

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
**Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions  
Travaux publics et Services gouvernementaux  
Canada**  
**800 Burrard Street, Room 219**  
**800, rue Burrard, pièce 219**  
**Vancouver**  
**British Columbia**  
**V6Z 0B9**  
**Bid Fax: (604) 775-9381**

**INVITATION TO TENDER**  
**APPEL D'OFFRES**

**Tender To: Public Works and Government Services  
Canada**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

**Soumission aux: Travaux Publics et Services  
Gouvernementaux Canada**

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici et sur toute feuille ci-annexée, au(x) prix indiqué(s).

**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 -  
Pacific Region  
800 Burrard Street, Room 219  
800, rue Burrard, pièce 219  
Vancouver  
British C  
V6Z 0B9

<b>Title - Sujet</b> Non-Structural Crack Sealing	
<b>Solicitation No. - N° de l'invitation</b> EZ899-160924/A	<b>Date</b> 2015-08-13
<b>Client Reference No. - N° de référence du client</b>	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$PWY-004-7582
<b>File No. - N° de dossier</b> PWY-5-38131 (004)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2015-09-02</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Pacific Daylight Saving Time PDT	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Mestry, Ruth (PWY)	<b>Buyer Id - Id de l'acheteur</b> pwy004
<b>Telephone No. - N° de téléphone</b> (604) 775-9385 ( )	<b>FAX No. - N° de FAX</b> (604) 775-6633
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> PWGSC - km210 to km968 Alaska Highway - Alaska Highway, BC	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

Solicitation No. - N° de l'invitation

EZ899-160924/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pw004

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

PWY-5-38131

---

**NOTE TO TENDERERS:** Use the mailing label below and affix it securely to the outside of the envelope or package containing your tender. For tenders and revisions to tenders submitted by facsimile (fax # (604) 775-9381), use this sheet as the cover sheet. Always ensure your company name, return address, tender number and closing date appear legibly on the outside of your bid submission.

**REAL PROPERTY CONTRACTING**  
**Public Works & Government Services Canada**  
**Room 219 - 800 Burrard Street**  
**Vancouver, B.C. V6Z 0B9**

**Requisition No.:** EZ899-160924/A  
**Tender Closing Date & Time:** **SEPTEMBER 02, 2015 @ 1400 LOCAL TIME**  
**Project Description:** Non-Structural Crack Sealing - PWGSC  
KM 210 to Km 968, Alaska Highway, B.C.

RM

Solicitation No. - N° de l'invitation

EZ899-160924/A

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

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-5-38131

Buyer ID - Id de l'acheteur

pw004

CCC No./N° CCC - FMS No./N° VME

## INVITATION TO TENDER

### IMPORTANT NOTICE TO BIDDERS

#### **LIMITATION OF LIABILITY**

PWGSC is limiting the Contractor's first party liability for work in Low Rise, High Rise and Heritage Buildings. See changes to GC1.6 "Indemnification by the Contractor" of R2810D in the Supplementary Conditions.

#### **SUPPORT THE USE OF APPRENTICES**

Through Canada's Economic Action Plan 2013, the Government of Canada proposes to support the employment of apprentices in federal construction and maintenance projects. Refer to SI10.

#### **INTEGRITY PROVISIONS - BID**

Important changes have been made to the Integrity Provisions - Bid as of July 3<sup>rd</sup> 2015. See GI01, Integrity Provision-Bid of R2710T of the General Instructions for more information.

Solicitation No. - N° de l'invitation

EZ899-160924/A

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

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-5-38131

Buyer ID - Id de l'acheteur

pwy004

CCC No./N° CCC - FMS No./N° VME

## TABLE OF CONTENTS

### SPECIAL INSTRUCTIONS TO BIDDERS (SI)

- SI01 Integrity Provisions – Declaration of Convicted Offences
- SI02 Bid Documents
- SI03 Enquiries during the Solicitation Period
- SI04 Site Visit – N/A
- SI05 Revision of Bid
- SI06 Bid Results
- SI07 Insufficient Funding
- SI08 Bid Validity Period
- SI09 [Construction Documents](#)
- SI10 Public Works and Government Services Canada, Apprentice Procurement Initiative
- SI11 Web Sites

### R2710T GENERAL INSTRUCTIONS - CONSTRUCTION SERVICES - BID SECURITY REQUIREMENTS (GI) (2015-07-03)

The following GI's are included by reference and are available at the following Web Site <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>

- GI01 Integrity Provisions - Bid
- GI02 Completion of Bid
- GI03 Identity or Legal Capacity of the Bidder
- GI04 Applicable Taxes
- GI05 Capital Development and Redevelopment Charges
- GI06 Registry and Pre-qualification of Floating Plant
- GI07 Listing of Subcontractors and Suppliers
- GI08 Bid Security Requirements
- GI09 Submission of Bid
- GI10 Revision of Bid
  
- GI11 Rejection of Bid
- GI12 Bid Costs
- GI13 Procurement Business Number
- GI14 Compliance With Applicable Laws
- GI15 Approval of Alternative Materials
- GI16 Performance Evaluation
- GI17 Conflict of Interest-Unfair Advantage

### SUPPLEMENTARY CONDITIONS (SC)

- SC01 [Limitation of Liability](#)
- SC02 Insurance Terms

### CONTRACT DOCUMENTS (CD)

#### BID AND ACCEPTANCE FORM (BA)

- BA01 Identification
- BA02 Business Name and Address of Bidder
- BA03 The Offer
- BA04 Bid Validity Period
- BA05 Acceptance and Contract
- BA06 Construction Time
- BA07 [Bid Security](#)
- BA08 Signature

Solicitation No. - N° de l'invitation

EZ899-160924/A

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

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-5-38131

Buyer ID - Id de l'acheteur

pw004

CCC No./N° CCC - FMS No./N° VME

**APPENDIX 1 - COMBINED PRICE FORM**

**APPENDIX 2 - INTEGRITY PROVISIONS – LIST OF NAMES**

**APPENDIX 3 - VOLUNTARY CERTIFICATION TO SUPPORT THE USE OF APPRENTICES**

**APPENDIX 4 – DEPARTMENTAL REPRESENTATIVE’S AUTHORITY**

**ANNEX A - CERTIFICATE OF INSURANCE**

**ANNEX B - VOLUNTARY REPORTS FOR APPRENTICES EMPLOYED DURING THE CONTRACT**

## SPECIAL INSTRUCTIONS TO BIDDERS (SI)

### SI01 INTEGRITY PROVISIONS – DECLARATION OF CONVICTED OFFENCES

As applicable, pursuant to GI01 of the Declaration of Convicted Offences, paragraph 10 (copied below) of the General Instructions **R2710T**, the Bidder must provide with its bid, a completed [Declaration Form](#), to be given further consideration in the procurement process.

#### Declaration of Convicted Offences

*Where a Bidder or its Affiliate is unable to certify that it has not been convicted of any of the offences referenced under the Canadian Offences Resulting in Legal Incapacity, the Canadian Offences and the Foreign Offences subsections, the Bidder must provide with its bid the completed [Declaration Form](#), to be given further consideration in the procurement process.*

### SI02 BID DOCUMENTS

1. The following are the bid documents:

- a. Invitation to Tender - Page 1;
- b. Special Instructions to Bidders;
- c. **General Instructions - Construction Services - Bid Security Requirements R2710T (2015-07-03)**
- d. Clauses & Conditions identified in "Contract Documents";
- e. Drawings and Specifications;
- f. Bid and Acceptance Form and related Appendix(s); and
- g. Any amendment issued prior to solicitation closing.

Submission of a bid constitutes acknowledgement that the Bidder has read and agrees to be bound by these documents.

2. **General Instructions - Construction Services - Bid Security Requirements R2710T** is incorporated by reference and is 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>

### SI03 ENQUIRIES DURING THE SOLICITATION PERIOD

1. Enquiries regarding this bid must be submitted in writing to the Contracting Officer named on the Invitation to Tender - Page 1 as early as possible within the solicitation period. Except for the approval of alternative materials as described in **GI15 of R2710T**, enquiries should be received no later than five (5) calendar days prior to the date set for solicitation closing to allow sufficient time to provide a response. Enquiries received after that time may not result in an answer being provided.
2. To ensure consistency and quality of the information provided to Bidders, the Contracting Officer shall examine the content of the enquiry and shall decide whether or not to issue an amendment.
3. All enquiries and other communications related to this bid sent throughout the solicitation period are to be directed **ONLY** to the Contracting Officer named on the Invitation to Tender - Page 1. Failure to comply with this requirement may result in the bid being declared non-responsive.

### SI04 SITE VISIT – N/A

**SI05 REVISION OF BID**

A bid may be revised by letter or facsimile in accordance with [GI10 of R2710T](#). The facsimile number for receipt of revisions is [\(604\) 775-9381](#).

**SI06 BID RESULTS**

1. A public bid opening will be held in the office designated on the Front Page "Invitation to Tender" for the receipt of bids shortly after the time set for solicitation closing.
2. Following solicitation closing, bid results may be obtained by [calling at number. \(604\) 775-9384](#).

**SI07 INSUFFICIENT FUNDING**

In the event that the lowest compliant bid exceeds the amount of funding allocated for the Work, Canada in its sole discretion may

- a. cancel the solicitation; or
- b. obtain additional funding and award the Contract to the Bidder submitting the lowest compliant bid; and/or
- c. negotiate a reduction in the bid price and/or scope of work of not more than 15% with the Bidder submitting the lowest compliant bid. Should an agreement satisfactory to Canada not be reached, Canada shall exercise option (a) or (b).

**SI08 BID VALIDITY PERIOD**

1. Canada reserves the right to seek an extension to the bid validity period prescribed in BA04 of the Bid and Acceptance Form. Upon notification in writing from Canada, Bidders shall have the option to either accept or reject the proposed extension.
2. If the extension referred to in paragraph 1. of SI08 is accepted, in writing, by all those who submitted bids, then Canada shall continue immediately with the evaluation of the bids and its approvals processes.
3. If the extension referred to in paragraph 1. of SI08 is not accepted in writing by all those who submitted bids then Canada shall, at its sole discretion, either
  - a. continue to evaluate the bids of those who have accepted the proposed extension and seek the necessary approvals; or
  - b. cancel the invitation to tender.
4. The provisions expressed herein do not in any manner limit Canada's rights in law or under [GI11 of R2710T](#).

## SI09 CONSTRUCTION DOCUMENTS

The successful Contractor will be provided with one paper copy of the sealed and signed drawings, the specifications and the amendments upon acceptance of the offer. Additional copies, up to a maximum (insert amount), will be provided free of charge upon request by the Contractor. Obtaining more copies shall be the responsibility of the Contractor including costs.

## SI10 PUBLIC WORKS AND GOVERNMENT SERVICES CANADA APPRENTICE PROCUREMENT INITIATIVE

1. To encourage employers to participate in apprenticeship training, Contractors bidding on construction and maintenance contracts by Public Works and Government Services Canada (PWGSC) are being asked to sign a voluntary certification, signaling their commitment to hire and train apprentices.
2. Canada is facing skills shortages across various sectors and regions, especially in the skilled trades. Equipping Canadians with skills and training is a shared responsibility. In Economic Action Plan (EAP) 2013, the Government of Canada made a commitment to support the use of apprentices in federal construction and maintenance contracts. Contractors have an important role in supporting apprentices through hiring and training and are encouraged to certify that they are providing opportunities to apprentices as part of doing business with the Government of Canada.
3. Through the Economic Action Plan 2013 and support for training programs, the Government of Canada is encouraging apprenticeships and careers in the skilled trades. In addition, the government offers a tax credit to employers to encourage them to hire apprentices. Information on this tax measure administered by the Canada Revenue Agency can be found at: [www.cra-arc.gc.ca](http://www.cra-arc.gc.ca). Employers are also encouraged to find out what additional information and supports are available from their respective provincial or territorial jurisdiction.
4. Signed certifications (Appendix 3) will be used to better understand contractor use of apprentices on Government of Canada maintenance and construction contracts and may inform future policy and program development.
5. The Contractor hereby certifies the following:

In order to help meet demand for skilled trades people, the Contractor agrees to use, and require its subcontractors to use, reasonable commercial efforts to hire and train registered apprentices, to strive to fully utilize allowable apprenticeship ratios \* and to respect any hiring requirements prescribed by provincial or territorial statutes

The Contractor hereby consents to this information being collected and held by PWGSC, and Employment and Social Development Canada to support work to gather data on the hiring and training of apprentices in federal construction and maintenance contracts.

To support this initiative, a voluntary certification signaling the Contractor's commitment to hire and train apprentices is available at Appendix 3.

If you accept fill out and sign Appendix 3.

*\* The journey-person-apprentice ratio is defined as the number of qualified/certified journeypersons that an employer must employ in a designated trade or occupation in order to be eligible to register an apprentice as determined by provincial/territorial (P/T) legislation, regulation, policy directive or by law issued by the responsible authority or agency.*

Solicitation No. - N° de l'invitation

EZ899-160924/A

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

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-5-38131

Buyer ID - Id de l'acheteur

pwy004

CCC No./N° CCC - FMS No./N° VME

## SI11 WEB SITES

The connection to some of the Web sites in the solicitation documents is established by the use of hyperlinks. The following is a list of the addresses of the Web sites:

Treasury Board Appendix L, Acceptable Bonding Companies

<http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=14494&section=text#appL>

Buy and Sell <https://www.achatsetventes-buyandsell.gc.ca>

Canadian economic sanctions <http://www.international.gc.ca/sanctions/index.aspx?lang=eng>

Contractor Performance Evaluation Report (Form PWGSC-TPSGC 2913)

<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/2913.pdf>

Bid Bond (form PWGSC-TPSGC 504) <http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/504.pdf>

Performance Bond (form PWGSC-TPSGC 505) <http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/505.pdf>

Labour and Material Payment Bond (form PWGSC-TPSGC 506)

<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/506.pdf>

Standard Acquisition Clauses and Conditions (SACC) Manual

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

PWGSC, Industrial Security Services <http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>

PWGSC, Code of Conduct and Certifications

<http://www.tpsgc-pwgsc.gc.ca/app-acq/cndt-cndct/contexte-context-eng.html>

Construction and Consultant Services Contract Administration Forms Real Property Contracting

<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html>

Declaration Form

<http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaire-form-eng.html>

## SUPPLEMENTARY CONDITIONS (SC)

### SC01 LIMITATION OF LIABILITY

GC1.6 of R2810D is deleted and replaced with the following:

#### GC1.6 Indemnification by the Contractor

1. The Contractor shall indemnify and save Canada harmless from and against all claims, demands, losses, costs, damages, actions, suits, or proceedings whether in respect to losses suffered by Canada or in respect of claims by any third party, brought or prosecuted and in any manner based upon, arising out of, related to, occasioned by, or attributable to the activities of the Contractor in performing the Work, provided such claims are caused by the negligent or deliberate acts or omissions of the Contractor, or those for whom it is responsible at law.
2. The Contractor's obligation to indemnify Canada for losses related to first party liability shall be limited to:
  - a. In respect to each loss for which insurance is to be provided pursuant to the insurance requirements of the Contract, the Commercial General Liability insurance limit for one occurrence as referred to in the insurance requirements of the Contract .
  - b. In respect to losses for which insurance is not required to be provided in accordance with the insurance requirements of the Contract, the greater of the Contract Amount or \$5,000,000, but in no event shall the sum be greater than \$20,000,000.

The limitation of this obligation shall be exclusive of interest and all legal costs and shall not apply to any infringement of intellectual property rights or any breach of warranty obligations.

3. The Contractor's obligation to indemnify Canada for losses related to third party liability shall have no limitation and shall include the complete costs of defending any legal action by a third party. If requested by Canada, the Contractor shall defend Canada against any third party claims.
4. The Contractor shall pay all royalties and patent fees required for the performance of the Contract and, at the Contractor's expense, shall defend all claims, actions or proceedings against Canada charging or claiming that the Work or any part thereof provided or furnished by the Contractor to Canada infringes any patent, industrial design, copyright trademark, trade secret or other proprietary right enforceable in Canada.
5. Notice in writing of a claim shall be given within a reasonable time after the facts, upon which such claim is based, became known.

### SC02 INSURANCE TERMS

#### 1) Insurance Contracts

- (a) The Contractor must, at the Contractor's expense, obtain and maintain insurance contracts in accordance with the requirements of the Certificate of Insurance. Coverage must be placed with an Insurer licensed to carry out business in Canada.
- (b) Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract. The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

#### 2) Period of Insurance

- (a) The policies required in the Certificate of Insurance must be in force from the date of contract award and be maintained throughout the duration of the Contract.

Solicitation No. - N° de l'invitation

EZ899-160924/A

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-5-38131

Buyer ID - Id de l'acheteur

pwy004

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

CCC No./N° CCC - FMS No./N° VME

- (b) The Contractor must be responsible to provide and maintain coverage for Products/Completed Operations hazards on its Commercial General Liability insurance policy, for a period of six (6) years beyond the date of the Certificate of Substantial Performance.

3) Proof of Insurance

- (a) Before commencement of the Work, and no later than thirty (30) days after acceptance of its bid, the Contractor must deposit with Canada a Certificate of Insurance on the form attached herein.
- (b) Upon request by Canada, the Contractor must provide originals or certified true copies of all contracts of insurance maintained by the Contractor pursuant to the Certificate of Insurance.

4) Insurance Proceeds

In the event of a claim, the Contractor must, without delay, do such things and execute such documents as are necessary to effect payment of the proceeds.

5) Deductible

The payment of monies up to the deductible amount made in satisfaction of a claim must be borne by the Contractor.

EZ899-160924/A

pwy004

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

PWY-5-38131

## CONTRACT DOCUMENTS (CD)

1. The following are the contract documents:
  - a. Contract Page when signed by Canada;
  - b. Duly completed Bid and Acceptance Form and any Appendices attached thereto;
  - c. Drawings and Specifications;
  - d. General Conditions and clauses
 

GC1 General Provisions – Construction Services	R2810D	(2015-07-09);
GC2 Administration of the Contract	R2820D	(2015-02-25);
GC3 Execution and Control of the Work	R2830D	(2015-02-25);
GC4 Protective Measures	R2840D	(2008-05-12);
GC5 Terms of Payment	R2850D	(2015-02-25);
GC6 Delays and Changes in the Work	R2860D	(2013-04-25);
GC7 Default, Suspension or Termination of Contract	R2870D	(2008-05-12);
GC8 Dispute Resolution	R2880D	(2015-04-01);
GC9 Contract Security	R2890D	(2014-06-26);
GC10 Insurance	R2900D	(2008-05-12);
Allowable Costs for Contract Changes Under GC6.4.1	R2950D	(2015-02-25);
Supplementary Conditions		
  - e. Any amendment issued or any allowable bid revision received before the date and time set for solicitation
  - f. Any amendment incorporated by mutual agreement between Canada and the Contractor before acceptance of the bid; and
  - g. 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 above 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>
3. The language of the contract documents is the language of the Bid and Acceptance Form submitted.

Solicitation No. - N° de l'invitation

EZ899-160924/A

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-5-38131

Buyer ID - Id de l'acheteur

pwy004

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

CCC No./N° CCC - FMS No./N° VME

## BID AND ACCEPTANCE FORM (BA)

### BA01 IDENTIFICATION

Non-Structural Cracking Sealing  
Alaska Highway, B.C., Km 210 to Km 968

### BA02 BUSINESS NAME AND ADDRESS OF BIDDER

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ PBN: \_\_\_\_\_

### BA03 THE OFFER

The Bidder offers to Canada to perform and complete the Work for the above named project in accordance with the Bid Documents for the **TOTAL BID AMOUNT INDICATED IN APPENDIX 1**.

### BA04 BID VALIDITY PERIOD

The bid shall not be withdrawn for a period of (thirty) [30] days following the date of solicitation closing.

### BA05 ACCEPTANCE AND CONTRACT

Upon acceptance of the Contractor's offer by Canada, a binding Contract shall be formed between Canada and the Contractor. The documents forming the Contract shall be the contract documents identified in Contract Documents (CD).

### BA06 CONSTRUCTION TIME

The work shall commence immediately upon official notification of acceptance of tender by the Contracting Authority and is to be completed by 15 October 2015.

### BA07 BID SECURITY

The Bidder is enclosing bid security with its bid in accordance with GI08 - Bid Security Requirements of R2710T - General Instructions - Construction Services - Bid Security Requirements.

### BA08 SIGNATURE

\_\_\_\_\_  
Name and title of person authorized to sign on behalf of Bidder (Type or print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Solicitation No. - N° de l'invitation

EZ899-160924/A

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-5-38131

Buyer ID - Id de l'acheteur

pwy004

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

CCC No./N° CCC - FMS No./N° VME

## APPENDIX 1 - COMBINED PRICE FORM (1 page)

- 1) The prices per unit shall govern in establishing the Total Extended Amount. Any arithmetical errors in this Appendix will be corrected by Canada.
- 2) Canada may reject the bid if any of the prices submitted do not reasonably reflect the cost of performing the part of the work to which that price applies.

### UNIT PRICE TABLE

The Unit Price Table designates Work to which a Unit Price Arrangement applies.

- (a) Work included in each item is as described in the referenced specification section.
- (b) The Price per Unit shall not include any amounts for Work that is not included in that unit price Item.

Work will be performed in accordance with the contract schedules within the scope of work and unit price table:

Item	Class of Labour, Plant or Material	Unit of Measurement	Estimated Quantity (EQ)	Price per Unit applicable taxes extra (PU)	Extended amount (EQ x PU) applicable taxes extra
1	Mobilization and De-Mobilization.	L.S	1	--	\$ _____
2	Crack Sealing km 210 to 968	Litre	85,000	\$ _____	\$ _____
3	Traffic Control	L.S.	1	--	\$ _____
<b>TOTAL BID AMOUNT (excluding applicable tax(s))</b>					\$ _____

EZ899-160924/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pwy004

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

PWY-5-38131

## APPENDIX 2 - INTEGRITY PROVISIONS – LIST OF NAMES

Bidders who are incorporated, including those bidding as a joint venture, must provide a complete list of names of all individuals who are currently directors of the Bidder. Bidders bidding as sole proprietorship, as well as those bidding as a joint venture, must provide the name of the owner(s). Bidders bidding as societies, firms, or partnerships do not need to provide lists of names.

Bidders who are incorporated, including those bidding as a joint venture, must provide a complete list of names of all individuals who are currently directors of the Bidder.

Bidders bidding as sole proprietorship, as well as those bidding as a joint venture, must provide the name of the owner(s).

Bidders bidding as societies, firms or partnerships do not need to provide lists of names.

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.

Solicitation No. - N° de l'invitation

EZ899-160924/A

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

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-5-38131

Buyer ID - Id de l'acheteur

pw004

CCC No./N° CCC - FMS No./N° VME

### APPENDIX 3 - VOLUNTARY CERTIFICATION TO SUPPORT THE USE OF APPRENTICES

*Note; The contractor will be asked to fill out a report every six months or at project completion as per sample "Voluntary Reports for Apprentices Employed during the Contract" provided at Annex C*

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Company Name: \_\_\_\_\_

Company Legal Name: \_\_\_\_\_

Solicitation Number: \_\_\_\_\_

Number of company employees: \_\_\_\_\_

Number of apprentices planned to be working on this contract: \_\_\_\_\_

Trades of those apprentices:

---

---

---

---

---

---

---

---

Solicitation No. - N° de l'invitation

EZ899-160924/A

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

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-5-38131

Buyer ID - Id de l'acheteur

pw004

CCC No./N° CCC - FMS No./N° VME

## **APPENDIX 4 – DEPARTMENTAL REPRESENTATIVE'S AUTHORITY**

### **TO BE PROVIDED AT CONTRACT AWARD.**

#### Contracting Authority is :

Name : \_\_\_\_\_

Title : \_\_\_\_\_

Department : \_\_\_\_\_

Division : \_\_\_\_\_

Telephone : \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_

e-mail : \_\_\_\_\_

#### Technical Authority is :

Name : \_\_\_\_\_

Title : \_\_\_\_\_

Department : \_\_\_\_\_

Division : \_\_\_\_\_

Telephone : \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_

e-mail : \_\_\_\_\_

Solicitation No. - N° de l'invitation

EZ899-160924/A

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

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-5-38131

Buyer ID - Id de l'acheteur

pw004

CCC No./N° CCC - FMS No./N° VME

**ANNEX [A](#) - CERTIFICATE OF INSURANCE** (Not required at solicitation closing)



# CERTIFICATE OF INSURANCE

Page 1 of 2

Description and Location of Work Non-Structural Crack Sealing KM 210 to 968, Alaska Highway, B.C.	Contract No. EZ899-160924
	Project No. R.017173.707

Name of Insurer, Broker or Agent	Address (No., Street)	City	Province	Postal Code
Name of Insured (Contractor)	Address (No., Street)	City	Province	Postal Code
Additional Insured <b>Her Majesty the Queen in Right of Canada as represented by the Minister of Public Works and Government Services</b>				

Type of Insurance	Insurer Name and Policy Number	Inception Date D / M / Y	Expiry Date D / M / Y	Limits of Liability		
				Per Occurrence	Annual General Aggregate	Completed Operations Aggregate
<b>Commercial General Liability</b> <b>Umbrella/Excess Liability</b>				\$	\$	\$
				\$	\$	\$
<b>Builder's Risk / Installation Floater</b>				\$		

**General**

The insurance policies required on page 1 of the Certificate of Insurance must be in force and must include the insurance coverage listed under the corresponding type of insurance on this page.

The policies must insure the Contractor and must include Her Majesty the Queen in Right of Canada as represented by the Minister of Public Works and Government Services as an additional Insured.

The insurance policies must be endorsed to provide Canada with not less than thirty (30) days notice in writing in advance of a cancellation of insurance or any reduction in coverage.

Without increasing the limit of liability, the policies must protect all insured parties to the full extent of coverage provided. Further, the policies must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.

**Commercial General Liability**

The insurance coverage provided must not be substantially less than that provided by the latest edition of IBC Form 2100. The policy must either include or be endorsed to include coverage for the following exposures or hazards if the Work is subject thereto:

- (a) Blasting.
- (b) Pile driving and caisson work.
- (c) Underpinning.
- (d) Removal or weakening of support of any structure or land whether such support be natural or otherwise if the work is performed by the insured contractor.

The policy must have the following minimum limits:

- (a) **\$5,000,000** Each Occurrence Limit;
- (b) **\$10,000,000** General Aggregate Limit per policy year if the policy contains a General Aggregate; and
- (c) **\$5,000,000** Products/Completed Operations Aggregate Limit.

Umbrella or excess liability insurance may be used to achieve the required limits.

**Builder's Risk / Installation Floater**

The insurance coverage provided must not be less than that provided by the latest edition of IBC Forms 4042 and 4047.

The policy must permit use and occupancy of any of the projects, or any part thereof, where such use and occupancy is for the purposes for which a project is intended upon completion.

The policy may exclude or be endorsed to exclude coverage for loss or damage caused by asbestos, fungi or spores, cyber and terrorism.

The policy must have a limit that is **not less than the sum of the contract value** plus the declared value (if any) set forth in the contract documents of all material and equipment supplied by Canada at the site of the project to be incorporated into and form part of the finished Work. If the value of the Work is changed, the policy must be changed to reflect the revised contract value.

The policy must provide that the proceeds thereof are payable to Canada or as Canada may direct in accordance with GC10.2, "Insurance Proceeds" (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R/R2900D/2>).

**Contractors Pollution Liability**

The policy must have a limit usual for a contract of this nature, but not less than **\$1,000,000** per incident or occurrence and in the aggregate.

**Aviation Liability**

The insurance coverage shall include Bodily Injury (including passenger Bodily Injury) and Property Damage, in an amount of not less than **\$5,000,000** per incident or occurrence and in the aggregate.

**Marine Liability**

The insurance coverage must be provided by a Protection & Indemnity (P&I) insurance policy and must include excess collision liability and pollution liability.

The insurance must be placed with a member of the International Group of Protection & Indemnity Associations or with a fixed market in an amount of not less than the limits determined by the *Marine Liability Act*, S.C. 2001, c. 6. Coverage must include crew liability, if it is not covered by the statutory requirements of the Territory or Province having jurisdiction over such employees.

The policy must waive all rights of subrogation against Canada as represented by Public Works and Government Services Canada for any and all loss of or damage to the watercraft however caused.

**Other types of Insurance**

To be inserted below according to specifics of project.

**Use separate page if needed.**

Solicitation No. - N° de l'invitation

EZ899-160924/A

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

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-5-38131

Buyer ID - Id de l'acheteur

pwy004

CCC No./N° CCC - FMS No./N° VME

## **ANNEX B - VOLUNTARY REPORT FOR APPRENTICES EMPLOYED DURING THE CONTRACT (Sample)**

*This report is not required at bid deposit)*

The Contractor should compile and maintain records on the number of apprentices and their trade that were hired to work on the contract.

The Contractor should provide this data in accordance with the format below. If no apprentices were hired during the contract period, the Contractor should still provide a "nil" report.

The data should be submitted six months after the Contract award or at the end of the Contract, whichever comes first to the Contracting Authority.

Number of apprentices hired	Trade

(Add rows as needed)



# Public Works and Government Services Canada

Requisition No. EZ899-160924/A

MERX I.D. No. \_\_\_\_\_

## SPECIFICATIONS

For

Non-Structural Crack Sealing, km 210 to km 968

Alaska Highway, BC

Project No. R.017173.707

July 2015

## APPROVED BY:

Alaska Hwy Program Manager, EASS

July 28, 2015

Date

Construction Safety Coordinator

2015-07-28

Date

## TENDER:

Project Manager

July 28, 2015

Date

Project # R.017173.707

Specification Index  
Non-Structural Crack Sealing,  
Km 210 to km 968  
Alaska Highway, B.C.

Section 00 01 10

PWGSC – Pacific Region

Page 1 of 1

Specification Divisions		Sections	Number of Pages
Division 1	01 11 00	Summary of Work	2
	01 25 20	Mobilization and Demobilization	1
	01 31 00	Project Management and Coordination	3
	01 32 18	Construction Progress Schedules	3
	01 33 00	Submittal Procedures	5
	01 35 31	Special Procedures- Traffic Control	4
	01 35 33	Health and Safety	6
	01 35 43	Environmental Protection	11
	01 52 00	Construction Facilities	2
	01 59 10	Construction Camp	1
	01 77 00	Closeout Procedures	1
Division 2	02 61 33	Hazardous Materials	3
Division 3	32 12 17	Non-Structural Crack Sealing	2
List of Drawings	R.017173.707-01	Line Diagram-Pit Locations	1

### Supplementary Documentation

(EPP) Environmental Protection Plan-Checklist

Preliminary Hazard Assessment Form



PART 1 - GENERAL1.1 Section Includes

- .1 Precedence.
- .2 Related Sections.
- .3 Title and description of Work.
- .4 Contract Method.
- .5 Work Schedule and Limitations of Funds.
- .6 Access to Site.
- .7 Contractor use of Premises.
- .8 Owner Occupancy.

1.2 Precedence

- .1 For Federal Government projects, Division 1 Sections take precedence over technical specification sections in other Divisions of this Project Manual.

1.3 Related Section

- .1 Section 01 33 00:- Submittal Procedures.

1.4 Description of Work  
and Project Location

Work under this project is for Crack Sealing various locations from km 210 to km 968 of the Alaska Highway, BC. The Town of Wonowon is located at km 162; Fort Nelson is located at km 455; Watson Lake is located at km 976.

Work includes but is not limited to the following:

- .1 Repairing transverse and longitudinal cracks on road top of bituminous surface treatments.
  - .1 The defects will be cleaned of all rock, dirt, sand, or other objectionable material.
  - .2 Asphalt binder shall be applied as a tack material filling with a mixture of asphalt binder and crushed aggregate.
  - .3 Mix shall be compacted.
  - .4 Contractor will obtain crushed aggregate from a source outside of the jurisdiction of the Alaska Highway. Cost of aggregate will be incidental to the unit price "Crack Repair".
- .2 Supply and maintain traffic control for the work.

1.5 Contract Method

- .1 Construct Work under unit price contract.

1.6 Work Schedule and  
Limitation of funds

- .1 Work under this Contract to be completed by October 15<sup>th</sup>, 2015.

1.7 Access to Site

- .1 Maintain and control Public traffic through construction zone in accordance with Section 01 35 31 Special Procedures: Traffic Control.
- .2 Allow Departmental Representative and its Consultant(s) unrestricted access to inspect all phases of the Work.
- .3 Maintain fire, police and emergency access on the Highway at all times.
- .4 Maintain access to Private, Public and Commercial facilities for Contract

duration.

1.8 Contractor Use  
of Premises

- .1 With the exception of items detailed in Section 01 14 00, Contractor has unrestricted use of site until Contract Completion.
- .2 Contractor shall limit use of premises for Work, for storage, and for access, to allow:
  - .1 Owner occupancy.
  - .2 Public Usage.

1.9 Owner  
Occupancy

- .1 Owner will occupy premises during entire construction period for execution of normal operations.
- .2 Cooperate with Owner in scheduling operations to minimize conflict and to facilitate Owner usage.

PART 2 - PRODUCTS

2.1 Not Used

- .1 Not used.

PART 3 - EXECUTION

3.1 Not Used

- .1 Not used.

**END OF SECTION**

---

**PART 1 GENERAL**

- |   |  |
|---|--|
| 1.1 <b><u>Section Includes</u></b>        | .1 Mobilization and Demobilization.  |
| 1.2 <b><u>Related Sections</u></b>        | .1 Section 01 59 10 Construction Camp.   |
| 1.3 <b><u>Description</u></b>             | .1 Consists of preparatory work and operations including but not limited to those necessary for the movement of personnel, equipment, camp, buildings, shops, offices, supplies and incidentals to and from the work site.   |
| 1.4 <b><u>Measurement for Payment</u></b> | .1 50% of Lump Sum Price for Mobilization and Demobilization which is not to exceed 5% of the Total Contract price for all contract components to be paid when mobilization to site is complete.<br>.2 Remainder of Lump Sum Contract Price for Mobilization and Demobilization to be paid when work is complete and all materials, equipment, camp, buildings, shops, offices, and other facilities have been removed from site and site cleaned and left in condition to the satisfaction of the Departmental Representative and all other Agencies having Jurisdiction. |

**PART 2 PRODUCTS**

- |                            |              |
|----------------------------|--------------|
| 2.1 <b><u>Not Used</u></b> | .1 Not Used. |
|----------------------------|--------------|

**PART 3 EXECUTION**

- |                            |             |
|----------------------------|-------------|
| 3.1 <b><u>Not Used</u></b> | .1 Not Used |
|----------------------------|-------------|

**END OF SECTION**

---

**PART 1 GENERAL**

- 1.1 **Section Includes** .1 Coordination of the Work, progress meetings, schedules, submittals, and close out procedures.
- 1.2 **Related Sections** .1 Section 01 11 00 – Summary of Work.  
.2 Section 01 32 18 - Construction Progress Schedules – Bar (GANTT) Chart.  
.3 Section 01 33 00 – Submittal Procedures.  
.4 Section 01 35 43 – Environmental Procedures.  
.5 Section 01 52 00 – Construction Facilities.
- 1.3 **Coordination** .1 Perform coordination of progress schedules, submittals, use of site, temporary utilities, construction facilities, and construction Work, with progress of Work of Other Contractors, and Work by Owner, under instructions of the Departmental Representative.
- 1.4 **Project Meetings** .1 Schedule and administer weekly project meetings throughout progress of Work as determined by Departmental Representative.  
.2 Schedule and administer pre-installation meetings when specified in Sections and when required to coordinate related or affected work.  
.3 Prepare agenda for meetings.  
.4 Distribute written notice of each meeting four days in advance of meeting date to Departmental Representative.  
.5 Provide physical space and make arrangements for meetings.  
.6 Preside at meetings.  
.7 Record minutes. Include significant proceedings and decisions. Identify action by parties.  
.8 Reproduce and distribute copies of minutes within three days after each meeting and transmit to meeting participants, affected parties not in attendance and Departmental Representative.
- 1.5 **Construction Organization and Start-up** .1 Within seven (7) days after award of Contract, request a meeting of parties in contract to discuss and resolve administrative procedures and responsibilities.  
.2 Senior representatives of the Owner, Departmental Representative, Contractor, major Subcontractors, field inspectors and supervisors are to be in attendance.  
.3 Establish the time and location of meeting and notify parties concerned minimum five (5) days before meeting  
.4 Incorporate mutually agreed variations to Contract Documents into Agreement, prior to signing.  
.5 Agenda to include the following  
.1 Appointment of official representative of participants in Work.  
.2 Schedule of Work, progress scheduling in accordance with Section 01 32 18.  
.3 Requirement for temporary facilities, offices, storage sheds, utilities, and fences in accordance with Section 01 35 43.  
.4 Site safety and security in accordance with Section 01 52 00.  
.5 Proposed changes, change orders, procedures, approvals required, mark-up

percentages permitted, time extensions, working hours, and administrative requirements.

- .6 Owner furnished materials.
- .7 Monthly progress claims, administrative procedures, photographs and holdbacks.
- .8 Insurance and transcript of policies.
- .6 Comply with Departmental Representative's allocation of mobilization areas of site; for field offices and sheds, for access, traffic, and parking facilities.
- .7 During construction, coordinate use of site and facilities through Departmental Representative's procedures for intra-project communications; submittals, reports and records, schedules, coordination of Drawings, recommendations, and resolution of ambiguities and conflicts.
- .8 Comply with instructions of the Departmental Representative for use of temporary utilities and construction facilities.
- .9 Coordinate field engineering and layout work with Departmental Representative.

1.6 On-Site Documents

- .1 Maintain at job site, one copy each of the following:
  - .1 Contract Drawings.
  - .2 Specifications.
  - .3 Addenda.
  - .4 Reviewed Shop Drawings and Asphalt Mix Design.
  - .5 Manufacturer's Installation and Application instructions.
  - .6 Change Orders.
  - .7 Other modifications to Contract.
  - .8 Traffic Management Plan.
  - .9 Safety Plan.
  - .10 WHMIS.
  - .11 Field Test Reports.
  - .12 Copy of approved Work Schedule.
  - .13 Labour Conditions and Wage schedules.
  - .14 Applicable current editions of municipal regulations and by-laws.
  - .15 All applicable Federal Permits and Licenses.
  - .16 All Applicable Provincial Permits and Licenses.

1.7 Schedules

- .1 Submit preliminary construction progress schedule in accordance with Section 01 32 18 to Departmental Representative coordinated with Owner's project schedule.
- .2 After review, revise and resubmit schedule to comply with revised project schedule.
- .3 During progress of Work revise and resubmit as directed by the Departmental Representative.

1.8 Construction Progress Meetings

- .1 During course of Work prior to project completion, schedule weekly progress meetings.
- .2 Contractor, major subcontractors involved in the Work and Departmental Representative are to be in attendance.
- .3 Notify parties a minimum of seven (7) days prior to meetings.
- .4 Record minutes of meetings and circulate to attending parties and affected parties not in attendance within five (5) calendar days after meeting.
- .5 Agenda to include the following:

- .1 Review, approval of minutes of previous meeting.
- .2 Review of Work progress since previous meeting.
- .3 Field observations, problems, conflicts.
- .4 Problems which impede construction schedule.
- .5 Review of off-site fabrication delivery schedules.
- .6 Corrective measures and procedures to regain project schedule.
- .7 Revision to construction schedule.
- .8 Progress schedule for next work period.
- .9 Review Submittal schedules: expedite as required.
- .10 Maintenance of Quality standards, review of test results.
- .11 Review proposed changes for affect on construction schedule and on completion date.
- .12 Review site Safety and Security issues.
- .13 Other business.
- .14 Schedule next meeting.

#### 1.9 Submittals

- .1 Submit product data in accordance with Section 01 33 00 for review for compliance with Contract Documents.
- .2 Submit requests for payment for review, and for transmittal to the Departmental Representative.
- .3 Submit requests for interpretation of Contract Documents, and obtain instructions through the Departmental Representative.
- .4 Process any proposed substitutions through Departmental Representative.
- .5 Process Change Orders through the Departmental Representative.
- .6 Deliver Closeout submittals for review and preliminary inspections, for transmittal to Departmental Representative.

#### 1.10 Closeout Procedures

- .1 Notify Departmental Representative when Work is considered ready for Substantial Performance.
- .2 Accompany Departmental Representative on preliminary inspection to determine items listed for completion or correction.
- .3 Comply with Departmental Representative's instructions for correction of items of Work listed in executed Certificate of Substantial Performance.
- .4 Notify Departmental Representative of instructions for completion of items of Work determined in Departmental Representative's Final Inspection.

### 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 Precedence

- .1 For Federal Government projects, Division 1 Sections take precedence over technical specification sections in other Divisions of this Project Manual.

### 1.2 Measurement Procedures

- .1 Cost of providing Construction Progress Schedules will be considered incidental to the work and no additional payment will be made.

### 1.3 Definitions

- .1 Activity: An element of Work performed during course of Project. An activity normally has an expected duration, and expected cost and expected resource requirements. Activities can be subdivided into tasks.
- .2 Bar Chart (GANTT Chart). A graphic display of schedule-related information. In typical bar chart, activities or other Project elements are listed down left side of chart, dates are shown across top, and activity durations are shown as date-placed horizontal bars. Bar Chart should be derived from MS Project or compatible software.
- .3 Baseline: Original approved plan for Project, plus or minus approved scope changes.
- .4 Construction Work Week: Monday to Sunday, inclusive, will provide seven day work week and define schedule calendar working days as part of Bar (GANTT) Chart submission.
- .5 Duration: Number of work periods (not including holidays or other nonworking periods) required to complete an activity or other Project element. Usually expressed as workdays or workweeks.
- .6 Master Plan: A summary-level schedule that identifies major activities and key milestones.
- .7 Milestone: A significant event in Project, usually completion of major deliverable.
- .8 Project Schedule: The planned dates for performing activities and the planned dates for meeting milestones. A dynamic, detailed record of tasks or activities that must be accomplished to satisfy Project objectives. Monitoring and control process involves using Project Schedule in executing and controlling activities and is used as basis for decision making throughout project life cycle.
- .9 Project Planning, Monitoring and Control System: Overall system operated by Departmental Representative to enable monitoring of project work in relation to established milestones.

### 1.4 Requirements

- .1 Ensure Master Plan and Detail Schedules are practical and remain within specified Contract duration.
- .2 Plan to complete Work in accordance with prescribed milestones and time frame.
- .3 Limit activity durations to maximum of approximately 20 working days, to allow for progress reporting.

- 
- |                                       |    |   |
|---------------------------------------|----|---|
|                                       | .4 | Ensure that it is understood that Award of Contract or time of beginning, rate of progress, Substantial Completion Certificate and Final Certificate as defined times of completion are of essence of this contract.  |
|                                       | .5 | Include the requirements of Section 01 14 00, Work Restrictions   |
| 1.5 <u>Submittals</u>                 | .1 | Submit to Departmental Representative within Seven (7) working days of Award of Contract Bar (GANTT) Chart as Master Plan for planning, monitoring and reporting of project progress.   |
|                                       | .2 | Submit Project Schedule to Departmental Representative within ten (10) working days of receipt of acceptance of Master Plan. Within seven (7) days after award of Contract, request a meeting of parties in contract to discuss and resolve administrative procedures and responsibilities. |
| 1.6 <u>Project Milestones</u>         | .1 | Project milestones form interim targets for Project Schedule:   |
|                                       | .1 | Substantial Completion by September 15, 2014.   |
| 1.7 <u>Master Plan</u>                | .1 | Structure schedule to allow orderly planning, organizing and execution of Work as Bar Chart (GANTT).  |
|                                       | .2 | Departmental Representative will review and return revised schedules within five (5) working days.  |
|                                       | .3 | Revise impractical schedule and resubmit within 5 working days.   |
|                                       | .4 | Accepted revised schedule will become Master Plan and be used as baseline for updates.  |
| 1.8 <u>Project Schedule</u>           | .1 | Develop detailed Project Schedule derived from Master Plan  |
|                                       | .2 | Ensure detailed Project Schedule includes as minimum milestone and Activity types as follows:   |
|                                       | .1 | Award.  |
|                                       | .2 | Submission of:  |
|                                       | .1 | Shop Drawings.  |
|                                       | .2 | Asphaltic Concrete Mix Design.  |
|                                       | .3 | Mobilization and preparation of staging area(s).  |
|                                       | .4 | Grading.  |
|                                       | .5 | Paving.   |
|                                       | .6 | Site Clean-up and demobilization.   |
| 1.9 <u>Project Schedule Reporting</u> | .1 | Update Project Schedule on monthly basis reflecting activity changes and completions, as well as activities in progress.  |
|                                       | .2 | Include as part of Project Schedule, narrative report identifying Work status to date, comparing current progress to baseline, presenting current forecasts, defining problem areas, anticipated delays and impact with possible mitigation.  |
| 1.10 <u>Project Meetings</u>          | .1 | Discuss Project Schedule at regular site meetings, identify activities that are   |

---

behind schedule and provide measures to regain slippage. Activities considered behind schedule are those with projected start or completion dates later than current approved dates shown on baseline schedule.

- .2 Weather related delays with their remedial measures will be discussed and negotiated.

#### PART 2 PRODUCTS

- 2.1 Not Used .1 Not Used.

#### PART 3 EXECUTION

- 3.1 Not Used .1 Not Used

**END OF SECTION**

---

## PART 1 GENERAL

### 1.1 Section Includes

- .1 Shop drawings and production data.
- .2 Certificates and transcripts.
- .3 Required Contractor Submittals.
  - .1 Pre-mobilization Submittals.
  - .2 Construction Phase Submittals.
  - .3 Project Completion Submittals

### 1.2 Related Sections

- .1 Section 01 32 18 – Construction Progress Schedules
- .2 Section 01 35 33 – Health and Safety Requirements
- .3 Section 01 35 43 – Environmental Procedures

### 1.3 Administrative

- .1 Submit to Departmental Representative, 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 Departmental Representative. This review represents that necessary requirements have been determined and verified, or will be, and that each submittal has been checked and coordinated 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 Departmental Representative, 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 Departmental Representative's review of submittals.
- .9 Contractor's responsibility for deviations in submission from requirements of Contract Documents is not relieved by Departmental Representative review.
- .10 Keep one reviewed copy of each submission on site.

### 1.4 Shops Drawings and Product Data

- .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 ten (10) days for Departmental Representative's review of each submission.
- .4 Adjustments made on shop drawings by Departmental Representative are not intended to change Contract Price. If adjustments affect value of work, state such in writing to Departmental Representative prior to proceeding with work.
- .5 Make changes in shop drawings as Departmental Representative may require, consistent with Contract Documents. When resubmitting, notify Departmental Representative 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.
  - .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 Performance characteristics.
    - .3 Standards.
- .8 After Departmental Representative's review, distribute copies.
- .9 Make all submissions via online project system OPRIMA unless otherwise directed by the Departmental Representative.
- .10 Submit six hard copies and one electronic copy of product data sheets or brochures for requirements requested in specification Sections and as requested by Departmental Representative where shop drawing will not be prepared due to standardized manufacture of product.
- .11 Delete information not applicable to project.
- .12 Supplement standard information to provide details applicable to project.
- .13 If upon review by Departmental Representative, 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 before fabrication and installation of work may proceed.

- .14 The review of shop drawings by Public Works & Government Services Canada (PWGSC) is for the sole purpose of ascertaining conformance with general concept. This review shall not mean that PWGSC 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 coordination of work of all sub-trades.

#### 1.5 Certificates and Transcripts

- .1 Immediately after award of Contract, submit Workers' Compensation Board status.  
 .2 Submit transcription of insurance immediately after award of contract.

#### 1.6 Required Contractor Submittals

- .1 General  
 .1 This Clause identifies the plans, programs and documentation required prior to mobilization on site and during the construction phase.  
 .2 Pre-Mobilization Submittals  
 .1 Submittal Schedule and Acceptance  
 .1 Submit the following plans and programs to the Departmental Representative for review a minimum of 10 days prior to mobilization to the project site. The Contractor shall not begin any sit work until the Departmental Representative has authorized acceptance of the submittals in writing. The Contractor shall not construe the Departmental Representative's authorization of the submittals to imply approval of any particular method or sequence for conducting the work, or for addressing health and safety concerns. Authorization of the programs shall not relieve the Contractor from the responsibility to conduct the work in strict accordance with the requirements of Federal or Provincial regulations, this specification, or to adequately protect the health and safety of all workers involved in the project and any members of the public who may be affected by the project. The Contractor shall remain solely responsible for the adequacy and completeness of the programs and

---

work practices, and adherence to them:

- .1 Project Schedule, detailing the schedule of the workdays and manpower required to complete each phase of the project (e.g., mobilization, construction sequencing, excavation, steel erection, backfilling, roadway reconstruction and demobilization).
  - .2 Contractor Chain of Command, listing key Contractor personnel, including names and positions, addresses, telephone, cellular telephone and/or pager numbers. The list shall include the names and telephone/cellular telephone/pager numbers for contact persons who are available on a 24-hour basis in the event of emergencies.
  - .3 Work Plan, describing the Contractor's intended methods of construction including, but not limited to, the environmental mitigation strategies and projected number of personnel on site.
  - .4 Construction Access Plan, which shall include, but not be limited to, engineering drawings and procedures for accessing all areas of the work.
  - .5 Environmental Protection Plans (EPP), which shall meet the requirements of Section 01 35 43 – Environmental Procedures.
  - .6 Camp Site Plan, showing the layout of fences, parking areas and buildings, and describing the facilities for food and waste storage in accordance with Section 01 35 43 – Environmental Procedures. The maximum area of the campsite shall be 50 m by 50 m.
  - .7 Occupational Health and Safety Program – The Contractor shall have a Certificate of Recognition (COR) or Registered Safety Plan (RSP) including a site specific Health and Safety Plan acceptable to the Departmental Representative. The Contractor shall implement and maintain the Health and Safety Plan during the work.
- .3 Construction Phase Submittals
- .1 Monthly Progress Reports in accordance with Section 01 32 18 – Construction Progress Schedules – Bar Chart (GANTT).
  - .2 Quality Control Inspection Reports – The Contractor shall maintain a daily inspection report that itemizes the results of all Quality Control inspections conducted by the Contractor. The reports shall be made available for review by the Departmental Representative upon request. A summary of all Quality Control inspections conducted to date shall be submitted by the Contractor with each request for payment.

- 
- .3 Shop Drawings – The Contractor shall submit all shop drawings required to fabricate and conduct the work a minimum 30 days prior to fabrication.
  - .4 Progress Photographs:
    - .1 Formats:
      - .1 Prints 200 x 300 mm, colour, glossy, complete with binding edge or in three hole plastic sleeves.
      - .2 Electronic: jpg files, minimum three mega pixels.
    - .2 Submission requirements: three sets prints and one set of electronic files.
    - .3 Identification: typewritten name and number of project, description of photography and date of exposure on 25 x 50mm white patch in upper right hand corner.
    - .4 Viewpoints: viewpoints determined by Construction Manager or Departmental Representative.
  - .5 Submission Frequency: prior to commencement of work and monthly thereafter with progress statement, or as directed by construction Manager or Departmental Representative.
  - .6 Submit all negatives of all photographs before final acceptance. Submit CD with all electronic pictures as part of closeout package.
  - .7 Insert negatives in envelopes and identify with name and number of project.
  - .8 Indicate exposure dates and viewpoints of each frame of 35mm film strips.
  - .9 Weekly traffic control reports detailing any traffic accidents, near misses, disruption to traffic or observed abnormal traffic patterns.
  - .4 Project Completion Submittals:
    - .1 Record Drawings – The Contractor shall submit copies of all Contractor's Drawings revised as necessary to record all as-built changes to the work and the Contractor shall submit a set of Contract Drawings clearly marked to record as-built changes to the work.
    - .2 Quality Control Records – The Contractor shall submit a bound and itemized set of project quality control.

## PART 2 PRODUCTS

### 2.1 Not Used

.1 Not used.

## PART 3 EXECUTION

### 3.1 Not Used

.1 Not used.

**END OF SECTION**

---

## PART 1 GENERAL

- |  |  |
|--|--|
| 1.1 <u>Section Includes</u>                    | <ul style="list-style-type: none"><li>.1 Related Sections.</li><li>.2 Requirements of Regulatory Agencies.</li><li>.3 Measurement of Payment.</li><li>.4 Reference Standards.</li><li>.5 Traffic Management Plan.</li><li>.6 Informational and Warning Devices.</li><li>.7 Protection and Control of Public Traffic.</li><li>.8 Operational Requirements.</li><li>.9 Weight Restrictions.</li></ul>  |
| 1.2 <u>Related Sections</u>                    | <ul style="list-style-type: none"><li>.1 Section 32 12 17 - Non-Structural Crack Sealing</li></ul>   |
| 1.3 <u>Requirements of Regulatory Agencies</u> | <ul style="list-style-type: none"><li>.1 Comply with requirements of Acts, Regulations and By-laws in force for regulation of traffic or use of roadways upon or over which it is necessary to carry out work or haul materials or equipment.</li></ul>  |
| 1.4 <u>Measurement Procedures</u>              | <ul style="list-style-type: none"><li>.2 Measurement for payment will be Lump Sum.</li></ul>   |
| 1.5 <u>Reference Standards</u>                 | <ul style="list-style-type: none"><li>.1 “Traffic Control Manual for Work on Roadways” distributed by Province of British Columbia, Ministry of Transportation. Ensure current copy of manual is available on site at all times.</li><li>.2 Nothing in this Section limits the Contractor’s responsibility to safely accommodate traffic through unique or varied construction situations.</li></ul>   |
| 1.6 <u>Traffic Management Plan</u>             | <ul style="list-style-type: none"><li>.1 Provide for review and acceptance a Traffic Management Plan to the Departmental Representative. The Traffic Management Plan shall provide a complete and unambiguous plan of the traffic accommodation strategies proposed for use during the work at each stage. The Traffic Management Plan shall be fully integrated with the Contractor’s plans and schedule for carrying out the work, shall be developed in accordance with the latest version of the “Traffic Control Manual for Work on Roadways” and the requirements of this Section.</li><li>.2 The Traffic Management Plan to be submitted to the Departmental Representative for review and acceptance at least ten (10) days prior to the start of any work effecting traffic flows. The Departmental Representative will review the Traffic Management Plan (first submission and if required subsequent re-submissions) within seven (7) days of submission. Upon review of the Plan the Departmental Representative will either:<ul style="list-style-type: none"><li>.1 Reject the Plan and provide comments outlining required changes</li></ul></li></ul> |

or details of additional information needed. Following completion of edits, re-submit the Plan for review.

.2 Accept the Plan.

If the Plan is rejected, the Contractor shall make edits and re-submit the Plan for review and acceptance. Any review or comments provided by the Departmental Representative does not in any way relieve the Contractor of any of its responsibilities for ensuring safe and appropriate Traffic Management. No work that affects the flow of traffic will be permitted until the Traffic Management Plan has been accepted by the Departmental Representative.

- .3 The Contractor shall allow time in its schedule for the reviews, and subsequent edits/re-submissions.

## PART 2 PRODUCTS

### 2.1 Information and Warning Devices

- .1 Supply new signs, delineators, barricades, traffic cones and miscellaneous warning devices as specified in “Traffic Control Manual for Work on Roadways”.
- .2 Supply two (2) portable electrically illuminated message signs.

### 2.2 Traffic Markers

- .1 Provide Type D traffic cones as specified in Traffic Control Manual for Work on Roadways. Have a minimum of one hundred (100) traffic cones for use on site prior to start of work.

## PART 3 EXECUTION

### 3.1 Protection of Public Traffic

- .1 When working on traveled way:
- .1 Position equipment to present minimum of interference and hazard to travelling Public.
- .2 Keep equipment units as close together as working conditions permit and preferably on same side of traveled way.
- .3 Do not leave equipment parked on Highway shoulders or on the travelled way overnight.
- .2 Do not close any lanes of road or highway without prior approval of Departmental Representative. Before rerouting traffic erect suitable signs and devices in accordance with instructions contained in Traffic Control Manual for Work on Roadways.
- .3 Keep traveled way graded, free of pot holes and of sufficient width for required number of lanes of traffic.
- .1 Provide dedicated minimum 7m wide temporary roadway for traffic in two-way sections through Work and on detours. Widen roadway as necessary in curves to provide adequate room for transport trucks

to meet safely.

- .2 Provide dedicated minimum 5m wide temporary roadway for traffic in one-way sections through Work and on detours.
- .4 Provide well-graded, signed, and maintained detours or temporary roads to facilitate passage of traffic around restricted construction area(s).
- .5 Provide Dust control.
- .6 Provide and maintain reasonable access to property in vicinity of work under contract and in other areas as indicated, unless other reasonable means of road access exist that meet approval of Departmental Representative.
- .7 Complete new grade as soon as practical after disturbing existing roadway surface.

### 3.2 Informational and Warning Devices

- .1 Provide, erect, and maintain signs, flashing warning lights, and other devices required to indicate construction activities and other temporary and unusual conditions resulting from project work which requires road user response as specified in “Traffic Control Manual for Work on Roadways”.
- .2 Place signs and other devices in locations recommended in the “Traffic Control Manual for Work on Roadways”.
- .3 Signs shall be wind resistant.
- .4 Meet with the Departmental Representative prior to commencement of work to prepare list of signs and other devices required for the project. If situation on site changes, revise list to approval of Departmental Representative.
- .5 Continually maintain traffic control devices in use by:
  - .1 Checking signs daily for legibility, damage, suitability and location. Clean, repair or replace to ensure clarity and reflectance.
  - .2 Removing or covering signs which do not apply to conditions existing from day to day.
  - .3 Stop lights may be used in conjunction with pilot vehicles only if all equipment is not working and off road and adequate signage is in place.
  - .4 Posting all finished sections longer than two (2) km at 80km/h.
- .6 Ensure that necessary traffic cones and signs are in place prior to interference with traffic on existing roadways.

### 3.3 Control of Public Traffic

- .1 Provide traffic control in accordance with “Traffic Control Manual for Work on Roadways”.
- .2 Flag persons:
  - .1 Provide trained, competent flag persons with valid Certificate of Competency recognized by Worker’s Compensation Board.
  - .2 Provide flag persons with proper equipment and clothing as specified in “Traffic Control Manual for Work on Roadways”.
  - .3 Flag persons are required in following situations:
    - .1 When Public Traffic is required to pass working vehicles or equipment which block all or part of travelled roadway.
    - .2 When it is necessary to institute one-way traffic system through construction area or other blockage where traffic volumes are heavy, approach speeds are high and traffic signal system is not

- 
- in use.
  - .3 When workmen, or equipment are employed on travelled way over brow of hills, around sharp curves or at other locations where oncoming traffic would not otherwise have adequate warning.
  - .4 When temporary protection is required while other traffic control devices are being erected or taken down.
  - .5 For emergency protection when other traffic control devices are not readily available.
  - .6 In situations where complete protection for workers, working equipment and Public traffic is not provided by other traffic control devices.
  - .7 At each end of restricted sections where pilot vehicles are required.
  - .8 When construction traffic is crossing roadway.
  - .3 Maximum delays to Public Traffic due to Contractor's operations: 15 minutes at Flag Person station.
  - .4 Pilot vehicles:
    - .1 Provide pilot vehicles. Equip pilot vehicles with orange flashing lights and signs clearly designating vehicles as pilot vehicles in following situations:
      - .1 Where equipment is working on section of roadway longer than 300m or shorter if visibility is limited.
      - .2 Where traffic is required to travel on partially completed roadway or on detours longer than 300m or shorter if visibility is limited.
      - .3 Where it is necessary to institute one-way traffic.
      - .4 Where access through work would be otherwise dangerous.
  - 3.4 Operational Requirements
    - .1 Maintain existing conditions for traffic throughout period of Contract except when required for construction under contract and when measures have been taken as specified herein and approved by the Departmental Representative to protect and control Public traffic. Existing conditions for traffic may be restricted as follows:
      - .1 Single lane alternating traffic.
      - .2 Speed limit reduced to 50km/h.
  - 3.5 Weight Restrictions
    - .1 British Columbia Highway Traffic Act pertaining to registered weight limits and vehicle size will control loads to be hauled over highway, both within and outside contract limits.

**END OF SECTION**

---

## PART 1 GENERAL

- |   |   |
|---|---|
| 1.1 <u>Related Sections</u>               | .1 All sections.  |
| 1.2 <u>References</u>                     | .1 Government of Canada <ul style="list-style-type: none"><li>.1 Canada Labour Code, Part II</li><li>.2 Canada Occupational Health and Safety Regulations</li></ul> .2 Province of British Columbia <ul style="list-style-type: none"><li>.1 Worker's Compensation Act Part 3, Occupational Health and Safety</li><li>.2 Occupational Health and Safety Regulations.</li></ul>  |
| 1.3 <u>Workers' Compensation Coverage</u> | .1 Comply fully with the Workers' Compensation Act, regulations and orders pursuant thereto, and any amendments up to the completion of the work.<br>.2 Maintain Workers' Compensation Board coverage during term of the contract, until and including the date that the Final Certificate of Completion is issued.   |
| 1.4 <u>Compliance with Regulations</u>    | .1 PWGSC may terminate the contract without liability to PWGSC where the Contractor, in the opinion of PWGSC, refuses to comply with a requirement of the Workers' Compensation Act or the Occupational Health and Safety Regulations.<br>.2 It is the Contractor's responsibility to ensure that all workers are qualified, competent and certified to perform the work as required by the Workers' Compensation Act or the Occupational Health and Safety Regulations.  |
| 1.5 <u>Submittals</u>                     | .1 Submit the following: <ul style="list-style-type: none"><li>.1 Copies of reports or directions issued by Federal, Provincial, Territorial Health and Safety inspectors.</li><li>.2 Copies of incident and accident reports.</li><li>.3 Complete set of Material Safety Data Sheets (MSDS), and all other documentation required by Workplace Hazardous Materials Information System (WHMIS) requirements.</li><li>.4 Emergency Procedures.</li><li>.5 Health and Safety Plan.</li></ul> .2 The Departmental Representative will review the Contractor's site-specific project Health and Safety Plan and emergency procedures and provide comments to the Contractor within two days after receipt of the plan. Revise the plan as appropriate and resubmit to Departmental Representative on request.<br>.3 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 Departmental Representative. |

- .4 Submission of the Health and Safety Plan and any revised version, to the Departmental Representative, is for information and reference purposes only. It shall not:
  - .1 Be construed to imply approval of the Departmental Representative.
  - .2 Be interpreted as a warranty of being complete, accurate and legislatively compliant.
  - .3 Relieve the Contractor of his legal obligations for the provision of health and safety on the project.

1.6 Responsibility

- .1 The Contractor shall be responsible for:
  - .1 Assume responsibility as the Prime Contractor or work under this contract.
  - .2 The safety of persons and property on site.
  - .3 The protection of persons off-site and the environment to the extent that they may be affected by the conduct of the work.
  - .4 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.

1.7 General

- .1 Provide safety barricades and lights around work site as required to provide a safe working environment for workers and protection for pedestrian and vehicular traffic.
- .2 Ensure that non-authorized persons are not allowed to circulate in designated construction areas of the work site.
  - .1 Provide appropriate means by use of barricades, fences, warning signs, traffic control personnel and temporary lighting as required.
  - .2 Secure site at night-time as deemed necessary to protect site against entry.

1.8 Regulatory Requirements

- .1 Comply with specified codes, acts, bylaws, standards and regulations to ensure safe operations at site.
- .2 In the event of conflict between any provision of the above authorities, the most stringent provision will apply. Should a dispute arise in determining the most stringent requirement, the Departmental Representative will advise on the course of action to be followed.

1.9 Filing of Notice

- .1 The Contractor is to complete and submit an Advance Notice of Project as required by British Columbia Worker's Compensation Branch.
- .2 Provide copies of all notices to the Departmental Representative.

1.10 Health and Safety Plan

- .1 Conduct a site-specific hazard assessment based on review of Contract Documents, required work and project site. Identify any known and potential health risks and safety hazards.

- 
- .2 Prepare and comply with a site-specific project Health and Safety Plan based on hazard assessment, including, but not limited to, the following:
    - .1 Primary requirements:
      - .1 Contractor's Safety Policy.
      - .2 Identification of applicable compliance obligations.
      - .3 Definition of responsibilities for project/organization chart for project.
      - .4 General safety rules for project.
      - .5 Job-specific safe work procedures.
      - .6 Inspection policy and procedures.
      - .7 Incident reporting and investigation policy and procedures.
      - .8 Occupation Health and Safety Committee/Representative procedures.
      - .9 Occupational Health and Safety meetings.
      - .10 Occupational Health and Safety communications and record keeping procedures.
    - .2 Summary of health risks and safety hazards resulting from analysis of hazard assessment, with respect to site tasks and operations which must be performed as part of the work.
    - .3 List hazardous materials to be brought on site as required by the work.
    - .4 Indicate engineering and administrative control measures to be implemented at the site for managing identified risks and hazards.
    - .5 Identify personal protective equipment (PPE) to be used by workers.
    - .6 Identify personal protective equipment (PPE) to be used by workers.
    - .7 Identify personnel and alternates responsible for site safety and health.
    - .8 Identify personnel training requirements and training plan, including site orientation for new workers.
  - .3 Develop the plan in collaboration with all subcontractors. Ensure that work/activities of subcontractors are included in the hazard assessment and are reflected in the plan.
  - .4 Revise and update Health and Safety Plan as required and resubmit to Departmental Representative.
  - .5 The review of Health and Safety Plan by Public Works & government Services Canada (PWGSC) is for the sole purpose of ascertaining conformance with General Directive 073. PWGSC's review shall not relieve the Contractor of responsibility for errors or omissions in final Health and Safety Plan or of responsibility for meeting all requirements of construction and Contract Documents.
- 
- 1.11 Emergency Procedures
    - .1 List standard operating procedures and measures to be taken in emergency situations. Include an evacuation plan and emergency

---

contact (i.e. Names/telephone numbers) of:

- .1 Designated personnel from own company.
- .2 Regulatory agencies applicable to work and as per legislated regulation.
- .3 Local emergency resources.
- .4 Departmental Representative (site staff).
- .2 Included the following provisions in the emergency procedures:
  - .1 Notify workers and first aid attendant of the nature and location of the emergency.
  - .2 Evacuate all workers safely.
  - .3 Check and confirm the safe evacuation of all workers.
  - .4 Notify the fire department or other emergency responders.
  - .5 Notify adjacent workplaces or residences which may be affected if the risk extends beyond the workplace.
  - .6 Notify Departmental Representative.
- .3 Provide written rescue/evacuation procedures as required for, but not limited to:
  - .1 Work at high angles.
  - .2 Work in confined spaces or where there is a risk of entrapment.
  - .3 Work with hazardous substances.
  - .4 Underground work.
  - .5 Work on, over, under and adjacent to water.
  - .6 Workplaces where there are persons who require physical assistance to be moved.
- .4 Revise and update Emergency Procedures as required and re-submit to the Departmental Representative.

#### 1.12 Health and Safety Coordinator

- .1 Employ and assign to work, competent and authorized representative as Health and Safety Coordinator. Health and Safety Coordinator must:
  - .1 Have minimum 2 years' site-related working experience specific to activities associated with Construction.
  - .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 work and report directly to and be under direction of site supervisor.

#### 1.13 Hazardous Products

- .1 Comply with requirements of Workplace Hazardous Materials Information System (WHMIS) regarding use, handling, storage, and disposal of hazardous materials and regarding labeling and provision of Material Safety Data Sheets (MSDS) acceptable to the Departmental Representative and in accordance with the Canada

---

Labour Code.

- .2 Where use of hazardous or toxic waste cannot be avoided:
  - .1 Advise Departmental Representative beforehand of the products intended for use. Submit applicable MSDS and WHMIS documents.

1.14 Unforeseen Hazards

- .1 Should any unforeseen or peculiar safety-related factor, hazard, or condition become evident during performance of work, immediately stop work and advise Departmental Representative verbally and in writing.

1.15 Posted Documents

- .1 Post legible versions of the following documents on site:
  - .1 Health and Safety Plan.
  - .2 Sequence of Work.
  - .3 Emergency Procedures.
  - .4 Site drawing showing project layout, locations of first-aid station, evacuation route and marshalling station and the emergency transportation provisions.
  - .5 Notice of Project.
  - .6 Floor Plans.
  - .7 Notice as to where copy of the Workers' Compensation Act and Regulations are available on the work site for review by employees and workers.
  - .8 Workplace Hazardous Information System (WHMIS) documents.
  - .9 Material Safety Data Sheets (MSDS).
  - .10 List of names of joint Health and Safety Committee members of Health and Safety Representative as applicable.
- .2 Post all Material Safety Data Sheets (MSDS) on site, in a common area, visible to all workers and in locations accessible to tenants when work of the contract includes construction activities adjacent to occupied areas.
- .3 Postings and Insert Postings should be approved by Departmental Representative.

1.16 Meetings

- .1 Attend health and safety pre-construction meeting and all subsequent meetings called by the Departmental Representative.

1.17 Correction of  
Noncompliance

- .1 Immediately address health and safety noncompliance issues identified by authority having jurisdiction or by Departmental Representative.
- .2 Provide Departmental Representative with written report of action taken to correct noncompliance of health and safety issues identified.
- .3 Departmental Representative may stop work if noncompliance of health and safety regulations is not corrected. The General/subcontractors will be responsible for any costs arising from

such a “stop work order”.

## PART 2 PRODUCTS

2.1 Not Used

.1 Not used.

## PART 3 EXECUTION

3.1 Not Used

.1 Not used.

**END OF SECTION**

PART1.1 Section Includes

- .1 Related Sections
- .2 Definitions
- .3 Measurement Procedures
- .4 Regulatory Overview
- .5 Submittals
- .6 Environmental Effects Evaluation
- .7 Site Access and Parking
- .8 Protection Work Limits
- .9 Erosion Control
- .10 Pollution Control
- .11 Equipment Maintenance, Fueling and Operation
- .12 Operation of Equipment
- .13 Managing Invasive Plant Vegetation
- .14 Fire Prevention and Control
- .15 Wildlife
- .16 Relics and Antiquities
- .17 Waste Materials Storage and Removal
- .18 Wastewater Discharge Criteria
- .19 Camp Wastewater Discharge Criteria
- .20 Drainage
- .21 Site Clearing and Plant Protection
- .22 Blasting
- .23 Environmental Protection Supplies
- .24 Notification
- .25 Environmental Monitoring

1.2 Related Sections

- .1 Section 01 33 00 – Submittal Procedures
- .2 Section 02 61 33 – Hazardous Waste Material

1.3 Definitions

- .1 Environmental Pollution and Damage: presence of chemical, physical, biological elements or agents which adversely affect human health and welfare; unfavourably alter ecological balances of importance to human life; affect other species of importance to humankind; or degrade the environment aesthetically, culturally and/or historically.
- .2 Environmental Protection: prevention/control of pollution and habitat or environment disruption during construction. Control of environmental pollution and damage requires consideration of land, water, and air; biological and cultural resources; and includes management of visual aesthetics; noise; solid, chemical, gaseous, and liquid waste; radiant energy and radioactive material as well as other pollutants.
- .3 Environmental Protection Plan: is prepared by Contractor and describes in writing all the environmental protection and mitigation measures that will be applied throughout the life of the Project by the Contractor to avoid or minimize the potential effects on the environment associated with the Project.
- .4 Wetted Perimeter: area of stream where water is currently running or pooled.

- .5 In-stream Work: any work performed below the high water mark, either within or above the Wetted Perimeter of any Fisheries Sensitive Zone.
- .6 Fisheries Sensitive Zone: in-stream aquatic habitats and out of stream habitat features such as side channels, wetlands, and riparian areas.
- .7 Invasive plants: are any alien plant species that have the potential to pose undesirable or detrimental impacts on humans, animals or ecosystems. Invasive plants have the capacity to establish quickly and easily on both disturbed and undisturbed sites, and can cause widespread negative economic, social and environmental impacts.
- .8 Noxious weeds: are invasive plants that have been designated under the *BC Weed Control Act*. This legislation imposes a duty on all land occupiers to control a set list of identified invasive plants. See [www.agf.gov.bc.ca/cropprot/noxious.htm](http://www.agf.gov.bc.ca/cropprot/noxious.htm).
- .9 Riparian area – for a stream, the 30 m strip on both sides of the stream, measured from the high water mark, (b) for a ravine less than 60 m wide, a strip on both sides of the stream measured from the high water mark to a point that is 30 m beyond the top of the ravine bank, and for a ravine 60 m wide or greater, a strip on both sides of the stream measured from the high water mark to a point that is 10 m beyond the top of the ravine bank (Riparian Areas Regulation).
- .10 Species at risk: a species that has been defined as “at risk” [of extirpation] by either the federal or provincial government.
- .11 Timing windows: periods when human activities are least likely to cause damage to species and ecosystems.
- .12 Culturally Modified Trees (CMTs): a CMT is a tree that has been altered by aboriginal people as part of their traditional use of the forest. For more information please see *the Handbook for the Identification and Recording of Culturally Modified Trees* prepared by the Archaeology Branch B.C. Ministry of Business, Tourism and Culture

#### 1.4 Measurement Procedures

- .1 Preparation and implementation of the Environmental Protection Plan (EPP) in accordance with this Section 01 35 43 – Environmental Procedures will not be measured separately for payment and will be considered incidental to work

#### 1.5 Regulatory Overview

- .1 Comply with all applicable environmental laws, regulations and requirements of Federal, Provincial, and other regional authorities, and acquire and comply with such permits, approvals and authorizations as may be required.
- .2 Comply with and be subject to those permits and approvals obtained from Departmental Representative to conduct the Work.
- .3 Pay specific attention to the provincial BC Land Use Permit, Water License and Quarry Permit.
- .4 Pay specific attention to the Migratory Birds Convention Act, as amended in 1994.
- .5 Pay specific attention to the provincial BC guidelines under Peace Region Least Risk Timing Windows: Biological Rational (2009).
- .6 Pay specific attention to provincial BC MOE guidelines in Standards and Best Practices for Instream Works (2004).
- .7 Pay specific attention to MOE Develop With Care NE Region 2014
- .8 Where inwater work is conducted, pay specific attention to the B.C. Water Quality Guidelines.

---

1.6 Submittals

- .1 The Contractor is required to prepare an Environmental Protection Plan (EPP) in accordance with Section 01 33 00 – Submittal Procedures. The EPP should include all relevant environmental impacts/issues at the site as indicated by the completion of the EPP Checklist. Review of the PWGSC Environmental Effects Evaluation (EEE) will assist in completing this document. Prior to commencing construction activities or delivery of materials to site, submit the EPP (See Appendices for Checklist) for review and approval by the Departmental Representative. The EPP will require the Contractor to carefully think through the entire project, including identifying what activities as works will be occurring, both generally and at specific sites, and by what methods. The Environmental Protection Plan shall be completed by a P.Biol or RPBio, or other qualified professional, and shall, at a minimum include the following:
  - .1 The specifics of a detailed monitoring program. This includes details and rationale concerning sampling locations, timing, duration, and methods, and identification of the person(s) who will be carrying out the monitoring program.
  - .2 The process and protocol for ensuring that supervisors and individual staff employed by the Contractor are very clear on which environmental standards need to be achieved, how they will be achieved, and establishing how the Contractor will ensure that this is successfully occurring.
  - .3 Erosion, drainage, and sediment control plan which identifies type and location of erosion and sediment controls to be provided including monitoring and reporting requirements to assure that control measures are in compliance with the requirements of the applicable MOE Approval or Notification for instream work or under MOE guidelines, and all other applicable regulations including the requirements of these specifications.
  - .4 Drawings should show locations of proposed temporary excavations or embankments for haul roads, stream crossings, material storage areas, structures, sanitary facilities, and stockpiles of any excess or spoil materials including methods to control runoff and to contain materials on-site.
  - .5 Work area plan showing proposed activity in each portion of area and identifying areas of limited use or non-use. Plan to include measures for marking limits of use areas including methods for protection of features to be preserved within authorized work areas.
  - .6 Spill Control Plan: including procedures, instructions, and reports to be used in event of unforeseen spill of regulated substance.
  - .7 Non-Hazardous solid waste disposal plan identifying methods and locations for solid waste disposal including clearing debris.
  - .8 Contaminant prevention plan that: identifies potentially hazardous substances to be used on job site; identifies intended actions to prevent introduction of such materials into air, water, or ground; and details provisions for compliance with Federal, Provincial, and Municipal laws and regulations for storage and handling of these materials.
  - .9 Outline the avoidance and mitigate measures which the Contractor will undertake and implement to ensure compliance with the environmental

- 
- regulations applicable to the project (which may include requirements provided in MOE Approval or Notifications for Instream Work, NWPAA Approval for Instream Work etc.) and these contract specifications.
- .10 The procedures for stopping the work and implementing changes to the construction methods should the Contractor not be achieving the environmental requirements as outlined in these specifications.
  - .11 The procedures for stopping work should the Contractor encounter archaeological anomalies or human remains.
  - .2 All submittals in accordance with Section 01 33 00 - Submittal Procedures.
- 1.7 Environmental Effects Evaluation
- .1 Execution of the work is subject to the provisions within the Environmental Effects Evaluation (EEE) completed by a PWGSC Environmental Services Representative for the project. See appendices for a copy of the EEE. NOTE: not all projects are subject to an EEE.
  - .2 Pursuant to the expectations of the EEE, EPPs are the next step to achieve the desired results of minimal adverse environmental effect, as the project is constructed.
  - .3 Failure to comply with or observe environmental protection measures as identified in these specifications may result in the work being suspended by the Departmental Representative pending rectification of the problems.
- 1.8 Site Access and Parking
- .1 The Contractor shall review both short and long term access requirements with the Departmental Representative, both at the start-up and on an on-going basis. In consultation with the Departmental Representative, the contractor shall formulate an agreement for worker transportation to and from the work site and where workers shall park their private vehicles. Generally, personal vehicles shall be parked at least 10 metres distance from any watercourse.
  - .2 The Contractor shall ensure that the environment beyond the work limits is not negatively impacted or damaged by workers' vehicles or construction machinery and shall instruct workers so that the "footprint" of the project is kept within defined boundaries.
- 1.9 Protection of Work Limits
- .1 The Contractor shall include in the Environmental Protection Plan (EPP) details on the work limits, how these shall be marked and what procedures will be employed to ensure trespass outside these limits does not occur, to the satisfaction of the Departmental Representative.
- 1.10 Erosion Control
- .1 Erosion control measures that prevent sediment from entering any waterway, water body or wetland in the vicinity of the construction site are a critical element of the project and shall be implemented by the Contractor.
  - .2 All applicable on-site sediment control measures shall be constructed and functional prior to initiating activities associated with the construction activities. The Contractor shall prepare an Erosion Control Plan, to be part of the EPP, to the satisfaction of the Departmental Representative.
  - .3 The regular monitoring and maintenance of all erosion control measures shall be the responsibility of the Contractor. If the design of the control measures is not functioning effectively they are to be replaced. The Departmental Representative will monitor the Contractor's erosion control performance.

- .4 Erosion control measures must be in compliance with both Federal and Provincial legislation. Contractors should be referencing the provincial MOE Standards and Best Practices for Instream Works (2004).

#### 1.11 Pollution Control

- .1 The Contractor shall prevent any deleterious and objectionable materials from entering streams, rivers, wetlands, water bodies or watercourses that would result in damage to aquatic and riparian habitat. Hazardous or toxic products shall be stored no closer than 100 metres to any surface water.
- .2 A Spill Response Plan will be prepared as part of the EPP and shall detail the containment and storage, security, handling, use and disposal of empty containers, surplus product or waste generated in the application of these products, to the satisfaction of the Departmental Representative, and in accordance with all applicable federal and provincial legislation. The EPP shall include a list of products and materials to be used or brought to the construction site that are considered or defined as hazardous or toxic to the environment. Such products include, but are not limited to, waterproofing agents, grout, cement, concrete finishing agents, hot poured rubber membrane materials, asphalt cement and sand blasting agents.
- .3 The containment, storage, security, handling, use, unique spill response requirements and disposal of empty containers, surplus product or waste generated in the use of any hazardous or toxic products shall be in accordance with all applicable federal and provincial legislation. Hazardous products shall be stored no closer than 100 metres from any surface water.
- .4 An impervious berm shall be constructed around fuel tanks and any other potential spill area. The berms shall be capable of holding 110% of tank storage volumes and shall be to the satisfaction of the Departmental Representative. Measures such as collection/drip trays and berms lined with occlusive material such as plastic and a layer of sand, and double lined fuel tanks can prevent spills into the environment.
- .5 The Contractor shall prevent blowing dust and debris by covering and/or providing dust control for temporary roads and on-site work such as rock drilling and blasting by methods that are approved by the Departmental Representative.
- .6 The Contractor shall provide spill kits, to the satisfaction of the Departmental Representative, at re-fuelling, lubrication and repair locations that will be capable of dealing with 110% of the largest potential spill and shall be maintained in good working order on the construction site. The Contractor and site staff shall be informed of the location of the spill response kit(s) and be trained in its use.
- .7 Timely and effective actions shall be taken to stop, contain and clean-up all spills as long as the site is safe to enter. The Departmental Representative shall be notified immediately of any spill as well as the provincial authorities. Basic instructions and phone numbers shall be part of the Contractor's EPP.
- .8 In the event of a major spill, the Contractor shall prioritize the clean up and all other work shall be stopped, where appropriate, and personnel devoted to spill containment and clean up.
- .9 The costs involved in a major spill incident (control, clean up, disposal of contaminants, and site remediation to pre-spill conditions), shall be the responsibility of the Contractor. The site will be inspected to ensure completion to the pre-spill condition to the satisfaction of the Departmental Representative

and all relevant inspection agencies (MOE/DFO authorities).

1.12 Equipment  
Maintenance,  
Fuelling and  
Operation

- .1 The Contractor shall ensure that all soil, seeds and any debris attached to construction equipment to be used on the project site shall be removed (e.g. power washing) before delivery to the work site.
- .2 Equipment fuelling sites will be identified by the Contractor to the satisfaction of the Departmental Representative. Except for chain saws, any fuelling closer than 100 metres to any surface water (streams, wetlands, water bodies or watercourses) shall require discussion and prior agreement with the Departmental Representative.
- .3 Diesel and gasoline delivery vehicles, including bulk tankers shall be parked more than 30 metres from any surface water. Gravity fed fuel systems are not allowed. Manual or electric pump delivery systems shall be used. Fuelling personnel shall maintain a presence at with immediate attention to the fuelling operations.
- .4 Mobile fuel containers (e.g. slip tanks, small fuel carboys) shall remain in the service vehicle at all times. Protection and containment of approved fuel storage sites is addressed in 1.11.4 of Pollution Control.
- .5 Equipment use on the project shall be fuelled with E10, and low sulphur diesel fuels where available, and shall conform to local emission requirements. The Contractor is to ensure that unnecessary idling of the vehicles is avoided.
- .6 Oil changes, lubricant changes, greasing and machinery repairs shall be performed at locations satisfactory to the Departmental Representative. Waste lubrication product (e.g. oil filters, used containers, used oil, etc.) shall be secured in spill-proof containers and properly recycled or disposed of at an approved facility. No waste petroleum, lubricant products or related materials are to be discarded, buried or disposed of in borrow pits, turnouts, picnic areas, viewpoints, etc. or anywhere within the work area.
- .7 The Contractor shall ensure that all equipment is inspected daily for fluid/fuel leaks and maintained in good working condition.
- .8 Fuel containers and lubricant products shall be stored only in secure locations to the satisfaction of the Departmental Representative. Fuel tanks or other potential deleterious substance containers shall be secured to ensure they are tamperproof and cannot be drained by vandals when left overnight. Alternatively, the Contractor may hire a security person employed to prevent vandalism.

1.13 Operation of  
Equipment

- .1 Equipment movements shall be restricted to the “footprint” of the construction area. The work limits shall be identified by stake and ribbon or other methods to the satisfaction of the Departmental Representative. No machinery will enter, work in or cross over streams, rivers, wetlands, water bodies or watercourse, nor damage aquatic and riparian habitat or trees and plant communities. Where construction activities require working close to surface water, the Contractor is required to describe measures to be employed to ensure fugitive materials (e.g. rocks, soil, branches) and especially deleterious substances (e.g. chemicals) does not enter any surface water areas.
- .2 The Contractor shall instruct workers to prevent pushing, placement, raveling, storage or stockpiling of any materials (e.g. slash, rock, fill or top soils) in the trees bordering the right-of-way or into surface water.

- 
- .3 When, in the opinion of PWGSC, negligence on the part of the Contractor results in damage or destruction of vegetation, or other environmental or aesthetic features beyond the designated work area, the Contractor shall be responsible, at his or her expense, for complete restoration including the replacement of trees, shrubs, topsoil, grass, etc. to the satisfaction of the Departmental Representative.
  - .4 Restrict vehicle movements to the work limits.
  - .5 Workers vehicles are to remain within the construction footprint.
- 1.14 Managing Invasive Plant Vegetation
- .1 Keep equipment clean and avoid parking, turning around or staging equipment in known invasive species infested areas, or mow prior to use.
  - .2 Wash equipment prior to mobilization to site.
  - .3 Minimize unnecessary disturbance of roadside aggregates or soil, and retain desirable roadside vegetation whenever possible.
  - .4 Where possible, begin mowing or brushing in “invasive plant free” areas and end in infested areas.
  - .5 Where possible, use only clean fill material from an “invasive plant free” source.
  - .6 Whenever possible, re-seed with grass mixtures that are free of weeds, locally adapted, non-invasive, and quick to establish. Spread seed in the early spring or late fall to ensure successful establishment.
- 1.15 Fire Prevention and Control
- .1 A fire extinguisher shall be carried and available for use on each machine and at locations within the quarry in the event of fire. Basic firefighting equipment recommended (e.g. a water truck; minimum 2276 litres with 150m of fire hose and a pump capable of producing 172.3 kPa water pressure at the nozzle, three shovels, two Pulaski’s, and two five gallon backpack pumps) shall be maintained at the construction site at a location known and easily accessible to all Contractors’ staff. Contactor’s staff shall receive basic training in early response to wildfire events during the “environmental briefing”.
  - .2 Construction equipment shall be operated in a manner and with all original manufacturers’ safety devices to prevent ignition of flammable materials in the area.
  - .3 Care shall be taken while smoking on the construction site to ensure that the accidental ignition of any flammable material is prevented.
  - .4 In case of fire, the Contractor or worker shall take immediate action to extinguish the fire provided it is safe to do so. The Departmental Representative shall be notified of any fire immediately as well as the applicable Provincial Authorities. Basic instruction and phone numbers will be provided on-site by the Contractor and will be discussed in the project start-up meeting.
  - .5 Fires or burning of waste materials is not permitted.
  - .6 Where fires or burning is permitted, prevent staining or smoke damage to structures, materials or vegetation which is to be preserved. Restore, clean and return to new condition stained or damaged Work.
  - .7 Provide supervision, attendance and fire protection measures as directed.
  - .8 Obtain all required permits from the province.
- 1.16 Wildlife
- .1 Avoid or terminate activities on site that attract or disturb wildlife and vacate the area and stay away from bears, cougars, wolves, elk, buffalo or moose that display aggressive behavior or persistent intrusion. Extra care to control

materials that might attract wildlife (e.g. lunches and food scraps) must be exercised at all times.

- .2 Notify the Departmental Representative immediately about dens, litters, nests. Carcasses (road kills), bear activity or encounters on or around the site or crew accommodations. Other wildlife related encounters are to be reported within 24 hours.

1.18 Relics and Antiquities

- .1 Artifacts, relics, antiquities, and items of historical interest such as cornerstones, commemorative plaques, inscribed tablets and any objects found on the work site that may be considered artifacts shall be reported to the Departmental Representative immediately. The Contractor and workers shall wait for instruction before proceeding with their work.
- .2 All historical or archaeological objects found on the Project site are protected under Federal and Provincial Acts and regulations. The Contractor and workers shall protect any articles found and request direction from the Departmental Representative.
- .3 Human remains must be reported immediately to the local RCMP.

1.19 Waste Materials Storage and Removal

- .1 The Contractor and workers shall dispose of hazardous wastes in conformance with the applicable federal and provincial regulations and should be part of the EPP.
- .2 All wastes originating from construction, trade, hazardous and domestic sources, shall not be mixed, but will be kept separate.
- .3 Construction, trade, hazardous waste and domestic waste materials shall not be burned, buried, or discarded at the construction site. These wastes shall be contained and removed in a timely and approved manner by the Contractor and workers, and disposed of at an appropriate waste landfill site located outside the work area.
- .4 A concerted effort shall be made by the Contractor and workers to reduce, reuse and recycle materials where possible.
- .5 Sanitary facilities, such as portable container toilets, shall be provided by the Contractor and maintained in a clean condition.

1.20 Wastewater Discharge Criteria

- .1 Wash water, melt water collection, rinse water resulting from the cleaning of fuel tanks and pipelines, contaminated groundwater, and/or any other liquid effluent stream will be released onto the ground at a location that is a minimum of 30 metres from natural drainage courses and 100 metres from fish bearing waters, and will conform to the discharge requirements set out in the provincial Water Act Permit.
- .2 Contractor must obtain approval from the provincial Water Act Officer prior to discharging any treated wastewater.

1.21 Camp Wastewater Discharge Criteria

- .1 Camp wastewater will be released onto the ground at a location that is a minimum of 30 metres from natural drainage courses and 100 metres from fish bearing waters and conform to the discharge requirements set out in the provincial Water Act Permit.
- .2 If unable to meet the discharge criteria, provide additional storage and/or treatment necessary to meet criteria prior to discharge.

- .3 Treat all camp wastewater to conform to the discharge requirements set out in the Water Act Permit.
- .4 If unable to meet the discharge criteria, provide additional storage and/or treatment necessary to meet criteria prior to discharge.
- .5 No direct discharge is allowed to wetland or surface waters.
- .6 Contractor must obtain approval from the Water Act Officer prior to discharging treated wastewater.

#### 1.22 Drainage

- .1 Provide temporary drainage and pumping as necessary to keep excavations and site free from water. Management of drainage should be part of the EPP.
- .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 harmful substances in accordance with local authority requirements such as the provincial Water Act.
- .4 Where required, water quality should be tested for potential contaminants (turbidity) and the results compared to the B.C. Water quality Guidelines for aquatic life.
- .5 Provide an erosion and sediment control plan that identifies type and location of erosion and sediment controls to be provided. Plan to include monitoring and reporting requirements to assure that control measures are in compliance with erosion and sediment control plan, Federal, Provincial, and Municipal laws and regulations.
- .6 Submit an Erosion, Sediment and Drainage Control Plan to Departmental Representative for review and approval prior to commencing Work in fisheries sensitive areas or in areas that may affect fisheries sensitive areas and specifically address the protection of water bodies, water courses, and the following:
  - .1 Details of grading Work to prevent surface drainage into or out of Work areas.
  - .2 Details of erosion control works and materials to be used, including the deployment of silt fencing, floating silt curtains and containment booms during construction and excavation activities.
  - .3 Work Schedule including the sequence and duration of all related Work activities.
  - .4 The treatment of site runoff to prevent siltation of watercourses.
  - .5 Dewatering procedures for excavated materials including silt removal procedures prior to discharge.
  - .6 Stabilizing procedures during excavation.
  - .7 Maintenance of filters and sedimentation traps.
- .7 Any dewatering activities will be released onto the ground at a location that is a minimum of 30 metres from natural drainage courses and 100 metres from fish bearing waters.
- .8 Have on hand sufficient pumping equipment, machinery, and tankage in good working condition for ordinary emergencies, including power outage, and competent workers for operation of pumping equipment.

#### 1.23 Site Clearing and

- .1 Protect trees and plants on site and adjacent properties where indicated.

Plant Protection

- .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 Departmental Representative.
- .6 The Contractor should be aware that B.C. has culturally modified trees (CMTs) that are protected under the Heritage Act. If a CMT is encountered, stop work immediately and contact the Departmental Representative.

1.24 Blasting

- .1 The Departmental Representative will identify a magazine location for explosives should a factory site or 'ready to use' explosive site be required.
- .2 The sweep of the blast area shall include looking for wildlife that may be in the area. If any are found, they shall be hazed out of the area by the Environmental Monitoring personnel.
- .3 The Contractor shall ensure that all work activities meet or exceed the standards outlined in DFO's 'Guidelines for the Use of Explosives In or Near Canadian Fisheries Waters'; Canadian Technical Report of Fisheries and Aquatic Sciences 2107, 1998.
- .4 The Contractor shall, whenever explosives are used, use the Provincial and Workers' Compensation Laws and Regulations, and all respective Agencies Having Jurisdiction over them, such as DFO.
- .5 Steps shall be taken to minimize fly-rock and dust. Vegetation outside of the designated area shall not be damaged or destroyed.
- .6 In order to stabilize slopes of the cut, these shall be scaled of all loose material. Ditches shall be formed and cleaned upon the completion of the blasting, and the natural drainage shall be restored as specified by the Contract or as directed by the Departmental Representative.
- .7 The Contractor shall describe the proposed type and quantities of explosives to be used on the project, to the satisfaction of the Departmental Representative. Some blasting products – such as those very high in nitrogen, may have some limitations imposed for environmental protection purposes.

1.25 Environmental  
Protection  
Supplies

- .1 Comply with federal and provincial fisheries and environmental protection legislation, including preventing the loss or destruction of fish habitat, and minimizing the impact of sedimentation, siltation or otherwise causing a degradation in water quality.
- .2 Provide a minimum of 30 m or more and as required of polypropylene silt fence (typical height of 0.9 m) and the necessary stakes for installation. This will be used as necessary to prevent sediment transport into water bodies.
- .3 Provide a minimum of 50 lineal metres or more and as required of 200 mm diameter hydrophobic, sorbent booms. This will be used as necessary to prevent the migration of hydrocarbons.
- .4 Supply, transport, install and maintain erosion, sediment and drainage controls necessary to complete the Work in accordance with the requirements of

---

Departmental Representative.

- .5 At the completion of construction, dispose of used silt fence off-site as non-Hazardous Waste. Dispose of used absorbent boom in accordance with Section 02 61 33 - Hazardous Waste Material.
- .6 Unused Erosion, Sediment and Drainage Control supplies will remain the property of Departmental Representative until the completion of the Contract.
- .7 Provide inventory of environmental protection supplies prior to mobilization.

#### 1.26 Notification

- .1 Departmental Representative will notify Contractor in writing of observed non-compliance with Federal, Provincial or Municipal environmental laws or regulations, permits, etc.
- .2 Contractor: after receipt of such notice, shall inform Departmental Representative of proposed corrective action and take such action for approval by Departmental Representative.
- .3 Departmental Representative will issue stop order of Work until satisfactory corrective action has been taken.
- .4 No time extensions granted or equitable adjustments allowed to Contractor for such suspensions.

#### 1.27 Environmental Monitoring

- .1 At a minimum the environmental monitoring shall be completed by P.Biol, RPBio, or Qualified Environmental Professional (QEP). If a QEP completes the monitoring, the QEP must work under the direction of the P.Biol or RPBio who completes the Environmental Protection Plan.
- .2 The monitoring program must be anticipatory and responsive to construction practices or environmental changes, reflecting the site specific conditions, level of sensitivity of the receiving environment, potential adverse effects, and level of environmental risk. Submitted documents regarding the proposed monitoring program should clearly identify how monitoring will adhere to this approach.
- .3 The monitoring program shall satisfy all regulatory requirements and terms of these specifications. The onus is on the Contractor to monitor and ensure compliance, to identify arising problems, and to subsequently take responsibility and all necessary measures in response.

### PART 2 PRODUCTS

#### 2.1 Not Used

- .1 Not Used.

### PART 3 EXECUTION

#### 3.1 Not Used

- .1 Not Used.

**END OF SECTION**

**PART 1 GENERAL**

- |  |   |
|--|---|
| 1.1 <u>Installation and Removal</u>              | .1 Provide construction facilities in order to execute work expeditiously.<br>.2 Remove from site all such work after use.  |
| 1.2 <u>Scaffolding</u>                           | .1 Provide and maintain scaffolding, ramps, ladders, swing staging, platforms and temporary stairs as necessary to carry out work.  |
| 1.3 <u>Measurement Procedures</u>                | .1 Provision of Construction Facilities shall be considered incidental to the work and so no separate payment shall be provided.  |
| 1.4 <u>Hoisting</u>                              | .1 Provide, operate and maintain hoists and cranes required for moving of workers, materials and equipment. Make financial arrangements with subcontractors for use thereof.<br>.2 Hoists and cranes shall be operated by qualified operator.   |
| 1.5 <u>Site Storage/Loading</u>                  | .1 Confine work and operations of employees by Contract Documents. Do not unreasonably encumber premises with products.<br>.2 Do not load or permit to load any part of work with a weight or force that will endanger the work.  |
| 1.6 <u>Equipment, Tool and Materials Storage</u> | .1 Provide and maintain, in a clean and orderly condition, lockable weatherproof sheds for storage of tools, equipment and materials.<br>.2 Locate materials not required to be stored in weatherproof sheds on site in a manner to cause least interference with work activities.  |
| 1.7 <u>Sanitary Facilities</u>                   | .1 Provide sanitary facilities for work force in accordance with governing regulations and ordinances.<br>.2 Post notices and take such precautions as required by local health authorities. Keep area and premises in sanitary condition.<br>.3 Locate project identification sign as directed by Departmental Representative.   |
| 1.8 <u>Construction Signage</u>                  | .1 Direct requests for approval to erect a Consultant/Contractor signboard to Departmental Representative. For consideration, general appearance of Consultant/Contractor signboard must conform to project identification site sign. Wording shall be in both official languages.<br>.2 Signs and notices for safety and instruction shall be in both official languages. Graphic symbols shall conform to CAN3-Z321.<br>.3 Maintain approved signs and notices in good condition for duration of project, and dispose of off site on completion of project or earlier if directed by Departmental Representative. |

**PART 2 PRODUCTS**

2.1 Not Used

.1 Not used.

**PART 3 EXECUTION**

3.1 Not Used

.1 Not used.

**END OF SECTION**

**PART 1 GENERAL****1.1 Description**

- .1 This section specifies requirements of regulatory agencies related to establishment and removal of construction camps.

**1.2 Requirements of  
Regulatory Agencies**

- .1 Camp and service area locations are subject to approval of Departmental Representative and are to be established and operated in accordance with local regulations governing operations of field camps.
- .2 Prior to installation of camp and services, submit plan of layout to Departmental Representative for approval.
- .3 Apply to authority having jurisdiction for authorization for use of water and disposal of domestic sewage wastes. Obtain authorization prior to establishing camp.
- .4 Comply with Environment Regulations

**1.3 Measurement for  
Payment**

- .1 Establishment of the Construction Camp shall be considered incidental to the work and not separate payment provided.

**PART 2 PRODUCTS****2.1 Not Used**

- .1 Not used.

**PART 3 EXECUTION****3.1 Mobilization**

- .1 Mobilize equipment, camp, personnel and material. Establish temporary buildings, shops, offices and facilities. Obtain necessary license and approvals.
- .2 Upon vacating camp and services area sites, clean up and leave in condition satisfactory to Departmental Representative.

**3.2 Maintenance**

- .1 Maintain camps in neat and tidy condition.
- .2 No separate payment for camp clean up.

**END OF SECTION**

**PART 1 GENERAL****1.1 Section Includes**

- .1 Administrative procedures preceding preliminary and final inspections of work.

**1.2 Inspection and Declaration**

- .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 Departmental Representative in writing of satisfactory completion of Contractor's Inspection and that corrections have been made.
  - .2 Request Departmental Representative's Inspection.
- .2 Departmental Representative's Inspection: Departmental Representative 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 Owner, Departmental Representative and Contractor. If work is deemed incomplete by Owner and Departmental Representative, complete outstanding items and request re-inspection.

**1.3 Measure for Payment**

- .1 No separate payment for Closeout Procedures.

**PART 2 PRODUCTS****2.1 Not Used**

- .1 Not used.

**PART 3 EXECUTION****3.1 Not Used**

- .1 Not used.

**END OF SECTION**

## PART 1 GENERAL

### 1.1 Related Sections

- .1 Section 01 33 00 – Submittal Procedures
- .2 Section 01 35 43 – Environmental Procedures

### 1.2 References

- .1 Export and Import of Hazardous Waste Regulations (EIHW Regulations), SOR/92637.
- .2 National Fire Code of Canada 1995.
- .3 Transportation of Dangerous Goods Act (TDG Act) 1992, (T19.01).
- .4 Transportation of Dangerous Goods Regulations (TDGR), (SOR/8577, SOR/85585, SOR/85609, SOR/86526).

### 1.3 Definitions

- .1 Dangerous Goods: Product, substance, or organism that specifically listed or meets the hazard criteria established in Transportation of Dangerous Goods Regulations.
- .2 Hazardous Material: Product, substance, or organism that is used for its original purpose; and that is either dangerous goods or a material that may cause adverse impact to the environment or adversely affect health of persons, animals, or plant life when released into the environment.
- .3 Hazardous Waste: Any hazardous material that is no longer used for its original purpose and that is intended for recycling, treatment or disposal.
- .4 Workplace Hazardous Materials Information System (WHMIS): A Canada-wide system designed to give employers and workers information about hazardous materials used in the workplace. Under WHMIS, information on hazardous materials is to be provided on container labels, material safety data sheets (MSDS), and worker education programs. WHMIS is put into effect by a combination of federal and provincial laws.

### 1.4 Submittals

- .1 Submit product data in accordance with Section 01 33 00 – Submittal Procedures.
- .2 Submit to Departmental Representative current Material Safety Data Sheet (MSDS) for each hazardous material required prior to bringing hazardous material on site.
- .3 Submit hazardous materials management plan to Departmental Representative that identifies all hazardous materials, their use, their location, personal protective equipment requirements, and disposal arrangements.

### 1.5 Storage and Handling

- .1 Coordinate storage of hazardous materials with Departmental Representative and abide by internal requirements for labelling and storage of materials and wastes.
- .2 Store and handle hazardous materials and wastes in accordance with applicable federal and provincial laws, regulations, codes, and guidelines.

- 
- .3 Store and handle flammable and combustible materials in accordance with current National Fire Code of Canada requirements.
  - .4 Observe smoking regulations at all times. Smoking is prohibited in any area where hazardous materials are stored, used, or handled.
  - .5 Abide by the following storage requirements for quantities of hazardous materials and wastes in excess of 5 kg for solids, and 5 litres for liquids:
    - .1 Store hazardous materials and wastes in closed and sealed containers that are in good condition.
    - .2 Label containers of hazardous materials and wastes in accordance with WHMIS.
    - .3 Store hazardous materials and wastes in containers compatible with that material or waste.
    - .4 Segregate incompatible materials and wastes.
    - .5 Ensure that different hazardous materials or hazardous wastes are not mixed.
    - .6 Store hazardous materials and wastes in a secure storage area with controlled access.
    - .7 Maintain a clear egress from storage area.
    - .8 Store hazardous materials and wastes in a manner and location that shall prevent them from spilling into the environment.
    - .9 Have appropriate emergency spill response equipment available near the storage area, including personal protective equipment.
    - .10 Maintain an inventory of hazardous materials and wastes, including product name, quantity, and date when storage began.
  - .6 Ensure personnel have been trained in accordance with Workplace Hazardous Materials Information System (WHMIS) requirements.
  - .7 Report spills or accidents immediately to Departmental Representative and the ESO. Submit a written spill report to Departmental Representative within 24 hours of incident.

#### 1.6 Transportation

- .1 Transport hazardous materials and wastes in accordance with federal Transportation of Dangerous Goods Act, Transportation of Dangerous Goods Regulations, and applicable provincial regulations.
- .2 If exporting hazardous waste to another country, ensure compliance with federal Export and Import of Hazardous Waste Regulations.
- .3 If hazardous waste is generated on site:
  - .1 Coordinate transportation and disposal with Departmental Representative.
  - .2 Ensure compliance with applicable provincial laws and regulations for generators of hazardous waste.
  - .3 Use only a licensed carrier authorized by provincial authorities to accept subject material.
  - .4 Prior to shipping material, obtain written notice from intended hazardous waste treatment or disposal facility that it will accept

- 
- material and that it is licensed to accept this material.
- .5 Label containers with legible, visible safety marks as prescribed by federal and provincial regulations.
  - .6 Ensure that only trained personnel handle, offer for transport, or transport dangerous goods.
  - .7 Provide a photocopy of all shipping documents and waste manifests to Departmental Representative.
  - .8 Track receipt of completed manifest from consignee after shipping dangerous goods. Provide a photocopy of completed manifest to Departmental Representative.
  - .9 Report any discharge, emission, or escape of hazardous materials immediately to the Departmental Representative and appropriate provincial authority. Take reasonable measures to control release.

## PART 2 PRODUCTS

### 2.1 Materials

- .1 Only bring on site the quantity of hazardous materials required to perform work.
- .2 Maintain MSDS in proximity to where the materials are being used. Communicate this location to personnel who may have contact with hazardous materials.

## PART 3 EXECUTION

### 3.1 Disposal

- .1 Dispose of hazardous waste materials in accordance with applicable Federal and Provincial acts, regulations and guidelines.
- .2 Recycle hazardous wastes for which there is an approved, cost effective recycling process available.
- .3 Send hazardous wastes only to authorized hazardous waste disposal treatment facilities.
- .4 Burning, diluting, or mixing hazardous wastes for purpose of disposal is prohibited.
- .5 Disposal of hazardous materials in waterways, storm or sanitary sewers, or in municipal solid waste landfills is prohibited.
- .6 Dispose of hazardous wastes in a timely fashion in accordance with applicable provincial regulations.

**END OF SECTION**

## PART 1 - GENERAL

- 1.1 Description .1 The work consists of repairing transverse and longitudinal cracks by cleaning the defect of all rock, dirt, sand or other objectionable material, applying asphalt binder as a tack material, filling with a mixture of asphalt binder and crushed aggregate and compacting the mix.
- 1.2 Related Work .1 Traffic Regulations – Section 01 35 31
- 1.3 Measurement for Payment .1 Measurement will be in “litres of oil used” based on the invoices submitted from the oil supplier. Payment will be made at the unit price bid per litre for “Crack Sealing”. This payment will be full compensation for cleaning the cracks/pothole; disposing of the debris; tacking; providing the crushed aggregate and asphalt binder; producing, hauling, placing and compacting the mix; traffic accommodation and signing; and all labour, materials, equipment, tools and incidentals necessary to complete the work.
- .2 Supply of aggregate will be incidental to the work and no separate payment will be made.

## PART 2 – PRODUCTS

- 2.1 Materials .1 Refer to Alberta Infrastructure and Transportation Specification, Aggregate shall be supplied in accordance with Specification 3.2, Aggregate Production and Stockpiling and Specification 5.2, Supply of Aggregate.

<u>Metric Sieve Size µm</u>	<u>% Passing</u>
12 500	100
10 000	90-100
5 000	20-100
2 500	5-30
1 250	0-10

## PART 3 - EXECUTION

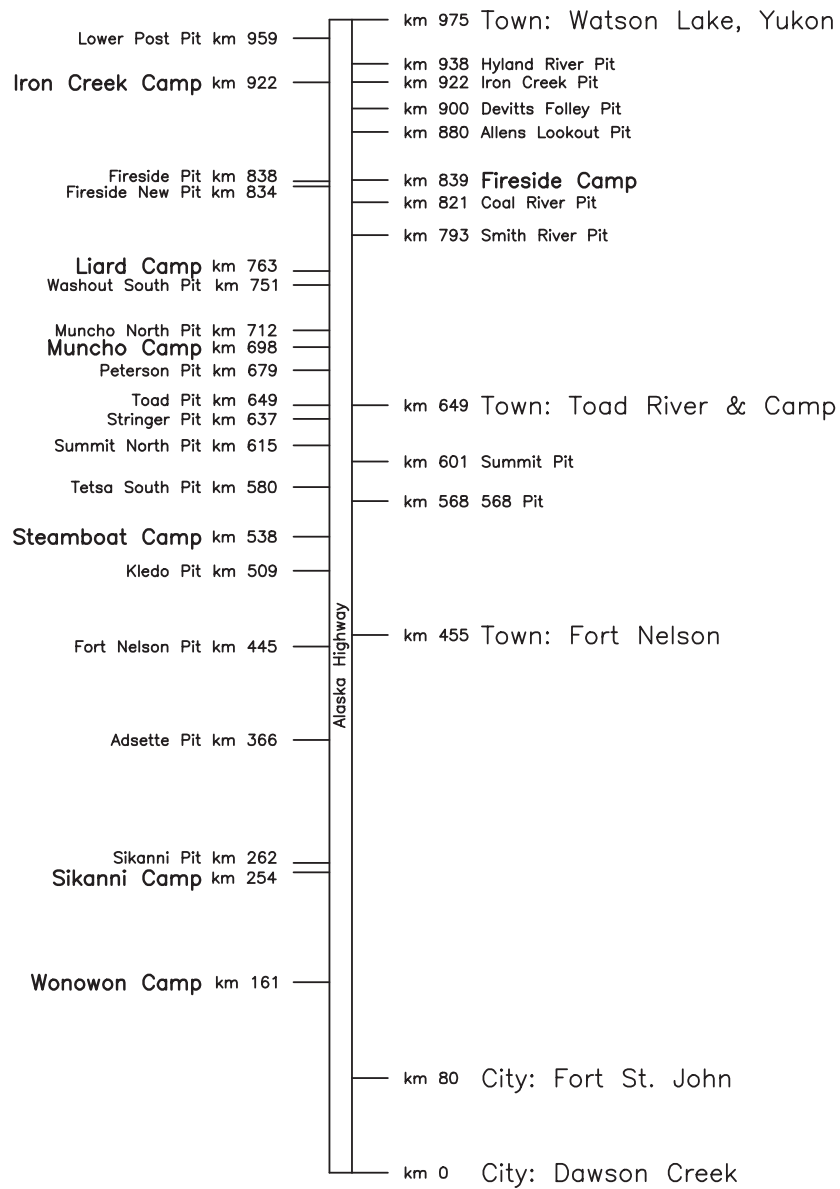
- 3.1 Identification of Work .1 Departmental Representative will identify which cracks are to be patched. Generally, cracks less than 5mm width will not require repair. Potholes or other surface defects that are contiguous with cracks are considered to be ‘crack related’ and are to be repaired by spray patching.
- 3.2 Equipment .1 The Contractor shall supply all equipment necessary to complete the work. The equipment required includes but is not limited to the following:

- A Compressor for high pressure air with a minimum rated capacity of 5.2 cubic metres per minute ( 185 CFM) capable of blowing the crack/pothole clean of all dirt, sand, rock, or other objectionable material.
- A self propelled machine capable of spraying the asphalt into the crack/pothole, and then combing crushed aggregate and asphalt and asphalt and spraying the mixture into the crack/pothole.
- Appropriate compaction equipment.


### 3.3 Operation

- .1 Set up traffic control before commencing work.
- .2 Work shall not be performed when the atmospheric temperature at the work site is below 5°C.
- .3 All objectionable material shall be removed from the open crack/pothole and surrounding area by blowing with high pressure air streams or other means acceptable to the Consultant.
- .4 Cleaned cracks shall be sprayed with the emulsified asphalt, and then sprayed with the combined asphalt and crushed aggregate mixture.
- .5 Some over-spraying of the crack/pothole will be required to ensure a smooth transition between the repaired crack/pothole and the adjacent undisturbed pavement surface.
- .6 The repaired area shall be compacted to ensure adequate embedment of the asphalt aggregate mixture into and over the crack/pothole.
- .7 All loose aggregate and debris shall be swept or removed from the pavement surface and disposed of to the satisfaction of the Departmental Representative. Generally, the debris may be swept evenly over the sideslopes however, in some cases as determined by the Departmental Representative, the Contractor shall pickup, haul and dispose of it in an approved site.
- .8 Remove traffic control at completion of work.

END OF SECTION



Not To Scale

project title		titre du projet		drawing title		titre du dessin						
ALASKA HIGHWAY British Columbia				Line Diagram Pit Locations								
	Public Works and Government Services Canada		Travaux publics et Services gouvernementaux Canada		designed by	concu par	drawn by	dessine par	scale	echelle	date	date
					A.H.G.		A.H.G.		N.T.S.		July 2015	
					approved by		approuve par		project no.		projet no.	
									R.017173.707			
REAL PROPERTY SERVICES Pacific Region				PWGSC Project Manager		Administrateur de Projets TPSGC George Smith		sheet		feuille		R.017173.707-01

## Environmental Protection Plan (EPP) – Checklist

**Note:** This checklist was developed to assist the Contractor in determining and mitigating environmental issues at site. It is considered a generic checklist and it is in the Contractor's best interest to review the PWGSC Environmental Management Plan (EMP) or the Environmental Assessment (EA) as supporting documents in the completion of the site Environmental Protection Plan (EPP).

EPP Framework		Content Requirements	Yes	No	N/A
<b>Project Setting and Site Activities</b>					
<b>Project Description</b>	A brief description of the project and its location is provided.				
<b>Environmental Sensitivities</b>	Sensitive or protected features that could be impacted as a result of the Contractor's activities are described.				
<b>Site Activities</b>	A scope of work and a list of all construction or related activities to be undertaken during the project are provided.				
<b>Project Schedule and Site Drawings</b>					
<b>Project Schedule</b>	A project schedule is provided, including scheduled shut-downs and restricted work periods due to environmental requirements.				
<b>Site Drawing</b>	One or more site drawings(s) are provided, indicating the site location; site set-up and layout; erosion and sediment controls; in-stream work areas; and environmental sensitivities.				
<b>Potential Environmental Impacts and Controls</b>					
<b>Potential Environmental Issues and Impacts</b>	The potential environmental issues and impacts that may result from the construction activities are described. Environmental Reports (Environmental Assessments; Fish Habitat and Compensation etc) will be provided to the contractor especially with respect to any in-stream work procedures that will be required. For example, in-stream works will impact fish and fish habitat in the surrounding ecosystem. It is the Contractor's responsibility to ensure the work is completed in a manner that causes the least impact on the ecosystem (see section on Mitigation).				
<b>Permits, Approvals, and Authorizations</b>	List required permits, approvals and authorizations. As applicable, environmental mitigation measures prescribed by regulatory agencies and included in project permits, approvals and authorizations are described. NOTE: DFO, MOE and NWPAs approvals and authorizations for in-stream works are PWGSC's responsibility however, the Contractor must be aware of the requirements of these approvals/authorizations. Permitting for water withdrawal from the waterbody as part of construction activities is part of the Contractor's responsibility.				
<b>Mitigation Strategies</b>	Procedures, controls or best management practices (BMPs) to prevent or reduce adverse impacts on the environment are provided. All work in BC must adhere to the BC MOE "Standards and Best Practices for Instream Works".				
<b>Erosion and Sediment Control</b>	Erosion and sediment controls are provided, as appropriate for the jurisdiction.				
<b>Waste Management and Hazardous Materials</b>					

<b>Waste Management and Hazardous Materials</b>	Hazardous materials that will be used and/or stored on site are listed. Expected hazardous and non-hazardous waste materials along with proper handling, containment, storage, transportation and disposal methods are listed. As appropriate for the jurisdiction, estimated waste quantities and specific handling procedures are also provided. For example, re-fuelling of equipment will be conducted at least 100m away from any active drainage courses.			
<b>EPP Implementation</b>				
<b>Site Representative</b>	Name(s) and contact details for the person(s) who will be the Contractor's Site Representative(s) are provided.			
<b>Training and Communication</b>	Training and communication details are provided.			
<b>Monitoring and Reporting</b>	Monitoring and inspection procedures, including a schedule of monitoring activities and reporting procedures are provided. For example, this would include downstream monitoring activities for increased siltation during in-stream works.			
<b>Documentation</b>	Information and/or records that will be maintained relating to the EPP and end environmental matters on the project site are described.			
<b>EPP Update</b>	EPP review and update procedures are provided.			
<b>Environmental Emergency Response Procedures</b>				
<b>Environmental Emergency Response Procedures</b>	Potential incidents that may impact the environment are identified, and emergency response procedures to prevent and respond to incidents are provided. An environmental emergency response contact list is also provided.			



## PRELIMINARY HAZARD ASSESSMENT FORM

Project Number:	
Location:	
Date:	
Name of Departmental Representative:	
Name of Client:	
Name of Client Project Co-ordinator	PH: ( )- -

Site Specific Orientation Provided at Project Location Yes ☐ No ☐

Notice of Project Required Yes ☐ No ☐

### NOTE:

PWGSC requires "**A Notice of Project**" for all construction work related activities.

### NOTE:

OHS law is made up of many municipal, provincial, and federal acts, regulations, bylaws and codes. There are also many other pieces of legislation in British Columbia that impose OHS obligations.

*Important Notice: This hazard assessment has been prepared by PWGSC for its own project planning process, and to inform the service provider of actual and potential hazards that may be encountered in performance of the work. PWGSC does not warrant the completeness or adequacy of this hazard assessment for the project and the paramount responsibility for project hazard assessment rests with the service provider.*

TYPES OF HAZARDS TO CONSIDER	Potential Risk for:				COMMENTS
Examples: Chemical, Biological, Natural, Physical, and Ergonomic	PWGSC, OGD's, or tenants		General Public or other contractors		Note: When thinking about this pre-construction hazard assessment, remember a <b>hazard</b> is anything that may cause harm, such as chemicals, electricity, working from heights, etc; the <b>risk</b> is the chance, high or low, that somebody could be harmed by these and other hazards, together with an indication of how serious the harm could be.
Listed below are common construction related hazards. Your project may include pre-existing hazards that are not listed. Contact the Regional Construction Safety Coordinator for assistance should this issue arise.	Yes	No	Yes	No	

Typical Construction Hazards					
Concealed/Buried Services (electrical, gas, water, sewer etc)					
Slip Hazards or Unsound Footing					
Working at Heights					
Working Over or Around Water					
Heavy overhead lifting operations, mobile cranes etc.					
Marine and/or Vehicular Traffic (site vehicles, public vehicles, etc.					



Fire and Explosion Hazards					
High Noise Levels					
Excavations					
Blasting					
Construction Equipment					
Pedestrian Traffic (site personnel, tenants, visitors, public)					
Multiple Employer Worksite					Example : Contractor working in a occupied Federal Employee space.

Electrical Hazards					Comments
Contact With Overhead Wires					
Live Electrical Systems or Equipment					
Other:					
<b>Physical Hazards</b>					
Equipment Slippage Due To Slopes/Ground Conditions					
Earthquake					
Tsunami					
Avalanche					
Forest Fires					
Fire and Explosion Hazards					
Working in Isolation					
Working Alone					
Violence in the Workplace					
High Noise Levels					
Inclement weather					
High Pressure Systems					
Other:					
<b>Hazardous Work Environments</b>					
Confined Spaces / Restricted Spaces					Review and provide confined space assessment(s) from PWGSC or client confined space inventories. Refer to PWGSC Standard on Entry into Confined Spaces. Contact the Regional Construction Safety Coordinator.
Suspended / Mobile Work Platforms					
Other:					
<b>Biological Hazards</b>					
Mould Proliferations					
Accumulation of Bird or Bat Guano					
Bacteria / Legionella in Cooling Towers / Process Water					
Rodent / Insect Infestation					
Poisonous Plants					
Sharp or Potentially Infectious Objects in Wastes					



Wildlife					
<b>Chemical Hazards</b>					
Asbestos Materials on Site					If "yes" a pre-project asbestos survey report is required. Provide Contractor with DP – 057 ELF Form 16 "Contractor Notification and Acknowledgement"
Designated Substance Present					If "yes" a pre-project designated substance survey report is required.
Chemicals Used in work					
Lead in paint					If "yes" a pre-project lead survey report is required.
Mercury in Thermostats or Switches					If "yes" a pre-project mercury survey report is required.
Application of Chemicals or Pesticides					
PCB Liquids in Electrical Equipment					
Radioactive Materials in Equipment					
Other:					
<b>Contaminated Sites Hazards</b>					
Hazardous Waste					
Hydrocarbons					
Metals					
Other:					

<b>Security Hazards</b>					<b>Comments</b>
Risk of Assault					
Other:					
<b>Other Hazards</b>					

<b>Other Compliance and Permit Requirements<sup>1</sup></b>	<b>YES</b>	<b>NO</b>	<b>Notes / Comments<sup>2</sup></b>
Is a Building Permit required?			
Is a Electrical permit required?			
Is a Plumbing Permit required?			
Is a Sewage Permit required?			
Is a Dumping Permit required?			
Is a Hot Work Permit required?			
Is a Permit to Work required?			Mandatory for ALL AFD managed work sites.
Is a Confined Space Entry Permit required?			Mandatory
Is a Confined Space Entry Log required?			Mandatory for all Confined Spaces
Discharge Approval for treated water required?			



**Notes:**

- (1) Does not relieve Service Provider from complying with all applicable federal, provincial, and municipal laws and regulations.
- (2) TBD means To Be Determined by Service Provider.

**Service Provider Acknowledgement: We confirm receipt and review of this Pre-Project Hazard Assessment and acknowledge our responsibility for conducting our own assessment of project hazards, and taking all necessary protective measures (which may exceed those cited herein) for performance of the work.**

**Service Provider Name**

**Signatory for Service Provider**

**Date Signed**

**RETURN EXECUTED DOCUMENT TO PWGSC DEPARTMENTAL REPRESENTATIVE PRIOR TO ANY WORK COMMENCING**