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PUBLIC WORKS AND GOVERNMENT SERVICES CANADA (PWGSC)

REPLACEMENT OF CAULKING / SEALANT LAURENTIAN FORESTRY CENTER

SPECIFICATIONS – ARCHITECTURE CALL FOR TENDER

14-41-B

December 17th 2015

groupe/A

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2015-12-17

December 17th 2015

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ARCHITECTURE — DRAWINGS

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TITLE

3_00_1441B_EL_A01 - Laurentian forestry center - Elevations

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PART 1 GENERALITIES

1.1 WORKS UNDER CONTRACT DOCUMENTS

- .1 Work described in present specifications are related to the sealing and caulking windows and doors of the building facility located at 1055 Peps street, Quebec City, QC G1V 4C7.Described work include, without limitation:
 - .1 Architecture:
 - .1 The work aimed at changing the sealant and caulk to sealed openings.
- .2 The work list is only to inform contracting party and do not replace, by no means, complete architectural and engineered documents.

1.2 WORK SEQUENCE

- .1 Carry out work so that Owner can continuously use existing building during work. Building access, on expansion side only, will not be used during work.
- .2 Coordinate work progress calendar related to occupancy rate by Owner, during renovation work.
- .3 Maintain access for firefighting; also foresee applicable means when fighting fires.

1.3 CONTRACTOR USE OF PREMISES

- .1 Premises use is restricted to necessary zones to perform work, storage and general access in order to allow:
 - .1 Continuous use of existing building by Owner during work;
 - .2 Continuous access to existing building by Owner's employees and employee's vehicles during work;
- .2 Coordinate premises use according to Department Representative directions.
- .3 Remove or modify existing work to prevent any damages to parts of building that must remain in place.
- .4 Repair or replace in accordance to Departmental Representative, parts of existing building in order that they join some parts of existing work that had been modified during construction work.
- .5 When work is completed, existing building must be in equivalent or better condition than it was before the beginning of the work.

1.4 OWNER OCCUPANCY

.1 Owner gets to use the existing building throughout the term of the contract and will continue his day-to day operations during that time.

.2 Cooperate with Owner to schedule work, so that possible conflicts are reduced and facilitate premises use by the latter.

1.5 ALTERATIONS, ADDITIONS AND REPAIRS TO EXISTING BUILDING

.1 Work must be carried out causing the least possible harm to building operations, to Owner's employees and normal use of premises. Take necessary arrangements with Departmental Representative to facilitate work execution.

1.6 EXISTING PUBLIC UTILITIES

- .1 Before interrupting any service facilities, inform Departmental Representative and utility company concerned and obtain all necessary authorizations.
- .2 Where Work involves breaking into or connecting to existing services, give Departmental Representative 48 hours' notice for necessary interruption of mechanical or electrical service throughout course of work. Minimize duration of interruptions. Carry out work at times as directed by Departmental Representative with minimum disturbance to pedestrian vehicular traffic and tenant operations.
- .3 Anticipate, if necessary, alternative routes for staff, pedestrians and vehicles.
- .4 Before beginning work, define the scope of work and location of public utilities that are in work zone and inform Departmental Representative.
- .5 Submit Departmental Representative a calendar related to installation or active works closing for approval, including communication services outage or power supplies. Respect the approved calendar and inform all the parties affected by these.
- .6 Supply required temporary utility services to keep existing systems operating as, for example; the control system access and fire security system, according to Departmental Representative instructions so that be maintained critical systems for the building and its occupants.
- .7 When non-indexed public utilities are discovered, immediately inform Departmental Representative and put it in writing.
- .8 Protect, move or keep in service public utilities that are working. If non-functioning drains are found during work, close them in an authorized manner, by competent authorities.

1.7 REQUIRED DOCUMENTS

- .1 At all time, the following documents must be kept on building site.
 - .1 Contract drawings.
 - .2 Specifications.
 - .3 Addenda.
 - .4 Reviewed Shop Drawings.
 - .5 List of Outstanding Shop Drawings.
 - .6 Change Orders.
 - .7 Other Modifications to Contract.
 - .8 Field Test Reports.
 - .9 Copy of Approved Work Schedule.

- .10 Health and Safety plan and Other Safety related documents.
- .11 Other documents as specified.

1.8 WORK DEADLINE

.1 All work must be completed within 90 days from reception of notice of acceptance of Offer.

1.9 ACTION TO END OF PAYMENT

- .1 Given the estimated duration of the work, a single payment will be made and it will be made upon invoicing following the provisional approval of the work.
- .2 The successful balance and deficiencies will be paid when the latter have been corrected to the satisfaction of the Departmental Representative.
- .3 Given the sometimes early or late winter conditions, the contractor shall provide, in its proposal, a daily rate for work in winter conditions. This rate will include all the measures and costs required to carry out work in these conditions.
- .4 The price is firm and all inclusive, including without limitation all of the expertise, supervision, materials, equipment, travel expenses and subsistence and other items and necessary expenses the execution of works. The price shall also include, without limitation, all measures and costs required for carrying out the work in winter conditions.

PART 2 PRODUCTS

2.1 NOT USED

.1 Not used.

PART 3 EXECUTION

3.1 NOT USED

.1 Not used.

1.1 ADMINISTRATIVE

- .1 Submit to Departmental Representative submittals listed for review. Submit promptly and in orderly sequence to not cause delay in Work. Failure to submit in ample time is not considered sufficient reason for extension of Contract Time and no claim for extension by reason of such default will be allowed.
- .2 Do not proceed with Work affected by submittal 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 co-ordinated with requirements of Work and Contract Documents. Submittals not stamped, signed, dated and identified as to specific project will be returned without being examined and 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 co-ordinated.
- .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.

1.2 SHOP 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 Submit shop drawings bearing stamp and signature of qualified professional engineer registered or licensed in Province of Québec, Canada.
- .3 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 co-ordinated, regardless of Section under which adjacent items will be supplied and installed. Indicate cross references to design drawings and specifications.
- .4 Allow 10 days for Departmental Representative's review of each submission.

- .5 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.
- .6 Make changes in shop drawings as Departmental Representative may require, consistent with Contract Documents. When resubmitting, notify Departmental Representative in writing of revisions other than those requested.
- .7 Accompany submissions with transmittal letter, in duplicate, 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.
- .8 Submissions 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 Layout, showing dimensions, including identified field dimensions, and clearances.
 - .3 Setting or erection details.
 - .4 Capacities.
 - .5 Performance characteristics.
 - .6 Standards.
 - .7 Operating weight.
 - .8 Wiring diagrams.
 - .9 Single line and schematic diagrams.
 - .10 Relationship to adjacent work.
- .9 After Departmental Representative's review, distribute copies.
- .10 Submit 6 prints of shop drawings for each requirement requested in specification Sections and as Departmental Representative may reasonably request.
- .11 Submit 6 copies of product data sheets or brochures for requirements requested in specification Sections and as requested by Departmental Representative where shop drawings will not be prepared due to standardized manufacture of product.
- .12 Submit 6 copies of test reports for requirements requested in specification Sections and as requested by Departmental Representative.

- .1 Report signed by authorized official of testing laboratory that material, product or system identical to material, product or system to be provided has been tested in accord with specified requirements.
- .2 Testing must have been within 3 years of date of contract award for project.
- .13 Submit 6 copies of certificates for requirements requested in specification Sections and as requested by Departmental Representative.
 - .1 Statements printed on manufacturer's letterhead and signed by responsible officials of manufacturer of product, system or material attesting that product, system or material meets specification requirements.
 - .2 Certificates must be dated after award of project contract complete with project name.
- .14 Submit 6 copies of manufacturers instructions for requirements requested in specification Sections and as requested by Departmental Representative.
 - .1 Pre-printed material describing installation of product, system or material, including special notices and Material Safety Data Sheets concerning impedances, hazards and safety precautions.
- .15 Submit 6 copies of Manufacturer's Field Reports for requirements requested in specification Sections and as requested by Departmental Representative.
 - .1 Documentation of the testing and verification actions taken by manufacturer's representative to confirm compliance with manufacturer's standards or instructions.
- .16 Submit 6 copies of Operation and Maintenance Data for requirements requested in specification Sections and as requested by Departmental Representative.
- .17 Delete information not applicable to project.
- .18 Supplement standard information to provide details applicable to project.
- .19 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.
- .20 The review of shop drawings by Departmental Representative is for sole purpose of ascertaining conformance with general concept.
 - .1 This review shall not mean that Departmental Representative 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 requirements of construction and Contract Documents.
 - .2 Without restricting generality of foregoing, Contractor is responsible for dimensions to be confirmed and correlated at job site, for information that pertains solely to fabrication processes or to techniques of construction and installation and for co-ordination of Work of sub-trades.

1.3 SAMPLES

- .1 Submit for review samples in duplicate as requested in respective specification Sections. Label samples with origin and intended use.
- .2 Deliver samples prepaid to Departmental Representative's business address.

- .3 Notify Departmental Representative in writing, at time of submission of deviations in samples from requirements of Contract Documents.
- .4 Where colour, pattern or texture is criterion, submit full range of samples.
- .5 Adjustments made on samples 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.
- .6 Make changes in samples which Departmental Representative may require, consistent with Contract Documents.
- .7 Reviewed and accepted samples will become standard of workmanship and material against which installed Work will be verified.

1.4 MOCK-UPS

.1 Erect mock-ups in accordance with 01 45 00 - Quality Control.

1.5 PROGRESS PHOTOGRAPHS

.1 Submit progress photographs showing progress of Works at different stages of construction implementation, according to Departmental Representative requirements.

1.6 CERTIFICATES AND TRANSCRIPTS

.1 Immediately after notice of acceptance of Offer, submit documents required by the "Commission de la santé et de la sécurité du travail".

PART 2 PRODUCTS

2.1 NOT USED

.1 Not Used.

PART 3 EXECUTION

3.1 NOT USED

.1 Not Used.

1.1 SECTION INCLUDES

.1 Contractor shall manage his operations so that safety and security of the public and of site workers always take precedence over cost and scheduling considerations.

1.2 **REFERENCES**

- .1 Canada Labour Code Part II, Canadian Occupational Safety and Health Regulations.
- .2 Canadian Standards Association (CSA)
- .3 Workplace Hazardous Materials Information System (WHMIS)
 - .1 Material Safety Data Sheet (MSDS)
- .4 Act Respecting Occupational Health and Safety, R.S.Q. Chapter S-2.1[2002].
- .5 Construction Safety Code, S-2.1, r.6 [2001].

1.3 SUBMITTALS

- .1 Submit the documents required according to section 01 33 00 Documents and samples to be submitted.
- .2 Submit to Departmental Representative, the CSST the site-specific safety program, as outlined in 1.8 at least 10 days prior to start of work. The Contractor must review his program during the course of the project if any change occurs in work methods or site conditions. The Departmental Representative may, after receiving the program or at any time during the project, ask the Contractor to update or modify the program in order to better reflect the reality of the construction site and activities. The Contractor must make the required changes before work begins.
- .3 Submit to Departmental Representative the site inspection sheet, duly completed, at the intervals indicated in 1.12.1.
- .4 Submit to Departmental Representative within 24 hours a copy of any inspection report, correction notice or recommendation issued by federal or provincial inspectors.
- .5 Submit to Departmental Representative within 24 hours an investigation report for any accident involving injury and any incident exposing a potential hazard.
- .6 Submit to Departmental Representative all safety data sheets for hazardous material to be used at the site at least three days before they are to be used.
- .7 Submit to Departmental Representative copies of all training certificates required for application of the safety program, in particular:
 - .1 General construction site safety and health courses;
 - .2 Safety officer attestations;
 - .3 First aid in the workplace and cardiopulmonary resuscitation;
 - .4 Work likely to release asbestos dust;

- .5 Work in confined spaces;
- .6 Lockout procedures;
- .7 Wearing and fitting of individual protective gear;
- .8 Forklift truck safe operation;
- .9 Positioning platform safe operation;
- .10 Any other requirement of Regulations of the safety program.
- .8 Medical examinations: Wherever legislation, regulations, directives, specification or a safety program require medical examinations, Contractor must:
 - .1 Prior to start-up, submit to Departmental Representative certificates of medical examination for all concerned supervisory staff and employees who will be on duty when the site opens.
 - .2 Thereafter, submit without delay certificates of medical examination for any newly hired concerned personnel as and when they start work at the site.
- .9 Emergency plan: The emergency plan, as defined in 1.8.3, shall be submitted to Departmental Representative at the same time as the site-specific safety program.
- .10 Notice of site opening : Notice of site opening shall be submitted to the Commission *de la santé et de la sécurité du travail* before work begins . A copy of such notice shall be submitted to Departmental Representative at the same time and another posted in full view at the site. During demobilization, a notice of site closing shall be submitted to the CSST, with copy to Departmental Representative.
- .11 Plans and certificates of compliance : Submit to the CSST and to Departmental Representative a copy signed and sealed by engineer of all plans and certificates of compliance required pursuant to the Construction Safety Code (S-2.1, r. 6), or by any other legislation or regulation or by any other clause in the specifications or in this contract. Copies of these documents must be on hand at the site at all times.
- .12 Certificate of compliance delivered by the CSST: The certificate of compliance is a document delivered by the CSST confirming that the contractor is in rule with the CSST, i.e. that he had pay out all the benefits concerning this contract. This document must be delivered to Departmental Representative at the end of the work.

1.4 HAZARDS ASSESSMENT

- .1 The contractor must identify all hazards inherent in each task to be carried out at the site.
- .2 The contractor must plan and organize work so as to eliminate hazards at source or promote mutual protection so that reliance on individual protective gear can be kept to a minimum. Where individual protection against falling is required, workers shall use safety harness that meets standard Can CSA- Z-259.10 M90. Safety belts shall not be used as protection against falling.
- .3 Equipment, tools and protective gear which cannot be installed, fitted or used without compromising the health or safety of workers or the public shall be deemed inadequate for the work to be executed.
- .4 All mechanical equipment shall be inspected before delivery to the site. Before using any mechanical equipment, submit to Departmental Representative a certificate of compliance signed by a qualified mechanic. Whenever he suspects a defect or accident risk, Departmental Representative may at any time order the immediate shut-down of equipment and require a new inspection by a specialist of his own choosing.

.5 For use of equipment for lifting persons or materials, ensure that the inspections required by the standards are met and be able to provide a copy of certificates of inspection upon request of Departmental Representative.

1.5 MEETINGS

- .1 Contractor decisional representative must attend any meetings at which site safety and health issues are to be discussed
- .2 Set up a site safety committee, and convene meetings every in accordance with the Construction Safety Code (S-2.1, r.6).

1.6 LEGAL AND REGULATORY REQUIREMENTS

- .1 Comply with all legislation, regulations and standards applicable to the site and its related activities.
- .2 Comply with specified standards and regulations to ensure safe operations at site containing hazardous or toxic materials.
- .3 Regardless of the publication date shown in the construction safety code, always use the most recent version.

1.7 SITE-SPECIFIC CONDITIONS

- .1 At the site, the contactor must take account of the following specific conditions:
 - .1 Movements of vehicles and Owner staff must be maintained, to and from the existing service building that is located next to building site area, during work.

1.8 SAFETY AND HEALTH MANAGEMENT

- .1 Acknowledge and assume all the tasks and obligations which customarily devolve upon a principal Contractor under the terms of the Act Respecting Occupational Health and Safety (R.S.Q., chapter S-2.1) and the Construction Safety Code (S-2.1, r.6).
- .2 Develop a site-specific safety program based on the hazards identified and apply it from the start of project work until close-out is completed. The safety program must take account of all information appearing in 1.7 and must be submitted to all parties concerned, in accordance with the provisions set forth in 1.2. At a minimum, the site-specific safety program must include :
 - .1 Company safety and health policy.
 - .2 A description of the work, total costs, schedule and projected workforce curve.
 - .3 Flow chart of safety and health responsibility.
 - .4 The physical and material layout of the site.
 - .5 First-aid and first-line treatment standards.
 - .6 Identification of site-specific hazards.
 - .7 Risk assessment for the tasks to be carried out, including preventive measures and the procedures for applying them.
 - .8 Training requirements.
 - .9 Procedures in case of accident/injury
 - .10 Written commitment from all parties to comply with the prevention program.

- .11 A site inspection schedule based on the preventive measures.
- .3 The contractor must draw up an effective emergency plan based on the characteristics and constraints of the site and its surroundings. Submit the emergency plan to all parties concerned, pursuant to the provisions of 1.2.The emergency plan must include:
 - .1 Evacuation procedure;
 - .2 Identification of resources (police, firefighters, ambulance services, etc.);
 - .3 Identification of persons in charge at the site;
 - .4 Identification of those with first-aid training;
 - .5 Training required for those responsible for applying the plan;
 - .6 Any other information needed, in the light of the site characteristics.

1.9 **RESPONSIBILITIES**

- .1 No matter the size of the construction site or how many workers are present at the workplace, designate a competent person to supervise and take responsibility for health and safety. Take all necessary measures to ensure the health and safety of persons and property at or in the immediate vicinity of the site and likely to be affected by any of the work.
- .2 Take all necessary measures to ensure application of and compliance with the safety and health requirements of the contract documents, applicable federal and provincial regulations and standards as well as the site-specific safety program, complying without delay with any order or correction notice issued by the Commission de la santé et de la sécurité du travail.
- .3 Take all necessary measures to keep the site clean and in good order throughout the course of the work

1.10 COMMUNICATIONS AND POSTING

- .1 Make all necessary arrangements to ensure effective communication of safety and health information at the site. As they arrive on site, all workers must be informed of their rights and obligations pertaining to the site specific safety program. The Contractor must insist on their right to refuse to perform work which they feel may threaten their own health, safety or physical integrity or that of other persons at the site. The Contractor must keep and update a written record of all information transmitted with signatures of all affected workers.
- .2 The following information and documents must be posted in a location readily accessible to all workers:
 - .1 Notice of site opening;
 - .2 Identification of principal Contractor;
 - .3 Company OSH policy;
 - .4 Site-specific safety program;
 - .5 Emergency plan;
 - .6 Data sheets for all hazardous material used at the site;
 - .7 Minutes of site committee meetings;
 - .8 Names of site committee representatives;
 - .9 Names of those with first-aid training;
 - .10 Action reports and correction notices issued by the CSST.

1.11 UNFORESEEN CIRCUMSTANCES

.1 Whenever a source of danger not defined in the specifications or identified in the preliminary site inspection arises as a result of or in the course of the work, immediately suspend work, take appropriate temporary measures to protect the workers and the public and notify Departmental Representative, both verbally and in writing. Then the Contractor must modify or update the site specific safety program in order to resume work in safe conditions.

1.12 INSPECTION OF SITE AND CORRECTION OF HAZARDOUS SITUATIONS

- .1 Inspect the work site and complete the site inspection sheet at least once a week.
- .2 Immediately take all necessary measures to correct any lapses from legislative or regulatory requirements and any hazards identified by a government inspector, by the Departmental Representative, by the site safety and health coordinator or during routine inspections.
- .3 Submit to Departmental Representative written confirmation of all measures taken to correct lapses and hazardous situations.
- .4 Give the safety officer or, where there is no safety officer, the person assigned to safety and health responsibilities, full authority to order interruption and resuming of work as and when deemed necessary or desirable in the interests of safety and health. This person should always act so that the safety and health of the public and site workers and environmental protection take precedence over cost and scheduling considerations.
- .5 Without limiting the scope of sections 1.8 and 1.9, Departmental Representative may order cessation of work if, in his/her view, there is any hazard or threat to the safety or health of site personnel or the public or to the environment.

1.13 BLASTING

.1 Blasting and other use of explosives are forbidden.

1.14 POWDER ACTUATED DEVICES

- .1 Use of power hammers and other explosive-actuated devices must be authorized by Departmental Representative.
- .2 Any person using a power hammer shall hold a training certificate and meet all requirements of Section 7 of the Construction Safety Code (S-2.1, r. 6).
- .3 Any other explosive-actuated device shall be used in accordance with the manufacturer's directions and applicable standards and regulations

1.1 INSPECTION

- .1 Allow Departmental Representative access to Work. If part of Work is in preparation at locations other than Place of Work, allow access to such Work whenever it is in progress.
- .2 Give timely notice requesting inspection if Work is designated for special tests, inspections or approvals by Departmental Representative instructions, or law of Place of Work.
- .3 If Contractor covers or permits to be covered Work that has been designated for special tests, inspections or approvals before such is made, uncover such Work, have inspections or tests satisfactorily completed and make good such Work.
- .4 Departmental Representative will order part of Work to be examined if Work is suspected to be not in accordance with Contract Documents. If, upon examination such work is found not in accordance with Contract Documents, correct such Work and pay cost of examination and correction. If such Work is found in accordance with Contract Documents, Departmental Representative shall pay cost of examination and replacement.

1.2 INDEPENDENT INSPECTION AGENCIES

- .1 Independent Inspection/Testing Agencies will be engaged by Departmental Representative for purpose of inspecting and/or testing portions of Work. Cost of such services will be borne by Departmental Representative.
- .2 Provide equipment required for executing inspection and testing by appointed agencies.
- .3 Employment of inspection/testing agencies does not relax responsibility to perform Work in accordance with Contract Documents.
- .4 If defects are revealed during inspection and/or testing, appointed agency will request additional inspection and/or testing to ascertain full degree of defect. Correct defect and irregularities as advised by Departmental Representative at no cost to Departmental Representative. Pay costs for retesting and reinspection.

1.3 ACCESS TO WORK

- .1 Allow inspection/testing agencies access to Work, off site manufacturing and fabrication plants.
- .2 Co-operate to provide reasonable facilities for such access.

1.4 **PROCEDURES**

- .1 Notify appropriate agency and Departmental Representative in advance of requirement for tests, in order that attendance arrangements can be made.
- .2 Submit samples and/or materials required for testing, as specifically requested in specifications. Submit with reasonable promptness and in orderly sequence to not cause delays in Work.

.3 Provide labour and facilities to obtain and handle samples and materials on site. Provide sufficient space to store and cure test samples.

1.5 REJECTED WORK

- .1 Remove defective Work, whether result of poor workmanship, use of defective products or damage and whether incorporated in Work or not, which has been rejected by Departmental Representative as failing to conform to Contract Documents. Replace or re-execute in accordance with Contract Documents.
- .2 Make good other Contractor's work damaged by such removals or replacements promptly.
- .3 If in opinion of Departmental Representative it is not expedient to correct defective Work or Work not performed in accordance with Contract Documents, Owner will deduct from Contract Price difference in value between Work performed and that called for by Contract Documents, amount of which will be determined by Departmental Representative.

1.6 **REPORTS**

- .1 Submit four (4) copies of inspection and test reports to Departmental Representative.
- .2 Provide copies to subcontractor of work being inspected or tested, to manufacturer, fabricator of material being inspected or tested.

1.7 TESTS AND MIX DESIGNS

- .1 Furnish test results and mix designs as requested.
- .2 Cost of tests and mix designs beyond those called for in Contract Documents or beyond those required by law of Place of Work will be appraised by Departmental Representative and may be authorized as recoverable.

1.8 MOCK-UPS

- .1 Prepare mock-ups for Work specifically requested in specifications. Include for Work of Sections required to provide mock-ups.
- .2 Construct in locations acceptable to Departmental Representative as specified in specific Section.
- .3 Prepare mock-ups for Departmental Representative review with reasonable promptness and in orderly sequence, to not cause delays in Work.
- .4 Failure to prepare mock-ups in ample time is not considered sufficient reason for extension of Contract Time and no claim for extension by reason of such default will be allowed.
- .5 If requested, Departmental Representative will assist in preparing schedule fixing dates for preparation.
- .6 Remove mock-up at conclusion of Work or when acceptable to Departmental Representative.
- .7 Mock-ups may remain as part of Work once they have been accepted by Departmental Representative.

.8 Specification section identifies whether mock-up may remain as part of Work or if it is to be removed and when.

1.9 MILL TESTS

.1 Submit mill test certificates as required by specification Sections.

1.10 EQUIPMENT AND SYSTEMS

.1 Submit adjustment and balancing reports for mechanical, electrical and building equipment systems.

PART 2 PRODUCTS

2.1 NOT USED

.1 Not Used.

PART 3 EXECUTION

3.1 NOT USED

.1 Not Used.

1.1 SUBMITTALS

.1 Provide submittals in accordance with Section 01 33 00 - Submittal Procedures.

1.2 INSTALLATION AND REMOVAL

- .1 Provide temporary utilities controls in order to execute work expeditiously.
- .2 Remove from site all such work after use.

1.3 WATER SUPPLY

- .1 Departmental Representative will provide continuous supply of potable water for construction use.
- .2 Arrange for connection with appropriate utility company and pay costs for installation, maintenance and removal.

1.4 TEMPORARY HEATING AND VENTILATION

- .1 Provide temporary heating required during construction period, including attendance, maintenance and fuel.
- .2 Construction heaters used inside building must be vented to outside or be non-flameless type. Solid fuel salamanders are not permitted.
- .3 Provide temporary heat and ventilation in enclosed areas as required to:
 - .1 Facilitate progress of Work.
 - .2 Protect Work and products against dampness and cold.
 - .3 Prevent moisture condensation on surfaces.
 - .4 Provide ambient temperatures and humidity levels for storage, installation and curing of materials.
 - .5 Provide adequate ventilation to meet health regulations for safe working environment.
- .4 Maintain temperatures of minimum 10 degrees C in areas where construction is in progress.
- .5 Ventilating:
 - .1 Prevent accumulations of dust, fumes, mists, vapours or gases in areas occupied during construction.
 - .2 Provide local exhaust ventilation to prevent harmful accumulation of hazardous substances into atmosphere of occupied areas.
 - .3 Dispose of exhaust materials in manner that will not result in harmful exposure to persons.
 - .4 Ventilate storage spaces containing hazardous or volatile materials.
 - .5 Ventilate temporary sanitary facilities.

- .6 Continue operation of ventilation and exhaust system for time after cessation of work process to assure removal of harmful contaminants.
- .6 Permanent heating system of building, to be used when available. Be responsible for damage to heating system if use is permitted.
- .7 On completion of Work for which permanent heating system is used, replace filters.
- .8 Ensure Date of Substantial Performance and Warranties for heating system do not commence until entire system is in as near original condition as possible and is certified by Departmental Representative.
- .9 Pay costs for maintaining temporary heat, when permanent heating system is not in working order.
- .10 Maintain strict supervision of operation of temporary heating and ventilating equipment to:
 - .1 Conform with applicable codes and standards.
 - .2 Enforce safe practices.
 - .3 Prevent abuse of services.
 - .4 Prevent damage to finishes.
 - .5 Vent direct-fired combustion units to outside.
- .11 Be responsible for damage to Work due to failure in providing adequate heat and protection during construction.

1.5 TEMPORARY POWER AND LIGHT

- .1 Departmental Representative will pay for temporary electric power during construction for temporary lighting and operating of power tools, within limits of allowable circuits in existing mechanical room electric panels, without exceeding maximum capacity of existing installations.
- .2 Arrange for connection with appropriate utility company. Pay costs for installation, maintenance and removal.
- .3 Temporary power for electric cranes and other equipment requiring in excess of above is responsibility of Contractor.
- .4 Provide and maintain temporary lighting throughout project. Ensure level of illumination on all floors and stairs is not less than 162 lux.
- .5 Electrical power and lighting systems installed under this Contract may be used for construction requirements only with prior approval of Departmental Representative provided that guarantees are not affected. Repair any damage to lighting and electrical system caused by use under this Contract.

1.6 FIRE PROTECTION

- .1 Provide and maintain temporary fire protection equipment during performance of Work required by insurance companies having jurisdiction and governing codes, regulations and laws.
- .2 Burning rubbish and construction waste materials is not permitted on site.

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PART 2 PRODUCTS

2.1 NOT USED

.1 Not Used.

PART 3 EXECUTION

.1 Not Used.

1.1 **REFERENCES**

- .1 Canadian General Standards Board (CGSB)
 - .1 CAN/CGSB 1.189-00, Exterior Alkyd Primer for Wood.
 - .2 CGSB 1.59-97, Alkyd Exterior Gloss Enamel.
- .2 Canadian Standards Association (CSA International)
 - .1 CSA-A23.1/A23.2-04, Concrete Materials and Methods of Concrete Construction/Methods of Test and Standard Practices for Concrete.
 - .2 CSA-0121-M1978(R2003), Douglas Fir Plywood.
 - .3 CAN/CSA-S269.2-M1987(R2003), Access Scaffolding for Construction Purposes.
 - .4 CAN/CSA-Z321-96(R2001), Signs and Symbols for the Occupational Environment.
- .3 U.S. Environmental Protection Agency (EPA) / Office of Water
 - .1 EPA 832R92005, Storm Water Management for Construction Activities: Developing Pollution Prevention Plans and Best Management Practices.

1.2 SUBMITTALS

.1 Provide submittals in accordance with Section 01 33 00 - Submittal Procedures.

1.3 INSTALLATION AND REMOVAL

- .1 Prepare site plan indicating proposed location and dimensions of area to be fenced and used by Contractor, number of trailers to be used, avenues of ingress/egress to fenced area and details of fence installation.
- .2 Identify areas which have to be gravelled to prevent tracking of mud.
- .3 Indicate use of supplemental or other staging area.
- .4 Provide construction facilities in order to execute work expeditiously.
- .5 Remove from site all such work after use.

1.4 SCAFFOLDING

- .1 Scaffolding to be in accordance with CAN/CSA-S269.2.
- .2 Provide and maintain scaffolding, ramps, ladders, swing, staging platforms, temporary stairs and other means.

1.5 SITE STORAGE/LOADING

.1 Confine work and operations of employees by Contract Documents. Do not unreasonably encumber premises with products.

.2 Do not load or permit to load any part of Work with weight or force that will endanger Work.

1.6 CONSTRUCTION PARKING

- .1 Parking will be allowed on site provided that it does not disrupt work performance or circulation of vehicles and operation of existing building.
- .2 Provide and maintain adequate access to project site.
- .3 Clean runway lanes where used by Contractor's equipment.

1.7 SECURITY

.1 Provide and pay for responsible security personnel to guard site and contents of site after working hours and during holidays.

1.8 OFFICES

- .1 Contractor must provide and install, where allowed by Departmental Representative, a construction trailer with construction site office facility.
- .2 Provide marked and fully stocked first-aid case in a readily available location.

1.9 EQUIPMENT, TOOL AND MATERIALS STORAGE

.1 Contractor will be allowed to install a container or construction trailer to store materials and tools where approved by Departmental Representative.

1.10 SANITARY FACILITIES

.1 Contractor must provide and maintain restroom facilities in sufficient number for construction site personnel needs, during whole building activities.

1.11 CONSTRUCTION SIGNAGE

- .1 No other signs or advertisements, other than warning signs, are permitted on site. Contractor must submit to Departmental Representative location of signs before proceeding to installation of the signs.
- .2 Signs and notices for safety and instruction in both official languages Graphic symbols to CAN/CSA-Z321.
- .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.

1.12 PROTECTION AND MAINTENANCE OF TRAFFIC

- .1 Provide access and temporary relocated roads as necessary to maintain traffic.
- .2 Maintain and protect traffic on affected roads during construction period except as otherwise specifically directed by Departmental Representative.
- .3 Make sure that incoming and outgoing Contractor's equipment, rolling stock and delivery trucks for works harm the least possible normal traffic flow.

- .4 Verify adequacy of existing roads and allowable load limit on these roads. Contractor will be responsible for repair of damages to roads caused by construction operations.
- .5 Provide necessary lighting, signs, barricades, and distinctive markings for safe movement of traffic.
- .6 Dust control: adequate to ensure safe operation at all times.
- .7 Location, grade, width, and alignment of construction and hauling roads: subject to approval by Departmental Representative.
- .8 Remove, upon completion of work, haul roads designated by Departmental Representative.

1.13 CLEAN-UP

- .1 Remove construction debris, waste materials, packaging material from work site daily.
- .2 Clean dirt or mud tracked onto paved or surfaced roadways.
- .3 Store materials resulting from demolition activities that are salvageable.
- .4 Do not stack or store new or salvaged material in construction facilities.

PART 2 PRODUCTS

2.1 NOT USED

.1 Not Used.

PART 3 EXECUTION

.1 Not Used.

1.1 RELATED SECTIONS

.1 Section 01 52 00 – Construction Facilities.

1.2 **REFERENCES**

- .1 Canadian General Standards Board (CGSB)
 - .1 CGSB 1.59-97, Alkyd Exterior Gloss Enamel.
 - .2 CAN/CGSB 1.189-00, Exterior Alkyd Primer for Wood.
- .2 Canadian Standards Association (CSA International)
 - .1 CSA-O121-M1978(R2003), Douglas Fir Plywood.

1.3 INSTALLATION AND REMOVAL

- .1 Provide temporary controls in order to execute Work expeditiously.
- .2 Remove from site all such work after use.

1.4 WEATHER ENCLOSURES

- .1 Provide weather tight closures to unfinished door and window openings, tops of shafts and other openings in floors and roofs.
- .2 Close off floor areas where walls are not finished; seal off other openings; enclose building interior work for temporary heat.
- .3 Design enclosures to withstand wind pressure and snow loading.

1.5 DUST TIGHT SCREENS

- .1 Provide dust tight screens partitions to localize dust generating activities, and for protection of workers, finished areas of Work and public.
- .2 Maintain and relocate protection until such work is complete.

1.6 ACCESS TO SITE

.1 Provide and maintain access roads, sidewalk crossings, ramps and construction runways as may be required for access to Work.

1.7 FIRE ROUTES

.1 Maintain access to property including overhead clearances for use by emergency response vehicles.

1.8 PROTECTION FOR OFF-SITE AND PUBLIC PROPERTY

.1 Protect surrounding private and public property from damage during performance of Work.

.2 Be responsible for damage incurred.

1.9 **PROTECTION OF BUILDING FINISHES**

- .1 Provide protection for finished and partially finished building finishes and equipment during performance of Work.
- .2 Provide necessary screens, covers, and hoardings.
- .3 Confirm with Departmental Representative locations and installation schedule 3 days prior to installation.
- .4 Be responsible for damage incurred due to lack of or improper protection.

1.10 WASTE MANAGEMENT AND DISPOSAL

.1 Separate waste materials for reuse and recycling in accordance with Section 01 74 21 -Construction/Demolition Waste Management And Disposal.

PART 2 PRODUCTS

2.1 NOT USED

.1 Not Used.

PART 3 EXECUTION

3.1 NOT USED

.1 Not Used.

1.1 **REFERENCES**

- .1 Within text of each specifications section, reference may be made to reference standards.
- .2 If there is question as to whether products or systems are in conformance with applicable standards, Departmental Representative reserves right to have such products or systems tested to prove or disprove conformance.
- .3 Cost for such testing will be born by Departmental Representative in event of conformance with Contract Documents or by Contractor in event of non-conformance.

1.2 QUALITY

- .1 Products, materials, equipment and articles incorporated in Work shall be new, not damaged or defective, and of best quality for purpose intended. If requested, furnish evidence as to type, source and quality of products provided.
- .2 Procurement policy is to acquire, in cost effective manner, items containing highest percentage of recycled and recovered materials practicable consistent with maintaining satisfactory levels of competition. Make reasonable efforts to use recycled and recovered materials and in otherwise utilizing recycled and recovered materials in execution of work.
- .3 Defective products, whenever identified prior to completion of Work, will be rejected, regardless of previous inspections. Inspection does not relieve responsibility, but is precaution against oversight or error. Remove and replace defective products at own expense and be responsible for delays and expenses caused by rejection.
- .4 Should disputes arise as to quality or fitness of products, decision rests strictly with Departmental Representative based upon requirements of Contract Documents.
- .5 Unless otherwise indicated in specifications, maintain uniformity of manufacture for any particular or like item throughout building.
- .6 Permanent labels, trademarks and nameplates on products are not acceptable in prominent locations.

1.3 AVAILABILITY

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

1.4 STORAGE, HANDLING AND PROTECTION

- .1 Handle and store products in manner to prevent damage, adulteration, deterioration and soiling and in accordance with manufacturer's instructions when applicable.
- .2 Store packaged or bundled products in original and undamaged condition with manufacturer's seal and labels intact. Do not remove from packaging or bundling until required in Work.
- .3 Store products subject to damage from weather in weatherproof enclosures.
- .4 Store cementitious products clear of earth or concrete floors, and away from walls.
- .5 Keep sand, when used for grout or mortar materials, clean and dry. Store sand on wooden platforms and cover with waterproof tarpaulins during inclement weather.
- .6 Store sheet materials, lumber on flat, solid supports and keep clear of ground. Slope to shed moisture.
- .7 Store and mix paints in heated and ventilated room. Remove oily rags and other combustible debris from site daily. Take every precaution necessary to prevent spontaneous combustion.
- .8 Remove and replace damaged products at own expense and to satisfaction of Departmental Representative.
- .9 Touch-up damaged factory finished surfaces to Departmental Representative's satisfaction. Use touch-up materials to match original. Do not paint over name plates.

1.5 TRANSPORTATION

.1 Pay costs of transportation of products required in performance of Work.

1.6 MANUFACTURER'S INSTRUCTIONS

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

1.7 QUALITY OF WORK

- .1 Ensure Quality of Work is of highest standard, executed by workers experienced and skilled in respective duties for which they are employed. Immediately notify Departmental Representative if required Work is such as to make it impractical to produce required results.
- .2 Do not employ anyone unskilled in their required duties. Departmental Representative reserves right to require dismissal from site, workers deemed incompetent or careless.

.3 Decisions as to standard or fitness of Quality of Work in cases of dispute rest solely with Departmental Representative, whose decision is final.

1.8 CO-ORDINATION

- .1 Ensure co-operation of workers in laying out Work. Maintain efficient and continuous supervision.
- .2 Be responsible for coordination and placement of openings, sleeves and accessories.

1.9 CONCEALMENT

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

1.10 REMEDIAL WORK

- .1 Perform remedial work required to repair or replace parts or portions of Work identified as defective or unacceptable. Co-ordinate adjacent affected Work as required.
- .2 Perform remedial work by specialists familiar with materials affected. Perform in a manner to neither damage nor put at risk any portion of Work.

1.11 LOCATION OF FIXTURES

- .1 Consider location of fixtures, outlets, and mechanical and electrical items indicated as approximate.
- .2 Inform Departmental Representative of conflicting installation. Install as directed.

1.12 FASTENINGS

- .1 Provide metal fastenings and accessories in same texture, colour and finish as adjacent materials, unless indicated otherwise.
- .2 Prevent electrolytic action between dissimilar metals and materials.
- .3 Use non-corrosive hot dip galvanized steel fasteners and anchors for securing exterior work, unless stainless steel or other material is specifically requested in affected specification Section.
- .4 Space anchors within individual load limit or shear capacity and ensure they provide positive permanent anchorage. Wood, or any other organic material plugs are not acceptable.
- .5 Keep exposed fastenings to a minimum, space evenly and install neatly.
- .6 Fastenings which cause spalling or cracking of material to which anchorage is made are not acceptable.

1.13 FASTENINGS - EQUIPMENT

- .1 Use fastenings of standard commercial sizes and patterns with material and finish suitable for service.
- .2 Use heavy hexagon heads, semi-finished unless otherwise specified. Use No. 304 stainless steel for exterior areas.
- .3 Bolts may not project more than one diameter beyond nuts.
- .4 Use plain type washers on equipment, sheet metal and soft gasket lock type washers where vibrations occur. Use resilient washers with stainless steel.

1.14 EXISTING UTILITIES

- .1 When breaking into or connecting to existing services or utilities, execute Work at times directed by local governing authorities, with minimum of disturbance to Work, and/or building occupants and traffic in the vicinity of Work.
- .2 Protect, relocate or maintain existing active services. When services are encountered, cap off in manner approved by authority having jurisdiction. Stake and record location of capped service.

PART 2 PRODUCTS

2.1 NOT USED

.1 Not Used.

PART 3 EXECUTION

3.1 NOT USED

.1 Not Used.

1.1 RELATED SECTIONS

.1 Section 01 74 21 – Construction/Demolition Waste Management and Disposal.

1.2 **PROJECT CLEANLINESS**

- .1 Maintain Work in tidy condition, free from accumulation of waste products and debris.
- .2 Remove waste materials from site at daily regularly scheduled times or dispose of as directed by Departmental Representative. Do not burn waste materials on site.
- .3 Clear snow and ice from access to building, bank/pile snow in designated areas only. Remove from site.
- .4 Make arrangements with and obtain permits from authorities having jurisdiction for disposal of waste and debris.
- .5 Provide on-site containers for collection of waste materials and debris.
- .6 Provide and use marked separate bins for recycling. Refer to Section 01 74 21 Construction/Demolition Waste Management and Disposal.
- .7 Dispose of waste materials and debris off site.
- .8 Clean interior areas prior to start of finishing work, and maintain areas free of dust and other contaminants during finishing operations.
- .9 Store volatile waste in covered metal containers, and remove from premises at end of each working day.
- .10 Provide adequate ventilation during use of volatile or noxious substances. Use of building ventilation systems is not permitted for this purpose.
- .11 Use only cleaning materials recommended by manufacturer of surface to be cleaned, and as recommended by cleaning material manufacturer.
- .12 Schedule cleaning operations so that resulting dust, debris and other contaminants will not fall on wet, newly painted surfaces nor contaminate building systems.

1.3 FINAL CLEANING

- .1 When Work is Substantially Performed remove surplus products, tools, construction machinery and equipment not required for performance of remaining Work.
- .2 Prior to final review remove surplus products, tools, construction machinery and equipment.
- .3 Remove waste products and debris including that caused by Owner or other Contractors and leave Work clean and suitable for occupancy.
- .4 Remove waste materials from site at regularly scheduled times or dispose of as directed by Departmental Representative. Do not burn waste materials on site.

- .5 Make arrangements with and obtain permits from authorities having jurisdiction for disposal of waste and debris.
- .6 Clean and polish glass, mirrors, hardware, wall tile, stainless steel, chrome, porcelain enamel, baked enamel, plastic laminate, and mechanical and electrical fixtures. Replace broken, scratched or disfigured glass.
- .7 Remove stains, spots, marks and dirt from decorative work, electrical and mechanical fixtures, furniture fitments, walls, and floors.
- .8 Clean lighting reflectors, lenses, and other lighting surfaces.
- .9 Vacuum clean and dust building interiors, behind grilles, louvres and screens.
- .10 Clean floor finishes, as recommended by manufacturer.
- .11 Inspect finishes, fitments and equipment and ensure specified workmanship and operation.
- .12 Broom clean and wash exterior walks, steps and surfaces; rake clean other surfaces of grounds.
- .13 Remove dirt and other disfiguration from exterior surfaces.
- .14 Sweep and wash clean paved areas.
- .15 Clean equipment and fixtures to sanitary condition; clean or replace filters of mechanical equipment.
- .16 Remove snow and ice from access to building.

1.4 WASTE MANAGEMENT AND DISPOSAL

.1 Separate waste materials for reuse and recycling in accordance with Section 01 74 21 -Construction/Demolition Waste Management And Disposal.

PART 2 PRODUCTS

2.1 NOT USED

.1 Not Used.

PART 3 EXECUTION

3.1 NOT USED

.1 Not Used.

1.1 WASTE MANAGEMENT GOALS

- .1 Prior to start of Work conduct meeting with Departmental Representative to review and discuss PWGSC's Waste Management Plan and Goals.
- .2 PWGSC's Waste Management Goal 75 percent of total Project Waste to be diverted from landfill sites. Provide Departmental Representative documentation certifying that waste management, recycling, reuse of recyclable and reusable materials have been extensively practiced.
- .3 Accomplish maximum control of solid construction waste.
- .4 Preserve environment and prevent pollution and environment damage.

1.2 **DEFINITIONS**

- .1 Class III: non-hazardous waste construction renovation and demolition waste.
- .2 Cost/Revenue Analysis Workplan (CRAW): based on information from WRW, and intended as financial tracking tool for determining economic status of waste management practices.
- .3 Demolition Waste Audit (DWA): relates to actual waste generated from project.
- .4 Inert Fill: inert waste exclusively asphalt and concrete.
- .5 Materials Source Separation Program (MSSP): consists of series of ongoing activities to separate reusable and recyclable waste material into material categories from other types of waste at point of generation.
- .6 Recyclable: ability of product or material to be recovered at end of its life cycle and re-manufactured into new product for reuse.
- .7 Recycle: process by which waste and recyclable materials are transformed or collected for purpose of being transferred into new products.
- .8 Recycling: process of sorting, cleansing, treating and reconstituting solid waste and other discarded materials for purpose of using in altered form. Recycling does not include burning, incinerating, or thermally destroying waste.
- .9 Reuse: repeated use of product in same form but not necessarily for same purpose. Reuse includes:
 - .1 Salvaging reusable materials from re-modelling projects, before demolition stage, for resale, reuse on current project or for storage for use on future projects.
 - .2 Returning reusable items including pallets or unused products to vendors.
- .10 Salvage: removal of structural and non-structural materials from deconstruction/disassembly projects for purpose of reuse or recycling.
- .11 Separate Condition: refers to waste sorted into individual types.

- .12 Source Separation: acts of keeping different types of waste materials separate beginning from first time they became waste.
- .13 Waste Management Co-ordinator (WMC) : contractor representative responsible for supervising waste management activities as well as coordinating related, required submittal and reporting requirements.

1.3 DOCUMENTS

- .1 Maintain at job site, one copy of following documents:
 - .1 Material Source Separation Plan.

1.4 WASTE PROCESSING SITES

.1 Contractor must get information about waste materials processing plan.

1.5 STORAGE, HANDLING AND PROTECTION

- .1 Store, materials to be reused, recycled and salvaged in locations as directed by Departmental Representative.
- .2 Unless specified otherwise, materials for removal become Contractor's property.
- .3 Protect, stockpile, store and catalogue salvaged items.
- .4 Separate non-salvageable materials from salvaged items. Transport and deliver non-salvageable items to licensed disposal facility.
- .5 Protect structural components not removed for demolition from movement or damage.
- .6 Support affected structures. If safety of building is endangered, cease operations and immediately notify Departmental Representative.
- .7 Protect surface drainage, mechanical and electrical works from damage and blockage.
- .8 Separate and store materials produced during dismantling of structures in designated areas.
- .9 Prevent contamination of materials to be salvaged and recycled and handle materials in accordance with requirements for acceptance by designated facilities.
 - .1 On-site source separation is recommended.
 - .2 Remove co-mingled materials to off-site processing facility for separation.
 - .3 Provide waybills for separated materials.

1.6 DISPOSAL OF WASTES

- .1 Do not bury rubbish or waste materials.
- .2 Do not dispose of waste, volatile materials, mineral spirits, oil, paint thinner into waterways, storm, or sanitary sewers.
- .3 Keep records of construction waste including:
 - .1 Number and size of bins.
 - .2 Waste type of each bin.

- .3 Total tonnage generated.
- .4 Tonnage reused or recycled.
- .5 Reused or recycled waste destination.
- .4 Remove materials from deconstruction as deconstruction/disassembly Work progresses.
- .5 Prepare project summary to verify destination and quantities on a material-by-material basis as identified in pre-demolition material audit.

1.7 USE OF SITE AND FACILITIES

- .1 Execute work with least possible interference or disturbance to normal use of premises.
- .2 Maintain security measures established by existing facility. Provide temporary security measures approved by Departmental Representative.

1.8 SCHEDULING

.1 Co-ordinate Work with other activities at site to ensure timely and orderly progress of Work.

PART 2 PRODUCTS

2.1 NOT USED

.1 Not Used.

PART 3 EXECUTION

3.1 APPLICATION

.1 Handle waste materials not reused, salvaged, or recycled in accordance with appropriate regulations and codes.

3.2 CLEANING

- .1 Remove tools and waste materials on completion of Work, and leave work area in clean and orderly condition.
- .2 Clean-up work area as work progresses.
- .3 Source separate materials to be reused/recycled into specified sort areas.

3.3 DIVERSION OF MATERIALS

- .1 Separate materials from general waste stream and stockpile in separate piles or containers, as reviewed by Departmental Representative, and consistent with applicable fire regulations.
 - .1 Mark containers or stockpile areas.
 - .2 Provide instruction on disposal practices.
- .2 On-site sale of recovered waste materials is not permitted.

1.1 RELATED SECTIONS

- .1 Section 01 33 00- Submittal procedures.
- .2 Section 01 45 00- Quality control.

1.2 SUBMITTALS

- .1 Submittals: in accordance with Section 01 33 00 Submittal Procedures.
- .2 Prepare instructions and data using personnel experienced in maintenance and operation of described products.
- .3 Copy will be returned after final inspection with Departmental Representative's comments.
- .4 Revise content of documents as required prior to final submittal.
- .5 Two 2 weeks prior to Substantial Performance of the Work, submit to the Departmental Representative, four 4 final copies of operating and maintenance manuals in English and French.
- .6 Ensure spare parts, maintenance materials and special tools provided are new, undamaged or defective, and of same quality and manufacture as products provided in Work.
- .7 Furnish evidence, if requested, for type, source and quality of products provided.
- .8 Defective products will be rejected, regardless of previous inspections. Replace products at own expense.
- .9 Pay costs of transportation.

1.3 FORMAT

- .1 Organize data as instructional manual.
- .2 Binders: vinyl, hard covered, 3 'D' ring, loose leaf 219 x 279 mm with spine and face pockets.
- .3 When multiple binders are used correlate data into related consistent groupings. Identify contents of each binder on spine.
- .4 Cover: identify each binder with type or printed title 'Project Record Documents'; list title of project and identify subject matter of contents.
- .5 Arrange content by systems, process flow, under Section numbers and sequence of Table of Contents.
- .6 Provide tabbed fly leaf for each separate product and system, with typed description of product and major component parts of equipment.
- .7 Text: manufacturer's printed data, or typewritten data.

.8 Drawings: provide with reinforced punched binder tab. Bind in with text; fold larger drawings to size of text pages.

1.4 CONTENTS - EACH VOLUME

- .1 Table of Contents: provide title of project;
 - .1 Date of submission;
 - .2 Names, addresses, and telephone numbers of Consultant and Contractor with name of responsible parties.
 - .3 Schedule of products and systems, indexed to content of volume.
- .2 For each product or system:
 - .1 List names, addresses and telephone numbers of subcontractors and suppliers, including local source of supplies and replacement parts.
- .3 Product Data: mark each sheet to identify specific products and component parts, and data applicable to installation; delete inapplicable information.
- .4 Drawings: supplement product data to illustrate relations of component parts of equipment and systems, to show control and flow diagrams.
- .5 Typewritten Text: as required to supplement product data. Provide logical sequence of instructions for each procedure, incorporating manufacturer's instructions specified in Section 01 45 00 Quality Control.

1.5 AS-BUILTS AND SAMPLES

- .1 Maintain, in addition to requirements in General Conditions, at site for Departmental Representative one record copy of:
 - .1 Contract Drawings.
 - .2 Specifications.
 - .3 Addenda.
 - .4 Change Orders and other modifications to Contract.
 - .5 Reviewed shop drawings, product data, and samples.
 - .6 Field test records.
 - .7 Inspection certificates.
 - .8 Manufacturer's certificates.
- .2 Store record documents and samples in field office apart from documents used for construction. Provide files, racks, and secure storage.
- .3 Label record documents and file in accordance with Section number listings in List of Contents of this Project Manual. Label each document "PROJECT RECORD" in neat, large, printed letters.
- .4 Maintain record documents in clean, dry and legible condition. Do not use record documents for construction purposes.
- .5 Keep record documents and samples available for inspection by Departmental Representative.

1.6 RECORDING ACTUAL SITE CONDITIONS

- .1 Record information on set of black line opaque drawings, and in copy of Project Manual, provided by Departmental Representative.
- .2 Provide felt tip marking pens, maintaining separate colours for each major system, for recording information.
- .3 Record information concurrently with construction progress. Do not conceal Work until required information is recorded.
- .4 Contract Drawings and shop drawings: mark each item to record actual construction, including:
 - .1 Measured depths of elements of foundation in relation to finish first floor datum.
 - .2 Measured horizontal and vertical locations of underground utilities and appurtenances, referenced to permanent surface improvements.
 - .3 Measured locations of internal utilities and appurtenances, referenced to visible and accessible features of construction.
 - .4 Field changes of dimension and detail.
 - .5 Changes made by change orders.
 - .6 Details not on original Contract Drawings.
 - .7 References to related shop drawings and modifications.
- .5 Specifications: mark each item to record actual construction, including:
 - .1 Manufacturer, trade name, and catalogue number of each product actually installed, particularly optional items and substitute items.
 - .2 Changes made by Addenda and change orders.
- .6 Other Documents: maintain manufacturer's certifications, inspection certifications, field test records, required by individual specifications sections.

1.7 EQUIPMENT AND SYSTEMS

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

- .8 Include sequence of operation by controls manufacturer.
- .9 Provide original manufacturer's parts list, illustrations, assembly drawings, and diagrams required for maintenance.
- .10 Provide installed control diagrams by controls manufacturer.
- .11 Provide Contractor's co-ordination drawings, with installed colour coded piping diagrams.
- .12 Provide charts of valve tag numbers, with location and function of each valve, keyed to flow and control diagrams.
- .13 Provide list of original manufacturer's spare parts, current prices, and recommended quantities to be maintained in storage.
- .14 Include test and balancing reports as specified in Section 01 45 00 Quality Control.
- .15 Additional requirements: as specified in individual specification sections.

1.8 MATERIALS AND FINISHES

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

1.9 SPARE PARTS

- .1 Provide spare parts, in quantities specified in individual specification sections.
- .2 Provide items of same manufacture and quality as items in Work.
- .3 Deliver to site location as directed; place and store.
- .4 Receive and catalogue items. Submit inventory listing to Departmental Representative. Include approved listings in Maintenance Manual.
- .5 Obtain receipt for delivered products and submit prior to final payment.

1.10 MAINTENANCE MATERIALS

- .1 Provide maintenance and extra materials, in quantities specified in individual specification sections.
- .2 Provide items of same manufacture and quality as items in Work.
- .3 Deliver to site location as directed; place and store.

- .4 Receive and catalogue items. Submit inventory listing to Departmental Representative. Include approved listings in Maintenance Manual.
- .5 Obtain receipt for delivered products and submit prior to final payment.

1.11 SPECIAL TOOLS

- .1 Provide special tools, in quantities specified in individual specification section.
- .2 Provide items with tags identifying their associated function and equipment.
- .3 Deliver to site location as directed; place and store.
- .4 Receive and catalogue items. Submit inventory listing to Departmental Representative. Include approved listings in Maintenance Manual.

1.12 STORAGE, HANDLING AND PROTECTION

- .1 Store spare parts, maintenance materials, and special tools in manner to prevent damage or deterioration.
- .2 Store in original and undamaged condition with manufacturer's seal and labels intact.
- .3 Store components subject to damage from weather in weatherproof enclosures.
- .4 Store paints and freezable materials in a heated and ventilated room.
- .5 Remove and replace damaged products at own expense and to satisfaction of Departmental Representative.

1.13 WARRANTY TAGS

- .1 Tag, at time of installation, each warranted item. Provide durable, oil and water resistant tag approved by Departmental Representative.
- .2 Attach tags with copper wire and spray with waterproof silicone coating.
- .3 Leave date of acceptance until project is accepted for occupancy.
- .4 Indicate following information on tag:
 - .1 Type of product/material.
 - .2 Model number.
 - .3 Serial number.
 - .4 Contract number.
 - .5 Warranty period.
 - .6 Inspector's signature.
 - .7 Construction Contractor.

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PART 2 PRODUCTS

2.1 NOT USED

.1 Not Used.

PART 3 EXECUTION

3.1 NOT USED

.1 Not Used.

1.1 **REFERENCES**

- .1 Canadian Standards Association (CSA International)
 - .1 CSA S350-[M1980(R2003)], Code of Practice for Safety in Demolition of Structures.

1.2 SUBMITTALS

- .1 Submit shop drawings in accordance with Sections 01 33 00 Submittal Procedures.
- .2 Before proceeding with demolition of load bearing walls or of other walls and where required by authority having jurisdiction submit for review by Departmental Representative shoring and underpinning drawings prepared by qualified professional engineer registered or licensed in the Province of Quebec, showing proposed method.
- .3 Prior to beginning of Work on site submit detailed Waste Reduction Workplan.
 - .1 Descriptions of and anticipated quantities in percentages of materials to be salvaged reused, recycled and landfilled.
 - .2 Schedule of selective demolition.
 - .3 Number and location of dumpsters.
 - .4 Anticipated frequency of tippage.
 - .5 Name and address of haulers and waste facilities.

1.3 WASTE MANAGEMENT AND DISPOSAL

.1 Separate waste materials for reuse and recycling.

1.4 SITE CONDITIONS

- .1 Review "Designated Substance Report" and take precautions to protect environment.
- .2 Should material resembling spray or trowel-applied asbestos or other designated substance listed as hazardous be encountered, stop work, take preventative measures, and notify Departmental Representative immediately.
 - .1 Do not proceed until written instructions have been received from Departmental Representative.
- .3 Notify Departmental Representative before disrupting building access or services.

PART 2 PRODUCTS

2.1 NOT USED

.1 Not used.

PART 3 EXECUTION

3.1 **PREPARATION**

- .1 Inspect building with Departmental Representative and verify extent and location of items designated for removal, disposal, alternative disposal, recycling, salvage and items to remain.
- .2 Locate and protect utilities. Preserve active utilities traversing site in operating condition.
- .3 Notify and obtain approval of utility companies before starting demolition.
- .4 Disconnect, cap, plug or divert, as required, existing public utilities within the property where they interfere with the execution of the work, in conformity with the requirements of the authorities having jurisdiction. Mark the location of these and previously capped or plugged services on the site and indicate location (horizontal and vertical) on the record drawings. Support, shore up and maintain pipes and conduits encountered.
 - .1 Immediately notify Departmental Representative and utility company concerned in case of damage to any utility or service, designated to remain in place.
 - .2 Immediately notify Departmental Representative should uncharted utility or service be encountered, and await instruction in writing regarding remedial action.

3.2 **PROTECTION**

- .1 Prevent movement, settlement, or damage to adjacent structures, utilities, landscaping features and parts of building to remain in place. Provide bracing and shoring required.
- .2 Keep noise, dust, and inconvenience to occupants to minimum.
- .3 Protect building systems, services and equipment.
- .4 Provide temporary dust screens, covers, railings, supports and other protection as required.
- .5 Do Work in accordance with applicable Health and Safety Requirements.

3.3 SALVAGE

- .1 Refer to demolition drawings and specifications for items to be salvaged for reuse.
- .2 Remove items to be reused, store as directed by Departmental Representative, and re-install under appropriate section of specification.

3.4 SITE REMOVALS

- .1 Remove items as indicated.
- .2 Removal of Pavements, Curbs and Gutters:
 - .1 Square up adjacent surfaces to remain in place by saw cutting or other method approved by Departmental Representative.
 - .2 Protect adjacent joints and load transfer devices.
 - .3 Protect underlying and adjacent granular materials.

3.5 **DEMOLITION**

- .1 Remove parts of existing building to permit new construction. Sort materials into appropriate piles for reuse and recycling.
- .2 Trim edges of partially demolished building elements to tolerances as defined by Departmental Representative to suit future use.

3.6 DISPOSAL

.1 Dispose of removed materials, to appropriate recycling facilities except where specified otherwise, in accordance with authority having jurisdiction.

PART 1 GENERALITIES

1.1 RELATED SECTIONS

- .1 Section 01 33 00 Submittal Procedures.
- .2 Section 01 61 00 General Product Requirements
- .3 Section 07 62 00 Sheet metal flashing and trim.

1.2 REFERENCES

- .1 American Society for Testing and Materials International, (ASTM)
 - .1 ASTM C510 Standard Test Method for Standins and Color Change of Single- or Multicomponent Joint Sealants.
 - .2 ASTM C719-14 Standard Test Method for Adhesion and Cohesion of Elastomeric Joint Sealants Under Cyclic Movement (Hockman Cycle).
 - .3 ASTM C794 Standard Test Method for Adhesion-in-Peel of Elastomeric Joint Sealants.
 - .4 ASTM C834 Standard Specification for Latex Sealants.
 - .5 ASTM C920 Standard Specification for Elastomeric Joint Sealants.
 - .6 ASTM C1193 Standard Guide for Use of Joint Sealants.
 - .7 ASTM C1248 Standard Test Method for Staining of Porous Substrate by Joint Sealants.
 - .8 ASTM C1311 Standard Specification for Solvent Release Sealants.
 - .9 ASTM D 2203 Standard Test Method for Staining for Sealants.
- .2 Canadian General Standards Board (CGSB)
 - .1 CAN/CGSB-19.13-M87, Sealing Compound, One Component, Elastomeric, Chemical Curing.
- .3 Health Canada/Workplace Hazardous Materials Information System (WHMIS)
 - .1 Material Safety Data Sheets (MSDS).
- .4 Transport Canada (TC)
 - .1 Transportation of Dangerous Goods Act, 1992 (TDGA).

1.3 SUBMITTALS

- .1 Submit product data in accordance with Section 01 33 00 Submittal Procedures.
- .2 Manufacturer's product to describe.
 - .1 Caulking compound.
 - .2 Primers.
 - .3 Backup materials.
 - .4 Sealing compound, each type, including compatibility when different sealants are in contact with each other.
- .3 Submit samples in accordance with Section 01 33 00 Submittal Procedures.

- .4 Submit duplicate samples of each type of material and colour.
- .5 Cured samples of exposed sealants for each color where required to match adjacent material.
- .6 Submit manufacturer's instructions in accordance with Section 01 33 00 Submittal Procedures.
 - .1 Instructions to include installation instructions for each product used.

1.4 DELIVERY, STORAGE, AND HANDLING

- .1 Deliver, handle, store and protect materials in accordance with Section 01 61 00 Common Product Requirements.
- .2 Deliver and store materials in original wrappings and containers with manufacturer's seals and labels, intact. Protect from freezing, moisture, water and contact with ground or floor.

1.5 WASTE MANAGEMENT AND DISPOSAL

- .1 Separate waste materials for reuse and recycling.
- .2 Remove from site and dispose of packaging materials at appropriate recycling facilities.
- .3 Collect and separate for disposal paper, plastic, polystyrene and corrugated cardboard packaging material for recycling in accordance with Waste Management Plan.
- .4 Place materials defined as hazardous or toxic in designated containers.
- .5 Handle and dispose of hazardous materials in accordance with the CEPA, TDGA, Regional and Municipal regulations.
- .6 Unused sealant material must not be disposed of into sewer system, into streams, lakes, onto ground or in other location where it will pose health or environmental hazard.
- .7 Divert unused joint sealing material from landfill to official hazardous material collections site approved by Departemental representative.
- .8 Empty plastic joint sealer containers are not recyclable. Do not dispose of empty containers with plastic materials destined for recycling.
- .9 Fold up metal banding, flatten, and place in designated area for recycling.

1.6 **PROJECT CONDITIONS**

- .1 Environnemental Limitations:
 - .1 When the ambient temperature and the substrate temperature lie outside the limits set by the manufacturer of the goods or when less than 4.4 degrees Celsius. For low temperature applications, be sure to observe the following conditions:
 - .1 Warm the sealant 24 hours before use.
 - .2 Remove all traces of dew, frost or ice substrates with an approved solvent such as MEK, toluene or xylene.

- .3 Heat the joint surfaces before preparing surfaces described in .2
- .2 When joint substrates are wet.
- .2 Joint-Width Conditions:
 - .1 Do not proceed with installation of joint sealants where joint widths are less than those allowed by joint sealant manufacturer for applications indicated.
- .3 Joint-Substrate Conditions:
 - .1 Do not proceed with installation of joint sealants until contaminants capable of interfering with adhesion are removed from joint substrates.

1.7 ENVIRONMENTAL REQUIREMENTS

- .1 Comply with requirements of Workplace Hazardous Materials Information System (WHMIS) regarding use, handling, storage, and disposal of hazardous materials; and regarding labelling and provision of Material Safety Data Sheets (MSDS) acceptable to Labour Canada.
- .2 Conform to manufacturer's recommended temperatures, relative humidity, and substrate moisture content for application and curing of sealants including special conditions governing use.
- .3 Engineer will arrange for ventilation system to be operated on maximum outdoor air and exhaust during installation of caulking and sealants. On request, ventilate area of work as directed by Departmental Representative by use of approved portable supply and exhaust fans.

1.8 ACCEPTABLE MATERIALS AND PRODUCTS

.1 When materials and products are prescribed by their commercial names, refer to Bidders Instructions for appropriate method to submit a demand for an equivalent product.

1.9 ACCREDITATION

.1 Specialist contractor replacement building sealant should be officially recognized as entrepreneurs authorized by the manufacturer of waterproofing materials.

PART 2 PRODUCTS

2.1 SEALANT MATERIALS

- .1 Do not use caulking that emits strong odours, contains toxic chemicals or is not certified as mould resistant in air handling units.
- .2 When low toxicity caulks are not possible, confine usage to areas which offgas to exterior, are contained behind air barriers, or are applied several months before occupancy to maximize offgas time.
- .3 Where sealants are qualified with primers, use only these primers.

2.2 SEALANT MATERIAL DESIGNATIONS

.1 Primer: as recommended by manufacturer of sealant material.

- .2 Back-up materials. Compatible with primer and sealant material and oversized up to 30% @ 50%.
 - .1 Compressible closed-cell polyethylene or polyolefin. As SofRod Tremco or approved equivalent. Backup materials must be compatible with the type of sealant and approved by the manufacturer of sealant.
- .3 Bond Breaker Tape.
 - .1 Polyethylene bond breaker tape which will not bond to sealant.
- .4 Sealant material designations: all products must be approved by CGSB ratification commission. When product has been tested for approval with a specific primer, only this primer must be use.

Sealant, type 1: Sealant type 1: Meets CAN / CGSB- 19.13 -M, last revision, sealant to a component, silicone. Color as the existing.

- .1 Sealant silicone high strength component.
- .2 Hardness (ASTM C661): 15.
- .3 Tensile strength (ASTM D412) : 1.38MPa
- .4 Colour change : No visible change.
- .5 Movement capability (ASTM C719): ± 100%
- .6 Tear Strength (ASTM D624) : 0.7kN / m
- .7 Surface drying time (24 °) (ASTM C679) : 30-60min
- .8 Reference Product: Spectrem 1 Tremco or approved equivalent.

2.3 SEALANT SELECTION

- .1 Apply sealant according to following instructions, and as indicated on drawings. Refer to related sections for sealants installed by these sections. Apply sealant to other locations as indicated thereafter if not specified in other sections.
- .2 Type 1 sealant: for exterior use, in metal works. Section 07 62 00 Sheet metal flashing and trim use this type of sealant.

2.4 JOINT CLEANER

- .1 Non-corrosive and non-staining type, compatible with joint forming materials and sealant recommended by sealant manufacturer.
- .2 Primer: as recommended by manufacturer.

PART 3 EXECUTION

3.1 **PROTECTION**

.1 Protect installed Work of other trades from staining or contamination.

3.2 SURFACE PREPARATION

- .1 Examine joint sizes and conditions to establish correct depth to width relationship for installation of backup materials and sealants.
- .2 Clean bonding joint surfaces of harmful matter substances including dust, rust, oil grease, and other matter which may impair Work.
- .3 Do not apply sealants to joint surfaces treated with sealer, curing compound, water repellent, or other coatings unless tests have been performed to ensure compatibility of materials. Remove coatings as required.
- .4 Ensure joint surfaces are dry and frost free.
- .5 Prepare surfaces in accordance with manufacturer's directions.

3.3 PRIMING

- .1 Where necessary to prevent staining, mask adjacent surfaces prior to priming and caulking.
- .2 Prime sides of joints in accordance with sealant manufacturer's instructions immediately prior to caulking.

3.4 BACKUP MATERIAL

- .1 Apply bond breaker tape where required to manufacturer's instructions.
- .2 Install joint filler to achieve correct joint depth and shape, with approximately 30% compression.

3.5 MIXING

.1 Mix materials in strict accordance with sealant manufacturer's instructions.

3.6 APPLICATION

- .1 Sealant.
 - .1 Apply sealant in accordance with manufacturer's written instructions.
 - .2 Mask edges of joint where irregular surface or sensitive joint border exists to provide neat joint.
 - .3 Apply sealant in continuous beads.
 - .4 Apply sealant using gun with proper size nozzle.
 - .5 Use sufficient pressure to fill voids and joints solid.
 - .6 Form surface of sealant with full bead, smooth, free from ridges, wrinkles, sags, air pockets, embedded impurities.
 - .7 Tool exposed surfaces before skinning begins to give slightly concave shape.
 - .8 Remove excess compound promptly as work progresses and upon completion.
- .2 Curing.
 - .1 Cure sealants in accordance with sealant manufacturer's instructions.
 - .2 Do not cover up sealants until proper curing has taken place.

.3 Clean up.

- .1 Clean adjacent surfaces immediately and leave Work neat and clean.
- .2 Remove excess and droppings, using recommended cleaners as work progresses.
- .3 Remove masking tape after initial set of sealant.

