

- .1 Protect existing building surfaces and adjacent structures from paint spatters, markings and other damage by suitable non-staining covers or masking. If damaged, clean and restore such surfaces as directed by Departmental Representative.
- .2 Protect items that are permanently attached such as Fire Labels on doors and frames.
- .3 Protect factory finished products and equipment.
- .4 Protect passing pedestrians, building occupants and general public in and about building.
- .5 Remove light fixtures, surface hardware on doors, and other surface mounted equipment, fittings and fastenings prior to undertaking painting operations. Store items and re-install after painting is completed.
- .6 Move and cover exterior furniture and portable equipment as necessary to carry out painting operations. Replace as painting operations progress.
- .7 As painting operations progress, place "WET PAINT" signs in pedestrian and vehicle traffic areas to approval of Departmental Representative.

3.6 APPLICATION

- .1 Method of application to be as approved by Departmental Representative. Apply paint by brush roller air sprayer airless sprayer. Conform to manufacturer's application instructions unless specified otherwise.
- .2 Brush and Roller Application:
 - .1 Apply paint in a uniform layer using brush and/or roller of types suitable for application.
 - .2 Work paint into cracks, crevices and corners.
 - .3 Paint surfaces and corners not accessible to brush using spray, daubers and/or sheepskins. Paint surfaces and corners not accessible to roller using brush, daubers or sheepskins.
 - .4 Brush and/or roll out runs and sags, and over-lap marks. Rolled surfaces shall be free

3.6 APPLICATION
(Cont'd)

- .2 Brush and Roller Application: (Cont'd)
 - .4 (Cont'd)
of roller tracking and heavy stipple unless approved by Departmental Representative.
 - .5 Remove runs, sags and brush marks from finished work and repaint.
- .3 Spray Application:
 - .1 Provide and maintain equipment that is suitable for intended purpose, capable of properly atomizing paint to be applied, and equipped with suitable pressure regulators and gauges.
 - .2 Keep paint ingredients properly mixed in containers during paint application either by continuous mechanical agitation or by intermittent agitation as frequently as necessary.
 - .3 Apply paint in a uniform layer, with overlapping at edges of spray pattern.
 - .4 Brush out immediately runs and sags.
 - .5 Use brushes to work paint into cracks, crevices and places which are not adequately painted by spray.
- .4 Use dipping, sheepskins or daubers when no other method is practical in places of difficult access and when specifically authorized by Departmental Representative
- .5 Apply coats of paint as continuous film of uniform thickness. Repaint thin spots or bare areas before next coat of paint is applied.
- .6 Allow surfaces to dry and properly cure after cleaning and between subsequent coats for minimum time period as recommended by manufacturer.
- .7 Sand and dust between coats to remove visible defects.
- .8 Finish surfaces both above and below sight lines as specified for surrounding surfaces, including such surfaces as projecting ledges.
- .9 Finish top, bottom, edges and cutouts of doors after fitting as specified for door surfaces.

- | | | |
|---|----|--|
| <u>3.7 MECHANICAL/ ELECTRICAL EQUIPMENT</u> | .1 | Unless otherwise specified, paint exterior exposed conduits, piping, hangers, duct work and other mechanical and electrical equipment with colour and finish to match adjacent surfaces, except as noted otherwise. |
| | .2 | Touch up scratches and marks on factory painted finishes and equipment with paint as supplied by manufacturer of equipment. |
| | .3 | Do not paint over nameplates. |
| | .4 | Paint fire protection piping red. |
| | .5 | Paint steel electrical light standards. Do not paint outdoor transformers and substation equipment. |
| <u>3.8 FIELD QUALITY CONTROL</u> | .1 | Inspection: .1 Field inspection of exterior painting operations to be carried out by independent inspection firm as designated by Departmental Representative. .2 Advise Departmental Representative when each surface and applied coating is ready for inspection. Do not proceed with subsequent coats until previous coat has been approved. .3 Co-operate with inspection firm and provide access to areas of work. |
| | .2 | Manufacturer's Field Services: .1 Provide manufacturer's field services consisting of product use recommendations and periodic site visits for inspection of product installation in accordance with manufacturer's instructions. |
| <u>3.9 CLEANING</u> | .1 | Proceed in accordance with Section 01 74 11 - Cleaning. .1 Remove paint where spilled, splashed, splattered or sprayed as work progresses using means and materials that are not detrimental to affected surfaces. |
| <u>3.10 RESTORATION</u> | .1 | Clean and re-install hardware items removed before undertaken painting operations. |
-

- 3.10 RESTORATION
(Cont'd)
- .2 Remove protective coverings and warning signs as soon as practical after operations cease.
 - .3 Remove paint splashings on exposed surfaces that were not painted. Remove smears and spatter immediately as operations progress, using compatible solvent.
 - .4 Protect freshly completed surfaces from paint droppings and dust to approval of Departmental Representative. Avoid scuffing newly applied paint.
 - .5 Restore areas used for storage, cleaning, mixing and handling of paint to clean condition as approved by Departmental Representative.

END

PART 1 - GENERAL

- | | | |
|------------------------------|----|---|
| <u>1.1 SUMMARY</u> | .1 | Section Includes: .1 Material and installation of site applied paint finishes to new interior surfaces, including site painting of shop primed surfaces. |
| <u>1.2 REFERENCES</u> | .1 | Department of Justice Canada (Jus) .1 Canadian Environmental Protection Act (CEPA), 1999, c. 33 |
| | .2 | Environmental Protection Agency (EPA) .1 EPA Test Method for Measuring Total Volatile Organic Compound Content of Consumer Products, Method 24 - 1995, (for Surface Coatings). |
| | .3 | Health Canada / Workplace Hazardous Materials Information System (WHMIS) .1 Material Safety Data Sheets (MSDS). |
| | .4 | Master Painters Institute (MPI) .1 MPI Architectural Painting Specifications Manual, 2004. |
| | .5 | National Fire Code of Canada - 1995 |
| | .6 | Society for Protective Coatings (SSPC) .1 SSPC Painting Manual, Volume Two, 8th Edition, Systems and Specifications Manual. |
| | .7 | Transport Canada (TC) .1 Transportation of Dangerous Goods Act (TDGA), 1992, c. 34 . |
| <u>1.3 QUALITY ASSURANCE</u> | .1 | Qualifications: .1 Contractor: minimum of five years proven satisfactory experience. Provide list of last three comparable jobs including, job name and location, specifying authority, and project manager. .2 Journeymen: qualified journeymen who have "Tradesman Qualification Certificate of Proficiency" engaged in painting work. .3 Apprentices: working under direct supervision of qualified trades person in accordance with trade regulations. |
-

1.3 QUALITY
ASSURANCE
(Cont'd)

- .2 Pre-Installation Meeting:
 - .1 Convene pre-installation meeting one week prior to beginning on-site installations.
 - .1 Verify project requirements.
 - .2 Review installation and substrate conditions.
 - .3 Coordination with other building subtrades.
 - .4 Review manufacturer's installation instructions and warranty requirements.
- .3 Health and Safety:
 - .1 Do construction occupational health and safety in accordance with Section 01 35 30 - Health and Safety Requirements.

1.4 SCHEDULING

- .1 Submit work schedule for various stages of painting to Departmental Representative for review. Submit schedule minimum of 48 hours in advance of proposed operations.
- .2 Obtain written authorization from Departmental Representative for changes in work schedule.
- .3 Schedule painting operations to prevent disruption of occupants.

1.5 ACTION AND
INFORMATIONAL
SUBMITTALS

- .1 Submittals in accordance with Section 01 33 00 - Submittal Procedures.
- .2 Product Data:
 - .1 Submit product data and instructions for each paint and coating product to be used.
 - .2 Submit product data for the use and application of paint thinner.
 - .3 Submit copies of Workplace Hazardous Materials Information System (WHMIS) Material Safety Data Sheets (MSDS) in accordance with Section 01 33 00 - Submittal Procedures. Indicate VOCs during application and curing.
- .3 Samples:
 - .1 Submit full range colour sample chips to indicate where colour availability is restricted.
 - .2 Submit sample panels of each paint, special finish with specified paint or coating in colours, gloss/sheen and textures required to MPI Architectural Painting Specification

1.5 ACTION AND
INFORMATIONAL
SUBMITTALS
(Cont'd)

- .3 Samples: (Cont'd)
- .2 (Cont'd)
- Manual standards submitted on following substrate materials:
- .1 1.6 mm plate steel for finishes over metal surfaces.
 - .2 13 mm plywood for finishes over wood surfaces.
 - .3 50 mm concrete block for finishes over concrete or concrete masonry surfaces.
 - .4 13 mm gypsum board for finishes over gypsum board and other smooth surfaces.
 - .5 10 mm plywood for finishes over wood surfaces.
- .3 Retain reviewed samples on-site to demonstrate acceptable standard of quality for appropriate on-site surface.
- .4 Test reports: submit certified test reports for paint from approved independent testing laboratories, indicating compliance with specifications for specified performance characteristics and physical properties.
- .1 Lead, cadmium and chromium: presence of and amounts.
 - .2 Mercury: presence of and amounts.
 - .3 Organochlorines and PCBs: presence of and amounts.
- .5 Certificates: submit certificates signed by manufacturer certifying that materials comply with specified performance characteristics and physical properties.
- .6 Manufacturer's Instructions:
- .1 Submit manufacturer's installation and application instructions.
- .7 Closeout Submittals: submit maintenance data for incorporation into manual specified in Section 01 78 00 - Closeout Submittals include following:
- .1 Product name, type and use.
 - .2 Manufacturer's product number.
 - .3 Colour numbers.
 - .4 MPI Environmentally Friendly classification system rating.

1.6 MAINTENANCE

- .1 Extra Materials:
- .1 Deliver to extra materials from same production run as products installed. Package products with protective covering and identify with descriptive labels. Comply with Section 01 78 00 - Closeout Submittals.

1.6 MAINTENANCE
(Cont'd)

- .1 (Cont'd)
- .2 Quantity: provide one - four litre can of each colour of finish coating. Identify colour and paint type in relation to established colour schedule and finish system.
- .3 Delivery, storage and protection: comply with Departmental Representative requirements for delivery and storage of extra materials.

1.7 DELIVERY,
STORAGE AND
HANDLING

- .1 Packing, Shipping, Handling and Unloading:
 - .1 Pack, ship, handle and unload materials in accordance with Section 01 61 00 - Common Product Requirements and manufacturer's written instructions.
- .2 Acceptance at Site:
 - .1 Identify products and materials with labels indicating:
 - .1 Manufacturer's name and address.
 - .2 Type of paint or coating.
 - .3 Compliance with applicable standard.
 - .4 Colour number in accordance with established colour schedule.
- .3 Remove damaged, opened and rejected materials from site.
- .4 Storage and Protection:
 - .1 Provide and maintain dry, temperature controlled, secure storage.
 - .2 Store materials and supplies away from heat generating devices.
 - .3 Store materials and equipment in well ventilated area with temperature range 7 degrees C to 30 degrees C.
- .5 Store temperature sensitive products above minimum temperature as recommended by manufacturer.
- .6 Keep areas used for storage, cleaning and preparation clean and orderly. After completion of operations, return areas to clean condition.
- .7 Remove paint materials from storage only in quantities required for same day use.
- .8 Fire Safety Requirements:
 - .1 Provide one 9 kg Type ABC fire extinguisher adjacent to storage area.

1.7 DELIVERY,
STORAGE AND
HANDLING
(Cont'd)

- .8 Fire Safety Requirements: (Cont'd)
- .2 Store oily rags, waste products, empty containers and materials subject to spontaneous combustion in ULC approved, sealed containers and remove from site on a daily basis.
 - .3 Handle, store, use and dispose of flammable and combustible materials in accordance with National Fire Code of Canada requirements.
- .9 Waste Management and Disposal:
- .1 Separate waste materials for reuse and recycling.
 - .2 Remove from site and dispose of packaging materials at appropriate recycling facilities.
 - .3 Collect and separate for disposal paper plastic polystyrene corrugated cardboard packaging material for recycling in accordance with Waste Management Plan (WMP).
 - .4 Separate for reuse and recycling and place in designated containers Steel Metal Plastic waste in accordance with Waste Management Plan (WMP).
 - .5 Place materials defined as hazardous or toxic in designated containers.
 - .6 Handle and dispose of hazardous materials in accordance with CEPA, TDGA, Regional and Municipal, regulations.
 - .7 Ensure emptied containers are sealed and stored safely.
 - .8 Unused paint materials must be disposed of at official hazardous material collections site as approved by Departmental Representative.
 - .9 Paint, stain and wood preservative finishes and related materials (thinners, and solvents) are regarded as hazardous products and are subject to regulations for disposal. Information on these controls can be obtained from Provincial Ministries of Environment and Regional levels of Government.
 - .10 Material which cannot be reused must be treated as hazardous waste and disposed of in an appropriate manner.
 - .11 Place materials defined as hazardous or toxic waste, including used sealant and adhesive tubes and containers, in containers or areas designated for hazardous waste.
 - .12 To reduce the amount of contaminants entering waterways, sanitary/storm drain

1.7 DELIVERY,
STORAGE AND
HANDLING
(Cont'd)

- .9 Waste Management and Disposal: (Cont'd)
- .12 (Cont'd)
- systems or into ground follow these procedures:
- .1 Retain cleaning water for water-based materials to allow sediments to be filtered out.
- .2 Retain cleaners, thinners, solvents and excess paint and place in designated containers and ensure proper disposal.
- .3 Return solvent and oil soaked rags used during painting operations for contaminant recovery, proper disposal, or appropriate cleaning and laundering.
- .4 Dispose of contaminants in approved legal manner in accordance with hazardous waste regulations.
- .5 Empty paint cans are to be dry prior to disposal or recycling (where available).
- .13 Where paint recycling is available, collect waste paint by type and provide for delivery to recycling or collection facility.

1.8 SITE CONDITIONS

- .1 Heating, Ventilation and Lighting:
- .1 Ventilate enclosed spaces.
- .2 Provide heating facilities to maintain ambient air and substrate temperatures above 10 degrees C for 24 hours before, during and after paint application until paint has cured sufficiently.
- .3 Provide continuous ventilation for two days after completion of application of paint.
- .4 Coordinate use of existing ventilation system with Departmental Representative and ensure its operation during and after application of paint as required.
- .5 Provide temporary ventilating and heating equipment where permanent facilities are not available or supplemental ventilating and heating equipment if ventilation and heating from existing system is inadequate to meet minimum requirements.
- .6 Provide minimum lighting level of 323 Lux on surfaces to be painted.
- .2 Temperature, Humidity and Substrate Moisture Content Levels:
- .1 Unless pre-approved written approval by product manufacturer, perform no painting when:
- .1 Ambient air and substrate temperatures are below 10 degrees C.

1.8 SITE CONDITIONS .2
(Cont'd)

(Cont'd)

.1 (Cont'd)

.2 Substrate temperature is above 32 degrees C unless paint is specifically formulated for application at high temperatures.

.3 Substrate and ambient air temperatures are not expected to fall within MPI or paint manufacturer's prescribed limits.

.4 The relative humidity is under 85% or when the dew point is more than 3 degrees C variance between the air/surface temperature. Paint should not be applied if the dew point is less than 3 degrees C below the ambient or surface temperature. Use sling psychrometer to establish the relative humidity before beginning paint work.

.5 Rain or snow are forecast to occur before paint has thoroughly cured or when it is foggy, misty, raining or snowing at site.

.6 Ensure that conditions are within specified limits during drying or curing process, until newly applied coating can itself withstand 'normal' adverse environmental factors.

.2 Perform painting work when maximum moisture content of the substrate is below:

.1 Allow new concrete and masonry to cure minimum of 28 days.

.2 15% for wood.

.3 12% for plaster and gypsum board.

.3 Test for moisture using calibrated electronic Moisture Meter. Test concrete floors for moisture using "cover patch test".

.4 Test concrete, masonry and plaster surfaces for alkalinity as required.

.3 Surface and Environmental Conditions:

.1 Apply paint finish in areas where dust is no longer being generated by related construction operations or when wind or ventilation conditions are such that airborne particles will not affect quality of finished surface.

.2 Apply paint to adequately prepared surfaces and to surfaces within moisture limits.

.3 Apply paint when previous coat of paint is dry or adequately cured.

1.8 SITE CONDITIONS .4
(Cont'd)

- Additional interior application requirements:
- .1 Apply paint finishes when temperature at location of installation can be satisfactorily maintained within manufacturer's recommendations.
 - .2 Apply paint in occupied facilities during silent hours only. Schedule operations to approval of Departmental Representative such that painted surfaces will have dried and cured sufficiently before occupants are affected.

PART 2 - PRODUCTS

2.1 MATERIALS

- .1 Paint materials listed in the MPI Approved Products List (APL) are acceptable for use on this project.
- .2 Provide paint materials for paint systems from single manufacturer.
- .3 Conform to latest MPI requirements for interior painting work including preparation and priming.
- .4 Materials (primers, paints, coatings, varnishes, stains, lacquers, fillers, thinners, solvents, etc.) in accordance with MPI Architectural Painting Specification Manual "Approved Product" listing.
- .5 Linseed oil, shellac, and turpentine: highest quality product from approved manufacturer listed in MPI Architectural Painting Specification Manual, compatible with other coating materials as required.
- .6 Use MPI listed materials having minimum E3 rating where indoor air quality (odour) requirements exist.
- .7 Paints, coatings, adhesives, solvents, cleaners, lubricants, and other fluids:
 - .1 Water-based.
 - .2 non-flammable.
 - .3 Manufactured without compounds which contribute to ozone depletion in the upper atmosphere.
 - .4 Manufactured without compounds which contribute to smog in the lower atmosphere.
 - .5 Do not contain methylene chloride, chlorinated hydrocarbons,.

2.1 MATERIALS
(Cont'd)

- .8 Formulate and manufacture water-borne surface coatings with no aromatic solvents, formaldehyde, halogenated solvents, mercury, lead, cadmium, hexavalent chromium or their compounds.
- .9 Flash point: 61.0 degrees C or greater for water-borne surface coatings and recycled water-borne surface coatings.
- .10 Ensure manufacture and process of both water-borne surface coatings and recycled water-borne surface coatings does not release:
 - .1 Matter in undiluted production plant effluent generating 'Biochemical Oxygen Demand' (BOD) in excess of 15 mg/L to natural watercourse or sewage treatment facility lacking secondary treatment.
 - .2 Total Suspended Solids (TSS) in undiluted production plant effluent in excess of 15 mg/L to natural watercourse or a sewage treatment facility lacking secondary treatment.
- .11 Water-borne paints and stains, recycled water-borne surface coatings and water borne varnishes to meet minimum "Environmentally Friendly" E2 rating.
- .12 Recycled water-borne surface coatings to contain 50 % post-consumer material by volume.
- .13 Recycled water-borne surface coatings must not contain:
 - .1 Lead in excess of 0.0 ppm weight/weight total solids.
 - .2 Mercury in excess of 5.0ppm weight/weight total product.
 - .3 Cadmium in excess of 1.0ppm weight/weight total product.
 - .4 Hexavalent chromium in excess of 3.0 ppm weight/weight total product.
 - .5 Organochlorines or polychlorinated biphenyls (PCBS) in excess of 1.0 ppm weight/weight total product.

2.2 COLOURS

- .1 Departmental Representative will provide Colour Schedule after Contract award Submit proposed Colour Schedule to Departmental Representative for review.
- .2 Colour schedule will be based upon selection of five base colours and three accent colours.

2.2 COLOURS
(Cont'd)

- .2 (Cont'd)
No more than eight colours will be selected for entire project and no more than three colours will be selected in each area.
- .3 Selection of colours from manufacturers full range of colours.
- .4 Where specific products are available in restricted range of colours, selection based on limited range.
- .5 Second coat in three coat system to be tinted slightly lighter colour than top coat to show visible difference between coats.

2.3 MIXING AND
TINTING

- .1 Perform colour tinting operations prior to delivery of paint to site. Obtain written approval from Departmental Representative for tinting of painting materials.
- .2 Mix paste, powder or catalyzed paint mixes in accordance with manufacturer's written instructions.
- .3 Use and add thinner in accordance with paint manufacturer's recommendations. Do not use kerosene or similar organic solvents to thin water-based paints.
- .4 Thin paint for spraying in accordance with paint manufacturer's instructions.
- .5 Re-mix paint in containers prior to and during application to ensure break-up of lumps, complete dispersion of settled pigment, and colour and gloss uniformity.

2.4 GLOSS/SHEEN
RATINGS

- .1 Paint gloss is defined as sheen rating of applied paint, in accordance with following values:
- | | Gloss @ 60
degrees | Sheen @ 85
degrees |
|---|-----------------------|-----------------------|
| Gloss Level 1 - Matte Finish (flat) | Max. 5 | Max. 10 |
| Gloss Level 2 - Velvet-Like Finish | Max. 10 | 10 to 35 |

2.4 GLOSS/SHEEN RATINGS
(Cont'd)

| | Gloss @ 60 degrees | Sheen @ 85 degrees |
|--|-----------------------|-----------------------|
| Gloss Level 3 - Eggshell Finish | 10 to 25 | 10 to 35 |
| Gloss Level 4 - Satin-Like Finish | 20 to 35 | min. 35 |
| Gloss Level 5 - Traditional Semi-Gloss Finish | 35 to 70 | |
| Gloss Level 6 - Traditional Gloss | 70 to 85 | |
| Gloss Level 7 - High Gloss Finish | More than 85 | |

- .2 Gloss level ratings of painted surfaces as indicated and as noted on Finish Schedule

2.5 INTERIOR
PAINTING SYSTEMS

- .1 Asphalt surfaces: zone/traffic marking of interior drive and parking areas:
- .1 INT 2.1A - Latex zone/traffic marking finish.
 - .2 INT 2.1B - Alkyd zone/traffic marking finish.
- .2 Concrete vertical surfaces: including horizontal soffits:
- .1 INT 3.1A - Latex gloss finish (over sealer).
 - .2 INT 3.1C - High performance architectural latex high gloss finish.
 - .3 INT 3.1D - Alkyd semi-gloss finish.
 - .4 INT 3.1E - Latex semi gloss finish.
 - .5 INT 3.1F - Epoxy (tile-like) finish for smooth concrete.
 - .6 INT 3.1G - Waterborne epoxy (tile-like) finish for smooth concrete.
 - .7 INT 3.1H - Multicolour finish.
 - .8 INT 3.1J - Water repellent paintable finish.
 - .9 INT 3.1K - Concrete stain finish.
 - .10 INT 3.1L - Waterborne light industrial low gloss coating.

2.5 INTERIOR
PAINTING SYSTEMS
(Cont'd)

- .2 Concrete vertical surfaces: (Cont'd)
 - .11 INT 3.1M - Institutional low odour/low VOC semi gloss finish.
 - .12 INT 3.1N - Latex semi gloss aggregate coating.
- .3 Concrete horizontal surfaces: floors and stairs:
 - .1 INT 3.2A - Latex floor enamel gloss finish.
 - .2 INT 3.2B - Alkyd floor enamel gloss finish.
 - .3 INT 3.2C - Epoxy finish.
 - .4 INT 3.2D - Pigmented polyurethane finish.
 - .5 INT 3.2E - Concrete stain finish.
 - .6 INT 3.2F - Concrete floor sealer.
 - .7 INT 3.2G - Waterborne concrete floor sealer.
 - .8 INT 3.2H - Latex zone/traffic marking finish for parking lines, etc..
 - .9 INT 3.2J - Alkyd zone/traffic marking finish for parking lines, etc..
 - .10 INT 3.2K - Clear (2 component) polyurethane finish.
 - .11 INT 3.2L - Waterborne epoxy floor finish.
- .4 Concrete masonry units: smooth and split face block and brick:
 - .1 INT 4.2A - Latex finish.
 - .2 INT 4.2D - High performance architectural latex finish.
 - .3 INT 4.2E - Institutional low odour/low VOC finish.
 - .4 INT 4.2F - Epoxy (tile-like) finish.
 - .5 INT 4.2H - Multicolour finish.
 - .6 INT 4.2J - Waterborne epoxy (tile-like) finish for dry environments.
 - .7 INT 4.2K - Waterborne light industrial coating.
 - .8 INT 4.2L - Water repellent non-paintable finish do not use on light weight block.
 - .9 INT 4.2M - Water repellent paintable finish do not use on light weight block.
 - .10 INT 4.2N - Alkyd finish (over latex sealer).
- .5 Structural steel and metal fabrications: columns, beams, joists:
 - .1 INT 5.1A - Quick dry enamel gloss finish.
 - .2 INT 5.1B - Waterborne light industrial coating.
 - .3 INT 5.1C - Waterborne dry wall finish.

2.5 INTERIOR
PAINTING SYSTEMS
(Cont'd)

- .5 (Cont'd)
- .4 INT 5.1CC - Waterborne dry wall finish (over quick dry shop primer) for dry locations only.
 - .5 INT 5.1D - Alkyd dry wall finish.
 - .6 INT 5.1DD - Alkyd dry wall finish (over quick dry shop primer) for dry locations only
 - .
 - .7 INT 5.1E Alkyd - finish.
 - .8 INT 5.1F - Pigmented polyurethane finish (over epoxy primer).
 - .9 INT 5.1G - Pigmented polyurethane finish (over high-build epoxy).
 - .10 INT 5.1H - Pigmented polyurethane finish (over epoxy and inorganic zinc).
 - .11 INT 5.1J - Pigmented polyurethane finish (over epoxy and epoxy zinc rich primer).
 - .12 INT 5.1K - Waterborne epoxy finish.
 - .13 INT 5.1L - Epoxy finish.
 - .14 INT 5.1M - Aluminum paint finish.
 - .15 INT 5.1N - Waterborne light industrial coating (over epoxy primer).
 - .16 INT 5.1P - High build epoxy (over epoxy zinc rich primer).
 - .17 INT 5.1Q - Latex finish (over alkyd primer).
 - .18 INT 5.1R - High performance architectural latex finish.
 - .19 INT 5.1S - Institutional low odour/low VOC finish.
 - .20 INT 5.1T - Alkyd finish (over surface tolerant primer).
 - .21 INT 5.1U - Epoxy finish (over self-priming epoxy).
 - .22 INT 5.1V - Pigmented polyurethane finish (over self-priming epoxy).
 - .23 INT 5.1W - Alkyd finish (over quick dry shop primer) for dry locations only.
 - .24 INT 5.1X - Latex finish (over quick dry shop primer) for dry locations only.
 - .25 INT 5.1Y - Not Applicable.
 - .26 INT 5.1Z - Quick dry shop paint finish (for dry locations only) do not topcoat.
- .6 Steel - high heat: (boilers, furnaces, heat exchangers, breeching, pipes, flues, stacks, etc., with temperature range as noted):
- .1 INT 5.2A - Heat resistant enamel finish, maximum 205 degrees C.
 - .2 INT 5.2B - Heat resistant aluminum paint finish, maximum 427 degrees C.
 - .3 INT 5.2C - Inorganic zinc rich coating, maximum 400 degrees C.

2.5 INTERIOR
PAINTING SYSTEMS
(Cont'd)

- .6 Steel - high heat: (Cont'd)
 - .4 INT 5.2D - High heat resistant coating, maximum 593 degrees C.
- .7 Galvanized metal: doors, frames, railings, misc. steel, pipes, overhead decking, and ducts.
 - .1 INT 5.3A - Latex finish.
 - .2 INT 5.3B - Waterborne light industrial coating.
 - .3 INT 5.3C - Alkyd finish (over cementitious primer).
 - .4 INT 5.3D - Epoxy finish (over epoxy primer).
 - .5 INT 5.3E - Epoxy finish (over vinyl wash primer and epoxy primer).
 - .6 INT 5.3F - Alkyd dry wall finish for use in low contact/low traffic areas only.
 - .7 INT 5.3G - Aluminum paint finish.
 - .8 INT 5.3H - Waterborne dry wall finish for use in low contact/low traffic areas only.
 - .9 INT 5.3J - Latex finish (over waterborne primer).
 - .10 INT 5.3K - Waterborne light industrial coating (over waterborne primer).
 - .11 INT 5.3L - Alkyd finish (over non-cementitious primer).
 - .12 INT 5.3M - High performance architectural latex finish.
 - .13 INT 5.3N - Institutional low odour/low VOC finish.
- .8 Aluminum: unanodized:
 - .1 INT 5.4A - Alkyd finish.
 - .2 INT 5.4B - Epoxy finish.
 - .3 INT 5.4C - Pigmented polyurethane finish.
 - .4 INT 5.4D - Aluminum paint finish (for exposed aluminum).
 - .5 INT 5.4E - Waterborne light industrial coating.
 - .6 INT 5.4F - High performance architectural latex finish.
 - .7 INT 5.4G - Institutional low odour/low VOC finish.
 - .8 INT 5.4H - Latex finish.
 - .9 INT 5.4J - Alkyd finish (over quick dry primer).
- .9 Copper:
 - .1 INT 5.5A - Alkyd finish.
 - .2 INT 5.5B - Epoxy finish.
 - .3 INT 5.5C - Pigmented polyurethane finish.
 - .4 INT 5.5D - Aluminum paint finish.

2.5 INTERIOR
PAINTING SYSTEMS
(Cont'd)

- .9 Copper: (Cont'd)
 - .5 INT 5.5E - Waterborne light industrial coating.
 - .6 INT 5.5F - High performance architectural latex finish.
 - .7 INT 5.5G - Institutional low odour/low VOC finish.
 - .8 INT 5.5H - Latex finish.
- .10 Stainless steel: unpolished:
 - .1 INT 5.6A - Waterborne light industrial coating (over bonding primer).
 - .2 INT 5.6B - Alkyd finish.
 - .3 INT 5.6C - Epoxy finish.
 - .4 INT 5.6D - Pigmented polyurethane finish.
 - .5 INT 5.6E - Aluminum paint finish.
 - .6 INT 5.6F - Waterborne light industrial coating (over quick dry primer).
 - .7 INT 5.6G - High performance architectural latex finish.
 - .8 INT 5.6H - Latex finish.
- .11 Glue laminated beams and columns:
 - .1 INT 6.1A - Latex finish (over alkyd primer).
 - .2 INT 6.1B - Alkyd finish.
 - .3 INT 6.1C - Alkyd varnish finish.
 - .4 INT 6.1D - Polyurethane varnish finish.
 - .5 INT 6.1E - Pigmented polyurethane finish.
 - .6 INT 6.1F - Waterborne clear acrylic finish.
 - .7 INT 6.1G - Semi transparent stain finish.
 - .8 INT 6.1H - Alkyd solid colour stain finish.
 - .9 INT 6.1J - Polyurethane varnish gloss finish (over stain).
 - .10 INT 6.1K - Alkyd varnish finish (over stain).
 - .11 INT 6.1L - Epoxy finish.
 - .12 INT 6.1M - Latex finish (over latex primer).
 - .13 INT 6.1N - High performance architectural latex finish.
 - .14 INT 6.1P - Alkyd varnish finish (over stain and sealer).
 - .15 INT 6.1Q - Institutional low odour/low VOC finish.
 - .16 INT 6.1R - Waterborne clear acrylic finish (over stain).
 - .17 INT 6.1S - Clear moisture cured polyurethane gloss finish (over stain).

2.5 INTERIOR
PAINTING SYSTEMS
(Cont'd)

- .11 Glue laminated beams and columns: (Cont'd)
 - .18 INT 6.1T - Latex solid colour stain finish.
 - .19 INT 6.1U - Pigmented fire retardant coating (ULC rated).
 - .20 INT 6.1V - Clear fire retardant coating (ULC rated).
- .12 Dimension lumber: columns, beams, exposed joists, underside of decking:
 - .1 INT 6.2A - Latex finish (over alkyd primer).
 - .2 INT 6.2B - High performance architectural latex finish.
 - .3 INT 6.2C - Alkyd finish.
 - .4 INT 6.2D - Latex finish (over latex primer).
 - .5 INT 6.2E - Multicolour finish.
 - .6 INT 6.2F - Pigmented fire retardant coating (ULC rated).
 - .7 INT 6.2G - Clear fire retardant coating (ULC rated).
 - .8 INT 6.2H - Polyurethane varnish finish.
 - .9 INT 6.2J - Polyurethane varnish finish (over stain).
 - .10 INT 6.2K - Alkyd varnish finish (over stain and sealer).
 - .11 INT 6.2L - Institutional low odour/low VOC finish.
 - .12 INT 6.2M - Waterborne clear acrylic finish (over stain).
 - .13 INT 6.2N - Clear moisture cured polyurethane gloss finish.
 - .14 INT 6.2P - Alkyd varnish finish.
- .13 Dressed lumber: including doors, door and window frames, casings, mouldings:
 - .1 INT 6.3A - High performance architectural latex finish.
 - .2 INT 6.3B - Alkyd finish.
 - .3 INT 6.3BB - Waterborne alkyd gloss finish interior doors and frames in non-humid locations only.
 - .4 INT 6.3C - Semi-transparent stain finish do not use on doors.
 - .5 INT 6.3D - Alkyd varnish finish (over stain).
 - .6 INT 6.3E - Polyurethane varnish finish (over stain).
 - .7 INT 6.3F - Lacquer finish (over stain).
 - .8 INT 6.3G - Pigmented lacquer finish.
 - .9 INT 6.3H - Clear lacquer finish.
 - .10 INT 6.3J - Alkyd varnish finish.
 - .11 INT 6.3K - Polyurethane varnish finish.
 - .12 INT 6.3L - Epoxy finish.

2.5 INTERIOR
PAINTING SYSTEMS
(Cont'd)

- .13 Dressed lumber: (Cont'd)
 - .13 INT 6.3M - Danish oil finish.
 - .14 INT 6.3N - Multicolour finish.
 - .15 INT 6.3P - Waterborne light industrial coating.
 - .16 INT 6.3Q - Waterborne clear acrylic finish.
 - .17 INT 6.3R - Pigmented fire retardant finish (ULC rated).
 - .18 INT 6.3S - Clear fire retardant finish (ULC rated).
 - .19 INT 6.3T - Latex semi-gloss finish (over latex primer).
 - .20 INT 6.3U - Latex gloss finish (over alkyd primer).
 - .21 INT 6.3V - Institutional low odour/low VOC finish.
 - .22 INT 6.3W - Waterborne clear acrylic finish (over stain).
 - .23 INT 6.3X - Clear moisture cured polyurethane gloss finish.
 - .24 INT 6.3Y - Clear moisture cured polyurethane flat finish (over stain).
 - .25 INT 6.3Z - Clear (2 component) polyurethane finish.
- .14 Wood paneling and casework: partitions, panels, shelving, millwork:
 - .1 INT 6.4A - Latex finish (over alkyd sealer).
 - .2 INT 6.4B - Alkyd finish (over alkyd sealer).
 - .3 INT 6.4C - Semi-Transparent stain finish.
 - .4 INT 6.4D - Alkyd varnish finish (over stain).
 - .5 INT 6.4E - Polyurethane varnish finish (over stain).
 - .6 INT 6.4F - Lacquer finish (over stain).
 - .7 INT 6.4G - Alkyd varnish finish.
 - .8 INT 6.4H - Pigmented lacquer finish.
 - .9 INT 6.4J - Polyurethane varnish finish.
 - .10 INT 6.4K - Danish oil finish.
 - .11 INT 6.4L - Multicolour finish.
 - .12 INT 6.4M - Waterborne clear acrylic finish.
 - .13 INT 6.4N - Waterborne light industrial coating.
 - .14 INT 6.4P - Pigmented fire retardant coating (ULC rated).
 - .15 INT 6.4Q - Clear fire retardant coating (ULC rated).
 - .16 INT 6.4R - Latex gloss finish (over latex primer).

2.5 INTERIOR
PAINTING SYSTEMS
(Cont'd)

- .14 Wood paneling and casework: (Cont'd)
 - .17 INT 6.4S - High performance architectural latex finish.
 - .18 INT - 6.4T Institutional low odour/low VOC finish.
 - .19 INT 6.4U - Waterborne clear acrylic finish (over stain).
 - .20 INT 6.4V - Clear moisture cured polyurethane gloss finish (over stain).
 - .21 INT 6.4W - Lacquer finish (over wood stain).
 - .22 INT 6.4X - Pigmented lacquer finish.
 - .23 INT 6.4Y - Clear lacquer finish.
- .15 Wood floors and stairs: including hardwood flooring:
 - .1 INT 6.5A - Alkyd floor enamel low gloss finish.
 - .2 INT 6.5B - Polyurethane varnish gloss finish (over stain).
 - .3 INT 6.5C - Polyurethane varnish gloss finish.
 - .4 INT 6.5D - Not applicable.
 - .5 INT 6.5E - Alkyd game line marking.
 - .6 INT 6.5F - Epoxy game line marking.
 - .7 INT 6.5G - Latex porch and floor low gloss enamel finish.
 - .8 INT 6.5H - Waterborne epoxy floor finish.
 - .9 INT 6.5J - Moisture cured polyurethane gloss finish (over stain).
 - .10 INT 6.5K - Moisture cured polyurethane gloss finish.
- .16 Wood shingle and shake siding:
 - .1 INT 6.6A - Latex finish.
 - .2 INT 6.6B - Alkyd finish.
 - .3 INT 6.6C - Semi-transparent stain finish.
 - .4 INT 6.6D - Alkyd solid colour stain finish.
 - .5 INT 6.6E - Latex solid colour stain finish.
 - .6 INT 6.6F - Latex finish (over latex primer).
 - .7 INT 6.6G - Pigmented fire retardant coating (ULC rated).
 - .8 INT 6.6H - Clear fire retardant coating (ULC rated).
- .17 Fibreglass: panels, trims, fabrications:
 - .1 INT 6.7A - Latex finish.
 - .2 INT 6.7B - Alkyd finish.
 - .3 INT 6.7C - Waterborne light industrial coating.

2.5 INTERIOR
PAINTING SYSTEMS
(Cont'd)

- .17 Fibreglass: (Cont'd)
 - .4 INT 6.7D - Epoxy finish.
 - .5 INT 6.7E - Pigmented polyurethane finish.
 - .6 INT 6.7F - Waterborne epoxy finish.
 - .7 INT 6.7G - Multicolour finish.
 - .8 INT 6.7H - High performance acrylic latex finish.
 - .9 INT 6.7J - Institutional low odour/low VOC finish.
- .18 Plastic: lumber, panels, trims, fabrications, vinyl wall covering, PVA/PVC materials:
 - .1 INT 6.8A - High performance architectural latex finish.
 - .2 INT 6.8B - Alkyd finish.
 - .3 INT 6.8C - Waterborne light industrial coating.
 - .4 INT 6.8D - Multicolour finish.
 - .5 INT 6.8E - Latex finish.
 - .6 INT 6.8F - Institutional low odour/low VOC finish.
- .19 Spray textured surfaces: ceilings:
 - .1 INT 9.1A - Latex flat finish spray application only.
 - .2 INT 9.1B - Latex finish (over alkyd sealer).
 - .3 INT 9.1C - Alkyd flat finish.
 - .4 INT 9.1D - Alkyd finish (over alkyd sealer).
 - .5 INT 9.1E - Latex finish spray application only.
- .20 Plaster and gypsum board: gypsum wallboard, drywall, "sheet rock type material", and textured finishes:
 - .1 INT 9.2A - Latex finish (over latex sealer).
 - .2 INT 9.2B - High performance architectural latex finish.
 - .3 INT 9.2C - Alkyd finish (over latex sealer).
 - .4 INT 9.2E - Epoxy (tile-like) finish.
 - .5 INT 9.2F - Waterborne epoxy (tile-like) finish.
 - .6 INT 9.2G - Multicolour finish.
 - .7 INT 9.2H - Pigmented fire retardant coating (ULC rated).
 - .8 INT 9.2J - Waterborne fire retardant coating (ULC rated).
 - .9 INT 9.2K - Latex finish (over alkyd primer) for plaster surfaces only.
 - .10 INT 9.2L - Waterborne light industrial coating.

2.5 INTERIOR
PAINTING SYSTEMS
(Cont'd)

- .20 Plaster and gypsum board: (Cont'd)
 - .11 INT 9.2M - Institutional low odour/low VOC finish.
- .21 Acoustic panels and tiles:
 - .1 INT 9.3A - Latex flat finish.
 - .2 INT 9.3B - Latex finish (over alkyd sealer).
 - .3 INT 9.3C - Alkyd flat finish.
 - .4 INT 9.3D - Institutional low odour/low VOC finish.
 - .5 INT 9.3E High performance architectural latex finish.
- .22 Canvas and cotton coverings.
 - .1 INT 10.1A - Latex finish.
 - .2 INT 10.1B - Alkyd finish.
 - .3 INT 10.1C - Aluminum paint finish.
 - .4 INT 10.1D - Institutional low odour/low VOC finish.
- .23 Bituminous coated surfaces: cast iron pipe, concrete, etc.:
 - .1 INT 10.2A - Latex finish.
 - .2 INT 10.2B - Alkyd finish.
 - .3 INT 10.2C - Aluminum paint finish.

2.6 SOURCE QUALITY
CONTROL

- .1 Perform following tests on each batch of consolidated post-consumer material before surface coating is reformulated and canned. Testing by laboratory or facility which has been accredited by Standards Council of Canada.
 - .1 Lead, cadmium and chromium are to be determined using ICP-AES (Inductively Coupled Plasma - Atomic Emission Spectroscopy) technique no. 6010 as defined in EPA SW-846.
 - .2 Mercury is to be determined by Cold Vapour Atomic Absorption Spectroscopy using Technique no. 7471 as defined in EPA SW-846.
 - .3 Organochlorines and PCBs are to be determined by Gas Chromatography using Technique no. 8081 as defined in EPA SW-846.

PART 3 - EXECUTION

- 3.1 MANUFACTURER'S INSTRUCTIONS
- .1 Compliance: comply with manufacturer's written recommendations or specifications, including product technical bulletins, handling, storage and installation instructions, and data sheet.
- 3.2 GENERAL
- .1 Perform preparation and operations for interior painting in accordance with MPI Architectural Painting Specifications Manual except where specified otherwise.
- .2 Apply paint materials in accordance with paint manufacturer's written application instructions.
- 3.3 EXAMINATION
- .1 Investigate existing substrates for problems related to proper and complete preparation of surfaces to be painted. Report to Departmental Representative damages, defects, unsatisfactory or unfavourable conditions before proceeding with work.
- .2 Conduct moisture testing of surfaces to be painted using properly calibrated electronic moisture meter, except test concrete floors for moisture using simple "cover patch test". Do not proceed with work until conditions fall within acceptable range as recommended by manufacturer.
- .3 Maximum moisture content as follows:
- .1 Stucco, plaster and gypsum board: 12%.
 - .2 Concrete: 12%.
 - .3 Clay and Concrete Block/Brick: 12%.
 - .4 Wood: 15%.
- 3.4 PREPARATION
- .1 Protection:
- .1 Protect existing building surfaces and adjacent structures from paint spatters, markings and other damage by suitable non-staining covers or masking. If damaged, clean and restore surfaces as directed by Departmental Representative.
-

3.4 PREPARATION
(Cont'd)

- .1 Protection: (Cont'd)
 - .2 Protect items that are permanently attached such as Fire Labels on doors and frames.
 - .3 Protect factory finished products and equipment.
 - .4 Protect passing pedestrians, building occupants and general public in and about the building.
- .2 Surface Preparation:
 - .1 Remove electrical cover plates, light fixtures, surface hardware on doors, bath accessories and other surface mounted equipment, fittings and fastenings prior to undertaking painting operations. Identify and store items in secure location and re-installed after painting is completed.
 - .2 Move and cover furniture and portable equipment as necessary to carry out painting operations. Replace as painting operations progress.
 - .3 Place "WET PAINT" signs in occupied areas as painting operations progress. Signs to approval of Departmental Representative
 - .
- .3 Clean and prepare surfaces in accordance with MPI Architectural Painting Specification Manual requirements. Refer to MPI Manual in regard to specific requirements and as follows:
 - .1 Remove dust, dirt, and other surface debris by vacuuming, wiping with dry, clean cloths.
 - .2 Wash surfaces with a biodegradable detergent and bleach where applicable and clean warm water using a stiff bristle brush to remove dirt, oil and other surface contaminants.
 - .3 Rinse scrubbed surfaces with clean water until foreign matter is flushed from surface.
 - .4 Allow surfaces to drain completely and allow to dry thoroughly.
 - .5 Prepare surfaces for water-based painting, water-based cleaners should be used in place of organic solvents.
 - .6 Use trigger operated spray nozzles for water hoses.
 - .7 Many water-based paints cannot be removed with water once dried. Minimize use of mineral spirits or organic solvents to clean up water-based paints.

3.4 PREPARATION
(Cont'd)

- .4 Prevent contamination of cleaned surfaces by salts, acids, alkalis, other corrosive chemicals, grease, oil and solvents before prime coat is applied and between applications of remaining coats. Apply primer, paint, or pretreatment as soon as possible after cleaning and before deterioration occurs.
- .5 Where possible, prime non-exposed surfaces of new wood surfaces before installation. Use same primers as specified for exposed surfaces.
 - .1 Apply vinyl sealer to MPI #36 over knots, pitch, sap and resinous areas.
 - .2 Apply wood filler to nail holes and cracks.
 - .3 Tint filler to match stains for stained woodwork.
- .6 Sand and dust between coats as required to provide adequate adhesion for next coat and to remove defects visible from a distance up to 1000 mm.
- .7 Clean metal surfaces to be painted by removing rust, loose mill scale, welding slag, dirt, oil, grease and other foreign substances in accordance with MPI requirements. Remove traces of blast products from surfaces, pockets and corners to be painted by brushing with clean brushes or vacuum cleaning.
- .8 Touch up of shop primers with primer as specified.
- .9 Do not apply paint until prepared surfaces have been accepted by Departmental Representative

3.5 APPLICATION

- .1 Method of application to be as approved by Departmental Representative. Apply paint by brush roller air sprayer airless sprayer. Conform to manufacturer's application instructions unless specified otherwise.
- .2 Brush and Roller Application:
 - .1 Apply paint in uniform layer using brush and/or roller type suitable for application.
 - .2 Work paint into cracks, crevices and corners.
 - .3 Paint surfaces and corners not accessible to brush using spray, daubers and/or sheepskins. Paint surfaces and corners

3.5 APPLICATION
(Cont'd)

- .2 Brush and Roller Application: (Cont'd)
 - .3 (Cont'd)
not accessible to roller using brush, daubers or sheepskins.
 - .4 Brush and/or roll out runs and sags, and over-lap marks. Rolled surfaces free of roller tracking and heavy stipple.
 - .5 Remove runs, sags and brush marks from finished work and repaint.
- .3 Spray application:
 - .1 Provide and maintain equipment that is suitable for intended purpose, capable of atomizing paint to be applied, and equipped with suitable pressure regulators and gauges.
 - .2 Keep paint ingredients properly mixed in containers during paint application either by continuous mechanical agitation or by intermittent agitation as frequently as necessary.
 - .3 Apply paint in uniform layer, with overlapping at edges of spray pattern. Back roll first coat application.
 - .4 Brush out immediately all runs and sags.
 - .5 Use brushes and rollers to work paint into cracks, crevices and places which are not adequately painted by spray.
- .4 Use dipping, sheepskins or daubers only when no other method is practical in places of difficult access.
- .5 Apply coats of paint continuous film of uniform thickness. Repaint thin spots or bare areas before next coat of paint is applied.
- .6 Allow surfaces to dry and properly cure after cleaning and between subsequent coats for minimum time period as recommended by manufacturer.
- .7 Sand and dust between coats to remove visible defects.
- .8 Finish surfaces both above and below sight lines as specified for surrounding surfaces, including such surfaces as tops of interior cupboards and cabinets and projecting ledges.
- .9 Finish inside of cupboards and cabinets as specified for outside surfaces.
- .10 Finish closets and alcoves as specified for adjoining rooms.

3.5 APPLICATION
(Cont'd)

- .11 Finish top, bottom, edges and cutouts of doors after fitting as specified for door surfaces.

3.6
MECHANICAL/
ELECTRICAL
EQUIPMENT

- p .1 Paint finished area exposed conduits, piping, hangers, ductwork and other mechanical and electrical equipment with colour and finish to match adjacent surfaces, except as indicated.
- .2 Boiler room, mechanical and electrical rooms: paint exposed conduits, piping, hangers, ductwork and other mechanical and electrical equipment.
- .3 Other unfinished areas: leave exposed conduits, piping, hangers, ductwork and other mechanical and electrical equipment in original finish and touch up scratches and marks.
- .4 Touch up scratches and marks on factory painted finishes and equipment with paint as supplied by manufacturer of equipment.
- .5 Do not paint over nameplates.
- .6 Keep sprinkler heads free of paint.
- .7 Paint inside of ductwork where visible behind grilles, registers and diffusers with primer and one coat of matt black paint.
- .8 Paint fire protection piping red.
- .9 Paint disconnect switches for fire alarm system and exit light systems in red enamel.
- .10 Paint natural gas piping yellow.
- .11 Paint both sides and edges of backboards for telephone and electrical equipment before installation. Leave equipment in original finish except for touch-up as required, and paint conduits, mounting accessories and other unfinished items.
- .12 Do not paint interior transformers and substation equipment.

3.7 SITE TOLERANCES

- .1 Walls: no defects visible from a distance of 1000 mm at 90 degrees to surface.
- .2 Ceilings: no defects visible from floor at 45 degrees to surface when viewed using final lighting source.
- .3 Final coat to exhibit uniformity of colour and uniformity of sheen across full surface area.

3.8 FIELD QUALITY CONTROL

- .1 Interior painting and decorating work shall be inspected by a Paint Inspection Agency (inspector) acceptable to the specifying authority and local Painting Contractor's Association. Painting contractor shall notify Paint Inspection Agency a minimum of one week prior to commencement of work and provide a copy of project painting specification, plans and elevation drawings (including pertinent details) as well as a Finish Schedule.
- .2 Interior surfaces requiring painting shall be inspected by Paint Inspection Agency who shall notify Departmental Representative and General Contractor in writing of defects or problems, prior to commencing painting work, or after prime coat shows defects in substrate.
- .3 Where "special" painting, coating or decorating system applications (i.e. elastomeric coatings) or non-MPI listed products or systems are to be used, paint or coating manufacturer shall provide as part of this work, certification of surfaces and conditions for specific paint or coating system application as well as on site supervision, inspection and approval of their paint or coating system application as required at no additional cost to Departmental Representative DCC Representative .
- .4 Standard of Acceptance:
 - .1 Walls: no defects visible from a distance of 1000 mm at 90 degrees to surface.
 - .2 Ceilings: no defects visible from floor at 45 degrees to surface when viewed using final lighting source.
 - .3 Final coat to exhibit uniformity of colour and uniformity of sheen across full surface area.

3.8 FIELD QUALITY
CONTROL
(Cont'd)

- .5 Field inspection of painting operations to be carried out by independent inspection firm as designated by Departmental Representative.
- .
- .6 Advise Departmental Representative when surfaces and applied coating is ready for inspection. Do not proceed with subsequent coats until previous coat has been approved.
- .7 Cooperate with inspection firm and provide access to areas of work.
- .8 Retain purchase orders, invoices and other documents to prove conformance with noted MPI requirements when requested by Departmental Representative.

3.9 RESTORATION

- .1 Clean and re-install hardware items removed before undertaken painting operations.
- .2 Remove protective coverings and warning signs as soon as practical after operations cease.
- .3 Remove paint splashings on exposed surfaces that were not painted. Remove smears and spatter immediately as operations progress, using compatible solvent.
- .4 Protect freshly completed surfaces from paint droppings and dust to approval of Departmental Representative. Avoid scuffing newly applied paint.
- .5 Restore areas used for storage, cleaning, mixing and handling of paint to clean condition as approved by Departmental Representative.

ANNEX A

4 Wing Ground Disturbance & Clearance Notice

R-2010-08-010

| | |
|--|---------------------------------|
| Project Name: _____ | Project File No.: _____ |
| Contact Name: _____ | Telephone #: _____ |
| Organization: _____ | RETURN FAX #: _____ |
| Work Location (incl. Base address and Legal with diagram/sketch attached) _____ | Disturbance Depth: _____ |
| Description of Work: _____ | Site pre-marked: _____ |

| Utility / Contact Information | Remarks & Date | Name and sign-off |
|---|------------------|----------------------|
| Wing Operations Loc 8006/Fax 780-840-7341 | | |
| 4 Wing Fire Dept Loc 8401/Fax 780-840-7317 | | |
| PMO - GIS Records Loc 8251/Fax 780-840-7316 | | |
| Wing Environment Loc 8430/ Fax 780-840-7305 | | |
| TIS Line/Help Desk Loc 7053 /Fax 780-840-7349 | Remedy Ticket # | |
| Electrical- CE Electrical Loc 8429/ Fax 780-840-4029 | | |
| Water/Sewer/Steam/Gas -CE Plumbing Loc 8427/ Fax 780-840-4000 | | |
| WFE Loc 8960/8411/ Fax 780-840-7314 | | |
| Alberta 1-Call Phone: 1-800-242-3447 | Ticket # | No response required |
| Eastlink Fax 780-826-7028 | | |
| Canada Locators Fax 1-780-636-3575 | (Telus) | |
| Alberta Supernet Fax 1-780-488-9875 | | |
| ATCO Electric Fax 780-594-3090 | | |
| ATCO Gas Fax 780-594-3090 | | |
| ATCO PIPELINES 1-780-808-0777 | | |
| ALTA GAS Fax 780-826-4712 | | |
| DCC Loc 7058 Fax: 780-594-6161 | Information only | No response required |

INSTRUCTIONS:

- * ALLOW MINIMUM 5 WORKING DAYS NOTICE FOR COMPLETION OF NOTICE LOCATES.
- In case of any delay beyond 14 days or conditions at job site change the entire ground disturbance permit process must be completed again.
- A person does not commit an offence under the act if he can demonstrate that he made all reasonable efforts to procure inspection and supervision required for the undertaking.
- The contractor shall confirm to their satisfaction that the work area is clearly staked/ marked and correctly color coded to Standards. Contractor shall not proceed with any ground disturbance if work area is not properly identified or if doubts to actual location of marked utilities.
- ALL ground disturbances within 1 meter of marked/flagged electrical/communications and within 5 meters of gas lines must be hand exposed by hand digging (or hydrovac) prior to use of mechanical equipment.

Annex B

4 WING COLD LAKE HOT WORK AUTHORIZATION PERMIT # _____

Date : _____ Start Time : _____ Expiry Time : _____ Date : _____

INSPECTOR : Rank _____ Name _____ LOCATION : _____

Type of work : ☐ Welding/Cutting ☐ Soldering ☐ Hot Roofing ☐ Other _____

CONFINED SPACE : ☐ Yes ☐ No

Confined Space Entry Permit on site ☐ Yes ☐ No

- Note : If a confined space entry permit is required and not on site, then a hot work authorization chit may not be issued.
- Before approving any hot work, the Fire Inspector shall inspect the work site and surrounding area to confirm that all precautions have been taken to prevent fire IAW NFPA 51B.
- If hot work is to be done in a Hangar, all Aircraft SHALL be removed.

| | |
|---|--|
| GENERAL PRECAUTIONS () Sprinkler/alarms in service. (if applicable) () Welding Equipment in good repair. | FIRE WATCH () To be provided during and 30 min after operation. () Serviceable Fire Extinguisher. () Trained in Action in event of a Fire. |
| <u>WITHIN 11M OF WORK AREA</u> () Combustible Products removed from area. () Combustible floors wet down or covered with non combustible material. () Flammable and Combustible liquids removed or safely stored. () Wall and floor openings covered. () If practicle, covers suspended beneath work to collect sparks. | <u>WORK WITHIN WALLS OR CEILINGS</u> () Non combustible construction and without combustible coverings. () Combustibles removed from other side of partition. <u>HERMAN NELSON HEATERS</u> () Personnel trained in proper start-up, shut down and re-fueling procedures prior to use. () Fire extinguisher available. |
| <u>HOT ROOFING OPERATIONS</u> () Tar kettle located in a safe location at least 5 meters from an exit or combustible materials, including walls, or on a non-combustible roof (unless approved by WFC). () Thermostate on the kettle is operational and kettle is constantly supervised. () Servicable Dry Chemical or CO2 fire extinguisher available. () A metal lid that can be closed in case of a fire. () Inform the contractor that : used mops and rags shall be cleaned and stored away from the building and other combustible materials at the end of each work day or disposed separate from other waste. <u>NOT LEFT ON THE ROOF.</u> | |

CONTRACTOR : Name : _____ COMPANY _____

Address : _____

Phone Number : _____ Cell Phone : _____

I have received the Fire Department briefing and agree to comply with all regulations. The Fire Department shall be notified of any changes affecting the operations authorized by this permit.

Failure to comply with these safety precautions may result in you or your company being held responsible for any damages incurred.

The Fire Department is to be notified at 840-8000 Loc 8401 when the inspection 30 minutes after the completion of any hot work for that day has been completed.

Signature of on site Supervisor _____

Approved by _____ Wing Fire Department.

Fire Department Emergency Number 840-8333 OR Loc. 8333



Defence Construction Canada
Construction de Défense Canada

ENVIRONMENTAL INCIDENT & EMERGENCY PLAN

In the event of an environmental incident or emergency or such as:

1. *Chemical or Petroleum Spill;*
2. *Poisonous or Caustic Gas Emission;*
3. *Biological or Chemical Explosion;*
4. *Sewage Spill; or*
5. *Release of Hazardous Material or Contaminated Water into Waterways, Ditches, Storm Sewers, or Atmosphere.*

An **emergency** is a situation that cannot be handled safely and effectively by the personnel on site without risk to health, safety, and the environment. A **non-emergency** can be handled on site safely.

EMERGENCY ACTION LIST

1. Call Base Fire Hall at 840-8333.
2. State what type of environmental incident.
3. Give your name, number, and location.
4. Notify your Supervisor or Superintendent.
5. Notify DCC Representative at 594-3395.
6. Complete the Environmental Incident Report and fax to 840-7305 within 24 hrs.

NON-EMERGENCY ACTION LIST

1. Commence clean-up with on site spill kits.
2. Notify your Superior or Superintendent
3. Notify DCC Representative at 594-3395.
4. Complete the Environmental Incident Report and fax to 840-7305 within 24 hrs.

PLAN D'URGENCE EN CAS D'INCIDENTS ENVIRONNEMENTAL

Dans le cas d'un incident environnementale ou d'un accident, tel que:

1. *Déversement accidentel de produit chimique ou pétrole;*
2. *Dégagement de gaz caustique ou toxique;*
3. *Explosion chimique ou biologique;*
4. *Déversement d'eaux d'égout; ou*
5. *Dégagement de matières dangereuses ou de l'eau contaminé dans les voies navigables, les fossés, les canalisation d'égouts, ou l'atmosphère.*

Un **urgence** est une situation qui ne peut pas être manipulé sans risque et efficacement par les personnes sur le site sans risque à la santé, la sécurité ou l'environnement. Un **cas d'incident non-urgent** peut être manipulé sur le site sans risque.

MARCHE À SUIVRE EN CAS D'URGENCE

1. Téléphoner au service des incendies de la base au 840-8333.
2. Mentionner le type d'urgence.
3. Donner votre nom, numéro de téléphone et l'endroit.
4. Aviser votre superviseur ou votre surintendant.
5. Aviser le représentant du CDC au 594-3395.
6. Remplir le formulaire d'incident de l'environnement et télécopier au 840-7305 en moins de 24 hrs.

MARCHE À SUIVRE EN CAS D'INCIDENTS

1. Faire le nettoyage avec les trousse de déversement accidentel.
2. Aviser votre superviseur ou votre surintendant.
3. Aviser le représentant du CDC au 594-3395.
4. Remplir le formulaire d'incident de l'environnement et télécopier à 840-7305 en moins de 24 hrs.

WCEO/OGCE
D.R.Henley, LCol

Date

DCC/CDC
Clint Horyn, Site Manager

Date

WEnv/Env Ere
Jennifer Carr, Wing Environment Officer



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat

WD134-13CYKT

Security Classification / Classification de sécurité
UNCLASSIFIED

SECURITY REQUIREMENTS CHECK LIST (SRCL)
LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

| PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE | | |
|---|---|--|
| 1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine | National Defence | |
| 2. Branch or Directorate / Direction générale ou Direction | 4 Wing Cold Lake | |
| 3. a) Subcontract Number / Numéro du contrat de sous-traitance | 3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant | |
| 4. Brief Description of Work / Brève description du travail Painting Base Buildings | | |
| 5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées? | | |
| <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes | <input type="checkbox"/> Non <input type="checkbox"/> Oui | |
| 5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques? | | |
| <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes | <input type="checkbox"/> Non <input type="checkbox"/> Oui | |
| 6. Indicate the type of access required / Indiquer le type d'accès requis | | |
| 6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c) | | |
| <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes | <input type="checkbox"/> Non <input type="checkbox"/> Oui | |
| 6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé. | | |
| <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> Non <input type="checkbox"/> Oui | |
| 6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit? | | |
| <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes | <input type="checkbox"/> Non <input type="checkbox"/> Oui | |
| 7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès | | |
| Canada <input type="checkbox"/> | NATO / OTAN <input type="checkbox"/> | Foreign / Étranger <input type="checkbox"/> |
| 7. b) Release restrictions / Restrictions relatives à la diffusion | | |
| No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/> | All NATO countries Tous les pays de l'OTAN <input type="checkbox"/> | No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/> |
| Not releasable À ne pas diffuser <input type="checkbox"/> | | |
| Restricted to: / Limité à: <input type="checkbox"/> | Restricted to: / Limité à: <input type="checkbox"/> | Restricted to: / Limité à: <input type="checkbox"/> |
| Specify country(ies): / Préciser le(s) pays: | Specify country(ies): / Préciser le(s) pays: | Specify country(ies): / Préciser le(s) pays: |
| 7. c) Level of Information / Niveau d'information | | |
| PROTECTED A PROTÉGÉ A <input type="checkbox"/> | NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/> | PROTECTED A PROTÉGÉ A <input type="checkbox"/> |
| PROTECTED B PROTÉGÉ B <input type="checkbox"/> | NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/> | PROTECTED B PROTÉGÉ B <input type="checkbox"/> |
| PROTECTED C PROTÉGÉ C <input type="checkbox"/> | NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/> | PROTECTED C PROTÉGÉ C <input type="checkbox"/> |
| CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/> | NATO SECRET NATO SECRET <input type="checkbox"/> | CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/> |
| SECRET SECRET <input type="checkbox"/> | COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/> | SECRET SECRET <input type="checkbox"/> |
| TOP SECRET TRÈS SECRET <input type="checkbox"/> | | TOP SECRET TRÈS SECRET <input type="checkbox"/> |
| TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/> | | TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/> |

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité
UNCLASSIFIED

Canada

Signed copy
11/2/2013



Government
of Canada

Gouvernement
du Canada

Contract Number / Numéro du contrat

W0134-13C/YKT

Security Classification / Classification de sécurité
UNCLASSIFIED

PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
Non Oui

If Yes, indicate the level of sensitivity:

Dans l'affirmative, indiquer le niveau de sensibilité :

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? ☒ No ☐ Yes
Non Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel :

Document Number / Numéro du document :

PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

- | | | | |
|---|---|---|--|
| <input checked="" type="checkbox"/> RELIABILITY STATUS COTE DE FIABILITÉ | <input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL | <input type="checkbox"/> SECRET SECRET | <input type="checkbox"/> TOP SECRET TRÈS SECRET |
| <input type="checkbox"/> TOP SECRET - SIGINT TRÈS SECRET - SIGINT | <input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET |
| <input type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS | | | |

Special comments:

Commentaires spéciaux :

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? ☐ No ☒ Yes
Non Oui

If Yes, will unscreened personnel be escorted?

Dans l'affirmative, le personnel en question sera-t-il escorté? ☐ No ☒ Yes
Non Oui

PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
Non Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? ☒ No ☐ Yes
Non Oui

PRODUCTION

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? ☒ No ☐ Yes
Non Oui

INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
Non Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? ☒ No ☐ Yes
Non Oui

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité
UNCLASSIFIED

Canada



Government
of Canada

Gouvernement
du Canada

Contract Number / Numéro du contrat

W0134-13CYKT

Security Classification / Classification de sécurité
UNCLASSIFIED

PART C - (continued) / PARTIE C - (suite)

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

| Category Catégorie | PROTECTED PROTÉGÉ | | | CLASSIFIED CLASSIFIÉ | | | NATO | | | | COMSEC | | | | | |
|--|----------------------|---|---|------------------------------|--------|---------------------------|---|--|----------------|---|----------------------|---|---|--------------|--------|---------------------------|
| | A | B | C | CONFIDENTIAL CONFIDENTIEL | SECRET | TOP SECRET TRÈS SECRET | NATO RESTRICTED NATO DIFFUSION RESTREINTE | NATO CONFIDENTIAL NATO CONFIDENTIEL | NATO SECRET | COMSEC TOP SECRET COMSEC TRÈS SECRET | PROTECTED PROTÉGÉ | | | CONFIDENTIAL | SECRET | TOP SECRET TRÈS SECRET |
| | | | | | | | | | | | A | B | C | | | |
| Information / Assets Renseignements / Biens | | | | | | | | | | | | | | | | |
| Production | | | | | | | | | | | | | | | | |
| IT Media / Support TI | | | | | | | | | | | | | | | | |
| IT Link / Lien électronique | | | | | | | | | | | | | | | | |

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?

La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

☒ No ☐ Yes
Non Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?

La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

☒ No ☐ Yes
Non Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).