

Part 1 General

1.1 WORK BY OTHERS

- .1 Co-operate with other Contractors in carrying out their respective works and carry out instructions from Departmental Representative.
- .2 Co-ordinate work with that of other Contractors. If any part of work under this Contract depends for its proper execution or result upon work of another Contractor, report promptly to Departmental Representative, in writing, any defects which may interfere with proper execution of Work.

1.2 FUTURE WORK

- .1 Insure that Work avoids encroachment into areas required for future work.

1.3 WORK SEQUENCE

- .1 Refer to section 01 14 23 Sequence of works to elaborate the work schedule.
- .2 Co-ordinate Progress Schedule with Owner Occupancy during construction.
- .3 Required stages:
 - .1 Occupancy of West wing is planned for the month of May 2017.
 - .2 Occupancy of the other parts of the building (Central building and East Wing) are planned for the end of the year 2017.
- .4 Construct Work in stages to provide for continuous public usage as soon as the West wing is completed and occupied.
- .5 Maintain fire access/control. Also provide means of fire fighting.

1.4 CONTRACTOR USE OF PREMISES

- .1 Unrestricted use of site until Substantial Completion of the west Wing.
- .2 Thereafter, use of premises is limited to zones necessary for the execution of remaining works, storage and access, to allow:
 - .1 Partial owner occupancy (West Wing) by Departmental Representative.
 - .2 Work by other contractors.
- .3 Co-ordinate use of premises under direction of Departmental Representative. Refer to sections 01 14 23 Sequence of works and 01 52 00 Construction Facilities to co-ordinate use of premises.
- .4 Obtain and pay for use of additional storage or work areas needed for the execution of the works under this Contract.
- .5 Remove or modify existing work to prevent damage to the parts of existing work which remain in place.
- .6 Repair or replace as directed by Departmental Representative parts of existing work which have been altered during construction operations to match existing or adjoining works, in order to harmonize the works between them.

- .7 At completion of works, condition of existing work must be in an equal or better state than that which existed before new work started.
- .8 If security is reduced by the execution of the works, provide temporary measures to de maintain security.
- .9 Provide sanitary installations for the contractor's staff. The use of sanitary installations inside the building is strictly forbidden.
- .10 Closures: Provide openings in the works with temporary closures until permanent closures are installed.
- .11 Provide snow removal services as required to maintain complete access to construction site during the works.

1.5 OCCUPANCY BY DEPARTMENTAL REPRESENTATIVE

- .1 Co-operate with Departmental Representative in scheduling operations to minimize conflict and to facilitate Owner usage.

1.6 PARTIAL OCCUPANCY BY DEPARTMENTAL REPRESENTATIVE

- .1 Schedule to substantially complete designated parts of Work for Departmental Representative's occupancy prior to Substantial Completion of entire Work.
- .2 Execute obligations related to the emission of the Certificate of Substantial Performance for each designated part of Work prior to Departmental Representative's occupancy. Contractor shall allow:
 - .1 Access for Departmental Representative's personnel;
 - .2 Use of parking facilities;
 - .3 Use of loading dock facilities;
 - .4 Operation of HVAC and electrical systems.
- .3 On occupancy, Departmental representative will provide for occupied areas:
 - .1 Operation of HVAC and electrical systems.
 - .2 Maintenance.
 - .3 Security.
- .4 Execute obligations related to the emission of the Partial Interim Certificate of Completion for each designated part of Work prior to Departmental Representative's partial occupancy. Thereafter allow:
 - .1 Access for Departmental Representative personnel.
 - .2 Use of parking facilities.
 - .3 Use of loading dock facilities;
 - .4 Operation of HVAC and electrical systems.

1.7 ALTERATIONS, ADDITIONS OR REPAIRS TO EXISTING BUILDING

- .1 Execute work with least possible interference or disturbance to existing buildings to preserve. Arrange with Departmental Representative to facilitate execution of work.

1.8 EXISTING UTILITIES SERVICES

- .1 Before interrupting utility services, notify Departmental Representative and concerned utility companies of intended interruption of services and obtain necessary authorizations.
- .2 If work involves breaking into or connecting to existing services, give Departmental Representative a 48 hours notice for necessary interruption of mechanical or electrical service throughout course of work. Minimize duration of interruptions. Carry out work at times as directed by governing authorities with minimum disturbance to vehicular traffic.
- .3 Provide alternative routes for pedestrians and vehicular traffic.
- .4 Establish location and extent of service lines in area of work before starting Work. Inform Departmental Representative of findings.
- .5 Submit schedule to and obtain approval from Departmental Representative for any shut-down or closure of active service or facility including power and communications services. Adhere to approved schedule and provide notice of inconveniences to affected parties.
- .6 Provide temporary utility services as directed by Departmental Representative and section 01 51 00 Temporary Utilities, in order to maintain critical building systems.
- .7 Provide adequate bridging over trenches which cross sidewalks or roads to permit normal traffic of pedestrians and vehicles.
- .8 Where unlisted utility services are encountered, immediately inform Departmental Representative and confirm findings in writing.
- .9 Protect, relocate or maintain existing active utility services. When inactive services are encountered, cap off in manner approved by authorities having jurisdiction.
- .10 Register locations of maintained, re-routed and abandoned utility service lines.
- .11 Construct barriers in accordance with Section 01 56 00 - Temporary accesses and protections.

1.9 DOCUMENTS REQUIRED

- .1 Maintain at job site, one copy of each of the following documents:
 - .1 Contract Drawings.
 - .2 Specifications.
 - .3 Addenda.
 - .4 Reviewed Shop Drawings.
 - .5 List of Outstanding Shop Drawings.
 - .6 Change Orders.
 - .7 Other Modifications to Contract.
 - .8 Field Test Reports.
 - .9 Copy of Approved Work Schedule.
 - .10 Health and Safety Plan and Other Safety Related Documents.
 - .11 Other documents as indicated.

1.10 STANDARDS

- .1 Materials must be new and the works must conform to prescriptions of minimal applicable standards, to section 01 61 00 and to all other applicable codes, municipal or provincial. In case of contradiction or exemption, the most severe standards will apply.

1.11 TAXES, LICENCE FEES, PERMITS AND CERTIFICATES

- .1 The Contractor must pay all taxes imposed by laws, may they be federal, provincial or municipal.
- .2 Construction permits and occupancy permits are Departmental Representative's responsibility. Contractor must pay any other license fees required.
- .3 Contractor must obtain and preserve the construction permit for the duration of the project.
- .4 Contractor is responsible to apply the occupancy permit after completion of the works.
- .5 Contractor is responsible to communicate with the City of Québec for any required inspection.

1.12 FIRE SECURITY REQUIREMENTS

- .1 Conform to the National Building Code of Canada 2010 and Québec Construction Code 2005 for construction fire security requirements and to the National Fire Code of Canada, edition 2010 (NFCC), for fire prevention, fire fighting and people security in buildings.
- .2 Conform to standards of Human Resources and Skills Development Canada (HRSDC) and to the Canadian Fire Commissioner (CFC):
 - .1 No 301: Standard for construction works.
 - .2 No 302: Standard for welding and cutting.
 - .3 No 374: Fire protection standard for general storage (interior and exterior).
 - .4 Available from Fire Protection Services of Departmental Representative, work Program, HRSDC or following internet site:
http://www.rhdcc.gc.ca/fra/travail/protection_incendies/politiques_normes/commissaire/index.shtml.
 - .5 Preserve all documents and standards concerning fire security on the construction site.
- .3 Welding, brazing, grinding, cutting and core drilling:
 - .1 Before starting welding, brazing, grinding, cutting and core drilling works, obtain a permit for hot works of the fire protection unit as directed by Departmental Representative. Store flammable liquids in CSA approved containers, inspected by Departmental Representative. Do not use open flame except with permission and authorization of the Fire prevention Unit.
 - .2 At least three days and a half (3, 5) before welding, brazing, grinding, cutting and core drilling works; provide the following documents to Departmental Representative:
 - .1 Notice of intention, indicating affected fire prevention devices, time and duration of derivation or isolation requested.

- .2 The completed welding permit, according to requirements of standard CI 302 and as described in .3 following.
- .3 Details of activities, including exact locations, schedule and duration.
- .4 Permits will be produced on the site. Revision of the construction site by the fire prevention specialist of the Departmental Representative (have it signed by the general contractor (GC) and provide permit. The permit is only valid if fire lookout agent (GC) has signed it and has posted it on the construction site at all times during the execution of the works. Works must not begin before deliverance of the permit.
- .5 Return permits to Departmental Representative immediately after completion of procedures for which permits were issued.
- .3 Insure presence of a fire lookout agent as described in standard CI 302 during welding, brazing, grinding and cutting works occurring in a radius of 10 m of places where there are combustible materials that could ignite by conduction or radiation.
- .4 At places where the works require an interruption of fire extinguishing systems, of fire protection or fire alarm, provide notice 2 weeks in advance indicating specific information on places affected, and including a demand for a welding permit.
 - .1 Provide supervision services, according to requirements of standard CI no 301. In general, guardians are recognized as people informed of emergency measures to apply in case of fire and acting as fire post inside a non protected and unoccupied area (no workers) and patrolling the area once per hour.
 - .2 Hire and assume costs of the fire protection manufacturer's services every day or as approved by the CFC, to isolate and protect all devices:
 - .1 relating to modifications of fire extinguishing systems, fire protection or fire alarm and/or
 - .2 During cutting, welding, brazing or other construction activities which could activate fire protection systems.
- .5 Immediately after execution of the works reset fire protection systems in their normal functioning state and make sure that all devices are able to operate.
- .6 Notify the organization in charge of supervision of the fire alarm system and the fire department of the locality immediately before proceeding to the isolation and immediately after resetting the system to its normal operating state.
- .7 It is forbidden to burn rubbish and construction waste materials on the construction site.

1.13 QUALITY CONTROL ON THE SITE

- .1 All works must be performed by competent and certified workmen or by apprentices in conformance with provincial current laws relating to the program of professional training and skills.
- .2 Employees registered in a provincial apprenticeship program must be able to do specific tasks, under the supervision of qualified workmen having their work permit.
- .3 Permitted activities are determined by obtained level of training and demonstrated capacities to perform certain tasks.

- .4 Refer to section 01 45 00 – Quality Control.

1.14 HAZARDOUS MATERIALS

- .1 Conform to the requirements of the Workplace Hazardous Materials Information System (WHMIS), relating to use, handling, storage and secure disposal of hazardous materials, and to labeling and material safety data sheets acceptable to Human Resources and Skills development Canada, Service Canada and labor program.
- .2 Submit to Departmental Representative the material safety data sheets at least 2 weeks before they are required on the construction site.
- .3 For works including designated substances, contractor must submit required information, including:
 - .1 summary of works to be done;
 - .2 name of contractor who does the works;
 - .3 dates of beginning and completion of works;
 - .4 name of contractor who will perform acceptance testing or supervising (if required).
- .4 For works comprising products emitting odors, Contractor must submit required information, including:
 - .1 summary of works to be done;
 - .2 name of contractor who does the works;
 - .3 dates of beginning and completion of works;
 - .4 product used and for which purpose.
 - .5 copies of material safety data sheets in English and in French (if material safety data sheets have not already been presented).

1.15 REMOVED MATERIALS

- .1 Unless otherwise precisely indicated, all materials designated to be removed become property of the contractor who must remove them from the construction site.

1.16 PROTECTION

- .1 Protect completed works against all deterioration until the moment of their definitive remittance.
- .2 Protect adjacent works against dust and dirt propagation beyond the works area.
- .3 Protect against all risks all the people who work on the construction site and also all other users.
- .4 Provide a protection zone with controlled access around the perimeter of the building in the works area having a width of 3 m measured from exterior face of exterior walls, as indicated. Provide an aerial protection for the workers inside this construction area for the duration of the project, in conformance to prescriptions of section 01 56 00, Temporary accesses and protection.

- .5 Protect patrimonial components as described in section 01 35 92.

1.17 STORAGE ON THE CONSTRUCTION SITE

- .1 Coordinate and take delivery of materials on the construction site. Coordinate procedures and security measures with Departmental Representative and respect them.
- .2 Storage of materials and equipment on the construction site must be located inside the construction courtyard in conformance to prescriptions of section 01 52 00, Construction facilities.
- .3 Waste and recycling containers and rubbish bins must be located inside the construction courtyard, concealed from exterior view by the palisade.
- .4 Storage inside the building is forbidden.

1.18 CUTTING, PATCHING AND REFURBISHING

- .1 Cut existing surfaces as required to adapt to the new works.
- .1 Remove all elements as required, according to indications on drawings or prescriptions of the specifications.
- .2 Repair and refurbish cut, damaged or dismantled surfaces, to approval of Departmental representative. Match repairs with colors, finishes and textures of existing materials.
- .4 Pierce openings in existing walls with a reaming bit to connect to existing services, as indicated.
- .5 Install fire stop and smoke stop systems in conformance to CAN/ULC-S115-05, Standard method of fire tests of fire stop systems, around pipes, conduits, cables and other elements penetrating fire resistant partitions, in order to produce a fire resistance at least equivalent to the one for the floor, ceiling and adjoining wall .
- .6 Refer to section 01 73 00.
- .7 Drilling with water is strictly forbidden in masonry walls.
- .8 Submit to Departmental Representative a detailed overview of invading works with prescribed health and security measures for revision at least 2 weeks prior to date planned for the beginning of the works.

1.19 INSPECTION

- 1 Inspect the construction site and examine conditions which may affect the execution of the works and fully appreciate all requirements.

- .2 Before beginning the works, provide photographs of monuments, neighboring properties, adjacent structures and objects who are at risk of being damaged or may be the object of future claims.

1.20 INDICATIVE AND SIGNALING PANELS

- .1 Provide indicative panels of current use for traffic control, for informations and instructions, for use of materials, for devices affecting public security, etc. written in both official languages or using graphic symbols easily understandable and approved by Departmental Representative.
- .2 General contractor is responsible to hire his own signaler full time for the duration of the project.
- .3 No publicity will be authorized on the construction site.
- .4 Refer to section 01 52 00.

Part 2 Products

2.1 NOT USED

- .1 Not used.

Part 3 Execution

3.1 NOT USED

- .1 Not used.

END OF SECTION