

**Part 1 General**

**1.1 WORK COVERED BY CONTRACT DOCUMENTS**

- .1 The work covered under this project consists of the furnishing of all plant, labour, equipment and material for an extension to the existing Alma Wharf, Albert County, New Brunswick, in strict accordance with specifications and accompanying drawings and subject to all terms and condition of contract.
- .2 Mobilization and Demobilization of all equipment necessary to make work progress for the entire contract.
- .3 Only items in the Unit Price Table will be measured for payment. All other work necessary to complete the Contract will be considered incidental to the project and will not be measured separately for payment.

**1.2 DESCRIPTION OF WORK**

- .1 The work will consist of but will not necessarily be limited to the following:
  - .1 Installation of the new steel sheet pile wharf extension complete with walers, tie rods, etc.
  - .2 Backfilling of the steel sheet pile structure as indicated.
  - .3 Removal of items as indicated from the end of the existing wharf as indicated.
  - .4 Partial demolition of the deck of the existing wharf as required to accommodate the new structure and electrical services as indicated.
  - .5 Construction of new cast-in-place concrete wharf deck, piers and power center.
  - .6 New wharf components and electrical services, etc.
  - .7 All other work as required to complete the entire project as specified and detailed in the contract documents.

**1.3 PERMIT CERTIFICATES AND FEES**

- .1 Contractor is responsible to obtain Quarry permit, and provide Notices to Mariners for the commencement of the project.
- .2 Obtain and pay for all permits and certificates, licenses as required by Municipal, Provincial, Federal and other Authorities.
- .3 Provide appropriate notifications of project to municipal and provincial inspection authorities.
- .4 Submit to Departmental Representative, copy of application submissions and approval documents received for above referenced authorities.
- .5 Submit to Departmental Representative, copy of quarry permit, if applicable, prior to start of quarry operations.
- .6 Comply with all requirements, recommendations and advise by all regulatory authorities unless otherwise agreed in writing by Departmental Representative. Make requests for such deviations to these requirements sufficiently in advance to related work.

#### **1.4 INSPECTION OF SITES**

- .1 All bidders, before submitting their bid, are required to inspect and examine the site and its surroundings and satisfy themselves as to the form and nature of the work and materials necessary for the completion of the works, the means of access to the site, severity, exposure and uncertainty of weather, soil conditions, any accommodations they may require, and in general shall themselves obtain all necessary information as to risks, contingencies and other circumstances which may influence or affect their bid. No allowance shall be made subsequently in this connection on account of error or negligence to properly observe and determine the conditions that will apply.
- .2 Contractors, bidders or those they invite to site are to review specification Section 01 35 29 - Health and Safety Requirements before visiting site. Take all appropriate safety measures for any visit to site, either before or after acceptance of bid.

#### **1.5 EXISTING SUB-SURFACE CONDITIONS**

- .1 Information pertaining to the existing sub-surface conditions may be available by contacting the Departmental Representative.
- .2 Contractors are cautioned that any previous investigations that may be available for review, were intended to provide general site information only. Any interpolation and/or assumptions made relative to any previous investigations is the Contractor's responsibility.

#### **1.6 CODES AND STANDARDS**

- .1 Perform work in accordance with the latest edition of the National Building Code of Canada, FCC Standard 373 - Standard for Piers and Wharves (<http://www.hrsdc.gc.ca/en/lp/lo/fp/standards/373.shtml>), and any other code of provincial or local application including all amendments up to project bid closing date provided that in any case of conflict or discrepancy, the more stringent requirements shall apply.
- .2 Materials and workmanship must meet or exceed requirements of specified standards, codes and referenced documents.

#### **1.7 LAYOUT OF WORK**

- .1 Set grades and layout work in detail from control points and grades established by Departmental Representative.
- .2 Assume full responsibility for and execute complete layout of work to locations, lines and elevations indicated or as directed by Departmental Representative.
- .3 Provide devices needed to layout and construct work.
- .4 Supply such devices as straight edges and templates required to facilitate Departmental Representative's inspection of work.
- .5 Supply stakes and other survey markers required for laying out work.

## **1.8 WORK SCHEDULE**

- .1 Pile driving operations will not be permitted from June 1, 2016 to August 31, 2016. Pile driving operations shall only occur between 7am and 7pm.
- .2 Submit within 7 work days of notification of acceptance of bid, a construction schedule showing commencement and completion of all work within the time stated on the Bid and Acceptance Form and the date stated in the bid acceptance letter.
- .3 Provide sufficient details in schedule to clearly illustrate entire implementation plan, depicting efficient coordination of tasks and resources, to achieve completion of work on time and permit effective monitoring of work progress in relation to established milestones.
- .4 As a minimum, work schedule to be prepared and submitted in the form of Bar (GANTT) Charts, indicating work activities, tasks and other project elements, their anticipated durations and planned dates for achieving key activities and major project milestones provided in sufficient details and supported by narratives to demonstrate a reasonable plan for completion of project within designated time. Generally Bar Charts derived from commercially available computerized project management system are preferred but not mandatory.
- .5 Submit Schedule updates on a minimum monthly basis and more often, when requested by Departmental Representative, due to frequent changing project conditions. Provide a narrative explanation of necessary changes and schedule revisions at each update.
- .6 The Schedule, including updates, shall be to Departmental Representative's approval. Take necessary measures to complete work within approved time. Do not change schedule without Departmental Representative's approval.
- .7 All work on the project will be completed within the time indicated on the Bid and Acceptance Form.

## **1.9 ABBREVIATIONS**

- .1 Following abbreviations of standard specifications have been used in this specification and on the drawings:  
CGSB - Canadian Government Specifications Board  
CSA - Canadian Standards Association  
NLGA - National Lumber Grades Authority  
ASTM - American Society for Testing and Materials
- .2 Where these abbreviations and standards are used in this project, latest edition in effect on date of bid call will be considered applicable.

## **1.10 QUARRY AND EXPLOSIVES**

- .1 Make own arrangements with Provincial authorities and owners of private properties, for the quarrying and transportation of rock and all materials and machinery necessary for work over their property, roads or streets as case may be.

**1.11 SITE OPERATIONS**

- .1 The Contractor is responsible to arrange for sufficient space near the project site for conduct of operations, storage of materials and so on. Exercise care so as not to obstruct or damage public or private property in area. Do not interfere with normal day-to-day operations in progress at site. All arrangements for space and access will be made by Contractor.
- .2 The Contractor is advised that given the location and nature of the site and adjacent properties, very little space is available for storage of material, operations and access.
- .3 Remove snow and ice as required to maintain safe access in a manner that does not damage existing structures or interfere with the operations of others.

**1.12 PROTECTION**

- .1 Store all materials and equipment to be incorporated into work to prevent damage by any means.
- .2 Repair or replace all materials or equipment damaged in transit or storage to the satisfaction of Departmental Representative and at no cost to Canada.

**1.13 PAYMENT**

- .1 Payment for all work under this contract to be according to the "Articles of Agreement".
- .2 Dimensional changes as directed by the Departmental Representative to suit existing conditions, but not resulting in additional work or materials, will not be considered as extra to the Contract.

**1.14 INSPECTION AND TESTING**

- .1 Payment for all work under this contract to be according to the "Articles of Agreement".
- .2 Dimensional changes as directed by the Departmental Representative to suit existing conditions, but not resulting in additional work or materials, will not be considered as extra to the Contract.

**1.15 DISPOSAL OF DEBRIS**

- .1 Debris, including construction materials not incorporated in the work, oil products and containers, and other materials of this nature will be disposed of in suitable locations off the site. Disposal is the responsibility of the Contractor.
- .2 Material from the work will not be permitted to go adrift to otherwise become a menace to navigation.

**1.16 LOCATION OF EQUIPMENT**

- .1 Location of buildings, tanks, equipment, fixtures, shown or specified shall be considered as approximate. Actual locations shall be as required to suit conditions at time of installation and as is reasonable. Obtain approval of Departmental Representative.

- .2 Locate equipment, fixtures and distribution systems to provide minimum interference and maximum usable space and in accordance with manufacturer's recommendations for safety, access and maintenance.
- .3 Submit field drawings to indicate relative position of various services and equipment when required by Departmental Representative.

#### **1.17 PROJECT MEETINGS**

- .1 Contractor will arrange project meetings and assume responsibility for setting times and recording minutes.
- .2 Project meetings will take place on site of work unless so directed by the Departmental Representative.
- .3 Contractor will assume responsibility for recording minutes of meetings and forwarding copies to all parties present at the meetings.
- .4 Have a responsible member of firm present at all project meetings.

#### **1.18 ACCEPTANCE**

- .1 Prior to the issuance of the Certificate of Substantial Performance, in Company with Departmental Representative, make a check of all work. Correct all discrepancies before final inspection and acceptance.
- .2 Before Work can be accepted the Contractor must clean up the site and leave it in condition which is acceptable to the Departmental Representative.

#### **1.19 WORKS COORDINATION**

- .1 Responsible for coordinating the work of the various trades, where the work of such trades interfaces with each other.
- .2 Convene meetings between trades whose work interfaces and ensure that they are fully aware of the areas and the extent of where interfacing is required. Provide each trade with the plans and specifications of the interfacing trade, as required, to assist them in planning and carrying out their respective work.
- .3 Canada will not be responsible for or held accountable for any extra costs incurred as a result of the failure to carry out coordination work. Disputes between the various trades as a result of their not being informed of the areas and extent of interface work shall be the sole responsibility of the General Contractor and shall be resolved at no extra cost to Canada.

#### **1.20 CONTRACTOR'S USE OF SITE**

- .1 The Contractor's use of site is limited to the locations of the Construction operations as specified on the drawings.
- .2 Access to the site MUST be pre-approved by the Departmental Representative.
- .3 Co-ordinate use of premises under direction of Departmental Representative.

- .4 Operations, including storage of materials for this contract, not to interfere with the fishing activity and/or operations at or adjacent to this harbour facility.
- .5 Contractor is responsible for arranging the storage of materials on or off site, and any materials stored at the site which interfere with any of the day to day activities at or near the site will be moved promptly at the Contractor's expense, upon request by Departmental Representative.
- .6 Exercise care so as not to obstruct or damage public or private property in the area.

#### **1.21 INTERPRETATION OF DOCUMENTS**

- .1 Supplementary to GC1.1 of the General Conditions, the Division 01 sections of the specifications take precedence over technical specifications in other divisions of the specifications.

#### **1.22 HIGHWAY SPRING WEIGHT RESTRICTIONS**

- .1 Comply with Provincial regulations for spring weight restrictions on Provincial Highway.

#### **1.23 WORK COMMENCEMENT**

- .1 Mobilization to project site is to commence immediately after acceptance of bid and submission of Site Specific Safety Plan, unless otherwise agreed by Departmental Representative.
- .2 Project work on site is to commence as soon as possible, with a continuous reasonable work force, unless otherwise agreed by Departmental Representative.
- .3 Weather conditions, short construction season, delivery challenges and the location of the work site may require the use of longer working days and additional work force to complete the project within the specified completion time.
- .4 Make every effort to ensure that sufficient material and equipment is delivered to site at the earliest possible date after acceptance of bid and replenished as required.

#### **1.24 PROTECTION OF SERVICES**

- .1 Before commencing work, establish location and extent of service lines in area of work and notify Departmental Representative of findings.
- .2 Submit schedule to and obtain approval from Departmental Representative for any shut-down or closure of active service or facility. Adhere to approved schedule and provide notice to affected parties.
- .3 Provide temporary services when directed by Departmental Representative to maintain critical facility systems.
- .4 Where unknowns services are encountered, immediately advise Departmental Representative and confirm findings in writing.
- .5 The Contractor will immediately restore any existing services disrupted as a result of his operations at no cost to the Departmental Representative.

**1.25 ALMA HARBOUR AUTHORITY**

- .1 Contractor to contact the Alma Harbour Authority, prior to beginning work.

**1.26 OWNER OCCUPANCY**

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

**1.27 EXISTING SERVICES**

- .1 Notify, Departmental Representative and utility companies of intended interruption of services and obtain required permission.
- .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 governing authorities with minimum disturbance to Harbour Users.
- .3 Establish location and extent of service lines in area of work before starting Work. Notify Departmental Representative of findings.
- .4 Where unknown services are encountered, immediately advise Departmental Representative and confirm findings in writing.
- .5 Protect, relocate or maintain existing active services. When inactive services are encountered, cap off in manner approved by authorities having jurisdiction.
- .6 Record locations of maintained, re-routed and abandoned service lines.

**1.28 DOCUMENTS REQUIRED**

- .1 Maintain at job site, one copy each document as follows:
  - .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.

**1.29 SITE ACCESS**

- .1 Location of access to the Construction zone, must be pre-approved by the Departmental Representative prior to mobilization.

**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                PRODUCT MEASUREMENT**

- .1        This section details the measurement method to be used for payment purposes. Incidental items covered in the various sections of the specification are to be allowed for in the pricing of each pay item.

**1.2                MEASUREMENT FOR PAYMENT**

- .1        Division 01:
  - .1        Departmental Representative's Site Office: All work associated with the supply, maintenance and removal from site of the Departmental Representative's site office per Section 01 52 00 of the Specification will constitute a lump sum for measurement purposes.
  - .2        Mobilization and Demobilization: will be measured as a lump sum. Fifty percent (50%) of the allocation for mobilization and demobilization, less holdback, will be paid upon commencing the project and the remainder upon completing the project.
- .2        Division 02:
  - .1        Demolition and Removals will be measured as a lump sum.
- .3        Division 03:
  - .1        Cast-in-Place Concrete: Structural concrete, as specified, will be measured by the cubic metre (m<sup>3</sup>) in place from the neat dimensions as formwork, cement, aggregates, admixtures, embedded parts, steel angle inserts, curing and reinforcing as specified herein for all cast-in-place concrete.
- .4        Division 05:
  - .1        The galvanized steel wheel guard shall be measured by the lump sum. This price is to include all steel sections, plates, anchor rods, etc. as required to complete installation, acceptably.
  - .2        Mooring Cleats: To be measured for payment by the number of units acceptably supplied and installed including anchor bolts, surface preparation and painting.
  - .3        Protection Bollards: to be measured for payment by the number of units acceptably supplied and installed including galvanizing, reinforcing and concrete fill.
  - .4        Reinforcing/patching plates for the existing steel sheet piling shall be by the number of units acceptably installed as specified and as directed by the Departmental Representative.

- .5 The galvanized steel gallow frames shall be measured by the number of units acceptably supplied and installed.
- .5 Division 06:
  - .1 Dimension Timber: New treated dimension timber supplied, placed and secured in place in the work including all fastenings as specified in Section 05 50 00 will be measured by the cubic metre ( $m^3$ ). Included in the item will be the timber wales and vertical sheathing.
  - .2 Timber Ladders: Measurement for payment will be by the number of units fabricated and installed including all dimension timber, metal fastenings, rungs, holdfasts, and ladder extension.
  - .3 Timber Fender Piles: Measurement for payment will be by the number of units fabricated and installed including all saddle supports and metal fastenings and preservative treatment.
- .6 Division 26:
  - .1 All electrical work will be measured as a lump sum.
- .7 Division 31:
  - .1 Supply and installation of the steel sheet piling shall be measured by the square metre remaining in place after cut-offs. Supply and installation of the steel wales, tie rods and all other hardware to be included in the cost of the steel sheet piling.
  - .2 300 mm minus Rockfill: Measurement for payment of the supply, placement and compaction of 300 mm Minus Rockfill to be in cubic metres ( $m^3$ ).
  - .3 75 mm minus Subbase: Measurement for payment of the supply, placement, compaction and grading of 75 mm minus subbase to be in cubic metres ( $m^3$ ).
  - .4 Excavation: Excavation will not be Measured for payment. It will be incidental to the work where excavation is required.

**END OF SECTION**

**Part 1 General**

**1.1 RELATED REQUIREMENTS SPECIFIED ELSEWHERE**

- .1 Particular requirements for inspection and testing to be carried out by testing laboratory designated by Departmental Representative are specified under various sections.

**1.2 APPOINTMENT AND PAYMENT**

- .1 Departmental Representative will appoint and pay for services of testing laboratory except as follows:
  - .1 Inspection and testing required by laws, ordinances, rules, regulations or orders of public authorities.
  - .2 Inspection and testing performed exclusively for Contractor's convenience.
  - .3 Testing, adjustment and balancing of conveying systems, mechanical and electrical equipment and systems.
  - .4 Mill tests and certificates of compliance.
  - .5 Tests specified to be carried out by Contractor under the supervision of Departmental Representative.
- .2 Where tests or inspections by designated testing laboratory reveal Work not in accordance with contract requirements, Contractor shall pay costs for additional tests or inspections as required by Departmental Representative to verify acceptability of corrected work.

**1.3 CONTRACTOR'S RESPONSIBILITIES**

- .1 Provide labour, equipment and facilities to:
  - .1 Provide access to Work for inspection and testing.
  - .2 Facilitate inspections and tests.
  - .3 Make good Work disturbed by inspection and test.
  - .4 Provide storage on site for laboratory's exclusive use to store equipment and cure test samples.
- .2 Notify Departmental Representative sufficiently in advance of operations to allow for assignment of laboratory personnel and scheduling of test.
- .3 Where materials are specified to be tested, deliver representative samples in required quantity to testing laboratory.
- .4 Pay costs for uncovering and making good Work that is covered before required inspection or testing is completed and approved by Departmental Representative.

**END OF SECTION**

**Part 1            General**

**1.1                ADMINISTRATIVE**

- .1      Schedule and administer project meetings at the call of Departmental Representative.
- .2      Prepare agenda for meetings.
- .3      Distribute written notice of each meeting four days in advance of meeting date to Departmental Representative.
- .4      Provide physical space and make arrangements for meetings.
- .5      Preside at meetings.
- .6      Record the meeting minutes. Include significant proceedings and decisions. Identify actions by parties.
- .7      Reproduce and distribute copies of minutes within 3 days after meetings and transmit to meeting participants and affected parties not in attendance.
- .8      Representative of Contractor, Subcontractors and suppliers attending meetings will be qualified and authorized to act on behalf of party each represents.

**1.2                PRECONSTRUCTION MEETING**

- .1      Within 15 days after award of Contract, request a meeting of parties in contract to discuss and resolve administrative procedures and responsibilities.
- .2      Departmental Representative, Contractor, major Subcontractors, field inspectors and supervisors will be in attendance.
- .3      Establish time and location of meeting and notify parties concerned minimum 5 days before meeting.
- .4      Incorporate mutually agreed variations to Contract Documents into Agreement, prior to signing.
- .5      Agenda to include:
  - .1      Appointment of official representative of participants in the Work.
  - .2      Schedule of Work: in accordance with Section 01 32 16 - Construction Progress Schedule.
  - .3      Schedule of submission of shop drawings, samples, colour chips. Submit submittals in accordance with Section 01 33 00 - Submittal Procedures.
  - .4      Requirements for temporary facilities, site sign, offices, storage sheds, utilities, fences in accordance with Section 01 52 00 - Construction Facilities.
  - .5      Delivery schedule of specified equipment.
  - .6      Site security in accordance with Section 01 56 00 - Temporary Barriers and Enclosures.

- .7 Proposed changes, change orders, procedures, approvals required, mark-up percentages permitted, time extensions, overtime, administrative requirements.
- .8 Owner provided products.
- .9 Record drawings in accordance with Section 01 33 00 - Submittal Procedures.
- .10 Maintenance manuals in accordance with Section 01 78 00 - Closeout Submittals.
- .11 Take-over procedures, acceptance, warranties in accordance with Section 01 78 00 - Closeout Submittals.
- .12 Monthly progress claims, administrative procedures, photographs, hold backs.
- .13 Appointment of inspection and testing agencies or firms.
- .14 Insurances, transcript of policies.

### **1.3 PROGRESS MEETINGS**

- .1 During course of Work and 2 weeks prior to project completion, schedule progress meetings bi-weekly.
- .2 Contractor, major Subcontractors involved in Work and Departmental Representative are to be in attendance.
- .3 Notify parties minimum 4 days prior to meetings.
- .4 Record minutes of meetings and circulate to attending parties and affected parties not in attendance within 3 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 projected schedule.
  - .7 Revision to construction schedule.
  - .8 Progress schedule, during succeeding work period.
  - .9 Review submittal schedules: expedite as required.
  - .10 Maintenance of quality standards.
  - .11 Review proposed changes for affect on construction schedule and on completion date.
  - .12 Other business.

**END OF SECTION**

**Part 1 General**

**1.1 DEFINITIONS**

- .1 Activity: element of Work performed during course of Project. Activity normally has expected duration, and expected cost and expected resource requirements. Activities can be subdivided into tasks.
- .2 Bar Chart (GANTT Chart): 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. Generally Bar Chart should be derived from commercially available computerized project management system.
- .3 Baseline: original approved plan (for project, work package, or activity), plus or minus approved scope changes.
- .4 Construction Work Week: Monday to Friday, inclusive, will provide five 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 activity or other project element. Usually expressed as workdays or workweeks.
- .6 Master Plan: summary-level schedule that identifies major activities and key milestones.
- .7 Milestone: significant event in project, usually completion of major deliverable.
- .8 Project Schedule: planned dates for performing activities and the planned dates for meeting milestones, 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 Contractor to enable monitoring and project work in relation to established milestones.

**1.2 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 10 working days, to allow for progress reporting.
- .4 Ensure that it is understood that Award of Contract or time of beginning, rate of progress, Interim Certification and Final Certificate as defined times of completion are of essence of this Contract.

### **1.3 SUBMITTALS**

- .1 Provide submittals in accordance with Section 01 33 00 – Submittal Procedures.
- .2 Submit to Departmental Representative within 5 working days of Award of Contract Bar (GANTT) Chart as Master Plan for planning, monitoring and reporting of project progress.
- .3 Submit Project Schedule to Departmental Representative within 5 working days of receipt of acceptance of Master Plan.

### **1.4 MASTER PLAN**

- .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 5 working days.
- .3 Revise schedule and resubmit within 5 working days.
- .4 Accepted revised schedule will become Master Plan and be used as baseline for updates.

### **1.5 PROJECT SCHEDULE**

- .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 Shop Drawings, Samples.
  - .3 Permits.
  - .4 Mobilization.
  - .5 Installation of Piles, Wales and Tie Rods.
  - .6 Backfilling.
  - .7 Concrete Wharf and Approach Slab.
  - .8 Electrical and Lighting.
  - .9 Wharf Hardware and Fendering System.
  - .10 Testing and Commissioning.

### **1.6 PROJECT SCHEDULE REPORTING**

- .1 Update Project Schedule on weekly 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.

**1.7 PROJECT MEETINGS**

- .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.

**END OF SECTION**



**Part 1 General**

**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 by the Contractor will be returned without being examined by the Departmental Representative 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 New Brunswick, 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 working 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 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 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 to be 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 accordance with specified requirements.
  - .2 Testing must have been completed 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 and project number.
- .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 Public Works and Government Services Canada (PWGSC) is for sole purpose of ascertaining conformance with general concept.

- .1 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 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 site office.
- .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 CERTIFICATES AND TRANSCRIPTS**

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

**END OF SECTION**

**Part 1            General**

**1.1            SECTION INCLUDES**

- .1      Informational and Warning Devices.
- .2      Protection and Control of Public Traffic.
- .3      Operational Requirements.

**1.2            REFERENCES**

- .1      Manual of Uniform Traffic Control Devices for Canada (2014), (MUTCD) distributed by Transportation Association of Canada.
- .2      Manual of Uniform Traffic Control Devices for Streets and Highways, US FHWA. Latest Edition Inc. Revisions
- .3      New Brunswick Department of Transportation and Infrastructure, Standard Specifications for Highway Construction (January 2015).

**1.3            PROTECTION OF PUBLIC TRAFFIC**

- .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.
- .2      When working on travelled way:
  - .1          Place equipment in position to present minimum of interference and hazard to traveling public.
  - .2          Keep equipment units as close together as working conditions permit and preferably on same side of travelled way.
  - .3          Do not leave equipment on travelled way overnight.
- .3      Do not close any lanes of road without approval of the New Brunswick Department of Transportation and Infrastructure. Before re-routing traffic erect suitable signs and devices in accordance with instructions contained in MUTCD.
- .4      Keep travelled way graded, free of potholes and of sufficient width for required number of lanes of traffic.
  - .1          Provide minimum 8 metre wide temporary roadway for traffic in two-way sections through Work and on detours.
  - .2          Provide minimum 6 metre wide temporary roadway for traffic in one-way sections through Work and on detours.
- .5      As directed by the Departmental Representative, provide gravelled detours or temporary roads to facilitate passage of traffic around construction area:
  - .1          Do grading for detour as required to maintain a safe travel way.

- .2 Place and compact granular sub-base to a minimum thickness of 300 mm.
- .3 Place and compact granular base to a minimum thickness of 150 mm.
- .6 Provide and maintain road access to property fronting along Work under Contract, unless other means of road access exist that meet approval of the Departmental Representative.

#### **1.4 INFORMATION AND WARNING DEVICES**

- .1 Provide and maintain signs and other devices required to indicate construction activities or other temporary and unusual conditions resulting from Project Work which requires road user response.
- .2 Supply and erect signs, delineators, barricades and miscellaneous warning devices as specified in Part D, Temporary Conditions Signs and Devices, of MUTCD.
- .3 Place signs and other devices in locations recommended in MUTCD.
- .4 Meet with the Departmental Representative prior to commencement of Work to prepare list of signs and other devices required for project. If situation on site changes, revise list to approval of the 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.

#### **1.5 CONTROL OF PUBLIC TRAFFIC**

- .1 Provide competent flag persons, trained in accordance with, and properly equipped as specified in, MUTCD 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 Where 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 cars are required.
  - .8 Delays to public traffic due to Contractor's operations: maximum 15 minutes.

**1.6 OPERATIONAL REQUIREMENTS**

- .1 Maintain existing conditions for traffic throughout period of contract. Contractor must ensure there is always a route open for vehicular traffic.
- .2 Maintain existing conditions for traffic crossing right-of-way.

**END OF SECTION**

**Part 1            General**

**1.1            SECTION INCLUDES**

- .1      Fire Safety Requirements.
- .2      Hot Work Permit.
- .3      Existing Fire Protection and Alarm Systems.

**1.2            RELATED WORK**

- .1      Section 01 35 28:      Health and Safety
- .2      Section 01 35 25:      Special Procedures on Lockout Requirements.

**1.3            REFERENCES**

- .1      FC. 301, Standard for Construction Operations, Latest Edition.
- .2      FC. 302, Standard for Welding and Cutting, Latest Edition.

**1.4            DEFINITIONS**

- .1      Hot Work defined as:
  - .1      Welding work.
  - .2      Cutting of materials by use of torch or other open flame devices.
  - .3      Grinding or cutting with equipment which produces sparks.

**1.5            SUBMITTALS**

- .1      Submit copy of Hot Work Procedures, to Departmental Representative for review, within 14 calendar days after contract award.
- .2      Include sample of Hot Work Permit.
- .3      Submit above documents in accordance with Section 01 33 00 – Submittal Procedures.

**1.6            FIRE SAFETY & HOT WORK REQUIREMENT**

- .1      Implement and follow fire safety measures during Work. Comply with following:
  - .1      National Fire Code of Canada, 2010.
  - .2      Fire Protection Standards FC 301, Standard for Construction Operations and FC 302, Standard for Welding and Cutting as issued by the Fire Protection Services of Human Resources Development Canada.
  - .3      Federal and Provincial Occupational Health and Safety Acts and Regulations as specified in Section 01 35 28.



- .2 In event of conflict between any provision of above authorities the most stringent provision will apply. Should a dispute arise in determining the most stringent requirement, Departmental Representative will advise on the course of action to be followed.
- .3 FC standards noted above may be viewed at the Regional Fire Protection Services' office (previously known as the Fire Commissioner of Canada) located at 99 Wyse Road, 8<sup>th</sup> floor, Dartmouth, NS; Tel: (902) 426-6053.
- .4 Hot Work Requirements:
  - .1 Obtain Departmental Representative's written Authorization to Proceed for the performance of Hot Work on site as may be required in the course of Work.
  - .2 To obtain authorization submit to Departmental Representative for review:
    - .1 Contractor's Hot Work Procedures to be followed on site in accordance with Clause 1.8 below.
    - .2 Type of work and frequency of situations which will require Hot Work.
  - .3 Upon confirmation that effective fire safety measures will be implemented for hot work, Departmental Representative will grant Authorization to Proceed.
  - .4 In most cases, Departmental Representative will issue only one written authorization covering the entire construction project and duration of work. However in some cases, depending on the nature or phasing of work, the quantity of various trades needing to perform welding and cutting on site, or other deemed situation, Departmental Representative might designate certain portions of the work as separate entities, each entity requiring individual written authorization to proceed. Follow Departmental Representative's directives in this regard.
  - .5 Do not perform any Hot Work until receipt of Departmental Representative's written Authorization to Proceed.
  - .6 In tenant occupied facilities, coordinate performance of Hot Work with Facility manager through the Departmental Representative. When directed, perform Hot Work during non-operative hours when Facility is vacant of employees. Follow Departmental Representative's directives in this regard.

## **1.7 CONFORMANCE**

- .1 Ensure that Hot Work Procedures, as established for project and agreed upon with Departmental Representative, are stringently followed. Enforce compliance by all workers.
- .2 Brief all workers and subcontractors on Hot Work Procedures and Permit system.
- .3 Failure to comply with the established hot work procedures may result in the issuance of Non-Compliance Notification at Departmental Representative's discretion with possible disciplinary measures imposed as specified in Section 01 35 28.

## **1.8 HOT WORK PROCEDURES**

- .1 Develop Hot Work Procedures to be followed when Hot Work is required as part of the work.

- .2 Describe safe work practices and sequence of activities to be followed on site by Contractor and workers to minimize the potential occurrence of a fire resulting from Hot Work.
- .3 Hot Work Procedures to include:
  - .1 Requirement to perform hazard assessment of the site or immediate work area, based on type and extent of Hot Work required, in accordance with Hazard Assessment and Safety Plan requirements of Section 01 35 28. Perform hazard assessment for each hot work event.
  - .2 Use of a Hot Work Permit system, issued by an authorized person in Contractor's employ, for each event when hot Work is required, granting permission to carryout hot work.
  - .3 Hot Work Procedures to include: provision of a designated person to carryout a Fire Safety Watch during the work and for a minimum of 30 minutes immediately upon completion of the hot work.
  - .4 Procedures to comply with fire safety codes and standards specified herein and occupational health and safety regulations specified in Section 01 35 28.
  - .5 Generic procedures, if used, must be edited, supplemented with pertinent information and tailored to reflect specific project conditions. Clearly label as being the Hot Work Procedures applicable to this Contract.
  - .6 Include within procedures the step by step process on how to prepare and issue the Hot Work Permit.
  - .7 Hot Work Procedures to be in typewritten format, listing step by step procedures and worker instructions, clearly establishing and allocating responsibilities of:
    - .1 Worker (s),
    - .2 Designated person authorized to issue the Hot Work Permit,
    - .3 Fire Safety Watcher,
    - .4 Subcontractors and Contractor.

## **1.9 HOT WORK PERMIT**

- .1 Develop "Hot Work Permit" form in type written format.
- .2 Hot Work Permit form to include, as a minimum, the following:
  - .1 Project name and project number;
  - .2 Building name, address and specific floor, room or area where hot work will be performed;
  - .3 Date when permit issued;
  - .4 Description on type of hot work to be carried out;
  - .5 Special precautions required, including type of fire extinguisher needed;
  - .6 Name and signature of authorized person, designated by Contractor, to issue the permit.
  - .7 Name of worker (s) (clearly printed) to which the permit is being issued.
  - .8 Time duration of permit (not to exceed 8 hours) indicating "Start" time & date and "Completion" time & date when Hot Work permit will be in effect.
  - .9 Worker signature with date and time when hot work terminated.
  - .10 Specified period of time requiring Fire Safety Watch.
  - .11 Name and signature of person designated as Fire Safety Watcher, complete with time & date when safety watch terminated, certifying that the surrounding area

was under his continual watch and inspection for the minimum time period specified in permit and commenced immediately upon the commencement of Hot Work.

- .3 Industry Standard forms shall only be used if all data specified above is included on form.
- .4 Each Hot Work Permit to be completed in full and signed as follows:
  - .1 Authorized person issuing Permit before hot work commences;
  - .2 Worker (s) upon completion of Hot Work;
  - .3 Fire Safety Watcher upon termination of safety watch and;
  - .4 Returned to Contractor's Site Superintendent for safe keeping.

#### **1.10 FIRE PROTECTION AND ALARM SYSTEMS**

- .1 Fire protection and alarm systems shall not be:
  - .1 Obstructed.
  - .2 Shut-off, unless approved by Departmental Representative.
  - .3 Left inactive at the end of a working day or shift.
- .2 Do not use fire hydrants, standpipes and hose systems for purposes other than fire fighting.
- .3 Costs incurred, from the fire department, building owner and tenants, resulting from negligently setting off false alarms will be charged to the Contractor in the form of financial progress payment reductions and holdback assessments against the Contract.

#### **1.11 DOCUMENTS ON SITE**

- .1 Keep Hot Work Permits and Hazard assessment documentation on site for duration of Work.
- .2 Upon request, make available to Departmental Representative or to authorized safety representative for inspection.

**END OF SECTION**

**Part 1            General**

**1.1            SECTION INCLUDES**

- .1       Procedures to isolate and lockout electrical facility or other equipment from energy source.

**1.2            RELATED WORK**

- .1       Fire Safety Requirements:            Section 01 35 24:
- .2       Health and Safety:                    Section 01 35 28

**1.3            REFERENCES**

- .1       CSA C22.1-15 – Canadian Electrical Code, Part 1, Safety Standard for Electrical Installation.
- .2       CSA C22.3 No. 1-15 – Overhead Systems.
- .3       CSA C22.3 No. 7-15 – Underground Systems.
- .4       COSH, Canada Occupational Health and Safety Regulations made under Part II of the Canada Labour Code.

**1.4            DEFINITIONS**

- .1       Electrical Facility: means any system, equipment, device, apparatus, wiring, conductor, assembly or part thereof that is used for the generation, transformation, transmission, distribution, storage, control, measurement or utilization of electrical energy, and that has an amperage and voltage that is dangerous to persons.
- .2       Guarantee of Isolation: means a guarantee by a competent person in control or in charge that a particular facility or equipment is isolated.
- .3       De-energize: in the electrical sense, that a piece of equipment is isolated and grounded, e.g. if the equipment is not grounded, it cannot be considered de-energized (DEAD)
- .4       Guarded: means that an equipment or facility is covered, shielded, fenced, enclosed, inaccessible by location, or otherwise protected in a manner that, to the extent that is reasonably practicable, will prevent or reduce danger to any person who might touch or go near such item.
- .5       Isolate: means that an electrical facility, mechanical equipment or machinery is separated or disconnected from every source of electrical, mechanical, hydraulic, pneumatic or other kinds of energy that is capable of making it dangerous.
- .6       Live/alive: means that an electrical facility produces, contains, stores or is electrically connected to a source of alternating or direct current of an amperage and voltage that is dangerous or contains any hydraulic, pneumatic or other kind of energy that is capable of making the facility dangerous to persons.

## **1.5 COMPLIANCE REQUIREMENTS**

- .1 Perform lockouts in compliance with:
  - .1 Canadian Electrical Code.
  - .2 Federal and provincial Occupational Health and Safety Acts and Regulations as specified in Section 01 35 28.
  - .3 Regulations and code of practice as applicable to mechanical equipment or other machinery being de-energized.
  - .4 Procedures specified herein.
- .2 In event of conflict between any provisions of above authorities the most stringent provision will apply. Should a dispute arise in determining the most stringent requirement, Departmental Representative will advise on the course of action to be followed.

## **1.6 SUBMITTALS**

- .1 Submit copy of proposed Lockout Procedures and sample form of lockout permit or lockout tags for review.
- .2 Submit documentation within 14 calendar days of contract award. Do not proceed with work until submittal has been reviewed by Departmental Representative.
- .3 Submit above documents in accordance with Section 01 33 00 – Submittal Procedures.
- .4 Resubmit Lockout Procedures with noted revisions as may result from Departmental Representative's review.

## **1.7 ISOLATION OF EXISTING SERVICES**

- .1 Obtain Departmental Representative's written authorization prior to conducting work on an existing active, energized service or facility required as part of the work and before proceeding with lockout of such services or facility.
- .2 To obtain authorization, submit to Departmental Representative following documentation:
  - .1 Written Request for Isolation of the service or facility and;
  - .2 Copy of Contractor's Lockout Procedures.
- .3 Make a Request for Isolation for each event, unless directed otherwise by Departmental Representative, and as follows:
  - .1 Fill-out standard forms in current use at the Facility when so directed by Departmental Representative or;
  - .2 Where no forms exist at Facility, make request in writing identifying:
    - .1 Identification of system or equipment to be isolated, including it's location;
    - .2 Time duration, indicating Start time & date and Completion time & date when isolation will be in effect.

- .3 Voltage of service feed to system or equipment being isolated.
- .4 Name of person making the request.
- .3 Document to be in typewritten format.
- .4 Do not proceed until receipt of written notification from Departmental Representative granting the isolation Request and authorization to proceed with the isolation of designated equipment or facility. Departmental Representative may designate other individual at the Facility as the person authorized to grant the isolation Request.
- .5 Conduct safe, orderly shut down of equipment or facilities, de-energize and isolate power and other sources of energy and lockout items in accordance with requirement of Clause 1.8 below.
- .6 Plan and schedule shut down of existing services in consultation with the Departmental Representative and the Facility Manager. Minimize impact and downtime of facility operations.
- .7 Determine in advance, as much as possible, in cooperation with the Departmental Representative, the type and frequency of situation which will require a Request for Isolation. Follow Departmental Representative's directives in this regard.
- .8 Conduct hazard assessment as part of the planning process of isolating existing equipment and facilities. Hazard Assessments to conform with requirements of Health and Safety, Section 01 35 28.

## **1.8 LOCKOUTS**

- .1 Isolate and lockout electrical facilities, mechanical equipment facilities, mechanical equipment and machinery from all potential energy sources prior to starting work on such items.
- .2 Develop and implement lockout procedures to be followed on site as an integral part of the Work.
- .3 Use energy isolation lockout devices specifically designed and appropriate for type of facility or equipment being locked out.
- .4 Use industry standard lockout tags.
- .5 Provide appropriate safety grounding and guards as required.
- .6 Prepare Lockout Procedures in writing. Describe safe work practices, work functions and sequence of activities to be followed on site to safely isolate all potential energy sources and lockout/tagout facilities and equipment.
- .7 Include within procedures a system of worker request and issuance of individual lockout permit by a person, employed by Contractor, designated to be "in-charge" and being responsible for:
  - .1 Controlling issuance of permits or tags to workers.
  - .2 Determining permit duration.

- .3 Maintaining record of permits and tags issued.
- .4 Submitting a Request for Isolation to Departmental Representative when required in accordance with Clause 1.7 above.
- .5 Designating a Safety Watcher, when one is required based on type of work.
- .6 Ensuring equipment or facility has been properly isolated, providing a guarantee of Isolation to worker(s) prior to proceeding with Work.
- .7 Collecting and safekeeping lockout tags, returned by workers, as a record of the event.
- .8 Clearly establish, describe and allocate, within procedures, the responsibilities of:
  - .1 Workers.
  - .2 Designated person controlling issuance of lockout tags/permits.
  - .3 Safety Watcher.
  - .4 Subcontractors and General Contractor.
- .9 Procedures shall meet the requirements of Codes and Regulations specified in Clause 1.5 above.
- .10 Generic procedures, if used, must be edited, supplemented with pertinent information and tailored to reflect specific project conditions. Clearly label as being the procedures applicable to this Contract.
  - .1 Incorporate site specific rules and procedures established by Facility manager and in force at site. Obtain such procedures through Departmental Representative.
- .11 Procedures to be in typewritten format.
- .12 Submit copy of Lockout Procedures to Departmental Representative, in accordance with submittal requirements of Clause 1.6 herein, prior to commencement of work.

## **1.9 CONFORMANCE**

- .1 Ensure that lockout procedures, as established for project on site, are stringently followed. Enforce use and compliance by all workers.
- .2 Brief all persons working on electrical facilities, mechanical and other equipment fed by an energy source on requirements of this section.
- .3 Failure to perform lockouts in accordance with regulatory requirements or follow procedures specified herein may result in issuance of a Non-Compliance Notification at Departmental Representative's discretion with possible disciplinary measures imposed as specified in Section 01 35 28.

## **1.10 DOCUMENTS ON SITE**

- .1 Post Lockout Procedures on site in common location for viewing by workers.

- .2 Keep copies of Request for Isolation submitted to Departmental Representative and lockout permits or tags issued to workers during the course of work for full project duration.
- .3 Upon request, make such data available to Departmental Representative or to authorized safety representative for inspection.

**END OF SECTION**



**Part 1 General**

**1.1 DEFINITIONS**

- .1 COSH: Canada Occupational Health and Safety Regulations made under Part II of the Canada Labour Code.
- .2 Competent Person: means a person who is:
  - .1 Qualified by virtue of personal knowledge, training and experience to perform assigned work in a manner that will ensure the health and safety of persons in the workplace, and;
  - .2 Knowledgeable about the provisions of occupational health and safety statutes and regulations that apply to the Work and;
  - .3 Knowledgeable about potential or actual danger to health or safety associated with the Work.
- .3 Medical Aid Injury: any minor injury for which medical treatment was provided and the cost of which is covered by Workers' Compensation Board of the province in which the injury was incurred.
- .4 PPE: personal protective equipment.
- .5 Work Site: where used in this section shall mean areas, located at the premises where Work is undertaken, used by Contractor to perform all of the activities associated with the performance of the Work.

**1.2 SUBMITTALS**

- .1 Make submittals in accordance with Section 01 33 00.
- .2 Submit site-specific Health and Safety Plan prior to commencement of Work.
  - .1 Submit within 10 work days of notification of Bid Acceptance. Provide 3 copies.
  - .2 Departmental Representative will review Health and Safety Plan and provide comments.
  - .3 Revise the Plan as appropriate and resubmit within 5 work days after receipt of comments.
  - .4 Departmental Representative's review and comments made of the Plan shall not be construed as an endorsement, approval or implied warranty of any kind by Canada and does not reduce Contractor's overall responsibility for Occupational Health and Safety of the Work.
  - .5 Submit revisions and updates made to the Plan during the course of Work.
- .3 Submit name of designated Health & Safety Site Representative and support documentation specified in the Safety Plan.
- .4 Submit building permit, compliance certificates and other permits obtained.

- .5 Submit copy of Letter in Good Standing from Provincial Workers Compensation or other department of labour organization.
  - .1 Submit update of Letter of Good Standing whenever expiration date occurs during the period of Work.
- .6 Submit copies of reports or directions issued by Federal, Provincial and Territorial health and safety inspectors.
- .7 Submit copies of incident reports.
- .8 Submit WHMIS MSDS - Material Safety Data Sheets.

### **1.3 COMPLIANCE REQUIREMENTS**

- .1 Comply with Occupational Health and Safety Act for Province of New Brunswick, and Regulations made pursuant to the Act.
- .2 Comply with Canada Labour Code - Part II (entitled Occupational Health and Safety) and the Canada Occupational Health and Safety Regulations (COSH) as well as any other regulations made pursuant to the Act.
  - .1 The Canada Labour Code can be viewed at:  
[www.http://laws.justice.gc.ca/en/L-2/](http://laws.justice.gc.ca/en/L-2/)
  - .2 COSH can be viewed at: [www.http://laws.justice.gc.ca/eng/SOR-86-304/n e.html](http://laws.justice.gc.ca/eng/SOR-86-304/n_e.html)
  - .3 A copy may be obtained at: Canadian Government Publishing Public Works & Government Services Canada Ottawa, Ontario, K1A 0S9 Tel: (819) 956-4800 (1-800-635-7943) Publication No. L31-85/2000 E or F)
- .3 Observe construction safety measures of:
  - .1 Part 8 of National Building Code
  - .2 Municipal by-laws and ordinances.
- .4 In case of conflict or discrepancy between above specified requirements, the more stringent shall apply.
- .5 Maintain Workers Compensation Coverage in good standing for duration of Contract. Provide proof of clearance through submission of Letter in Good Standing.
- .6 Medical Surveillance: Where prescribed by legislation or regulation, obtain and maintain worker medical surveillance documentation.

### **1.4 RESPONSIBILITY**

- .1 Be responsible for health and safety of persons on site, safety of property on site and for protection of persons and environment adjacent to the site to extent that they may be affected by conduct of Work.

- .2 Comply with and enforce compliance by all workers, sub-contractors and other persons granted access to Work Site with safety requirements of Contract Documents, applicable federal, provincial, and local by-laws, regulations, and ordinances, and with site-specific Health and Safety Plan.

## **1.5 SITE CONTROL AND ACCESS**

- .1 Control the Work and entry points to Work Site. Approve and grant access only to workers and authorized persons. Immediately stop and remove non-authorized persons.
  - .1 Departmental Representative will provide names of those persons authorized by Departmental Representative to enter onto Work Site and will ensure that such authorized persons have the required knowledge and training on Health and Safety pertinent to their reason for being at the site, however, Contractor remains responsible for the health and safety of authorized persons while at the Work Site.
- .2 Isolate Work Site from other areas of the premises by use of appropriate means.
  - .1 Erect fences, hoarding, barricades and temporary lighting as required to effectively delineate the Work Site, stop non-authorized entry, and to protect pedestrians and vehicular traffic around and adjacent to the Work and create a safe environment.
  - .2 Post signage at entry points and other strategic locations indicating restricted access and conditions for access.
  - .3 Use professionally made signs with bilingual message in the 2 official languages or internationally known graphic symbols.
- .3 Provide safety orientation session to persons granted access to Work Site. Advise of hazards and safety rules to be observed while on site.
- .4 Ensure persons granted site access wear appropriate PPE. Supply PPE to inspection authorities who require access to conduct tests or perform inspections.
- .5 Secure Work Site against entry when inactive or unoccupied and to protect persons against harm. Provide security guard where adequate protection cannot be achieved by other means.

## **1.6 PROTECTION**

- .1 Give precedence to safety and health of persons and protection of environment over cost and schedule considerations for Work.
- .2 Should unforeseen or peculiar safety related hazard or condition become evident during performance of Work, immediately take measures to rectify situation and prevent damage or harm. Advise Departmental Representative verbally and in writing.

## **1.7 FILING OF NOTICE**

- .1 File Notice of Project with pertinent provincial health and safety authorities prior to beginning of Work.

- .1 Departmental Representative will assist in locating address if needed.

## **1.8 PERMITS**

- .1 Post permits, licenses and compliance certificates, at Work Site.
- .2 Where a particular permit or compliance certificate cannot be obtained, notify Departmental Representative in writing and obtain approval to proceed before carrying out applicable portion of work.

## **1.9 HAZARD ASSESSMENTS**

- .1 Perform site specific health and safety hazard assessment of the Work and its site.
- .2 Carryout initial assessment prior to commencement of Work with further assessments as needed during progress of work, including when new trades and subcontractors arrive on site.
- .3 Record results and address in Health and Safety Plan.
- .4 Keep documentation on site for entire duration of the Work.

## **1.10 PROJECT/SITE CONDITIONS**

- .1 Following are potential health, environmental and safety hazards at the site for which Work may involve contact with:
  - .1 Known latent site and environmental conditions:
    - .1 Working in Traffic (marine and vehicular).
    - .2 Working adverse Weather Conditions.
    - .3 Working near wildlife.
    - .4 Working on uneven surfaces
    - .5 Working with tides
  - .2 Facility on-going operations:
    - .1 The Contractor will co-operate with users of existing facilities. Maintain access to the existing Wharf and Parks structures, and consult with the Departmental Representative for site access limitations.
    - .2 Should interference occur, take directions from Departmental Representative.
    - .3 Do not unreasonably encumber site with materials.
    - .4 Move stored products or equipment which interfere with operations.
    - .5 Comply with all regulations and authorities having jurisdiction over the work.
- .2 Above items shall not be construed as being complete and inclusive of potential health and safety hazards encountered during Work.
- .3 Include above items in the hazard assessment of the Work.
- .4 MSDS Data sheets of pertinent hazardous and controlled products stored on site can be obtained from Departmental Representative.

## **1.11 MEETINGS**

- .1 Attend pre-construction health and safety meeting, convened and chaired by Departmental Representative, prior to commencement of Work, at time, date and location determined by Departmental Representative. Ensure attendance of:
  - .1 Superintendent of Work
  - .2 Designated Health & Safety Site Representative
  - .3 Subcontractors
- .2 Conduct regularly scheduled tool box and safety meetings during the Work in conformance with Occupational Health and Safety regulations.
- .3 Keep documents on site.

## **1.12 HEALTH AND SAFETY PLAN**

- .1 Prior to commencement of Work, develop written Health and Safety Plan specific to the Work. Implement, maintain, and enforce Plan for entire duration of Work and until final demobilization from site.
- .2 Health and Safety Plan shall include the following components:
  - .1 List of health risks and safety hazards identified by hazard assessment.
  - .2 Control measures used to mitigate risks and hazards identified.
  - .3 On-site Contingency and Emergency Response Plan as specified below.
  - .4 On-site Communication Plan as specified below.
  - .5 Name of Contractor's designated Health & Safety Site Representative and information showing proof of his/her competence and reporting relationship in Contractor's company.
  - .6 Names, competence and reporting relationship of other supervisory personnel used in the Work for occupational health and safety purposes.
- .3 On-site Contingency and Emergency Response Plan shall include:
  - .1 Operational procedures, evacuation measures and communication process to be implemented in the event of an emergency.
  - .2 Evacuation Plan: site and floor plan layouts showing escape routes, marshalling areas. Details on alarm notification methods, fire drills, location of firefighting equipment and other related data.
  - .3 Name, duties and responsibilities of persons designated as Emergency Warden(s) and deputies.
  - .4 Emergency Contacts: name and telephone number of officials from:
    - .1 General Contractor and subcontractors.
    - .2 Pertinent Federal and Provincial Departments and Authorities having jurisdiction.
    - .3 Local emergency resource organizations.
  - .5 Harmonize Plan with Facility's Emergency Response and Evacuation Plan. Departmental Representative will provide pertinent data including name of PWGSC and Facility Management contacts.

- .4 On-site Communication Plan:
  - .1 Procedures for sharing of work related safety information to workers and subcontractors, including emergency and evacuation measures.
  - .2 List of critical work activities to be communicated with Facility Manager which have a risk of endangering health and safety of Facility users.
- .5 Address all activities of the Work including those of subcontractors.
- .6 Review Health and Safety Plan regularly during the Work. Update as conditions warrant to address emerging risks and hazards, such as whenever new trade or subcontractor arrive at Work Site.
- .7 Departmental Representative will respond in writing, where deficiencies or concerns are noted and may request re-submission of the Plan with correction of deficiencies or concerns.
- .8 Post copy of the Plan, and updates, prominently on Work Site.

### **1.13 SAFETY SUPERVISION**

- 1 Employ Health & Safety Site Representative responsible for daily supervision of health and safety of the Work.
- .2 Health & Safety Site Representative may be the Superintendent of the Work or other person designated by Contractor and shall be assigned the responsibility and authority to:
  - .1 Implement, monitor and enforce daily compliance with health and safety requirements of the Work
  - .2 Monitor and enforce Contractor's site-specific Health and Safety Plan.
  - .3 Conduct site safety orientation session to persons granted access to Work Site.
  - .4 Ensure that persons allowed site access are knowledgeable and trained in health and safety pertinent to their activities at the site or are escorted by a competent person while on the Work Site.
  - .5 Stop the Work as deemed necessary for reasons of health and safety.
- .3 Health & Safety Site Representative must:
  - .1 Be qualified and competent person in occupational health and safety.
  - .2 Have site-related working experience specific to activities of the Work.
  - .3 Be on Work Site at all times during execution of the Work.
- .4 All supervisory personnel assigned to the Work shall also be competent persons.
- .5 Inspections:
  - .1 Conduct regularly scheduled safety inspections of the Work on a minimum bi-weekly basis. Record deficiencies and remedial action taken.
  - .2 Conduct Formal Inspections on a minimum monthly basis. Use standardized safety inspection forms. Distribute to subcontractors.
  - .3 Follow-up and ensure corrective measures are taken.

- .6 Cooperate with Facility's Occupational Health and Safety representative should one be designated by Departmental Representative.
- .7 Keep inspection reports and supervision related documentation on site.

#### **1.14 TRAINING**

- .1 Use only skilled workers on Work Site who are effectively trained in occupational health and safety procedures and practices pertinent to their assigned task.
- .2 Maintain employee records and evidence of training received. Make data available to Departmental Representative upon request.
- .3 When unforeseen or peculiar safety-related hazard, or condition occur during performance of Work, follow procedures in place for Employee's Right to Refuse Work in accordance with Acts and Regulations of Province having jurisdiction and advise Departmental Representative verbally and in writing.

#### **1.15 MINIMUM SITE SAFETY RULES**

- .1 Notwithstanding requirement to abide by federal and provincial health and safety regulations; ensure the following minimum safety rules are obeyed by persons granted access to Work Site:
  - .1 Wear appropriate PPE pertinent to the Work or assigned task; minimum being hard hat, safety footwear, safety glasses and hearing protection.
  - .2 Immediately report unsafe condition at site, near-miss accident, injury and damage.
  - .3 Maintain site and storage areas in a tidy condition free of hazards causing injury.
  - .4 Obey warning signs and safety tags.
- .2 Brief persons of disciplinary protocols to be taken for non compliance. Post rules on site.

#### **1.16 CORRECTION OF NON-COMPLIANCE**

- 1 Immediately address health and safety non-compliance issues identified by authority having jurisdiction or by Departmental Representative.
- .2 Provide Departmental Representative with written report of action taken to correct non-compliance of health and safety issues identified.
- .3 Departmental Representative will stop Work if non-compliance of health and safety regulations is not corrected in a timely manner.

#### **1.17 INCIDENT REPORTING**

- 1 Investigate and report the following incidents to Departmental Representative:
  - .1 Incidents requiring notification to Provincial Department of Occupational Safety and Health, Workers Compensation Board or to other regulatory Agency.
  - .2 Medical aid injuries.
  - .3 Property damage in excess of \$10,000.00,

- .4 Interruptions to Facility operations resulting in an operational lost to a Federal department in excess of \$5000.00.
- .2 Submit report in writing.

#### **1.18 HAZARDOUS PRODUCTS**

- .1 Comply with requirements of Workplace Hazardous Materials Information System (WHMIS).
- .2 Keep MSDS data sheets for all products delivered to site.
  - .1 Post on site.
  - .2 Submit copy to Departmental Representative.
  - .3 For interior work in an occupied Facility, post additional copy in one or more publicly accessible locations.

#### **1.19 BLASTING**

- .1 Blasting or other use of explosives is not permitted on site without prior receipt of written permission and instructions from Departmental Representative.

#### **1.20 POWDER ACTUATED DEVICES**

- .1 Use powder actuated fastening devices only after receipt of written permission from Departmental Representative.

#### **1.21 CONFINED SPACES**

- .1 Abide by occupational health and safety regulations regarding work in confined spaces.
- .2 Obtain an Entry Permit in accordance with Part XI of the Canada Occupational Health and Safety Regulations for entry into an existing identified confined space located at the Facility or premises of Work.
  - .1 Obtain permit from Facility Manager
  - .2 Keep copy of permit issued.
- .3 Safety for Inspectors:
  - .1 Provide PPE and training to Departmental Representative and other persons who require entry into confined space to perform inspections.
  - .2 Be responsible for efficacy of equipment and safety of persons during their entry and occupancy in the confined space.

#### **1.22 SITE RECORDS**

- .1 Maintain on Work Site copy of safety related documentation and reports stipulated to be produced in compliance with Acts and Regulations of authorities having jurisdiction and of those documents specified herein.



- .2 Upon request, make available to Departmental Representative or authorized Safety Officer for inspection.

### **1.23 POSTING OF DOCUMENTS**

- .1 Ensure applicable items, articles, notices and orders are posted in conspicuous location on Work Site in accordance with Acts and Regulations of Province having jurisdiction.
- .2 Post other documents as specified herein, including:
  - .1 Site specific Health and Safety Plan
  - .2 WHMIS data sheets
  - .3 Fire and Safety Requirements
  - .4 Special Procedures on Lockout Requirements

**END OF SECTION**

**Part 1            General**

**1.1               RELATED REQUIREMENTS**

- .1       Waste Management and Disposal: Section 01 74 21.

**1.2               REFERENCES**

- .1       Reference Standards:
  - .1       U.S. Environmental Protection Agency (EPA)/Office of Water
    - .1       EPA 832/R-92-005-92, Storm Water Management for Construction Activities, Chapter 3.
    - .2       EPA General Construction Permit (GCP) 2012.
  - .2       WHMIS: Workplace Hazardous Materials Information System, Health Canada.
  - .3       Transportation of Dangerous Goods Act. Transport Canada, updated 2008-02-21.
  - .4       Guidelines for the Use of Explosives In or Near Canadian Fisheries Waters, Department of Fisheries and Oceans Canada, 1998.
  - .5       MBCA: Migratory Birds Convention Act, Environment Canada, 1994.
  - .6       Canadian Coast Guard Regulations, Department of Fisheries and Oceans Canada.
  - .7       Canadian Shipping Act, Transport Canada, 2001.
  - .8       AWWPA: American Wood Preserver Association

**1.3               DEFINITIONS**

- .1       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.
- .2       Wetlands: land where the water table is at, near or above the surface or which is saturated for a long enough period to promote such features as wet-altered soils and water tolerant vegetation. Wetlands include organic wetlands or "peatlands," and mineral wetlands or mineral soil areas that are influenced by excess water but produce little or no peat.
- .3       Watercourse: refers to the bed and shore of a river, stream, lake, creek, pond, marsh, estuary or salt-water body that contains water for at least part of each year.
- .4       Alien species: refers to a species or subspecies introduced outside its normal distribution whose establishment and spread threaten ecosystems, habitats or species with economic or environmental harm.

- .5 Buffer zone: a vegetated land that protects watercourses from adjacent land uses. It refers to the land adjacent to watercourses, such as streams, rivers, lakes, ponds, oceans, and wetlands, including the floodplain and the transitional lands between the watercourse and the drier upland areas.
- .6 Environmental Pollution and Damage: presence of chemical, physical, biological elements or agents which adversely affect human health and welfare; unfavorably alter ecological balances of importance to human life; affect other species of importance to humans; or degrade environment aesthetically, culturally and/or historically.
- .7 Environmental Protection: prevention/control of pollution and habitat or environment disruption during construction.

#### **1.4 TRANSPORTATION**

- .1 Transport hazardous materials and hazardous waste in compliance with Federal Transportation of Dangerous Goods Act.
- .2 Do not overload trucks when hauling material. Secure contents against spillage.
- .3 Maintain trucks clean and free of mud, dirt and other foreign matter.
- .4 Avoid potential release of contents and of any foreign matter onto highways, roads and access routes used for the Work. Take extra care when hauling dredged material and other hazardous materials. Immediately clean any spillage and soils.
- .5 Before commencement of work, advise the Departmental Representative of the existing roads and temporary routes proposed to be used to access work areas and to haul material to and from the site, including roads to the dredge disposal field.

#### **1.5 HAZARDOUS MATERIAL HANDLING**

- .1 Handle and store hazardous materials on site in accordance with WHMIS procedures and requirements.
- .2 Store all hazardous liquids in location and manner to prevent their spillage into the environment.
- .3 Maintain written inventory of all hazardous materials kept on site. List product name, quantity and storage date.
- .4 Keep MSDS data sheets on site for all items.

#### **1.6 PETROLEUM, OIL AND LUBRICANTS**

- .1 Comply with Federal and Provincial laws, regulations, codes and guidelines for the storage of fuel and petroleum products on site.
- .2 Do not place fuel storage tanks and store fuel or other petroleum products within a 30 metre buffer zone of watercourses and wetlands. Do not fuel or lubricate equipment within this 30 metre buffer zone. Obtain approval from Departmental Representative of acceptable location on site for fuel storage and equipment service.

- .3 Do not dump petroleum products or any other deleterious substances on ground or in the water.
- .4 Be diligent and take all necessary precautions to avoid spills and contaminate the soil and water (both surface and subsurface) when handling petroleum products on site and during fueling and servicing of vehicles and equipment.
- .5 Maintain on site appropriate emergency spill response equipment consisting of at least one 250-litre (55 gallon) overpack spill kit for containment and cleanup of spills.
- .6 Maintain vehicles and equipment in good working order to prevent leaks on site.
- .7 In the event of a petroleum spill, immediately notify the Departmental Representative and the Canadian Coast Guard (CCG) at 1-800-565-1633 (24 hour report line). Perform clean-up in accordance with all regulations and procedures stipulated by authority having jurisdiction.

## **1.7 DISPOSAL OF WASTE**

- .1 Do not bury rubbish, demolition debris and waste materials on site.
- .2 Dispose and recycle demolition debris and waste materials in accordance with project waste management requirements specified in section 01 74 21.
- .3 Do not dispose of hazardous waste, volatile materials (such as mineral spirits, paints, thinners etc...) and petroleum products into waterways, storm or sanitary sewers or in waste landfill sites.
- .4 Dispose of hazardous waste in accordance with applicable federal and provincial laws, regulations, codes and guidelines.
- .5 Concrete waste:
  - .1 Do not discharge residual or rejected concrete on site.
  - .2 Immediately clean any accidental release of concrete on site prior to solidification.
  - .3 Do not wash and clean concrete vehicles on site.
  - .4 Perform dumping of residual material and truck cleaning operations only at the concrete plant. Follow environmental regulations and good practices as approved by the Provincial Department of the Environment and other authorities having jurisdiction.

## **1.8 WATER QUALITY**

- .1 Conduct dredging of a watercourse or wetland in such a manner to limit turbidity and reduce sediment suspension in the water to an absolute minimum at all times.
  - .1 Maintain appropriate production speed and momentum of the dredging equipment. Make adjustments as required and as approved by Departmental Representative.
  - .2 Strategically position dredging equipment and barge to avoid over the water swings of excavated material whenever possible.

- .2 Where work may affect the water quality adjacent to water intake lines used by Lobster Holding Facilities, Fish Processing Facilities and other harbour users, schedule work in cooperation with the Harbour Authority as directed by Departmental Representative to minimize interference and impact to harbour users.
- .3 Visually monitor the water turbidity of the surrounding areas adjacent to the work and up to the established dredge limit of 200 metre.
  - .1 Should excessive change occur in the turbidity beyond the dredge limit which differs from existing conditions of the surrounding water bodies, such as a distinct color difference; notify the Departmental Representative to obtain appropriate mitigation measures to be followed.
- .4 Water quality during suction dredging:
  - .1 Minimize out-fall of the dredge material at the disposal site by placing the pipeline outtake at or near the water level surface.
  - .2 Restrict vessel traffic adjacent to the disposal site to an absolute minimum to avoid the re-suspension of dredged material from propeller wash.
- .5 Water contamination by preservative treated wood:
  - .1 Preservative treated lumber and timber, whether plant or site treated, shall be cured for a minimum of 30 days from date of the treatment application before their installation in areas which will be in contact with the water.
  - .2 Do not cut treated wood lumber over the surface of a watercourse or wetland.
  - .3 Do not use liquid applied preservative products over the surface of a watercourse or wetland.
  - .4 Wood treated with Chromate Copper Arsenate (CCA) or Ammoniac Copper Zinc Arsenate (ACZA) must be CSA or AWWA approved.
  - .5 Do not use timber and lumber treated with cresote, petroleum and pentachlorophenol for any part of the Work.
- .6 Do not washdown equipment within a 30 metre buffer zone of a wetland, watercourse or other identified environmentally sensitive area.

## **1.9 SOCIOECONOMIC RESTRICTIONS**

- .1 Abide by municipal and provincial regulations for any restrictions on work performed during the night time and on flood lighting of the site. Obtain applicable permits.
- .2 Place flood lights in opposite direction of adjacent residential and business areas.
- .3 Equip equipment and machinery with purposely designed mufflers to reduce noise on site to lowest possible level. Maintain mufflers in good operating condition at all times.

## **1.10 BIRD AND BIRD HABITAT**

- .1 Become knowledgeable with and abide by the Migratory Birds Convention Act (MBCA) in regards to the protection of migratory birds, their eggs, nests and their young encountered on site and in the vicinity.

- .2 Minimize disturbance to all birds on site and adjacent areas during the entire course of the Work.
- .3 Do not approach concentrations of seabirds, waterfowl and shorebirds when anchoring equipment, accessing wharves or ferrying supplies.
- .4 During night time work, position flood lights in opposite direction of any known nearby bird nesting habitat.
- .5 Do not use beaches, dunes and other natural previously undisturbed areas of the site to conduct work unless specifically approved by the Departmental Representative.
- .6 Should nests of migratory birds in wetlands be encountered during work, immediately notify Departmental Representative for directives to be followed.
  - .1 Do not disturb nest site and neighboring vegetation until nesting is completed.
  - .2 Minimize work immediately adjacent to such areas until nesting is completed.
  - .3 Protect these areas by following recommendations of Canadian Wildlife Service.

#### **1.11 FISH AND FISH HABITAT**

- .1 Be aware of the risk for contamination of the fish habitat at the site as a result of alien species being introduced in the water.
- .2 To minimize the possibility of fish habitat contamination, all construction equipment which will be immersed into the water of a watercourse, or has the possibility of coming into contact with such water during the course of the work, must be cleaned and washed to ensure that they are free of marine growth and alien species.
  - .1 Equipment shall include boats, barges, cranes, excavators, haul trucks, pumps, pipe lines and all other miscellaneous tools and equipment previously used in a marine environment.
- .3 Cleaning and washing of equipment shall be performed immediately upon their arrival at the site and before use in or over the body of water.
- .4 Conduct cleaning and washing operations as follows:
  - .1 Scrape and remove heavy accumulation of mud and dispose appropriately.
  - .2 Wash all surfaces of equipment by use of a pressurized fresh water supply.
  - .3 Immediately follow with application of a heavy sprayed coating of undiluted vinegar or other environmentally approved cleaning agent to thoroughly remove all plant matter, animals and sediments.
  - .4 Check and remove all plant, animal and sediment matter from the bilges and filters.
  - .5 Drain standing water from equipment and let fully dry before use.
  - .6 Upon removal from the water, drain standing water from equipment and let fully dry before removal off the site.
- .5 Do not perform cleaning and washdown within a 30 metre buffer zone of a wetland, watercourse or other identified environmentally sensitive area.

- .6 Record of Assurance Logbook:
  - .1 Maintain an on-going log of past and present usage and washdowns of all equipment to illustrate mitigation measures undertaken against fish habitat contamination by alien species.
  - .2 Write data in a hard cover bound logbook,
  - .3 Include the following:
    - .1 Date and location where equipment was previously used in a watercourse or wetland;
    - .2 Type of work performed.
    - .3 Dates of washdown for each piece of equipment;
    - .4 Cleaning method and cleaning agent(s) used.
- .7 Keep Record of Assurance Logbook updated from project to project. Upon request, submit logbook to Departmental Representative for review.
- .8 Abide by requirements and recommendations of the Federal Department of Environment and the Department of Fisheries and Oceans - Habitat Protection and Sustainable Development Branch in cleaning and washdown of equipment.

#### **1.12 AIR QUALITY**

- .1 Keep airborne dust and dirt resulting from the work on site to an absolute minimum.
- .2 Apply dust control measures to roads, parking lots and work areas.
- .3 Spray surfaces with water or other environmentally approved product. Use purposely suited equipment or machinery and apply in sufficient quantity and frequency to provide effective result and continued dust control during the entire course of the work.
- .4 Do not use oil or any other petroleum products for dust control.

#### **1.14 FIRES**

- .1 Fires and burning of rubbish on site is not permitted.

**END OF SECTION**

**Part 1            General**

**1.1                REFERENCE STANDARDS**

- .1        "Reference Standards" are referred to throughout the technical sections of this Project Manual. Perform work in accordance with the latest edition of the standard in effect up to tender closing date unless noted otherwise. In case of discrepancy, more stringent requirements apply.

**END OF SECTION**



**Part 1 General**

**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 the 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, and 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, Departmental Representative 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 4 copies of inspection and test reports to Departmental Representative.
- .2 Provide copies to subcontractor of work being inspected or tested and manufacturer or 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's 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 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 of specification Sections.

**1.10 EQUIPMENT AND SYSTEMS**

- .1 Submit adjustment and balancing reports for mechanical, electrical and building equipment systems.
- .2 Refer to Sections for definitive requirements.

**END OF SECTION**

**Part 1            General**

**1.1                SUBMITTALS**

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

**1.2                INSTALLATION AND REMOVAL**

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

**1.3                TEMPORARY POWER AND LIGHTS**

- .1        Arrange for connection with appropriate utility company. Pay costs for installation, maintenance and removal.
- .2        Temporary power for electric cranes and other equipment required in excess of above is responsibility of Contractor.

**1.4                TEMPORARY COMMUNICATION FACILITIES**

- .1        Provide and pay for temporary telephone, and equipment necessary for own use.

**1.5                FIRE PROTECTION**

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

**END OF SECTION**

**Part 1 General**

**1.1 RELATED SECTIONS**

- .1 Temporary Utilities: Section 01 51 00
- .2 Temporary Barriers and Enclosures: Section 01 56 00

**1.2 REFERENCES**

- .1 Canadian Standards Association (CSA International)
  - .1 CSA-A23.1/A23.2-[09], 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.
- .2 Public Works Government Services Canada (PWGSC) Standard Acquisition Clauses and Conditions (SACC)-ID: R0202D, Title: General Conditions 'C', In Effect as of: May 14, 2004.

**1.3 SUBMITTALS**

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

**1.4 MEASUREMENT FOR PAYMENT**

- .1 All work associated with the supply, maintenance and removal from the site of the Departmental Representatives site office will constitute a lump sum for measurement payment.
- .2 Mobilization and Demobilization will be measured as lump sum. Fifty percent (50%) of the allocation for mobilization, less hold back, will be paid upon commencing the project and the remainder upon completing the project.
- .3 All other costs associated with the supply, maintenance and removal of temporary facilities will be considered as incidental to the associated work and will not be measured for payment.

**1.5 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.

#### **1.6 SCAFFOLDING**

.1 Scaffolding in accordance with CAN/CSA-S269.2.

.2 Provide and maintain scaffolding, ramps, ladders, swing staging, platforms and temporary stairs.

#### **1.7 HOISTING**

.1 Provide, operate, and maintain hoists and cranes required for moving of workers, materials and equipment. Make financial arrangements with Subcontractors for their use of hoists.

.2 Hoists and cranes to be operated by qualified operator.

#### **1.8 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.

#### **1.9 CONSTRUCTION PARKING**

.1 Parking will be permitted on site.

.2 Provide and maintain adequate access to project site.

#### **1.10 EQUIPMENT, TOOL AND MATERIALS STORAGE**

.1 Provide and maintain, in clean and orderly condition, lockable weatherproof sheds for storage of tools, equipment and materials.

.2 Locate materials not required to be stored in weatherproof sheds on site in manner to cause least interference with work activities.

#### **1.11 CONTRACTOR'S SITE OFFICE**

.1 Establish on the site of the work and keep open at all times during the execution of the work an office where all letters, orders, notices and other communications may be received or acknowledged either by the Contractor or his authorized agent or representative. Provide a telephone.

#### **1.12 DEPARTMENTAL REPRESENTATIVE'S SITE OFFICE**

.1 Provide temporary office for sole use of Departmental Representative, complete with heat and lights. Insulated office required during October to May. Locate on or adjacent to site.

- .2 Inside dimensions minimum 5 m long x 3 m wide x 2.4 m high, with floor 0.3 m above grade, complete with 4-50% opening windows and one lockable door.
- .3 Arrange and pay for telephone and facsimile machine, installation and service in Departmental Representative's office for the Departmental Representative's exclusive use. Long distance calls placed on this phone will be paid for by Departmental Representative.
- .4 Washroom facilities not required in the office. Provide outside sanitary facilities to approval of Departmental Representative.
- .5 Equip office with six chairs, a flat 1200 x 2400 x 25 table with writing surface and 4 drawer lockable filing cabinet.
- .6 Maintain in clean condition.

#### **1.13 SANITARY FACILITIES**

- .1 Provide sanitary facilities for work force in accordance with governing regulations and ordinances.
- .2 Post notices and take precautions as required by local health authorities. Keep area and premises in sanitary condition.
- .3 When permanent water and drain connections are completed, provide temporary water closets and urinals complete with temporary enclosures, inside facility. Permanent facilities may be used on approval of Departmental Representative.

#### **1.14 PROTECTION AND MAINTENANCE OF TRAFFIC**

- .1 Provide access and temporarily relocate road as necessary to maintain traffic to existing wharf.
- .2 Provide measures for protection and diversion of traffic, including provision of watch-persons and flag-persons, erection of barricades, placing of lights around and in front of equipment and work, and erection and maintenance of adequate warning, danger, and direction signs
- .3 Protect travelling public from damage to person and property.
- .4 Contractor's traffic on roads selected for hauling material to and from site to interfere as little as possible with public traffic.
- .5 Verify adequacy of existing roads and allowable load limit on these roads. Contractor is responsible for repair of damage to roads caused by construction operations.
- .6 Construct access and haul roads necessary.
- .7 Haul roads: constructed with suitable grades and widths; sharp curves, blind corners, and dangerous cross traffic shall be avoided.

- .8 Provide necessary lighting, signs, barricades, and distinctive markings for safe movement of traffic.
- .9 Dust control: adequate to ensure safe operation at all times.
- .10 Location, grade, width, and alignment of construction and hauling roads: subject to approval by Departmental Representative.
- .11 Lighting: to assure full and clear visibility for full width of haul road and work areas during night work operations.
- .12 Provide snow removal during period of Work.
- .13 Remove, upon completion of work, haul roads and restore area to original condition.

**1.15 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 Stack stored new or salvaged material not incorporated in the construction of the facilities.

**END OF SECTION**



**Part 1            General**

**1.1            RELATED SECTIONS**

- .1      Temporary Utilities:            Section 01 51 00
- .2      Construction Facilities:        Section 01 52 00.

**1.2            REFERENCES**

- .1      Public Works Government Services Canada (PWGSC) Standard Acquisition Clauses and Conditions (SACC)-ID: R0202D, Title: General Conditions 'C', In Effect as Of: May 14, 2004.

**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            GUARD RAILS AND BARRICADES**

- .1      Provide secure, rigid guard rails and barricades around deep excavations, open shafts, open stair wells, open edges of floors and roofs.
- .2      Provide as required by governing authorities.

**1.5            ACCESS TO SITE**

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

**1.6            PUBLIC TRAFFIC FLOW**

- .1      Provide and maintain competent signal flag operators, traffic signals, barricades and flares, lights, or lanterns as required to perform Work and protect public.

**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 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.

**END OF SECTION**

**Part 1 General**

**1.1 RELATED SECTIONS**

- .1 Execution Requirements: Section 01 73 00.

**1.2 REFERENCES**

- .1 Conform to these reference standards, in whole or in part as specifically requested in specifications.
- .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.

**1.3 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 works.
- .6 Permanent labels, trademarks and nameplates on products are not acceptable in prominent locations, except where required for operating instructions, or when located in mechanical or electrical rooms.

**1.4 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.

## **1.5 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 and 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.

## **1.6 TRANSPORTATION**

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

## **1.7 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.

**1.8 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.

**1.9 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.

**1.10 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.

**1.11 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.

**1.12 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.

**1.13 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.

#### **1.14 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.

#### **1.15 PROTECTION OF WORK IN PROGRESS**

- .1 Prevent overloading of parts of work. Do not cut, drill or sleeve load bearing structural member, unless specifically indicated, without written approval of Departmental Representative.

#### **1.16 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 pedestrian and vehicular traffic.
- .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.

**END OF SECTION**

**Part 1            General**

**1.1                QUALIFICATIONS OF SURVEYOR**

- .1      Qualified registered land surveyor, licensed to practice in Place of Work, acceptable to Departmental Representative.

**1.2                SURVEY REFERENCE POINTS**

- .1      Existing base horizontal and vertical control points are designated on drawings, or will be provided by Departmental Representative.
- .2      Locate, confirm and protect control points prior to starting site work. Preserve permanent reference points during construction.
- .3      Make no changes or relocations without prior written notice to, and acceptance by Departmental Representative
- .4      Report to Departmental Representative when reference point is lost or destroyed, or requires relocation because of necessary changes in grades or locations.
- .5      Require surveyor to replace control points in accordance with original survey control.

**1.3                SURVEY REQUIREMENTS**

- .1      Establish two permanent bench marks on site, referenced to established bench marks by survey control points. Record locations, with horizontal and vertical data in Project Record Documents.
- .2      Establish lines and levels, locate and lay out, by instrumentation.
- .3      Stake for grading, fill and topsoil placement and landscaping features.
- .4      Stake slopes and berms.
- .5      Establish pipe invert elevations.
- .6      Stake batter boards for foundations.
- .7      Establish foundation column locations and floor elevations.
- .8      Establish lines and levels for mechanical and electrical work.

**1.4                EXISTING SERVICES**

- .1      Before commencing work, establish location and extent of service lines in area of Work and notify Departmental Representative of findings.
- .2      Remove abandoned service lines within 2 m of structures. Cap or otherwise seal lines at cut-off points as directed by Departmental Representative.

## **1.5 LOCATION OF EQUIPMENT AND FIXTURES**

- .1 Location of equipment, fixtures and outlets indicated or specified are to be considered as approximate.
- .2 Locate equipment, fixtures and distribution systems to provide minimum interference and maximum usable space and in accordance with manufacturer's recommendations for safety, access and maintenance.
- .3 Inform Departmental Representative of impending installation and obtain approval for actual location.
- .4 Submit field drawings to indicate relative position of various services and equipment when required by Departmental Representative

## **1.6 RECORDS**

- .1 Maintain a complete, accurate log of control and survey work as it progresses.
- .2 On completion of foundations and major site improvements, prepare a certified survey showing dimensions, locations, angles and elevations of Work.
- .3 Record locations of maintained, re-routed and abandoned service lines.

## **1.7 SUBMITTALS**

- .1 Submit name and address of Surveyor to Departmental Representative.
- .2 On request of Departmental Representative, submit documentation to verify accuracy of field survey work.
- .3 Submit certificate signed by surveyor certifying and noting those elevations and locations of completed Work that conform and do not conform with Contract Documents.

## **1.8 SUBSURFACE CONDITIONS**

- .1 Promptly notify Departmental Representative in writing if subsurface conditions at Place of Work differ materially from those indicated in Contract Documents, or a reasonable assumption of probable conditions based thereon.
- .2 After prompt investigation, should Departmental Representative determine that conditions do differ materially, instructions will be issued for changes in Work as provided in Changes and Change Orders.

**END OF SECTION**



**Part 1            General**

**1.1               SUBMITTALS**

- .1       Submittals: in accordance with Section 01 33 00 - Submittal Procedures.
- .2       Submit written request in advance of cutting or alteration which affects:
  - .1       Structural integrity of elements of project.
  - .2       Integrity of weather-exposed or moisture-resistant elements.
  - .3       Efficiency, maintenance, or safety of operational elements.
  - .4       Visual qualities of sight-exposed elements.
  - .5       Work of Owner or separate contractor.
- .3       Include in request:
  - .1       Identification of project.
  - .2       Location and description of affected Work.
  - .3       Statement on necessity for cutting or alteration.
  - .4       Description of proposed Work, and products to be used.
  - .5       Alternatives to cutting and patching.
  - .6       Effect on Work of Owner or separate contractor.
  - .7       Written permission of affected separate contractor.
  - .8       Date and time work will be executed.

**1.2               MATERIALS**

- .1       Required for original installation.
- .2       Change in Materials: Submit request for substitution in accordance with Section 01 33 00 - Submittal Procedures.

**1.3               PREPARATION**

- .1       Inspect existing conditions, including elements subject to damage or movement during cutting and patching.
- .2       After uncovering, inspect conditions affecting performance of Work.
- .3       Beginning of cutting or patching means acceptance of existing conditions.
- .4       Provide supports to assure structural integrity of surroundings; provide devices and methods to protect other portions of project from damage.
- .5       Provide protection from elements for areas which are to be exposed by uncovering work; maintain excavations free of water.

**1.4 EXECUTION**

- .1 Execute cutting, fitting, and patching including excavation and fill, to complete Work.
- .2 Fit several parts together, to integrate with other Work.
- .3 Uncover Work to install ill-timed Work.
- .4 Remove and replace defective and non-conforming Work.
- .5 Remove samples of installed Work for testing.
- .6 Provide openings in non-structural elements of Work for penetrations of mechanical and electrical Work.
- .7 Execute Work by methods to avoid damage to other Work, and which will provide proper surfaces to receive patching and finishing.
- .8 Employ original installer to perform cutting and patching for weather-exposed and moisture-resistant elements, and sight-exposed surfaces.
- .9 Cut rigid materials using masonry saw or core drill. Pneumatic or impact tools not allowed on masonry work without prior approval.
- .10 Restore work with new products in accordance with requirements of Contract Documents.
- .11 Fit Work airtight to pipes, sleeves, ducts, conduit, and other penetrations through surfaces.
- .12 Refinish surfaces to match adjacent finishes: Refinish continuous surfaces to nearest intersection. Refinish assemblies by refinishing entire unit.
- .13 Conceal pipes, ducts and wiring in floor, wall and ceiling construction of finished areas except where indicated otherwise.

**1.5 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.

**END OF SECTION**

**Part 1 General**

**1.1 PROJECT CLEANLINESS**

- .1 Maintain Work Site in tidy condition, free from accumulation of waste products and debris, including that caused by Owner or other Contractors.
- .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, unless approved by Departmental Representative.
- .3 Clear snow and ice from access to Work.
- .4 Make arrangements with and obtain permits from authorities having jurisdiction for disposal of waste and debris.
- .5 Provide on-site dump containers for collection of waste materials and debris.
- .6 Provide and use marked separate bins for recycling.
- .7 Dispose of waste materials and debris off site.

**1.2 FINAL CLEANING**

- .1 When Work is Substantially Performed remove surplus products, tools, construction machinery and equipment not required for performance of remaining Work.
- .2 Remove waste products and debris other than that caused by others, and leave Work clean and suitable for occupancy.
- .3 Prior to final review remove surplus products, tools, construction machinery and equipment.
- .4 Remove waste products and debris.
- .5 Remove waste materials from site at regularly scheduled times or dispose of as directed by Departmental Representative. Do not burn waste materials on site, unless approved by Departmental Representative.
- .6 Make arrangements with and obtain permits from authorities having jurisdiction for disposal of waste and debris.
- .7 Broom clean and wash surfaces.
- .8 Remove snow and ice from wharf surface.

**END OF SECTION**

**Part 1            General**

**1.1                WASTE MANAGEMENT**

- .1      Accomplish maximum control of solid construction waste.
- .2      Preserve environment and prevent pollution and environment damage.

**1.2                DEFINITIONS**

- .1      Class III non-hazardous waste: Construction renovation and demolition waste.
- .2      Inert Fill: inert waste - exclusively asphalt and concrete.
- .3      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.
- .4      Recyclable: ability of product or material to be recovered at end of its life cycle and re-manufactured into new product for reuse.
- .5      Recycle: process by which waste and recyclable materials are transformed or collected for purpose of being transferred into new products.
- .6      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.
- .7      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.
- .8      Salvage: removal of structural and non-structural materials from deconstruction/disassembly projects for purpose of reuse or recycling.
- .9      Separate Condition: refers to waste sorted into individual types.
- .10     Source Separation: acts of keeping different types of waste materials separate beginning from first time they became waste.
- .11     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 MATERIALS SOURCE SEPARATION PROGRAM (MSSP)**

- .1 Prepare MSSP and have ready for use prior to project start-up.
- .2 Implement MSSP for waste generated on project in compliance with approved methods and as reviewed by Departmental Representative.
- .3 Provide on-site facilities for collection, handling, and storage of anticipated quantities of reusable and recyclable materials.
- .4 Provide containers to deposit reusable and recyclable materials.
- .5 Locate containers in locations, to facilitate deposit of materials without hindering daily operations.
- .6 Locate separated materials in areas which minimize material damage.
- .7 Collect, handle, store on-site, and transport off-site, salvaged materials in separate condition.
  - .1 Transport to approved and authorized recycling facility.
- .8 Collect, handle, store on-site, and transport off-site, salvaged materials in combined condition.
  - .1 Ship materials to Site operating under Certificate of Approval.
  - .2 Materials must be immediately separated into required categories for reuse or recycling.

### **1.4 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 structure is endangered, cease operations and immediately notify Departmental Representative.
- .7 Protect surface drainage, mechanical and electrical 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.

## **1.5 DISPOSAL OF WASTES**

- .1 Do not bury rubbish or waste materials.
- .2 Do not dispose of waste 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.

## **1.6 USE OF SITE AND FACILITIES**

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

## **1.7 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.

**END OF SECTION**

**Part 1            General**

**1.1            INSPECTION AND DECLARATION**

- .1 Contractor's Inspection: Contractor and Subcontractor conduct 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 to 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 Certificates required by Boiler Inspection Branch Fire Commissioner Utility companies have been submitted.
  - .5 Operation of systems have been demonstrated to Owner's personnel.
  - .6 Work is complete and ready for final inspection.
- .4 Final Inspection: when items noted above are completed, request final inspection of Work by Departmental Representative and Contractor. If Work is deemed incomplete by Departmental Representative, complete outstanding items and request reinspection.
- .5 Declaration of Substantial Performance: when Departmental Representative considers deficiencies and defects have been corrected and it appears requirements of Contract have been substantially performed, make application for certificate of Substantial Performance.
- .6 Commencement of Lien and Warranty Periods: date of Owner's acceptance of submitted declaration of Substantial Performance shall be date for commencement for warranty period and commencement of lien period unless required otherwise by lien statute of Place of Work.
- .7 Final Payment: when Departmental Representative considers final deficiencies and defects have been corrected and it appears requirements of Contract have been totally performed, make application for final payment. If Work is deemed incomplete by Departmental Representative, complete outstanding items and request reinspection.
- .8 Payment of Holdback: after issuance of certificate of Substantial Performance of Work, submit an application for payment of holdback amount.



**1.2            CLEANING**

- .1        In accordance with Section 01 74 11 - Cleaning.
- .2        Remove waste and surplus materials, rubbish and construction facilities from the site in accordance with Section 01 74 21 - Construction/Demolition Waste Management and Disposal.

**END OF SECTION**

**Part 1            General**

**1.1                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 weeks prior to Substantial Performance of the Work, submit to the Departmental Representative, four final copies of operating and maintenance manuals in English.
- .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.

**1.2                FORMAT**

- .1        Organize data as an 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, 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.
- .9        Provide 1:1 scaled CAD files in dwg format on CD.

**1.3 CONTENTS - EACH VOLUME**

- .1 Table of Contents: provide title of project;
  - .1 Date of submission; names.
  - .2 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.

**1.4 AS-BUILTS AND SAMPLES**

- .1 Maintain, in addition to requirements in General Conditions, at site 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.

## **1.5 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, and field test records, required by individual specification sections.

## **1.6 FINAL SURVEY**

- .1 Submit final site survey certificate in accordance with Section 01 71 00 - Examination and Preparation, certifying that elevations and locations of completed Work are in conformance, or non-conformance with Contract Documents.

## **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 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 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 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 WARRANTIES AND BONDS**

- .1 Develop warranty management plan to contain information relevant to Warranties.

- .2 Submit warranty management plan, 30 days before planned pre-warranty conference, to Departmental Representative's approval.
- .3 Warranty management plan to include required actions and documents to assure that Owner receives warranties to which it is entitled.
- .4 Provide plan in narrative form and contain sufficient detail to make it suitable for use by future maintenance and repair personnel.
- .5 Submit, warranty information made available during construction phase, to Departmental Representative for approval prior to each monthly pay estimate.
- .6 Assemble approved information in binder and submit upon acceptance of work. Organize binder as follows:
  - .1 Separate each warranty or bond with index tab sheets keyed to Table of Contents listing.
  - .2 List subcontractor, supplier, and manufacturer, with name, address, and telephone number of responsible principal.
  - .3 Obtain warranties and bonds, executed in duplicate by subcontractors, suppliers, and manufacturers, within ten days after completion of applicable item of work.
  - .4 Verify that documents are in proper form, contain full information, and are notarized.
  - .5 Co-execute submittals when required.
  - .6 Retain warranties and bonds until time specified for submittal.
- .7 Except for items put into use with Owner's permission, leave date of beginning of time of warranty until Date of Substantial Performance is determined.
- .8 Conduct joint 4 month and 9 month warranty inspection, measured from time of acceptance, by Departmental Representative.
- .9 Include information contained in warranty management plan as follows:
  - .1 Roles and responsibilities of personnel associated with warranty process, including points of contact and telephone numbers within the organizations of Contractors, subcontractors, manufacturers or suppliers involved.
  - .2 Listing and status of delivery of Certificates of Warranty for extended warranty items, to include roofs, HVAC balancing, pumps, motors, transformers, and commissioned systems such as fire protection, alarm systems, sprinkler systems.
  - .3 Provide list for each warranted equipment, item, feature of construction or system indicating:
    - .1 Name of item.
    - .2 Model and serial numbers.
    - .3 Location where installed.
    - .4 Name and phone numbers of manufacturers or suppliers.
    - .5 Names, addresses and telephone numbers of sources of spare parts.

- .6 Warranties and terms of warranty: include one-year overall warranty of construction. Indicate items that have extended warranties and show separate warranty expiration dates.
- .7 Cross-reference to warranty certificates as applicable.
- .8 Starting point and duration of warranty period.
- .9 Summary of maintenance procedures required to continue warranty in force.
- .10 Cross-Reference to specific pertinent Operation and Maintenance manuals.
- .11 Organization, names and phone numbers of persons to call for warranty service.
- .12 Typical response time and repair time expected for various warranted equipment.
- .4 Contractor's plans for attendance at 4 and 9 month post-construction warranty inspections.
- .5 Procedure and status of tagging of equipment covered by extended warranties.
- .6 Post copies of instructions near selected pieces of equipment where operation is critical for warranty and/or safety reasons.
- .10 Respond in a timely manner to oral or written notification of required construction warranty repair work.
- .11 Written verification will follow oral instructions. Failure to respond will be cause for the Departmental Representative to proceed with action against Contractor.

#### **1.14 PRE-WARRANTY CONFERENCE**

- .1 Meet with Departmental Representative to develop understanding of requirements of this section. Schedule meeting prior to contract completion, and at time designated by Departmental Representative.
- .2 Departmental Representative will establish communication procedures for:
  - .1 Notification of construction warranty defects.
  - .2 Determine priorities for type of defect.
  - .3 Determine reasonable time for response.
- .3 Provide name, telephone number and address of licensed and bonded company that is authorized to initiate and pursue construction warranty work action.
- .4 Ensure contact is located within local service area of warranted construction, is continuously available, and is responsive to inquiries for warranty work action.

#### **1.15 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.

**END OF SECTION**