



SPECIFICATIONS

SOLICITATION #: 16-22098

BUILDING: M-4
1200 Montreal Road
Ottawa, Ontario

PROJECT: M4- PSO Office Renovation

PROJECT #: M4-5251

Date: October 2016



SPECIFICATION

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Directions to the Ottawa Research Facilities – Montreal Road

1200 Montréal Road
Ottawa, Ontario, Canada K1A 0R6

Tel: 613-993-9101

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NRC Strategy and Development Branch (NRC-SDB)	M-58

By Road, from the OTTAWA International Airport

1. From the airport take the AIRPORT PARKWAY to RIVERSIDE DR EAST
2. Follow RIVERSIDE DR EAST to HIGHWAY 417 EAST
3. Take HIGHWAY 417 EAST, past the ST-LAURENT BLVD exit, where HIGHWAY 417 splits, continue LEFT on HIGHWAY 174 (ROCKLAND)
4. Exit HIGHWAY 174 on BLAIR RD NORTH
5. Proceed on BLAIR RD NORTH, cross OGILVIE RD, and continue on to the traffic lights at the intersection of BLAIR and MONTREAL RD
6. Turn left onto MONTREAL RD and take the first immediate right onto the ramp leading down to the traffic circle. Stop at Building M-1 on the north side of the traffic circle. Ask the commissionaires in M-1 for directions to the NRC building, institute or staff member you seek.

By Road, from MONTRÉAL

1. Take MÉTROPOLITAIN 40 WEST and follow signs for OTTAWA and HIGHWAY 417 WEST
2. Follow 417 WEST to reach OTTAWA
3. Exit at HIGHWAY 174 EAST (ROCKLAND) when entering OTTAWA
4. Follow 174 EAST and exit at BLAIR RD NORTH (first exit after entering 174 EAST)
5. Follow BLAIR RD NORTH, cross OGILVIE RD, and continue on to the traffic lights at the intersection of BLAIR and MONTREAL RD
6. Turn left onto MONTREAL RD and take the first immediate right onto the ramp leading down to the traffic circle. Stop at Building M-1 on the north side of the traffic circle. Ask the commissionaires in M-1 for directions to the NRC building, institute or staff member you seek.



- 1 Sussex Facilities
- 2 Montreal Road Facilities
- 3 Uplands Facilities
- 4 NRC-CSTT

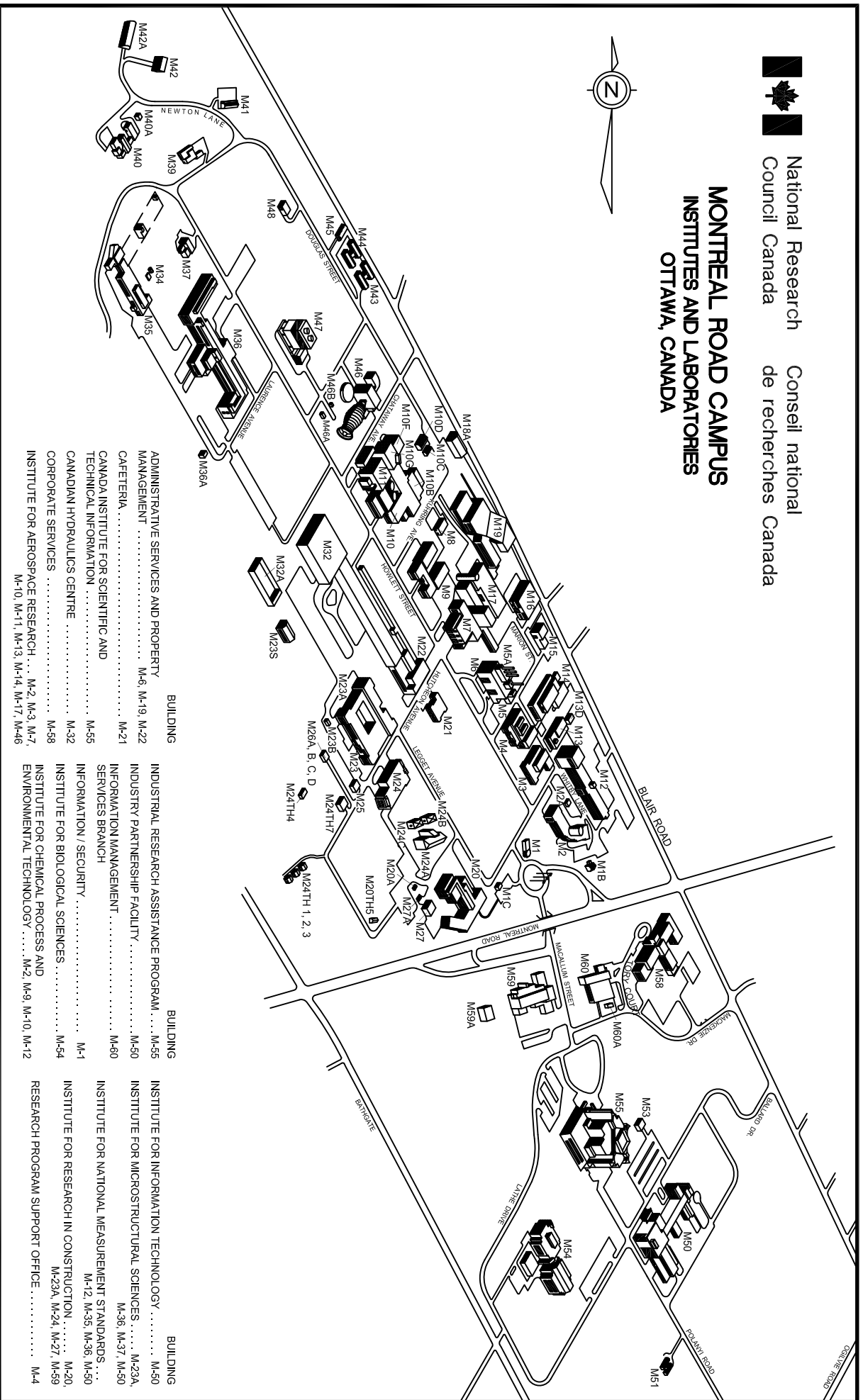
- NRC Institute
- Trans Canada HWY
- Major HWY
- Secondary HWY
- Airport
- Train Station
- Ferry
- Bus Station
- Metro





National Research Council Canada
 Conseil national de recherches Canada

MONTREAL ROAD CAMPUS INSTITUTES AND LABORATORIES OTTAWA, CANADA



- | | | | | |
|--|----------|--|----------|--|
| ADMINISTRATIVE SERVICES AND PROPERTY MANAGEMENT M-6, M-19, M-22 | BUILDING | INDUSTRIAL RESEARCH ASSISTANCE PROGRAM M-55 | BUILDING | INSTITUTE FOR INFORMATION TECHNOLOGY M-50 |
| CAFETERIA M-21 | | INDUSTRY PARTNERSHIP FACILITY M-50 | | INSTITUTE FOR MICROSTRUCTURAL SCIENCES M-23A, M-36, M-37, M-50 |
| CANADA INSTITUTE FOR SCIENTIFIC AND TECHNICAL INFORMATION M-55 | | SERVICES BRANCH | | INSTITUTE FOR NATIONAL MEASUREMENT STANDARDS M-12, M-35, M-36, M-50 |
| CANADIAN HYDRAULICS CENTRE M-32 | | INFORMATION / SECURITY M-1 | | INSTITUTE FOR RESEARCH IN CONSTRUCTION M-20, M-23A, M-24, M-27, M-59 |
| CORPORATE SERVICES M-58 | | INSTITUTE FOR BIOLOGICAL SCIENCES M-54 | | RESEARCH PROGRAM SUPPORT OFFICE M-4 |
| INSTITUTE FOR AEROSPACE RESEARCH M-2, M-3, M-7, M-10, M-11, M-13, M-14, M-17, M-46 | | INSTITUTE FOR CHEMICAL PROCESS AND ENVIRONMENTAL TECHNOLOGY M-2, M-9, M-10, M-12 | | |

National Research Council Conseil national de recherches
Canada Canada

Administrative Services Direction des services
& Property management administratif et gestion
Branch (ASPM) de l'immobilier (SAGI)

Construction Tender Form

Project Identification **M4- PSO Office Renovation**

Tender No.: **16-22098**

1.2 Business Name and Address of Tenderer

Name _____

Address _____

Contact Person(Print Name) _____

Telephone (_____) _____ **Fax:** (_____) _____

1.3 Offer

I/We the Tenderer, hereby offer to Her Majesty the Queen in Right of Canada (hereinafter referred to as "Her Majesty") represented by the National Research Council Canada to perform and complete the work for the above named project in accordance with the Plans and Specifications and other Tender Documents, at the place and in the manner set out therein for the Total Tender Amount (to be expressed in numbers only) of: \$_____. _____ **in lawful money of Canada (excluding GST/HST)**

The above amount is inclusive of all applicable (*) Federal, Provincial and Municipal taxes except that in the event of a change in any tax imposed under the Excise Act, the Excise Tax Act, the Old Age Security Act, the Customs Act, the Customs Tariff or any provincial sales tax legislation imposing a retail sales tax on the purchase of tangible personal property incorporated into Real Property, that occurs

- .1 after the date this tender was mailed or delivered, or
- .2 if this tender is revised, after the date of the last revision

the amount of this offer shall be decreased or decreased in the manner provided for in GC22 of the General Conditions of the Contract Documents.

National Research Council Canada	Conseil national de recherches Canada
Administrative Services & Property management Branch (ASPM)	Direction des services administratif et gestion de l'immobilier (SAGI)

1.3.1 Offer (continued)

(*) For the purpose of this tender, the Goods and Services Tax (GST) is not to be considered as an applicable tax.

In the province of Quebec, the Quebec Sales Tax is not to be included in the tender amount because the Federal Government is exempt from this tax. Tenderers shall make arrangements directly with the provincial Revenue Department to recover any tax they may pay on good and services acquired in the performance of this contract. However, tenderers should include in their tender amount Quebec Sales Tax for which an Input Tax Refund is not available.

1.4 Acceptance and Entry into Contract

I/We undertake, within fourteen (14) days of notification of acceptance of my/our offer, to sign a contract for the performance of the work provided I/we are notified, by the Department, of the acceptance of my/our offer within 30 days of the tender closing date.

1.5 Construction Time

I/We Agree to complete the work within the time stipulated in the specification from the date of notification of acceptance of my/our offer.

1.6 Bid Security

I/We herewith enclose tender security in accordance with Article 5 of the General Instruction to Tenderers.

I/We understand that if a security deposit is furnished as tender security and if I/we refuse to enter into a contract when called upon to do so, my/our security deposit shall be forfeited but the Minister may, if it is in the public interest, waive the right of Her Majesty to forfeit the security deposit.

I/We understand that if the security furnished is not in the approved form as described in Article 5 of the General Instructions to Tenderers, my/our tender is subject to disqualification.

National Research Council Conseil national de recherches
Canada Canada

Administrative Services Direction des services
& Property management administratif et gestion
Branch (ASPM) de l'immobilier (SAGI)

1.7 Contract Security

Within fourteen (14) days after receipt of written notification of the acceptance of my/our offer, I/we will furnish contract security in accordance with the Contract Conditions "F" of the Contract Documents.

I/We understand that the contract security referred to herein, if provided in the form of a bill of exchange, will be deposited into the Consolidated Revenue Fund of Canada.

1.8 Appendices

This Tender Form includes Appendix No. ____N/A_____.

1.9 Addenda

The Total Tender Amount provides for the Work described in the following Addenda:

NUMBER	DATE	NUMBER	DATE

(Tenderers shall enter numbers and dates of addenda)

National Research Council Canada	Conseil national de recherches Canada
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Administrative Services & Property management Branch (ASPM)	Direction des services administratif et gestion de l'immobilier (SAGI)
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1.10 Execution of Tender

The Tenderer shall refer to Article 2 of the General Instructions to Tenderers.

**SIGNED, ATTESTED TO AND DELIVERED on the _____ day of
_____ on behalf of**

(Type or print the business name of the Tenderer)

AUTHORIZED SIGNATORY (IES)

(Signature of Signatory)

(Print name & Title of Signatory)

(Signature of Signatory)

(Print name & Title of Signatory)

SEAL

BUY AND SELL NOTICE

M4- PSO Office Renovation

The National Research Council Canada, 1200 Montreal Road Ottawa, ON has a requirement for a project that includes:

The work under this contract covers the renovation of an office area on the main floor of the existing M-4 building. It will also include the replacement of a portion of the existing below slab storm drain pipe within the office area and adjacent workshop areas. Work will include:

- The removal of flooring, ceiling and partitions within the office area,
- New floor, ceiling and paint finishes for those areas,
- The supply and installation of new workstations within the office area,
- Minor HVAC work to support the new open office area,
- New electrical work including new lighting to support the new work.

1. GENERAL

Questions regarding any aspect of the project are to be addressed to and answered only by the Departmental Representative (or his designate) or the Contracting Authority.

Any information received other than from the Departmental Representative (or his designate) or the Contracting Authority will be disregarded when awarding the contract and during construction.

Firms intending to submit tenders on this project should obtain tender documents through the Buyandsell.gc.ca TMA services provider. Addenda, when issued, will be available from the Buyandsell.gc.ca TMA service provider. Firms that elect to base their bids on tender documents obtained from other sources do so at their own risk and will be solely responsible to inform the tender calling authority of their intention to bid. Tender packages are not available for distribution on the actual day of tender closing.

2. MANDATORY SITE VISIT

It is mandatory that the bidder attends one of the site visits at the designated date and time. At least one representative from proponents that intend to bid must attend.

The site visits will be held on November 18th and November 21st, 2016 at **9:00**. Meet Allan Smith at Building M-4, Main Entrance, 1200 Montreal Road Ottawa, ON. Bidders who, for any reason, cannot attend at the specified date and time will not be given an alternative appointment to view the site and their tenders, therefore, will be considered as non-responsive. **NO EXCEPTIONS WILL BE MADE.**

As proof of attendance, at the site visit, the Contracting Authority will have an Attendance Form which **MUST** be signed by the bidder's representative. It is the responsibility of all bidders to ensure they have signed the Mandatory Site Visit Attendance form prior to leaving the site. Proposals submitted by bidders who have not attended the site visit or failed to sign the Attendance Form will be deemed non-responsive.

3. CLOSING DATE

Closing date is December 8th, 2016 at 14:00.

4. TENDER RESULTS

Following the Tender closing, the tender results will be sent by facsimile to all Contractors who submitted a tender

5. SECURITY REQUIREMENT FOR CANADIAN CONTRACTORS

5.1 MANDATORY SECURITY REQUIREMENT:

This procurement contains a mandatory security requirement as follows:

- 1 The Contractor must, at all times during the performance of the Contract, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Director (CISD), Public Works Government Services Canada.
- 2 The Contractor personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PWGSC.
- 3 The Contractor must comply with the provisions of the:
 - a. Security Requirements Checklist attached at Appendix "D"
 - b. Industrial Security Manual (Latest Edition) available at: <http://ssi-iss.tpsgc-pwgsc.gc.ca/ssi-iss-services/eso-oss-eng.html>

5.2 VERIFICATION OF SECURITY CLEARANCE AT BID CLOSING

- 1 The Bidder must hold a valid Designated Organization Screening (DOS) issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC), **TO BE INCLUDED WITH THEIR TENDER OR PROVIDED WITHIN 48 HOURS FROM THE DATE AND TIME OF TENDER CLOSING.** Verifications will be made through CISD to confirm the security clearance status of the Bidder. Failure to comply with this requirement will render the bid non-compliant and no further consideration will be given to the bid.
- 2 Within 72 hours of tender closing, the General Contractor must name all of his sub-contractors, each of whom **must hold a valid RELIABILITY STATUS**, granted or approved by CISD/PWGSC, or any other Federal Department or Agency along with the names and birthdates or security clearance certificate numbers of all personnel who will be assigned to the project.
- 3 It is to be noted that any subcontractor required to perform any part of the work during the performance of the subsequent contract must also adhere to the mandatory security requirement of the contract. As well, no personnel without the required level of security will be allowed on site. It will be the responsibility of the successful bidder to ensure that the security requirement is met throughout the performance of the contract. The Crown will not be held liable or accountable for any delays or additional costs associated with the contractor's non-compliance to the mandatory security requirement. Failure to comply with the mandatory security requirement will be grounds for being declared in default of contract.
- 4 For any enquiries concerning the project security requirement during the bidding period, the Bidder/Tenderer must contact the Security Officer @ 613-993-8956.

6.0 WSIB (WORKPLACE SAFETY AND INSURANCE BOARD)

- 1 All Bidders must provide a valid WSIB certificate with their Tender or prior to contract award.

7.0 OFFICE OF THE PROCUREMENT OMBUDSMAN

1 Dispute Resolution Services

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will, on request or consent of the parties to participate in an alternative dispute resolution process to resolve any dispute between the parties respecting the interpretation or application of a term and condition of this contract and their consent to bear the cost of such process, provide to the parties a proposal for an alternative dispute resolution process to resolve their dispute. The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at boa.opo@boa-opo.gc.ca.

2 Contract Administration

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will review a complaint filed by [*the supplier or the contractor or the name of the entity awarded this contract*] respecting administration of this contract if the requirements of Subsection 22.2(1) of the *Department of Public Works and Government Services Act* and Sections 15 and 16 of the *Procurement Ombudsman Regulations* have been met, and the interpretation and application of the terms and conditions and the scope of the work of this contract are not in dispute. The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at boa.opo@boa-opo.gc.ca.

- 3 The Office of the Procurement Ombudsman (OPO) was established by the Government of Canada to provide an independent avenue for suppliers to raise complaints regarding the award of contracts under \$25,000 for goods and under \$100,000 for services. You have the option of raising issues or concerns regarding the solicitation, or the award resulting from it, with the OPO by contacting them by telephone at 1-866-734-5169 or by e-mail at boa.opo@boa-opo.gc.ca. You can also obtain more information on the OPO services available to you at their website at www.opo-boa.gc.ca.

The Departmental Representative or his designate for this project is: **Allan Smith**
Telephone: **613 993-4926**.

Contracting Authority for this project is: **Alain Leroux** alain.leroux@nrc-cnrc.gc.ca
Telephone: **613 991-9980**.

INSTRUCTIONS TO BIDDERS

Article 1 – Receipt of Tender

- 1a) Tenders must be received not later than the specified tender closing time. Tenders received after this time are invalid and shall not be considered, regardless of any reason for their late arrival.
- 1b) A letter of printed telecommunication from a bidder quoting a price shall not be considered as a valid tender unless a formal tender has been received on the prescribed Tender Form.
- 1c) Bidders may amend their tenders by letter or printed telecommunication provided that such amendments are received not later than the specified tender closing time.
- 1d) Any amendments to the tender which are transmitted by telefax must be signed and must clearly identify the tenderer.

All such amendments are to be addressed to:
National Research Council of Canada
Alain Leroux, Senior Contracting Officer
Building M-22
Montreal Road, Ottawa, Ontario
K1A 0R6

Fax: (613) 991-3297

Article 2 – Tender Form & Qualifications

- 1) All tenders must be submitted on the Construction Tender Form and the tender must be signed in compliance with the following requirements:
 - a) Limited Company: The full names of the Company and the name(s) and status of the authorized signing officer(s) must be printed in the space provided for that purpose. The signature(s) of the authorized officer(s) and the corporate seal must be affixed.
 - b) Partnership: The firm name and the name(s) of the person(s) signing must be printed in the space provided. One or more of the partners must sign in the presence of a witness who must also sign. An adhesive coloured seal must be affixed beside each signature.
 - c) Sole Proprietorship : The business name and the name of the sole proprietor must be printed in the space provided. The sole proprietor must sign in the presence of a witness who must also sign. An adhesive coloured seal must be affixed beside each signature.
- 2) Any alterations in the printed part of the Construction Tender Form or failure to provide the information requested therein, may render the tender invalid.
- 3) All space in the Construction Tender Form must be completed and any handwritten or typewritten corrections to the parts so completed must be initialed immediately to the side of the corrections by the person or persons executing the tender on behalf of the the tenderer.
- 4) Tenders must be based on the plans, specifications and tender documents provided.

Article 3 - Contract

- 1) The Contractor will be required to sign a contract similar to the Standard Contract Form for Fixed Price Construction Contracts, a blank specimen of which is enclosed in the package for reference purposes.

Article 4 – Tender Destination

- 1a) Tenders are to be submitted in sealed envelopes to:
National Research Council Canada
Administrative Services and Property Management Branch
1200 Montreal Road
Building M-22
Ottawa, ON
K1A 0R6

Endorsed “Tender for (insert title of work as it appears in the drawings and specifications)” and must bear the name and address of the tenderer.

- 1b) Unless otherwise specified, the only documents required to be submitted with the tender are the Tender form and the Bid Security.

Article 5 - Security

- 1a) Bid Security is required and must be submitted in one of the following forms:
 - i) a certified cheque payable to the Receiver General for Canada and drawn on a member of the Canadian Payments Association or a local cooperative credit society that is a member of a central cooperative credit society having membership in the Canadian Payments Association; **OR**
 - ii) bonds of the Government of Canada, or bonds unconditionally guaranteed as to principal and interest by the Government of Canada; **OR**
 - iii) a bid bond.
- 1b) Regardless of the Bid Security submitted, it should never be more than \$250,000 maximum, calculated at 10% of the first \$250,000 of the tendered price, plus 5% of any amount in excess of \$250,000.
- 2a) Bid Security shall accompany each tender or, if forwarded separately from the tender, shall be provided not later than the specified tender closing time. Bid Security must be in the **ORIGINAL** form. Fax or photocopies and **NOT** acceptable. **FAILURE TO PROVIDE THE REQUIRED BID SECURITY SHALL INVALIDATE THE TENDER.**
- 2b) If the tender is not accepted, the Bid Security submitted pursuant to Article 8 shall be returned to the tenderer.
- 3a) The successful tenderer is required to provide security within 14 days of receiving notice of tender acceptance. The tenderer must furnish **EITHER**:
 - i) a Security Deposit as described in 1(b) above together with a Labour and Material Payment Bond in the amount of at least 50% of the amount payable under the contract, **OR**

- ii) a Performance Bond and a Labour and Material Payment Bond – each in the amount of 50% of the amount payable under the contract.
- 3b) Should it not be possible to obtain a Labour Material Payment Bond as required under 3(a) above, on making application thereof to at least two acceptable Bonding Companies, an additional Security Deposit of a straight 10% of the amount payable under the contract must be furnished.
- 3c) Where a tender has been accompanied by a Security Deposit, as described in 1(b) above, the amount of the Security Deposit required under 3(a) above may be reduced by the amount of the Security Deposit which accompanied the tender.
- 3d) Bonds must be in an approved form and from the companies whose

bonds are acceptable to the Government of Canada. Samples of the approved form of Bid Bond, Performance Bond and Labour and Material Payment Bond and a list of acceptable Bonding Companies may be obtained from the Contracting Officer, National Research Council, Building M-22, Montreal Road, Ottawa, Ontario, K1A 0R6.

Article 6 – Interest On Security Deposits

- 1) Tenderers are notified that they must make their own arrangements with their bankers as to the interest, if any, on the amount of the certified cheque accompanying their tender. The Council will not pay interest on said cheque pending the awarding of the contract nor be responsible for the payments of interest under any arrangement made by the tenderers.

Article 7 – Sales Tax

- 1) The amount of the tender shall include all taxes as levied under the Excise Act, the Excise Tax Act, the Old Age Security Act, the Customs Act or the Customs Tariff, in force or applicable at the time.
- 2) In Quebec, the Provincial Sales Tax should not be included in the Tender Price as the Federal Government is exempt. Tenderers should contact the Provincial Revenue Minister to recover all taxes paid for goods and services rendered under this contract.

Tenderers must include in their Tender Price the amount of Provincial Sales Tax for which the exemption does not apply.

Article 8 – Examination of Site

- 1) All parties tendering shall examine the sites of the proposed work before sending in their tender and make themselves thoroughly acquainted with the same and obtain for themselves any and all information that may be necessary for the proper carrying out of the Contract. No after claim will be allowed or entertained for any work or material that may be requisite and necessary for the proper execution and completion of this Contract with the exception of that provided for under GC 35 in the General Conditions of the General Specification.

Article 9 – Discrepancies, Omissions, Etc.

- 1a) Bidders finding discrepancies in, or omissions from, drawings, specifications or other documents, or having any doubt as to the meaning or intent of any part thereof, should at once notify the Engineer who will send written instructions or explanation to all bidders.
- 1b) Neither the Engineer nor the Council will be responsible for oral instructions.
- 1c) Addenda or corrections issued during the time of the bidding shall be covered in the proposal. However, the contract supersedes all communications, negotiations and agreements, either written or oral, relating to the work and made prior to the date of the contract.

Article 10 – No additional Payments for Increased Costs

- 1) The only other adjustments in the contract price allowed are those specified in the General Conditions of the General Specification. The contract price will not be amended for change in freight rates, exchange rates, wage rates or cost of materials, plant or services.

Article 11 – Awards

- 1a) The Council reserves the power and right to reject tenders received from parties who cannot show a reasonable acquaintance with and preparation for the proper performance of the class of work herein specified and shown on plans. Evidence of such competence must be furnished by the tenderers if required to do so.
- 1b) A tenderer may be required to furnish to the Contracting Office, National Research Council of Canada, Building M-22, 1200 Montreal Road, Ottawa, Ontario, K1A 0R6, Canada, unsigned copies of the insurance requirements as covered by the Insurance Conditions of the General Specification.
- 1c) The Council does not bind itself to accept the lowest or any tender.

Article 12 – Harmonized Sales Tax

- 1) The Harmonized Sales Tax (HST) which is now in effect shall be considered an applicable tax for the purpose of this tender. However, the bidder shall NOT include any amount in the bid price for said HST. The successful contractor will indicate on each application for payment as a separate amount the appropriate HST the Owner is legally obliged to pay. This amount will be paid to the Contractor in addition to the amount certified for payment under the Contract in addition to the amount certified for payment under the Contract and will therefore not affect the Contract Price. The Contractor agrees to remit any HST collected or due to Revenue Canada.

Non-resident contractors

RST guide 804

Published August 2006

ISBN: 1-4249-2007-8 (Print), **1-4249-2009-4 (PDF)**, **1-4249-2008-6 (HTML)**

Publication Archived

Notice to the reader: For Retail Sales Tax (RST) – On July 1, 2010 the 13 per cent Harmonized Sales Tax (HST) took effect in Ontario replacing the existing provincial Retail Sales Tax (RST) and combining it with the federal Goods and Services Tax (GST). As a result, RST provisions described on this page and in other publications ended on June 30, 2010.

Effective July 1, 2010 this publication was archived for RST purposes **only**. Use caution when you refer to it, since it reflects the law in force for RST at the time it was released and may no longer apply.

- The information in this Guide explains the Retail Sales Tax (RST) responsibilities of a non-resident contractor who is awarded a construction contract to perform work in Ontario and their Ontario customers. Please note that this Guide replaces the previous version dated March 2001.

Non-Resident Contractor Defined

A non-resident contractor is a contractor located outside Ontario who has been awarded a construction contract to perform work in Ontario, and who has not maintained a permanent place of business in Ontario continuously for twelve months immediately prior to signing the contract, or which is not a company incorporated under the laws of Ontario. A construction contract is a contract for the erection, remodelling or repair of a building or other structure on land.

A contractor is a person who is in the business of constructing, altering, repairing or improving real property and includes, but is not limited to,

1. a general contractor and subcontractor,
2. a carpenter, bricklayer, stonemason, electrician, plasterer, plumber, painter, decorator, paver, and bridge builder,
3. a sheet metal, tile and terrazzo, heating, air conditioning, insulation, ventilating, papering, road, roofing and cement contractor, who installs or incorporates items into real property. (See RST [Guide 206 - Real Property and Fixtures](#)).

Registration and Guarantee Deposit

Non-resident contractors who are awarded a construction contract in Ontario are required to register with the Ministry of Finance (ministry), Centralized Programs Unit and post a guarantee equal to 4 per cent of the total of each Ontario contract. The guarantee can be paid in cash, by certified cheque (payable to the Minister of Finance), letter of credit or by a guarantee bond.

To register with the ministry and to obtain further information on posting a guarantee, contractors should contact the ministry's Centralized Programs Unit, 33 King Street West, PO Box 623, Oshawa, Ontario, L1H 8H7, toll-free 1 866 ONT-TAXS (1 866 668-8297) or fax to 905 435-3617.

Non-resident contractors who sell taxable goods on a supply only basis to Ontario customers, or provide taxable services in Ontario, may obtain a regular Vendor Permit to collect and remit RST on their sales. Non-resident contractors who have been issued a regular Vendor Permit must still register separately with the ministry and post a guarantee if they are awarded a construction contract in Ontario.

Letter of Compliance

After receiving the guarantee, the ministry mails out two copies of a "letter of compliance" to the contractor certifying the Retail Sales Tax (RST) requirements have been met. Contractors must give a copy of the letter to their customers.

If a copy of the compliance letter is not provided, the customer must withhold 4 per cent of all amounts payable to the non resident contractor and pay the withheld amounts to the Minister of Finance (minister). Details relating to the contract should be sent along with the payments to the Centralized Programs Unit. Customers may give the minister a guarantee bond equal to 4 per cent of the total contract price instead of making the 4 per cent payments.

Note: Customers who do not follow these requirements may be held liable for 4 per cent of all amounts payable to the non resident contractor or any other amount that the Ministry deems to be the RST payable resulting from the performance of the contract.

Calculation of RST

Fair Value

RST is payable on the "fair value" of materials, purchased or brought into Ontario, to be used for work performed in Ontario. "Fair value" includes:

- the purchase price in Canadian funds;
- all charges by the supplier for handling and delivery, and
- any federal customs duties and excise taxes paid (but not the federal Goods and Services Tax (GST)).

Contractors are also required to pay RST to Ontario suppliers on the purchase, rental or lease of taxable services, materials, machinery, or equipment.

Machinery and Equipment - Leased

If machinery or equipment is leased from a supplier outside Ontario and brought into the province, RST is payable on the lease payments for the period the machinery or equipment is in Ontario.

Machinery and Equipment - Owned by Contractor

If machinery or equipment is owned by the contractor, RST may be calculated in one of the following ways:

- a. If a contractor brings machinery and equipment into Ontario for less than 12 months' use, RST is to be calculated using the following formula:

$$1/36 \times \text{net book value at date of import} \times \text{number of months in Ontario} \times \text{tax rate}$$

For the purpose of this formula, RST is payable for each month or part of a month that the goods are in Ontario. A month is considered 31 consecutive days and a part month is considered more than 12 days. The RST payable is based on the number of days the machinery and equipment are located in Ontario and not the number of days the items are actually used.

Example: Equipment is brought into Ontario on March 28 and taken out on May 8. The items were in the province for 41 days. RST is payable on the first 31 days' temporary stay in Ontario vs. use of the equipment. Since the remainder (10 days) is not considered part of a month, no RST is payable on this portion.

- b. If, at the time the goods are brought into Ontario, it is expected that the machinery or equipment will be in Ontario for more than twelve months, contractors must pay Retail Sales Tax (RST) on the following basis:

net book value at date of import × tax rate

If, at the time of import, the length of time is not known, vendors may use the formula under (a). If they later find it necessary to keep the machinery and equipment in Ontario for more than 12 months, the RST paid under (a) may be deducted from the RST payable under (b).

Using formula (a) or (b) above, contractors will calculate and remit the RST payable on the return that is filed when the contract is finished.

(See Completion of Contract section)

M a n u f a c t u r i n g f o r O w n U s e

Contractors may need to manufacture items, such as doors and windows, for their construction contracts. Manufacturing is work done in a factory away from a construction site, or in a mobile unit or workshop that is on or near the construction site. Manufacturing occurs when raw materials are changed into manufactured goods for use in real property contracts.

Contractors are considered to be manufacturing contractors if they produce goods:

1. for their own use in real property contracts, and
2. the manufactured cost of the goods is more than \$50,000 a year.

(See RST Guide 401 - Manufacturing Contractors)

C o n t r a c t s w i t h t h e F e d e r a l G o v e r n m e n t

Where a non-resident contractor enters into a construction contract with the federal government, for the construction of a building and/or the installation of equipment, the nature of the equipment will determine whether the contract should be let on a tax-included or tax excluded basis.

Contracts for the construction of a building and the installation of equipment that directly services that building (i.e., elevators, escalators, light fixtures, central heating and air conditioning, etc.) should be tendered on a tax -included basis. Contractors are the consumers of the materials used in fulfilling these contracts and must pay or account for RST on the materials used to complete the contracts. There is NO exemption just because the contract is with the federal government.

Contracts for the installation of equipment that becomes a fixture and does not directly service a building (i.e., material handling equipment, production machinery, communication equipment, training equipment) may be tendered on a tax-excluded basis. Contractors engaged in contracts of this nature are permitted to make tax exempt purchases of such equipment by issuing a valid Purchase Exemption Certificate (PEC) to their supplier. Only non-resident contractors who have registered with the ministry and posted a guarantee may issue a PEC.

E x e m p t i o n s

Contractors may supply and install equipment or materials for certain customers that may be entitled to an exemption from RST (e.g., manufacturers, Indian band councils, farmers and diplomatic organizations). The equipment or materials, when installed, becomes real property if it is permanently attached to land, or a fixture if it is permanently attached to a building or real property structure. Since

contractors are liable for RST, they should contact the ministry to find out if the customer qualifies for exemption before tendering the contract on a tax-excluded basis.

Status Indians, Indian Bands and Band Councils

Non-resident contractors may purchase building materials exempt from Retail Sales Tax (RST) for certain buildings and structures situated on reserves. The cost of such projects must be paid by the band council, and the buildings must provide a community service for the reserve. Contracts for the construction of an exempt community building project should be made on an RST-excluded basis. Non-resident contractors may purchase the materials exempt from RST by providing suppliers with a valid Purchase Exemption Certificate (PEC). As noted previously, only non-resident contractors who have registered with the ministry and posted a guarantee may issue a PEC. (See RST Guide [204 - Purchase Exemption Certificates](#)).

Non-resident contractors must pay RST on items purchased for incorporation into a building or structure built for individual status Indians on a reserve. (See RST [Guide 808 - Status Indians, Indian Bands and Band Councils](#)).

Completion of Contract

When a contract is completed, non-resident contractors who were required to post a guarantee must complete a [Non-Resident Contractor Retail Sales Tax Return \[PDF - 92 KB\]](#) that is provided by the ministry.

If a contractor's guarantee was given in cash or by certified cheque, the amount of the deposit can be deducted from the RST liability owed by the contractor. If the liability is greater than the deposit, the amount remaining must be paid by the contractor. If the deposit is more than the liability, the contractor will receive a refund.

If a guarantee bond was posted instead of cash, the bond will be discharged once the RST liability is paid in full.

All returns are subject to audit.

Legislative References

- Retail Sales Tax Act, Subsections 19(2) and 39(3)(4) and (5)
- Regulation 1012 under the Act, Subsections 15.3(1)(2)(5)(6) and (7)
- Regulation 1013 under the Act, Sections 1 and 3

For More Information

The information contained in this publication is only a guideline. For more information, please contact the Ontario Ministry of Finance at 1 866 ONT-TAXS (1 866 668-8297) or visit our website at ontario.ca/finance.

Acceptable Bonding Companies

Published September 2010

The following is a list of insurance companies whose bonds may be accepted as security by the government.

1. Canadian Companies

- ACE INA Insurance
- Allstate Insurance Company of Canada
- Ascentus Insurance Ltd. (Surety only)
- Aviva Insurance Company of Canada
- AXA Insurance (Canada)
- AXA Pacific Insurance Company
- Canadian Northern Shield Insurance Company
- Certas Direct Insurance Company (Surety only)
- Chartis Insurance Company of Canada (formerly AIG Commercial Insurance Company of Canada)
- Chubb Insurance Company of Canada
- Commonwealth Insurance Company
- Co-operators General Insurance Company
- CUMIS General Insurance Company
- The Dominion of Canada General Insurance Company
- Echelon General Insurance Company (Surety only)
- Economical Mutual Insurance Company
- Elite Insurance Company
- Everest Insurance Company of Canada
- Federated Insurance Company of Canada
- Federation Insurance Company of Canada
- Gore Mutual Insurance Company
- Grain Insurance and Guarantee Company
- The Guarantee Company of North America
- Industrial Alliance Pacific General Insurance Corporation
- Intact Insurance Company
- Jevco Insurance Company (Surety only)
- Lombard General Insurance Company of Canada
- Lombard Insurance Company
- Markel Insurance Company of Canada
- The Missisquoi Insurance Company
- The Nordic Insurance Company of Canada
- The North Waterloo Farmers Mutual Insurance Company (Fidelity only)
- Novex Insurance Company (Fidelity only)
- The Personal Insurance Company
- Pilot Insurance Company
- Quebec Assurance Company
- Royal & Sun Alliance Insurance Company of Canada
- Saskatchewan Mutual Insurance Company
- Scottish & York Insurance Co. Limited
- The Sovereign General Insurance Company
- TD General Insurance Company
- Temple Insurance Company
- Traders General Insurance Company

- Travelers Guarantee Company of Canada
- Trisura Guarantee Insurance Company
- The Wawanesa Mutual Insurance Company
- Waterloo Insurance Company
- Western Assurance Company
- Western Surety Company

2. Provincial Companies

Surety bonds issued by the following companies may be accepted provided that the contract of suretyship was executed in a province in which the company is licensed to do business as indicated in brackets.

- AXA Boreal Insurance Company (P.E.I., N.B., Que., Ont., Man., B.C.)
- AXA Boreal Insurance Company (P.E.I., N.B., Que., Ont., Man., B.C.)
- ALPHA, Compagnie d'Assurances Inc. (Que.)
- Canada West Insurance Company (Ont., Man., Sask, Alta., B.C., N.W.T.) (Surety only)
- The Canadian Union Assurance Company (Que.)
- La Capitale General Insurance Inc. (Nfld. & Lab., N.S., P.E.I., Que.(Surety only), Man., Sask., Alta., B.C., Nun., N.W.T., Yuk.)
- Coachman Insurance Company (Ont.)
- Continental Casualty Company (Nfld. & Lab., N.S., P.E.I., N.B., Que., Ont., Man., Sask., Alta., B.C., Nun., N.W.T., Yuk.)
- GCAN Insurance Company (Nfld. & Lab., N.S., P.E.I., N.B., Que., Ont., Man., Sask., Alta., B.C., Nun., N.W.T., Yuk.)
- The Insurance Company of Prince Edward Island (N.S., P.E.I., N.B.)
- Kingsway General Insurance Company (N.S., N.B., Que., Ont., Man., Sask., Alta., and B.C.)
- Liberty Mutual Insurance Company (Nfld. & Lab., N.S., P.E.I., N.B., Que., Ont., Man., Sask., Alta., B.C., Nun., N.W.T., Yuk.)
- Manitoba Public Insurance Corporation (Man.)
- Norgroupe Assurance Générales Inc.
- Orleans General Insurance Company (N.B., Que., Ont.)
- Saskatchewan Government Insurance Office (Sask.)
- SGI CANADA Insurance Services Ltd. (Ont., Man., Sask., Alta.)
- L'Unique General Insurance Inc. (Nfld. & Lab., N.S., P.E.I., N.B., Que.(Surety only), Ont.(Surety only), Man., Sask., Alta., B.C.(Surety only), Nun., N.W.T., Yuk.)

3. Foreign Companies

- Aspen Insurance UK Limited
- Compagnie Française d'Assurance pour le Commerce Extérieur (Fidelity only)
- Eagle Star Insurance Company Limited
- Ecclesiastical Insurance Office Public Limited Company (Fidelity only)
- Lloyd's Underwriters
- Mitsui Sumitomo Insurance Company, Limited
- NIPPONKOA Insurance Company, Limited
- Sompo Japan Insurance Inc.
- Tokio Marine & Nichido Fire Insurance Co., Ltd.
- XL Insurance Company Limited (Surety only)
- Zurich Insurance Company Ltd

Articles of Agreement

Standard Construction Contract – Articles of Agreement
(23/01/2002)

- A1 Contract Documents
- A2 Date of Completion of Work and Description of Work
- A3 Contract Amount
- A4 Contractor's Address
- A5 Unit Price Table

Articles of Agreement

These Articles of Agreement made in duplicate this day of .

Between

Her Majesty the Queen, in right of Canada (referred to in the contract documents as “ Her Majesty”) represented by the National Research Council Canada (referred to in the contract documents as the “Council”)

and

(referred to in the contract documents as the “Contractor”)

Witness that in consideration for the mutual promises and obligations contained in the contract, Her Majesty and the Contractor covenant and agree as follows:

A1 Contract Documents

(23/01/2002)

1.1 Subject to A1.4 and A1.5, the documents forming the contract between Her Majesty and the Contractor, referred to herein as the contract documents, are

1.1.1 these Articles of Agreement,

1.1.2 the document attached hereto, marked “A” and entitled “Plans and Specifications”, referred to herein as the Plans and Specifications,

1.1.3 the document attached hereto, marked “B” and entitled “Terms of Payment”, referred to herein as the Terms of Payment,

1.1.4 the document attached hereto, marked “C” and entitled “General Conditions”, referred to herein as the General Conditions,

1.1.5 the document attached hereto, marked “D” and entitled “Labour Conditions”, referred to herein as the Labour Conditions,

1.1.6 the document attached hereto, marked “E” and entitled “Insurance Conditions”, referred to herein as the Insurance Conditions,

1.1.7 the document attached hereto, marked “F” and entitled “Contract Security Conditions”, referred to herein as the Contract Security Conditions, and

1.1.8 any amendment or variation of the contract documents that is made in accordance with the General Conditions.

1.1.9 the document entitled Fair Wage Schedules for Federal Construction Contracts referred to herein as Fair Wage Schedules

1.1.10

Articles of Agreement

The Council hereby designates _____ of _____ of the Government of Canada as the Engineer for the purposes of the contract, and for all purposes of or incidental to the contract, the Engineer's address shall be deemed to be:

1.2 In the contract

1.3.1 "Fixed Price Arrangement" means that part of the contract that prescribes a lump sum as payment for performance of the work to which it relates; and

1.3.2 "Unit Price Arrangement" means that part of the contract that prescribes the product of a price multiplied by a number of units of measurement of a class as payment for performance of the work to which it relates.

1.3 Any of the provisions of the contract that are expressly stipulated to be applicable only to a Unit Price Arrangement are not applicable to any part of the work to which a Fixed Price Arrangement is applicable.

1.4 Any of the provisions of the contract that are expressly stipulated to be applicable only to a Fixed Price Arrangement are not applicable to any part of the work to which a Unit Price Arrangement is applicable.

A2 Date of Completion of Work and Description of Work

(23/01/2002)

2.1 The contractor shall, between the date of these Articles of Agreement and the _____, _____, in the careful and workmanlike manner, diligently perform and complete the following work:

which work is more particularly described in the Plans and Specifications.

Articles of Agreement

A3 Contract Amount

(23/01/2002)

- 3.1 Subject to any increase, decrease, deduction, reduction or set-off that may be made under the Contract, Her Majesty shall pay the Contractor at the times and in the manner that is set out or referred to in the Terms of Payment
- 3.1.1 the sum of _____ (GST/HST extra), in consideration for the performance of the work or the part thereof that is subject to Fixed Price Arrangement, and
- 3.1.2 a sum that is equal to the aggregate of the products of the number of units of Measurement of each class of labour, plant and material that is set out in a Final Certificate of Measurement referred to in GC44.8 multiplied in each case by the appropriate unit price that is set out in the Unit Price Table in consideration for the performance of the work or the part thereof that is subject to a Unit Price Arrangement.
- 3.2 For the information and guidance of the Contractor and the persons administering the contract on behalf of Her Majesty, but not so as to constitute a warranty, representation or undertaking of any nature by either party, it is estimated that the total amount payable by Her Majesty to the Contractor for the part of the work to which a Unit Price Arrangement is applicable will be approximately \$N/A
- 3.3 A3.1.1 is applicable only to a Fixed Price Arrangement.
- 3.4 A3.1.2 and A3.2 applicable only to a Unit Price Arrangement.

A4 Contractor's Address

(23/01/2002)

- 4.1 For all purposes of or incidental to the contract, the Contractor's address shall be deemed to be:

Articles of Agreement

A5 Unit Price Table

(23/01/2002)

5.1 Her Majesty and the Contractor agree that the following table is the Unit Price Table for the purposes of the contract.

Column 1 Item	Column 2 Class of Labour Plant Or Material	Column 3 Unit of Measurement	Column 4 Estimated Total Quantity	Column 5 Price per Unit	Column 6 Estimated Total Price
		N/A			

5.2 The Unit Price Table that is set out in A5.1 designates the part of the work to which a Unit Price Arrangement is applicable.

5.3 The part of the work that is not designated in the Unit Price Table referred to in A5.2 is the part of the work to which a Fixed Price Arrangement is applicable.

Articles of Agreement

Signed on behalf of Her Majesty by

as Senior Contracting Officer

and _____

as _____

of the **National Research Council Canada**

on the _____

day of _____

Signed, sealed and delivered by

as _____ and
Position

by _____

as _____ and
Position

of

on the _____

day of _____

Seal

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END OF TABLE

1. SCOPE OF WORK

- .1 Work under this contract covers the renovations in the Council's Building M-4 of the National Research Council.

2. DRAWINGS

- .1 The following drawings illustrate the work and form part of the contract documents:
- 5251 – A01
 - 5251 – A02
 - 5251 – A03
 - 5251 – A04
 - 5251 – M01
 - 5251 – E01

3. COMPLETION

- .1 Complete all work within 10 week(s) after receipt of notification of acceptance of tender.

4. GENERAL

- .1 The word "provide" in this Specification means to supply and install.
.2 Provide items mentioned in either the drawings or the specification.

5. SPECIFIED ACCEPTABLE & ALTERNATIVE EQUIPMENT & MATERIALS

- .1 Materials and equipment scheduled and/or specified on the drawings or in the specifications have been selected to establish a performance and quality standard. In most cases, acceptable manufacturers are stated for any material or equipment specified by manufacturer's name and model number. Contractors may base their tender price on materials and equipment supplied by any of the manufacturers' names as acceptable for the particular material or equipment.
- .2 In addition to the manufacturers specified or named as acceptable, you may propose alternative manufacturers of materials or equipment to the Departmental Representative for acceptance. For a product to be considered as an alternative product substitute, make a written application to the Departmental Representative during the tender period, not later than ten (10) working days before tender closing.
- .3 Certify in writing that the alternative meets all requirements of the specified material or equipment. In addition, it shall be understood that all costs required by or as a result of acceptance or proposed alternatives, will be borne by the contractor.
- .4 Approval of alternatives will be signified by issue of an Addendum to the Tender Documents.
- .5 Any alternative manufacturers or materials submitted which are incomplete and cannot be evaluated, or are later than ten (10) working days before tender closing date or after the tender period, will not be considered.

6. MINIMUM STANDARDS

- .1 Conform to or exceed minimum acceptable standards of the various applicable federal, provincial and municipal codes such as The National Building Code, The National Fire Code, Canadian Plumbing Code, Canadian Electrical Code, Canadian Code for Construction Safety and the Provincial Construction Safety Act.
- .2 Work to conform to referenced standards and codes as reaffirmed or revised to date of specification.

7. WORKPLACE HAZARDOUS MATERIAL INFORMATION SYSTEM (WHMIS)

- .1 The general contractor shall comply with Federal and Provincial legislation regarding the WHMIS. The contractor's responsibilities include, but are not limited to the following:
 - .1 To ensure that any controlled product brought on site by the contractor or sub-contractor is labeled;
 - .2 To make available to the workers and the Departmental Representative, Material Safety Data Sheets (MSDS) for these controlled products;
 - .3 To train own workers about WHMIS, and about the controlled products that they use on site;
 - .4 To inform other contractors, sub-contractors, the Departmental Representative, authorized visitors and outside inspection agency personnel about the presence and use of such products on the site.
 - .5 The site foreman or superintendent must be able to demonstrate, to the satisfaction of the Departmental Representative, that he/she has had WHMIS training and is knowledgeable in its requirements. The Departmental Representative can require replacement of this person if this condition or implementation of WHMIS is not satisfactory.

8. REQUIREMENTS OF BILL 208, SECTION 18(a)

Under the requirements of Bill 208 of the Ontario Ministry of Labour Occupational Health & Safety Act, the following designated substances may be encountered while performing the work described in these contract documents:

- .1 Acrylonitrile, Isocyanates, Arsenic, Lead, Asbestos, Mercury, Benzene, Silica, Coke Oven Emissions, Vinyl Chloride, and Ethylene Oxide
 - .1 It is the responsibility of the general contractor to ensure that each prospective subcontractor for this project has received a copy of the above list.
 - .2 The general contractor is advised to take precautions when dealing with the above substances.

9. COST BREAKDOWN

- .1 Submit, for approval by the Departmental Representative, a cost breakdown of tender 72 hours after the contract is awarded.
- .2 Use the approved cost breakdown as the basis for submitting all claims.
- .3 Request Departmental Representative's verbal approval to amount of claim prior to preparing and submitting the claim in its final form.

10. SUB-TRADES

- .1 Submit no later than 72 hours after tender closing, a complete list of sub trades for the Departmental Representative's review.

11. PERSONNEL SECURITY AND IDENTIFICATION

- .1 All persons employed by the contractor, or by any subcontractor and present on the site must be security cleared in accordance with the requirements of the Section entitled Special Instructions to Tenderers.
- .2 All such persons must wear and keep visible identification badges as issued by the Security Office of NRC.

12. WORKING HOURS AND SECURITY

- .1 Normal working hours on the NRC property are from 8:00 a.m. until 4:30 p.m., Monday to Friday inclusive, except statutory holidays.
- .2 At all other times, special written passes are required for access to the building site.
- .3 Before scheduling any work outside normal working hours, obtain permission from the Departmental Representative to perform the specific tasks.
- .4 An escort may be required whenever working outside normal hours. Contractor to bear the associated costs.

13. SCHEDULE

- .1 The contractor shall prepare a detailed schedule, fixing the date for commencement and completion of the various parts of the work and update the said schedule. Such schedule shall be made available to the Departmental Representative not later than two weeks after the award of the contract and prior to commencement of any work on site.
- .2 Notify Departmental Representative in writing of any changes in the schedule.
.Three day(s) before the scheduled completion date, arrange to do an interim inspection with the Departmental Representative.

14. PROJECT MEETINGS

- .1 Hold regular project meetings at times and locations approved by the Departmental Representative.
- .2 Notify all parties concerned of meetings to ensure proper coordination of work.
- .3 Departmental Representative will set times for project meetings and assume responsibility for recording and distributing minutes.

15. SHOP DRAWINGS

- .1 Submit to Departmental Representative for review, shop drawings, product data and samples specified within one week(s) after contract award.
- .2 Submit to Departmental Representative for review a complete list of all shop drawings, product data and samples specified and written confirmation of corresponding delivery dates within one (1) week after shop drawings, product data and samples approval date. This list shall be updated and any changes to the list shall be immediately notified in writing to the Departmental Representative.
- .3 Review shop drawings, data sheets and samples prior to submission.

- .4 Submit electronic copy of all shop drawings and product data and samples for review, unless otherwise specified.
- .5 Review of shop drawings and product data by the Departmental Representative does not relieve the contractor of the responsibility for errors and omissions and for the conformity with contract documents.

16. SAMPLES AND MOCK-UPS

- .1 Submit samples in sizes and quantities as specified.
- .2 Where colour, pattern or texture is criterion, submit full range of samples.
- .3 Construct field samples and mock-ups at locations acceptable to Departmental Representative.
- .4 Reviewed samples or mock-ups will become standards of workmanship and material against which installed work will be checked on the project.

17. MATERIALS AND WORKMANSHIP

- .1 Install only new materials on this project unless specifically noted otherwise.
- .2 Only first class workmanship will be accepted, not only with regard to safety, efficiency, durability, but also with regard to neatness of detail and performance.

18. WORK & MATERIALS SUPPLIED BY OWNER

- .1 Work and materials not included in this contract are described on drawings and in this specification.
- .2 Deliver to a storage place, as directed by the Departmental Representative, all materials returned to the Owner.
- .3 Unless otherwise specified, accept owner-supplied materials at their storage location and provide all transportation as required.
- .4 General Contractor's duties:
 - .1 Unload at site.
 - .2 Promptly inspect products and report damaged or defective items.
 - .3 Give written notification to the Departmental Representative for items accepted in good order.
 - .4 Handle at site, including uncrating and storage.
 - .5 Repair or replace items damaged on site.
 - .6 Install, connect finished products as specified.

19. SITE ACCESS

- .1 Make prior arrangements with the Departmental Representative before starting work or moving materials and equipment on site.
- .2 Obtain approval of Departmental Representative for regular means of access during the construction period.
- .3 Obtain approval of Departmental Representative before temporarily suspending operations on site; before returning to the site and before leaving the site at the end of the job.
- .4 Provide and maintain access to site.

- .5 Build and maintain temporary roads and provide snow removal during period of work.
- .6 Make good any damage and clean up dirt, debris, etc., resulting from contractor's use of existing roads.

20. USE OF SITE

- .1 Restrict operations on the site to the areas approved by the Departmental Representative
- .2 Locate all temporary structures, equipment, storage, etc., to the designated areas.
- .3 Restrict parking to the designated areas.

21. ACCEPTANCE OF SITE

- .1 Inspect the site before commencing work, review any unexpected conditions with the Departmental Representative.
- .2 Commencement of work will imply acceptance of existing conditions.

22. SANITARY FACILITIES

- .1 Obtain permission from the Departmental Representative to use the existing washroom facilities in the building.

23. TEMPORARY SERVICES

- .1 A source of temporary power will be made available in the area. Bear all costs to make connections to the power source and perform distribution on site.
- .2 Provide all load centres, breakers, conduit, wiring, disconnects, extension cords, transformers, as required from the source of power.
- .3 Power is to be used only for power tools, lighting, controls, motors, and not for space heating.
- .4 A source of temporary water will be made available if required.
- .5 Bear all costs associated with distributing the water to the required locations.
- .6 Comply with NRC requirements when connecting to existing systems in accordance with the articles entitled "Co-operation" and "Service Interruptions" of this section.

24. DOCUMENTS REQUIRED AT WORK SITE

- .1 The contractor shall keep on the site, one (1) up-to-date copy of all contract documents, including specifications, drawings, addenda, shop drawings, change notices, schedule and any reports or bulletins pertaining to the work, in good order, available to the Departmental Representative and to his / her representatives at all times.
- .2 At least one (1) copy of specifications and drawings shall be marked by the contractor to show all work "As Built" and shall be provided to the Departmental Representative with the Application for Payment and for the Final Certificate of Completion.

25. CO-OPERATION

- .1 Co-operate with NRC staff in order to keep disruption of normal research work to an absolute minimum.
- .2 Work out in advance, a schedule for all work which might disrupt normal work in the building.
- .3 Have schedule approved by the Departmental Representative.

- .4 Notify the Departmental Representative in writing, 72 hours prior to any intended interruption of facilities, areas, corridors, mechanical or electrical services and obtain requisite permission.

26. PROTECTION AND WARNING NOTICES

- .1 Provide all materials required to protect existing equipment.
- .2 Erect dust barriers to prevent dust and debris from spreading through the building.
- .3 Place dust protection in the form of cover sheets over equipment and furniture and tape these sheets to floors, to ensure no dust infiltration.
- .4 Repair or replace any and all damage to Owner's property caused during construction, at no cost to the Owner and to the satisfaction of the Departmental Representative.
- .5 Protect the buildings, roads, lawns, services, etc. from damage which might occur as a result of this work.
- .6 Plan and co-ordinate the work to protect the buildings from the leakage of water, dust, etc.
- .7 Ensure that all doors, windows, etc., that could allow transfer of dust, noise, fumes, etc., to other areas of the building are kept closed.
- .8 Be responsible for security of all areas affected by the work under the Contract until acceptance by NRC. Take all necessary precautions to prevent entry to the work area by unauthorized persons and guard against theft, fire and damage by any cause. Secure working area at the end of each day's work and be responsible for same.
- .9 Provide and maintain adequate safety barricades around the work sites to protect NRC personnel and the public from injury during the construction.
- .10 Post warnings, in all instances where possible injury could occur such as Work Overhead, Hard Hat Areas, etc. or as required by the Departmental Representative.
- .11 Provide temporary protective enclosures over building entrances and exits to protect pedestrians. All enclosures to be structurally sound against weather and falling debris.

27. BILINGUALISM

- .1 Ensure that all signs, notices, etc. are posted in both official languages.
- .2 Ensure that all identification of services called for by under this contract are bilingual.

28. LAYOUT OF WORK

- .1 Location of equipment, fixtures, outlets and openings indicated on drawings 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 the manufacturer's recommendations for safety, access and maintenance.
- .3 Employ competent person to lay out work in accordance with the contract documents.

29. DISCREPANCIES & INTERFERENCES

- .1 Prior to the start of the work, examine drawings and specifications. Report at once to the Departmental Representative, any defects, discrepancies, omissions or interferences affecting the work.

- .2 Contractor to immediately inform the Departmental Representative in writing, of any discrepancies between the plans and the physical conditions so the Departmental Representative may promptly verify same.
- .3 Any work done after such a discovery, until authorized, is at the contractor's risk.
- .4 Where minor interferences as determined by the Departmental Representative are encountered on the job and they have not been pointed out on the original tender or on the plans and specifications, provide offsets, bends or reroute the services to suit job conditions at no extra cost.
- .5 Arrange all work so as not to interfere in any way with other work being carried out.

30. MANUFACTURER'S INSTRUCTIONS

- .1 Unless otherwise specified, comply with manufacturer's latest printed instructions for materials and installation methods.
- .2 Notify the Departmental Representative in writing of any conflict between these specifications and manufacturer's instruction. Departmental Representative will designate which document is to be followed.

31. TEMPORARY HEATING AND VENTILATING

- .1 Bear the costs of temporary heat and ventilation during construction including costs of installation, fuel, operation, maintenance, and removal of equipment.
- .2 Furnish and install temporary heat and ventilation in enclosed areas as required to:
 - .1 Facilitate progress of work.
 - .2 Protect work and products against dampness and cold.
 - .3 Reduce moisture condensation on surfaces to an acceptable level.
 - .4 Provide ambient temperature and humidity levels for storage, installation and curing of materials.
 - .5 Provide adequate ventilation to meet health regulations for a safe working environment.
- .3 Prevent hazardous or unhealthy accumulations of dust, fumes, mists, vapours or gases in areas occupied during construction including also, storage areas and sanitary facilities.
 - .1 Dispose of exhaust materials in a manner that will not result in a harmful or unhealthy exposure to persons.
- .4 Maintain strict supervision of operation of temporary heating and ventilating equipment.
 - .1 Enforce conformance with applicable codes and standards.
 - .2 Comply with instructions of the Departmental Representative including provision of full-time watchman services when directed.
 - .3 Enforce safe practices.
- .5 Submit tenders assuming existing or new equipment and systems will not be used for temporary heating and ventilating.
- .6 After award of contract, Departmental Representative may permit use of the permanent system providing agreement can be reached on:
 - .1 Conditions of use, special equipment, protection, maintenance, and replacement of filters.
 - .2 Methods of ensuring that heating medium will not be wasted and in the case of steam, agreement on what is to be done with the condensate.

- .3 Saving on contract price.
- .4 Provisions relating to guarantees on equipment.

32. CONNECTIONS TO AND INTERRUPTIONS TO EXISTING SERVICES

- .1 Where work involves breaking into or connecting to existing services, carry out work at times and in the manner agreed to by the Departmental Representative and by authorities having jurisdiction, with minimum disruption to NRC Personnel and vehicular traffic and minimum service interruption. Do not operate any NRC equipment or plant.
- .2 Before commencing work, establish location and extent of service lines in area of work and notify Departmental Representative of findings.
- .3 Submit a schedule to and obtain approval from the Departmental Representative for any shut-down or closure of active service or facility; allow minimum 72 hours notice. Adhere to approved schedule and provide notice to the Departmental Representative.
- .4 Where unknown services are encountered, immediately advise Departmental Representative and confirm findings in writing.
- .5 Provide detours, bridges, alternate feeds, etc., as required to minimize disruptions.
- .6 Protect existing services as required and immediately make repairs if damage occurs.
- .7 Remove any abandoned service lines as indicated on the contract documents and as approved by the Departmental Representative; cap or otherwise seal lines at cut-off points. Record and provide a copy to the Departmental Representative of locations of maintained, re-routed and abandoned service lines.

33. CUTTING AND PATCHING

- .1 Cut existing surfaces as required to accommodate new work.
- .2 Remove all items as shown or specified.
- .3 Patch and make good with identical materials, the surfaces that have been disturbed, cut or damaged, to the satisfaction of the Departmental Representative.
- .4 Obtain written approval of the Departmental Representative before cutting openings through existing or new structural members.
- .5 Seal all openings where cables, conduits or pipes pass through walls with an acoustic sealant conforming to CAN/CGSB-19.21-M87.
- .6 Where cables, conduits and pipes pass through fire rated walls and floors, pack space between with compressed glass fibres and seal with fire stop caulking in accordance with CAN/CGSB-19.13-M87 AND NBC 3.1.7.

34. FASTENING DEVICES

- .1 Do not use explosive actuated tools, without first obtaining permission from the Departmental Representative.
- .2 Comply with the requirements of CSA A-166 (Safety Code for Explosive Actuated Tools).
- .3 Do not use any kind of impact or percussion tool without first obtaining permission from the Departmental Representative.

35. OVERLOADING

- .1 Ensure that no part of the building or work is subjected to a load which will endanger safety or cause permanent deformation or structural damage.

36. DRAINAGE

- .1 Provide temporary drainage and pumping as required to keep excavations and site free of water.

37. ENCLOSURE OF STRUCTURES

- .1 Provide lockable enclosures as required to maintain the security of NRC facilities and be responsible for the same.
- .2 Provide keys to NRC security personnel when required.
- .3 Throughout the course of construction, keep continuously acquainted with field conditions, and the work being developed by all trades involved in the project. Maintain an awareness of responsibility to avoid space conflict with other trades.
- .4 Conceal all services, piping, wiring, ductwork, etc., in floors, walls or ceilings except where indicated otherwise.

38. STORAGE

- .1 Provide storage as required to protect all tools, materials, etc., from damage or theft and be responsible for the same.
- .2 Do not store flammable or explosive materials on site without the authorization of the Departmental Representative.

39. GENERAL REVIEW

- .1 Periodic review of the contractor's work by the Departmental Representative does not relieve the contractor of the responsibility of making the work in accordance with contract documents. Contractor shall carry out his own quality control to ensure that the construction work is in accordance with contract documents.
- .2 Inform the Departmental Representative of any impediments to the installation and obtain his / her approval for actual location.

40. INSPECTION OF BURIED OR CONCEALED SERVICES

- .1 Prior to concealing any services that are installed, ensure that all inspection bodies concerned, including NRC, have inspected the work and have witnessed all tests. Failure to do so may result in exposing the services again at the contractor's expense.

41. TESTING

- .1 On completion, or as required by local authority inspectors and/or Departmental Representative during progress of work and before any services are covered up and flushing is complete, test all installations in the presence of the Departmental Representative.
- .2 Obtain and hand to the Departmental Representative all acceptance certificates or test reports from authority having jurisdiction. The project will be considered incomplete without the same.

42. PARTIAL OCCUPANCY

- .1 NRC may request partial occupancy of the facility if the contract extends beyond the expected completion date.
- .2 Do not restrict access to the building, routes, and services.
- .3 Do not encumber the site with materials or equipment.

43. DISPOSAL OF WASTES

- .1 Dispose of waste materials including volatiles, safely off NRC property. Refer to the section entitled "General and Fire Safety Requirements" included as part of this specification.

44. CLEAN-UP DURING CONSTRUCTION

- .1 On a daily basis, maintain project site and adjacent area of campus including roofs, free from debris and waste materials.
- .2 Provide on-site dump containers for collection of waste materials and rubbish.

45. FINAL CLEAN-UP

- .1 Upon completion do a final clean-up to the satisfaction of the Departmental Representative.
- .2 Clean all new surfaces, lights, existing surfaces affected by this work, replace filters, etc.

46. WARRANTY AND RECTIFICATION OF DEFECTS IN WORK

- .1 Refer to General Conditions "C", section GC32.
- .2 Ensure that all manufacturers' guarantees and warranties are issued in the name of the **General Contractor** and the National Research Council.

47. MAINTENANCE MANUALS

- .1 Provide three (3) bilingual copies of maintenance manuals or two English and two French maintenance manuals immediately upon completion of the work and prior to release of holdbacks.
- .2 Manuals to be neatly bound in hard cover loose leaf binders.
- .3 Manuals to include operating and maintenance instructions, all guarantees and warranties, shop drawings, technical data, etc., for the material and apparatus supplied under this contract.

END OF SECTION

1. GENERAL CONSTRUCTION SAFETY REQUIREMENTS

- .1 The Contractor shall take all necessary steps to protect personnel (workers, visitors, general public, etc.) and property from any harm during the course of the contract.
- .2 The Contractor shall be solely responsible for the construction safety of both its employees and those of its sub-contractors at the work site, and for initiating, maintaining and supervising safety precautions, programs and procedures in connection with the performance of the work.
- .3 The Contractor shall comply with all Federal, Provincial and Municipal safety codes and regulations and the Occupational Health and Safety Act and the Workplace Safety and Insurance Board. In the event of any conflict between any provisions in legislation or codes, the most stringent provisions shall apply.
- .4 Periodic review of the contractor's work by the Departmental Representative, using the criteria of the contract documents, does not relieve the contractor of his safety responsibilities in carrying out the work in accordance with the contract documents. The contractor shall consult with the Departmental Representative to ensure that this responsibility is carried out.
- .5 The Contractor shall ensure that only competent personnel are permitted to work on site. Throughout the term of the contract, any person will be removed from the site who is not observing or complying with the safety requirements.
- .6 All equipment shall be in safe operating condition and appropriate to the task.
- .7 Following a project and site hazard assessment, the Contractor shall develop a Site Specific Safety Plan based on the following minimum requirements:
 - .1 Provide a safety board mounted in a visible location on the project site, with the following information included thereon:
 - .1 Notice of Project
 - .2 Site specific Safety Policy
 - .3 Copy of Ontario Health and Safety Act
 - .4 Building Schematic showing emergency exits
 - .5 Building emergency procedures
 - .6 Contact list for NRC, Contractor and all involved sub-contractors
 - .7 Any related MSDS sheets
 - .8 NRC Emergency phone number
- .8 The Contractor shall provide competent personnel to implement its safety program and those of any Health and Safety Act legislation applicable at this project location, and to ensure they are being complied with.
- .9 The Contractor shall provide safety orientation to all its employees as well as those of any subcontractors under its jurisdiction.

- .10 The Departmental Representative will monitor to ensure that safety requirements are met and that safety records are properly kept and maintained. Continued disregard for safety standards can cause the contract to be cancelled and the Contractor or sub-contractors removed from the site.
- .11 The Contractor will report to the Departmental Representative and jurisdictional authorities, any accident or incident involving Contractor or NRC personnel or the public and/or property arising from the Contractor's execution of the work.
- .12 If entry to a laboratory is required as part of the work of the Contractor, a safety orientation shall be provided to all his employees as well as those of any subcontractors regarding lab safety requirements and procedures, as provided by the Researcher or the Departmental Representative.

2. FIRE SAFETY REQUIREMENTS

.1 Authorities

1. The Fire Commissioner of Canada (FC) is the authority for fire safety at NRC.
2. For the purpose of this document, "Departmental Representative" will be deemed as the NRC person in charge of the project and who will enforce these Fire Safety Requirements.
3. Comply with the following standards as published by the Office of the Fire Commissioner of Canada:
 - a. Standard No. 301 - June 1982 "Standard for Construction Operations";
 - b. Standard No. 302 - June 1982 "Standard for Welding and Cutting".

.2 Smoking

- .1 Smoking is prohibited inside all NRC buildings, as well as roof areas.
- .2 Obey all "NO SMOKING" signs on NRC premises.

.3 Hot Work

- .1 Prior to commencement of any "Hot Work" involving welding, soldering, burning, heating, use of torches or salamanders or any open flame, obtain a Hot Work Permit from the Departmental Representative.
- .2 Prior to commencement of "Hot Work", review the area of hot work with the Departmental Representative to determine the level of fire safety precautions to be taken.

.4 Reporting Fires

- .1 Know the exact location of the nearest Fire Alarm Pull Station and telephone, including the emergency phone number.
- .2 REPORT immediately, all fire incidents as follows:
 - .1 Activate nearest fire alarm pull station and;
 - .2 Telephone the following emergency phone number as appropriate:

FROM AN NRC PHONE 333
FROM ANY OTHER PHONE (613) 993-2411

4. When reporting a fire by phone, give the location of fire, building number and be prepared to verify location.
5. The person activating fire alarm pull station must remain at a safe distance from the scene of the fire but readily available to provide information and direction to the Fire Department personnel.

.5 Interior and Exterior Fire protection & Alarm Systems

- .1 DO NOT OBSTRUCT OR SHUT OFF FIRE PROTECTION EQUIPMENT OR SYSTEMS, INCLUDING BUT NOT LIMITED TO FIRE ALARM SYSTEMS, SMOKE/HEAT DETECTORS, SPRINKLER SYSTEM, PULL STATIONS, EMERGENCY CALL BUTTONS AND PA SYSTEMS, WITHOUT AUTHORIZATION FROM THE DEPARTMENTAL REPRESENTATIVE.
- .2 WHEN ANY FIRE PROTECTION EQUIPMENT IS TEMPORARILY SHUT DOWN, ALTERNATIVE MEASURES AS PRESCRIBED BY THE DEPARTMENTAL REPRESENTATIVE SHALL BE TAKEN TO ENSURE THAT FIRE PROTECTION IS MAINTAINED.
- .3 DO NOT LEAVE FIRE PROTECTION OR ALARM SYSTEMS INACTIVE AT THE END OF A WORKING DAY WITHOUT NOTIFICATION AND AUTHORISATION FROM THE DEPARTMENTAL REPRESENTATIVE. THE DEPARTMENTAL REPRESENTATIVE WILL ADVISE THE (FPO) OF THE DETAILS OF ANY SUCH EVENT.
- .4 DO NOT USE FIRE HYDRANTS, STANDPIPES AND HOSE SYSTEMS FOR OTHER THAN FIRE FIGHTING PURPOSES UNLESS AUTHORISED BY DEPARTMENTAL REPRESENTATIVE.

.6 Fire Extinguishers

- .1 Provide a minimum of 1-20 lb. ABC Dry Chemical Fire Extinguisher at each hot work or open flame location.
- .2 Provide fire extinguishers for hot asphalt and roofing operations as follows:
 - a. Kettle area - 1-20 lb. ABC Dry Chemical;
 - b. Roof - 1-20 lb. ABC Dry Chemical at each open flame location.
- .3 Provide fire extinguishers equipped as below:
 - c. Pinned and sealed;
 - d. With a pressure gauge;
 - e. With an extinguisher tag signed by a fire extinguisher servicing company.
- .4 Carbon Dioxide (CO₂) extinguishers will not be considered as substitutes for the above.

.7 Welding / Grinding Operations

- .1 Contractor to provide fire blankets, portable fume extraction devices, screens or similar equipment to prevent exposure to welding flash, or sparks from grinding.

.8 Fire Watch

- .1 Provide a fire watch for a minimum of one hour after the termination of any hot work operation.
- .2 For temporary heating, refer to General Instructions Section 00 010 00.
- .3 Equip fire watch personnel with fire extinguishers as required by article 2.6.

.9 Obstruction of access/egress routes-roadways, halls, doors, or elevators

- .1 Advise the Departmental Representative in advance of any work that would impede the response of Fire Department personnel and their apparatus. This includes violation of minimum overhead clearance, erection of barricades and the digging of trenches.
- .2 Building exit routes must not be obstructed in any way without special permission from the Departmental Representative, who will ensure that adequate alternative routes are maintained.
- .3 The Departmental Representative will advise the FPO of any obstruction that may warrant advanced planning and communication to ensure the safety of building occupants and the effectiveness of the Fire Department.

.10 Rubbish and Waste Materials

- .1 Keep rubbish and waste materials to a minimum and a minimum distance of 6m (20 feet) from any kettle or torches.
- .2 Do not burn rubbish on site.
- .3 Rubbish Containers
 - .1 Consult with the Departmental Representative to determine an acceptable safe location for any containers and the arrangement of chutes etc. prior to bringing the containers on site.
 - .2 Do not overfill the containers and keep area around the perimeter free and clear of any debris.
- .4 Storage
 - .1 Exercise extreme care when storing combustible waste materials in work areas. Ensure maximum possible cleanliness, ventilation and that all safety standards are adhered to when storing any combustible materials.
 - .2 Deposit greasy or oily rags or materials subject to spontaneous combustion in CSA or ULC approved receptacles and remove at the end of the work day or shift, or as directed.

.11 Flammable Liquids

- .1 The handling, storage and use of flammable liquids is governed by the current National Fire Code of Canada.

- .2 Flammable Liquids such as gasoline, kerosene and naphtha may be kept for ready use in quantities not exceeding 45 litres (10 imp gal), provided they are stored in approved safety cans bearing the ULC seal of approval and kept away from buildings, stockpiled combustible materials etc. Storage of quantities of flammable liquids exceeding 45 litres (10 imp gal) for work purposes, require the permission of the Departmental Representative.
- .3 Flammable liquids are not to be left on any roof areas after normal working hours.
- .4 Transfer of flammable liquids is prohibited within buildings.
- .5 Do not transfer flammable liquids in the vicinity of open flames or any type of heat producing device.
- .6 Do not use flammable liquids having a flash point below 38 °C (100 °F) such as naphtha or gasoline as solvents or cleaning agents.
- .7 Store flammable waste liquids for disposal in approved container located in a safe, ventilated area. Waste flammable liquids are to be removed from the site on a regular basis.
- .8 Where flammable liquids, such as lacquers or urethane are used, ensure proper ventilation and eliminate all sources of ignition. Inform the Departmental Representative prior to, and at the cessation of such work.

3. Questions and/or clarifications

- .1 Direct any questions or clarification on Fire or General Safety, in addition to the above requirements, to the Departmental Representative.

END OF SECTION

PART 1 - GENERAL

1.1 INSTALLATION AND REMOVAL

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

1.2 DUST TIGHT SCREENS

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

1.3 PROTECTION OF BUILDING FINISHES

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

1.4 WASTE MANAGEMENT AND DISPOSAL

- .1 Separate waste materials for reuse and recycling.

PART 2 - PRODUCTS

2.1 MATERIALS

- .1 Non-structural metal framing:
 - .1 64mm steel studs to suit application.
- .2 Protection:
 - .1 6mil clear polyethylene, maximum widths and lengths to suit application and to limit vertical joints.

PART 3 - EXECUTION

3.1 ERECTION

- .1 Construct a solid barrier at location where demolition occurs.
- .2 Where sheet protection joints occur; ensure 50mm overlap at seam, tape seam both faces of sheet.
- .3 Construct barriers full height to enclose extent of work and line with polyethylene to ensure dust protection of surrounding areas.
- .4 Have a mock-up assembly approved by NRC Departmental Representative prior to proceeding with the erection.
- .5 Ensure that the barrier does not interfere with the work operations of the building occupants.
- .6 Inspect walls on a regular basis to ensure integrity of the assembly and to avoid dust infiltration to the interior of the building or adjacent areas.
- .7 Remove interior protections only when approved by NRC Departmental Representative.

END OF SECTION

PART 1 GENERAL

1.1 RELATED REQUIREMENTS

- .1 Section 01 56 00 - Temporary Barriers and Enclosures.

1.2 REFERENCES

- .1 Canadian Standards Association (CSA International)
 - .1 CSA S350-M1980 – 2003, Code of Practice for Safety in Demolition of Structures.
- .2 National Building Code (NBC), 2010.

1.3 SUBMITTALS

- .1 Submit shop drawings in accordance with Section 00 10 00.
- .2 Before proceeding with demolition of load bearing walls, submit for review by Departmental Representative shoring and underpinning drawings prepared by qualified professional engineer registered or licensed in the Province of Ontario, showing proposed method.
- .3 Submit demolition shop drawings.

1.4 SITE CONDITIONS

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

PART 2 PRODUCTS

2.1 NOT USED

- .1 Not used.

PART 3 EXECUTION

3.1 PREPARATION

- .1 Inspect building with Departmental Representative and verify extent and location of items designated for removal, disposal, alternative disposal, recycling, salvage and items to remain.
 - .2 Locate and protect utilities. Preserve active utilities traversing site in operating condition.

- .3 Notify and obtain approval of utility companies before starting demolition.

3.2 PROTECTION

- .1 Prevent movement, damage to adjacent structures, building systems and parts of building to remain in place. Provide bracing and shoring required.
- .2 Keep noise, dust, and inconvenience to occupants to minimum.
- .3 Protect building systems, services and equipment.
- .4 Provide temporary dust screens, covers, railings, supports and other protection as required.

3.3 REMOVALS

- .1 Remove items as indicated.

3.4 DEMOLITION

- .1 Remove parts of existing building to permit new construction.
- .2 Trim edges of partially demolished building elements to tolerances as defined by Departmental Representative to suit future use.

3.5 DISPOSAL

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

END OF SECTION

PART 1 - GENERAL

1.1 RELATED REQUIREMENTS

- .1 Section 06 20 00 – Finish Carpentry.
- .2 Section 06 47 00 – Plastic Laminate Finishing.
- .3 Section 07 92 00 – Joint Sealants.
- .4 Section 08 14 16 – Flush Wood Doors.
- .5 Section 08 71 00 – Door Hardware.
- .6 Section 09 21 16 – Gypsum Board Assemblies.

1.2 REFERENCES

- .1 American National Standards Institute/National Particleboard Association (ANSI/NPA)
 - .1 ANSI/NPA A208.1-2009, Particleboard.
- .2 ASTM International
 - .1 ASTM A 123/A 123M-15, Standard Specification for Zinc (Hot-Dip Galvanized) Coatings on Iron and Steel Products.
 - .2 ASTM C 1396/C 1396M-14a, Standard Specification for Gypsum Board.
- .3 CSA International
 - .1 CSA O121-08(R2013), Douglas Fir Plywood.
 - .2 CSA O141-05(R2014), Softwood Lumber.
- .4 National Lumber Grades Authority (NLGA)
 - .1 Standard Grading Rules for Canadian Lumber 2010.
- .5 South Coast Air Quality Management District (SCAQMD), California State, Regulation XI. Source Specific Standards
 - .1 SCAQMD Rule 1168-A2005, Adhesives and Sealants Applications.

1.3 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Submit in accordance with Section 00 10 00 – General Instructions.
- .2 Product Data:
 - .1 Submit manufacturer's instructions, printed product literature and data sheets for wood products and accessories and include product characteristics, performance criteria, physical size, finish and limitations.

-
- .3 Shop Drawings:
 - .1 Submit shop drawings in accordance with Section 00 10 00.

1.4 QUALITY ASSURANCE

- .1 Lumber by grade stamp of an agency certified by Canadian Lumber Standards Accreditation Board.
- .2 Plywood, particleboard, OSB and wood based composite panels in accordance with CSA and ANSI standards.

1.5 DELIVERY, STORAGE AND HANDLING

- .1 Deliver, store and handle materials in accordance Section 00 10 00 and with manufacturer's written instructions.
- .2 Delivery and Acceptance Requirements: deliver materials to site in original factory packaging, labelled with manufacturer's name and address.
- .3 Storage and Handling Requirements:
 - .1 Store materials off ground, indoors, in dry location and in accordance with manufacturer's recommendations in clean, dry, well-ventilated area.
 - .2 Store and protect wood from nicks, scratches, and blemishes.
 - .3 Replace defective or damaged materials with new.
- .4 Packaging Waste Management: remove for reuse packaging materials.

PART 2 - PRODUCTS

2.1 FRAMING STRUCTURAL AND PANEL MATERIALS

- .1 Description:
 - .1 Sustainability Characteristics:
Plywood, Particleboard: urea-formaldehyde free, CAN/CSA-Z809 or FSC or SFI certified.
- .2 Lumber: softwood, S4S, moisture content 19% (S-dry) or less in accordance with following standards:
 - .1 CSA O141.
 - .2 NLGA Standard Grading Rules for Canadian Lumber.
- .3 Furring, blocking, nailing strips:
 - .1 S2S is acceptable.
 - .2 Board sizes: "Standard" or better grade.
 - .3 Dimension sizes: "Standard" light framing or better grade.
- .4 Plywood, OSB and wood based composite panels: to CSA O325.
- .5 Douglas fir plywood (DFP): to CSA O121, standard construction.

- .6 Canadian softwood plywood (CSP): to CSA O151, standard construction.

2.2 ACCESSORIES

- .1 Sealants: in accordance with Section 07 92 00 - Joint Sealants.
- .2 General purpose adhesive: to CSA O112.9.

PART 3 - EXECUTION

3.1 EXAMINATION

- .1 Verification of Conditions: verify conditions of substrates previously installed under other Sections or Contracts are acceptable for product installation in accordance with manufacturer's written instructions.
- .2 Visually inspect substrate.
 - .1 Inform NRC Departmental Representative of unacceptable conditions immediately upon discovery.
 - .2 Proceed with installation only after unacceptable conditions have been remedied and after receipt of written approval to proceed from NRC Departmental Representative.

3.2 INSTALLATION

- .1 Install members true to line, levels and elevations, square and plumb.
- .2 Construct continuous members from pieces of longest practical length.
- .3 Install furring and blocking as required to space-out and support casework, cabinets, wall and ceiling finishes and other work as required.
- .4 Install to rough openings as required to provide backing for frames and other work.
- .5 Use dust collectors and high quality respirator masks when cutting or sanding wood panels.
- .6 Frame, anchor, fasten, tie and brace members to provide necessary strength and rigidity.
- .7 Countersink bolts where necessary to provide clearance for other work.
- .8 Use nailing disks for soft sheathing as recommended by sheathing manufacturer.

3.3 CLEANING

- .1 Progress Cleaning:
 - .1 Leave Work area clean at end of each day.

- .2 Final Cleaning: upon completion remove surplus materials, rubbish, tools and equipment.
- .3 Waste Management: separate waste materials for reuse and recycling.
 - .1 Remove recycling containers and bins from site and dispose of materials at appropriate facility.

3.4 PROTECTION

- .1 Protect installed products and components from damage during construction.
- .2 Repair damage to adjacent materials caused by rough carpentry installation.

END OF SECTION

PART 1 - GENERAL

1.1 RELATED REQUIREMENTS

- .1 Section 06 10 00 – Rough Carpentry.
- .2 Section 06 47 00 – Plastic Laminate Finishing.

1.2 REFERENCES

- .1 American National Standards Institute (ANSI)
 - .1 ANSI A208.1-09, Particleboard.
 - .2 ANSI A208.2-09, Medium Density Fibreboard (MDF) for Interior Applications.
- .2 Architectural Woodwork Manufacturers Association of Canada (AWMAC) and Architectural Woodwork Institute (AWI)
 - .1 Architectural Woodwork Quality Standards, 1st edition, 2009.
- .3 ASTM International
 - .1 ASTM A 123/A 123M-15, Standard Specification for Zinc (Hot-Dip Galvanized) Coatings on Iron and Steel Products.
- .4 CSA International
 - .1 CSA O121-08(R2013), Douglas Fir Plywood.
 - .2 CSA O141-05(R2014), Softwood Lumber.
- .5 National Lumber Grades Authority (NLGA)
 - .1 Standard Grading Rules for Canadian Lumber [2010].
- .6 South Coast Air Quality Management District (SCAQMD), California State, Regulation XI. Source Specific Standards
 - .1 SCAQMD Rule 1168-A2005, Adhesives and Sealants Applications.

1.3 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Submit in accordance with Section 00 10 00 – General Instructions.
- .2 Product Data:
 - .1 Submit manufacturer's instructions, printed product literature and data sheets for plywood, particleboard, MDF and include product characteristics, performance criteria, physical size, finish and limitations.
 - .2 Submit two copies of WHMIS MSDS in accordance with Section 00 10 00 – General Instructions.
- .3 Shop Drawings:

- .1 Submit in accordance with Section 00 10 00 – General Instructions.
- .2 Indicate details of construction, profiles, jointing, fastening and other related details.
- .3 Indicate materials, thicknesses, finishes and hardware.

- .4 Certifications: submit certificates signed by manufacturer certifying materials comply with specified performance characteristics and physical properties.
 - .1 Low-Emitting Materials:
 - .1 Submit listing of adhesives used, showing compliance with VOC and chemical component limits or restrictions requirements.
 - .2 Submit listing of composite wood products used in building, stating that they contain no added urea-formaldehyde resins, and laminate adhesives used in building, stating that they contain no urea-formaldehyde.

1.4 QUALITY ASSURANCE

- .1 Lumber by grade stamp of agency certified by Canadian Lumber Standards Accreditation Board (CLSAB).
- .2 Plywood, particleboard, OSB and wood based composite panels to CSA and ANSI standards.

1.5 DELIVERY, STORAGE AND HANDLING

- .1 Deliver, store and handle materials in accordance with Submit in accordance with Section 00 10 00 – General Instructions and with manufacturer's written instructions.
- .2 Delivery and Acceptance Requirements: deliver materials to site in original factory packaging, labelled with manufacturer's name and address.
- .3 Storage and Handling Requirements:
 - .1 Store materials off ground, indoors, in dry location and in accordance with manufacturer's recommendations in clean, dry, well-ventilated area.
 - .2 Store and protect wood products from nicks, scratches, and blemishes.
 - .3 Replace defective or damaged materials with new.
- .4 Packaging Waste Management: remove for reuse packaging materials.

PART 2 - PRODUCTS

2.1 MATERIALS

- .1 Softwood lumber: S4S, moisture content 19% or less in accordance with following standards:
 - .1 CSA O141.
 - .2 CAN/CSA-Z809 or FSC or SFI certified.
 - .3 NLGA Standard Grading Rules for Canadian Lumber.

- .2 Panel Material: urea-formaldehyde free
 - .1 CAN/CSA-Z809 or FSC or SFI certified.
 - .2 Douglas fir plywood (DFP): to CSA O121, standard construction.
 - .3 Particleboard: to ANSI A208.1.
 - .4 Medium density fibreboard (MDF): to ANSI A208.2, density 640-800 kg/m³.

2.2 ACCESSORIES

- .1 Wood screws: plain, type and size to suit application.
- .2 Splines: wood.
- .3 Adhesive and Sealants: in accordance with Section 07 92 00 - Joint Sealants.
 - .1 VOC limit to SCAQMD Rule 1168.

PART 3 - EXECUTION

3.1 EXAMINATION

- .1 Verification of Conditions: verify conditions of substrates previously installed under other Sections or Contracts are acceptable for wood products installation in accordance with manufacturer's written instructions.

3.2 INSTALLATION

- .1 Do finish carpentry to Quality Standards of (AWMAC).
- .2 Scribe and cut as required, fit to abutting walls, and surfaces, fit properly into recesses and to accommodate piping, columns, fixtures, outlets, or other projecting, intersecting or penetrating objects.
- .3 Form joints to conceal shrinkage.

3.3 CONSTRUCTION

- .1 Fastening:
 - .1 Position items of finished carpentry work accurately, level, plumb, true and fasten or anchor securely.
 - .2 Design and select fasteners to suit size and nature of components being joined. Use proprietary devices as recommended by manufacturer.
 - .3 Set finishing nails to receive filler. Where screws are used to secure members, countersink screw in round smooth cut hole and plug with wood plug to match material being secured.
 - .4 Replace items of finish carpentry with damage to wood surfaces including hammer and other bruises.

- .2 Interior frames:
 - .1 Set frames with plumb sides and level heads and secure.
- .3 Shelving:
 - .1 Install shelving as indicated.

3.4 INSTALLATION OF SHELVING

- .1 Softwood and popular plywood, thickness as indicated on drawings.
- .2 Edge banding: provide plastic laminate finished banding as indicated on drawings.

3.5 CLEANING

- .1 Progress Cleaning:
 - .1 Leave Work area clean at end of each day.
- .2 Final Cleaning: upon completion remove surplus materials, rubbish, tools and equipment.
- .3 Waste Management: separate waste materials for reuse and recycling.
 - .1 Remove recycling containers and bins from site and dispose of materials at appropriate facility.

3.6 PROTECTION

- .1 Protect installed products and components from damage during construction.
- .2 Repair damage to adjacent materials caused by finish carpentry installation.

END OF SECTION

PART 1- GENERAL

1.1 RELATED REQUIREMENTS

- .1 Section 06 10 00 – Rough Carpentry.
- .2 Section 06 20 00 – Finish Carpentry.

1.2 REFERENCES

- .1 American National Standards Institute (ANSI)
 - .1 ANSI 208.1-2009, Particleboard.
- .2 Canadian General Standards Board (CGSB)
 - .1 CAN/CGSB-71.20-M88, Adhesive, Contact, Brushable.
- .3 CSA International
 - .1 CSA O121-08(R2013), Douglas Fir Plywood.
 - .2 CSA O141-05(R2014), Softwood Lumber.
- .4 Green Seal Environmental Standards (GS)
 - .1 GS-36-11, Commercial Adhesives.
- .5 Health Canada/Workplace Hazardous Materials Information System (WHMIS)
 - .1 Material Safety Data Sheets (MSDS).
- .6 South Coast Air Quality Management District (SCAQMD), California State, Regulation XI. Source Specific Standards
 - .1 SCAQMD Rule 1168-A2005, Adhesives and Sealants Applications.

1.3 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Submit in accordance with Section 00 10 00 – General Instructions.
- .2 Product Data:
 - .1 Submit manufacturer's instructions, printed product literature and data sheets for laminate, adhesive, and core materials and include product characteristics, performance criteria, physical size, finish and limitations.
 - .2 Submit two copies of WHMIS in accordance with Section 00 10 00 – General Instructions. Indicate VOC's for adhesives in g/L.
- .3 Samples:
 - .1 Submit for review and acceptance of each unit.
 - .2 Samples will be returned for inclusion into work.
 - .3 Submit duplicate samples of joints, edging.

- .4 Certifications: submit certificates signed by manufacturer certifying that materials comply with specified performance characteristics and physical properties.
 - .1 Low-Emitting Materials:
 - .1 Submit listing of composite wood products used, stating they contain no added urea-formaldehyde resins, and laminate adhesives used, stating they contain no urea-formaldehyde.
 - .2 Submit listing of adhesives used, showing compliance with VOC and chemical component limits or restrictions requirements.

1.4 CLOSEOUT SUBMITTALS

- .1 Submit in accordance with Section 00 10 00 – General Instructions.

1.5 QUALITY ASSURANCE

- .1 Certificates: product certificates signed by manufacturer certifying materials comply with specified performance characteristics and criteria and physical requirements.

1.6 DELIVERY, STORAGE AND HANDLING

- .1 Deliver, store and handle materials in accordance with Section 00 10 00 – General Instructions and with manufacturer's written instructions.
- .2 Delivery and Acceptance Requirements: deliver materials to site in original factory packaging, labelled with manufacturer's name and address.
- .3 Storage and Handling Requirements:
 - .1 Store materials off ground, indoors, in dry location and in accordance with manufacturer's recommendations in clean, dry, well-ventilated area.
 - .2 Store and protect laminate, adhesive, and core materials from nicks, scratches, and blemishes.
 - .3 Replace defective or damaged materials with new.
- .4 Packaging Waste Management: remove for reuse packaging materials.

PART 2 - PRODUCTS

2.1 MATERIALS

- .1 Laminated plastic for closet shelves, gables: to NEMA LD3 – PL1:
 - .1 Type: general purpose.
 - .2 Grade: HGS.
 - .3 Size: Nominal 0.76mm thick.
 - .4 Colour: multilayered.
 - .5 Pattern: solid, to be selected from Manufacturer's standard range.
 - .6 Finish: matt.

- .2 Laminated plastic high wear, for counter top: to NEMA LD3 – PL2
 - .1 Type: high wear.
 - .2 Grade: HGH.
 - .3 Size: nominal 1.016mm thick.
 - .4 Colour: multilayered.
 - .5 Pattern: printed pattern, to be selected from Manufacturer’s standard range.
 - .6 Finish: matt.
- .3 Laminated plastic adhesive: as recommended by Manufacturer.
 - .1 Test for acceptable VOC emissions in accordance with ASTM D 2369 and ASTM D 2832.
 - .2 VOC limit to SCAQMD Rule 1168.

2.2 FABRICATION

- .1 Comply with NEMA LD3, Annex A.
- .2 Obtain governing dimensions before fabricating items which are to accommodate or abut appliances, equipment and other materials.
- .3 Ensure adjacent parts of continuous laminate work match in colour and pattern.
- .4 Veneer laminated plastic to core material in accordance with adhesive manufacturer's instructions. Ensure core and laminate profiles coincide to provide continuous support and bond over entire surface. Use continuous lengths up to 2400mm.
- .5 Use straight self-edging laminate strip for flatwork to cover exposed edge of core material. Chamfer exposed edges uniformly at approximately 20 degrees. Do not mitre laminate edges.

PART 3 - EXECUTION

3.1 EXAMINATION

- .1 Verification of Conditions: verify conditions of substrates previously installed under other Sections or Contracts are acceptable for laminate, adhesive, and core materials installation in accordance with manufacturer's written instructions.

3.2 MANUFACTURER'S INSTRUCTIONS

- .1 Compliance: comply with manufacturer's written recommendations, including product technical bulletins, product catalogue installation instructions, product carton installation instructions, and data sheets.

3.3 INSTALLATION

- .1 Install work plumb, true and square, neatly scribed to adjoining surfaces.

- .2 Make allowances around perimeter where fixed objects pass through or project into laminated plastic work to permit normal movement without restriction.
- .3 Use draw bolts and splines in countertop joints. Maximum spacing 450 mm on centre, 75 mm from edge. Make flush hairline joints.

3.4 CLEANING

- .1 Progress Cleaning:
 - .1 Leave Work area clean at end of each day.
- .2 Final Cleaning: upon completion remove surplus materials, rubbish, tools and equipment.
 - .1 Clean to NEMA LD3, Annex B.
 - .2 Remove traces of primer, caulking, epoxy and filler materials and clean doors and frames.
- .3 Waste Management: separate waste materials for reuse and recycling.
 - .1 Remove recycling containers and bins from site and dispose of materials at appropriate facility.

3.5 PROTECTION

- .1 Cover finished laminated plastic surfaces with heavy kraft paper or put in cartons during shipment.
- .2 Protect installed laminated surfaces in accordance with manufacturer's written recommendations.
 - .1 Remove protection only immediately before final inspection.
- .3 Protect installed products and components from damage during construction.
- .4 Repair damage to adjacent materials caused by laminate, adhesive, and core materials installation.

END OF SECTION

PART 1- GENERAL

1.1 RELATED REQUIREMENTS

- .1 Section 09 21 16 – Gypsum Board Assemblies.
- .2 Section 09 22 14 – Furring and Lathing.
- .3 Section 09 22 16 – Non-Structural Metal Framing

1.2 REFERENCES

- .1 American Society for Testing and Materials International (ASTM)
 - .1 ASTM C 553-13, Specification for Mineral Fibre Blanket Thermal Insulation for Commercial and Industrial Applications.
- .2 Canadian Standards Association (CSA International)
 - .1 CSA B111-1974(R2003), Wire Nails, Spikes and Staples.
- .3 Underwriters Laboratories of Canada (ULC)
 - .1 CAN/ULC-S702-14, Standard for Mineral Fibre Insulation.

1.3 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Product Data:
 - .1 Submit manufacturer's printed product literature, specifications and data sheet in accordance with Section 00 10 00 – General Instructions.
- .2 Manufacturer's Instructions:
 - .1 Submit manufacturer's installation instructions.

1.4 QUALITY ASSURANCE

- .1 Test Reports: certified test reports showing compliance with specified performance characteristics and physical properties.
- .2 Certificates: product certificates signed by manufacturer certifying materials comply with specified performance characteristics and criteria and physical requirements.

1.5 WASTE MANAGEMENT AND DISPOSAL

- .1 Separate waste materials for reuse and recycling.
- .2 Remove from site and dispose of packaging materials at appropriate recycling facilities.

- .3 Collect and separate for disposal packaging material in appropriate on-site containers for recycling.

PART 2 - PRODUCTS

2.1 INSULATION

- .1 Batt and blanket mineral fibre: to ASTM C 553, CAN/ULC S702.
 - .1 Type: 1.
 - .2 Thickness: as indicated.
 - .3 Acceptable material: Roxul ComfortBatt

2.2 ACCESSORIES

- .1 Insulation clips:
 - .1 Impale type, perforated 50 x 50 mm cold rolled carbon steel 0.8 mm thick, adhesive back, spindle of 2.5 mm diameter annealed steel, length to suit insulation, 25 mm diameter washers of self-locking type.
- .2 Nails: galvanized steel, length to suit insulation plus 25mm, to CSA B111.
- .3 Staples: 12mm minimum leg.
- .4 Tape: as recommended by manufacturer.

PART 3 - EXECUTION

3.1 MANUFACTURER'S INSTRUCTIONS

- .1 Compliance: comply with manufacturer's written data, including product technical bulletins, product catalogue installation instructions, product carton installation instructions, and data sheets.

3.2 INSULATION INSTALLATION

- .1 Fit insulation closely around electrical boxes, pipes, ducts, frames and other objects in or passing through insulation.
- .2 Do not compress insulation to fit into spaces.
- .3 Keep insulation minimum 75mm from heat emitting devices such as recessed light fixtures.
- .4 Do not enclose insulation until it has been inspected and approved by NRC Departmental Representative.

3.3 CLEANING

- .1 Upon completion of installation, remove surplus materials, rubbish, tools and equipment barriers.

END OF SECTION

PART 1 - GENERAL

1.1 RELATED REQUIREMENTS

- .1 Section 06 10 00 – Rough Carpentry.
- .2 Section 09 21 16 – Gypsum Board Assemblies.

1.2 REFERENCES

- .1 Canadian General Standards Board (CGSB)
 - .1 CGSB 19-GP-5M-1984, Sealing Compound, One Component, Acrylic Base, Solvent Curing (Issue of 1976 reaffirmed, incorporating Amendment No. 1).
 - .2 CAN/CGSB-19.13-M87, Sealing Compound, One-component, Elastomeric, Chemical Curing.
 - .3 CGSB 19-GP-14M-1984, Sealing Compound, One Component, Butyl-Polyisobutylene Polymer Base, Solvent Curing (Reaffirmation of April 1976).
 - .4 CAN/CGSB-19.24-M90, Multi-component, Chemical Curing Sealing Compound.
- .2 Health Canada/Workplace Hazardous Materials Information System (WHMIS)
 - .1 Material Safety Data Sheets (MSDS).
- .3 South Coast Air Quality Management District (SCAQMD), California State, Regulation XI. Source Specific Standards
 - .1 SCAQMD Rule 1168-A2005, Adhesives and Sealants Applications.

1.3 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Submit in accordance with Section 00 10 00 – General Instructions.
- .2 Product Data:
 - .1 Submit manufacturer's instructions, printed product literature and data sheets for and include product characteristics, performance criteria, physical size, finish and limitations.
 - .2 Manufacturer's product to describe:
 - .1 Caulking compound.
 - .2 Primers.
 - .3 Sealing compound, each type, including compatibility when different sealants are in contact with each other.
 - .3 Submit 2 copies of WHMIS MSDS in accordance with Section 00 10 00 – General Instructions.
- .3 Manufacturer's Instructions:
 - .1 Submit instructions to include installation instructions for each product used.

1.4 CLOSEOUT SUBMITTALS

- .1 Submit in accordance with Section 00 10 00 – General Instructions.
- .2 Operation and Maintenance Data: submit operation and maintenance data for incorporation into manual.

1.5 DELIVERY, STORAGE AND HANDLING

- .1 Deliver, store and handle materials in accordance with manufacturer's written instructions.
- .2 Delivery and Acceptance Requirements: deliver materials to site in original factory packaging, labelled with manufacturer's name and address.
- .3 Storage and Handling Requirements:
 - .1 Store materials off ground, indoors, in dry location and in accordance with manufacturer's recommendations in clean, dry, well-ventilated area.
 - .2 Replace defective or damaged materials with new.
- .4 Packaging Waste Management: remove for reuse and return packaging materials.

1.6 SITE CONDITIONS

- .1 Ambient Conditions:
 - .1 Proceed with installation of joint sealants only when:
 - .1 Ambient and substrate temperature conditions are within limits permitted by joint sealant manufacturer.
 - .2 Joint substrates are dry.
 - .3 Conform to manufacturer's recommended temperatures, relative humidity, and substrate moisture content for application and curing of sealants including special conditions governing use.
- .2 Joint-Width Conditions:
 - .1 Proceed with installation of joint sealants only where joint widths are more than those allowed by joint sealant manufacturer for applications indicated.
- .3 Joint-Substrate Conditions:
 - .1 Proceed with installation of joint sealants only after contaminants capable of interfering with adhesion are removed from joint substrates.

1.7 ENVIRONMENTAL REQUIREMENTS

- .1 Comply with requirements of Workplace Hazardous Materials Information System (WHMIS) regarding use, handling, storage, and disposal of hazardous materials; and regarding labelling and provision of Material Safety Data Sheets (MSDS) acceptable to Health Canada.
- .2 Ventilate area of work by use of approved portable supply and exhaust fans.

PART 2 – PRODUCTS

2.1 SEALANT MATERIALS

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

2.2 SEALANT MATERIAL DESIGNATIONS

- .1 Acrylics one part: to CGSB 19-GP-5M.
- .2 Preformed compressible and non-compressible back-up materials:
 - .1 Polyethylene, urethane, neoprene or vinyl foam:
 - .1 Extruded closed cell foam backer rod.
 - .2 Size: oversize 30 to 50 %.

2.3 SEALANT SELECTION

- .1 Perimeters of interior frames, as detailed and itemized: sealant type: Acrylic.
- .2 Joints at tops of non-load bearing gypsum board walls at the underside of slab above and poured concrete floor: sealant type: Compressible.

2.4 JOINT CLEANER

- .1 Non-corrosive and non-staining type, compatible with joint forming materials and sealant in accordance with sealant manufacturer's written recommendations.
- .2 Primer: in accordance with sealant manufacturer's written recommendations.

PART 3 - EXECUTION

3.1 EXAMINATION

- .1 Verification of Conditions: verify that conditions of substrate previously installed under other Sections or Contracts are acceptable for joint sealants installation in accordance with manufacturer's written instructions.

- .1 Visually inspect substrate.
- .2 Inform NRC Departmental Representative of unacceptable conditions immediately upon discovery.
- .3 Proceed with installation only after unacceptable conditions have been remedied and after receipt of written approval to proceed from NRC Departmental Representative.

3.2 SURFACE PREPARATION

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

3.3 PRIMING

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

3.4 MIXING

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

3.5 APPLICATION

- .1 Sealant:
 - .1 Apply sealant in accordance with manufacturer's written instructions.
 - .2 Mask edges of joint where irregular surface or sensitive joint border exists to provide neat joint.
 - .3 Apply sealant in continuous beads.
 - .4 Apply sealant using gun with proper size nozzle.
 - .5 Use sufficient pressure to fill voids and joints solid.
 - .6 Form surface of sealant with full bead, smooth, free from ridges, wrinkles, sags, air pockets, embedded impurities.
 - .7 Tool exposed surfaces before skinning begins to give slightly concave shape.
 - .8 Remove excess compound promptly as work progresses and upon completion.
- .2 Curing:

- .1 Cure sealants in accordance with sealant manufacturer's instructions.
- .2 Do not cover up sealants until proper curing has taken place.

3.6 CLEANING

- .1 Leave Work area clean at end of each day.
 - .1 Clean adjacent surfaces immediately.
 - .2 Remove excess and droppings, using recommended cleaners as work progresses.
 - .3 Remove masking tape after initial set of sealant.
- .2 Final Cleaning: upon completion remove surplus materials, rubbish, tools and equipment.
- .3 Waste Management: separate waste materials for reuse and recycling.
 - .1 Remove recycling containers and bins from site and dispose of materials at appropriate facility.

3.7 PROTECTION

- .1 Protect installed products and components from damage during construction.
- .2 Repair damage to adjacent materials caused by joint sealants installation.

END OF SECTION

PART 1- GENERAL

1.1 RELATED REQUIREMENTS

- .1 Section 07 92 00 – Joint Sealants.
- .2 Section 08 14 16 – Flush Wood Doors.
- .3 Section 08 71 00 – Door Hardware.
- .4 Section 09 21 16 – Gypsum Board Assemblies.
- .5 Section 09 91 23 – Interior Painting.

1.2 REFERENCES

- .1 American Society for Testing and Materials International (ASTM)
 - .1 ASTM A 653/A 653M-06a, Specification for Steel Sheet, Zinc-Coated (Galvanized) or Zinc-Iron Alloy-Coated (Galvannealed) by the Hot-Dip Process.
- .2 Canadian General Standards Board (CGSB)
 - .1 CAN/CGSB-1.181-99, Ready-Mixed Organic Zinc-Rich Coating.
 - .2 CAN/CGSB-12.11-M90, Wired Safety Glass.
- .3 Canadian Standards Association (CSA International)
 - .1 CSA W59-03, Welded Steel Construction (Metal Arc Welding).
- .4 Canadian Steel Door Manufacturers' Association (CSDMA)
 - .1 CSDMA, Recommended Specifications for Commercial Steel Doors and Frames, 2000.
 - .2 CSDMA, Selection and Usage Guide for Commercial Steel Doors, 1990.
- .5 South Coast Air Quality Management District (SCAQMD), California State
 - .1 SCAQMD Rule 1113-04, Architectural Coatings.
 - .2 SCAQMD Rule 1168-05, Adhesives and Sealants Applications.
- .6 Underwriters' Laboratories of Canada (ULC)
 - .1 CAN4-S104-M80, Standard Method for Fire Tests of Door Assemblies.
 - .2 CAN4-S105-M85, Standard Specification for Fire Door Frames Meeting the Performance Required by CAN4-S104.

1.3 SYSTEM DESCRIPTION

- .1 Design Requirements:
 - .1 Steel fire rated doors and frames: labelled and listed by an organization accredited by Standards Council of Canada in conformance with CAN4-S104, NFPA 252 for ratings specified or indicated.

- .2 Provide fire labelled frames for openings requiring fire protection ratings. Test products in conformance with CAN4-S104, ASTM E 152 or NFPA 252 and listed by nationally recognized agency having factory inspection services.

1.4 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Provide submittals in accordance with Section 00 10 00 – General Instructions.
- .2 Provide product data: in accordance with Section 00 10 00 – General Instructions.
- .3 Provide shop drawings: in accordance with Section 00 10 00 – General Instructions.
 - .1 Indicate each type of door, material, steel core thicknesses, mortises, reinforcements, location of exposed fasteners, openings, arrangement of hardware and fire rating and finishes.
 - .2 Indicate each type frame material, core thickness, reinforcements, glazing stops, location of anchors and exposed fastenings, reinforcing, fire rating and finishes.
 - .3 Include schedule identifying each unit, with door marks and numbers relating to numbering on drawings and door schedule.

1.5 DELIVERY, STORAGE AND HANDLING

- .1 Deliver, store and handle materials in accordance with Section 00 10 00 – General Instructions.
- .2 Waste Management and Disposal:
 - .1 Separate waste materials for reuse and recycling.

PART 2 - PRODUCTS

2.1 MATERIALS

- .1 Hot dipped galvanized steel sheet: to ASTM A 653M, ZF75, minimum base steel thickness in accordance with CSDMA Table 1 - Thickness for Component Parts.

2.2 PRIMER

- .1 Touch-up prime CAN/CGSB-1.181.
 - .1 Maximum VOC limit 50 g/L to GC-03.

2.3 PAINT

- .1 Field paint steel doors and frames in accordance with Section 09 91 23 - Interior Painting. Provide final finish free of scratches or other blemishes.

2.4 ACCESSORIES

- .1 Metallic paste filler: to manufacturer's standard.

2.5 FRAMES FABRICATION GENERAL

- .1 Fabricate frames in accordance with CSDMA specifications.
- .2 Fabricate frames to profiles and maximum face sizes as indicated.
- .3 Interior frames: 1.6mm, knocked-down type construction.
- .4 Manufacturer's nameplates on frames and screens are not permitted.
- .5 Conceal fastenings except where exposed fastenings are indicated.
- .6 Provide factory-applied touch up primer at areas where zinc coating has been removed during fabrication.

2.6 FRAME ANCHORAGE

- .1 Provide appropriate anchorage to floor and wall construction.
- .2 Locate each wall anchor immediately above or below each hinge reinforcement on hinge jamb and directly opposite on strike jamb.
- .3 Provide 2 anchors for rebate opening heights up to 1520 mm and 1 additional anchor for each additional 760 mm of height or fraction thereof.

2.7 FRAMES: SLIP-ON TYPE

- .1 Ship slip-on type frames unassembled.
- .2 Provide frames with mechanical joints which inter-lock securely and provide functionally satisfactory performance when installed in accordance with CSDMA Recommended Installation Guide for Steel Doors and Frames and manufacturers' instructions.
- .3 Provide slip-on frames with manufacturers' proprietary design of wall anchorage comprising single, adjustable tension type per jamb and provision for secure attachment of each jamb base to stud runners.

PART 3 - EXECUTION

3.1 MANUFACTURER'S INSTRUCTIONS

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

3.2 INSTALLATION GENERAL

- .1 Install frames to CSDMA Installation Guide.

3.3 FRAME INSTALLATION

- .1 Set frames plumb, square, level and at correct elevation.
- .2 Secure anchorages and connections to adjacent construction.
- .3 Brace frames rigidly in position while building-in. Install temporary horizontal wood spreader at third points of door opening to maintain frame width. Provide vertical support at centre of head for openings over 1200 mm wide. Remove temporary spreaders after frames are built-in.
- .4 Make allowances for deflection of structure to ensure structural loads are not transmitted to frames.
- .5 Caulk perimeter of frames between frame and adjacent material.

3.4 DOOR INSTALLATION

- .1 Install doors and hardware in accordance with hardware templates and manufacturer's instructions and Section 08 71 00 - Door Hardware.
- .2 Adjust operable parts for correct function.

3.5 FINISH REPAIRS

- .1 Touch up with primer finishes damaged during installation.
- .2 Fill exposed frame anchors and surfaces with imperfections with metallic paste filler and sand to a uniform smooth finish.

END OF SECTION

PART 1- GENERAL

1.1 RELATED REQUIREMENTS

- .1 Section 08 11 00 – Metal Frames.
- .2 Section 08 71 00 – Door Hardware.
- .3 Section 09 91 23 – Interior Painting.

1.2 REFERENCES

- .1 Architectural Woodwork Manufacturers Association of Canada (AWMAC).
 - .1 Quality Standards for Architectural Woodwork 1998.
- .2 Canadian General Standards Board (CGSB).
 - .1 CAN/CGSB-71.19-M88, Adhesive, Contact, Sprayable.
 - .2 CAN/CGSB-71.20-M88, Adhesive, Contact, Brushable.
- .3 Canadian Standards Association (CSA International).
 - .1 CAN/CSA O132.2 Series-90(R1998), Wood Flush Doors.
 - .2 CAN/CSA-O132.5-M1992(R1998), Stile and Rail Wood Doors.
 - .3 CSA Certification Program for Windows and Doors.
- .4 Environmental Choice Program (ECP).
 - .1 CCD-045-92, Sealants and Caulking Compounds.
 - .2 CCD-046-92, Adhesives.

1.3 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Product Data:
 - .1 Submit manufacturer's printed product literature, specifications and data sheet in accordance with Section 00 10 00 – General Instructions.
 - .2 Submit two copies of WHMIS MSDS - Material Safety Data Sheets in accordance with Section 00 10 00 – General Instructions. Indicate VOC's:
 - .1 For caulking materials during application and curing.
 - .2 For door materials and adhesives.
- .2 Shop Drawings:
 - .1 Submit shop drawings in accordance with Section 00 10 00 – General Instructions.
 - .2 Indicate door types and cutouts, sizes, core construction.

1.4 QUALITY ASSURANCE

- .1 Certificates: product certificates signed by manufacturer certifying materials comply with specified performance characteristics and criteria and physical requirements.

1.5 DELIVERY, STORAGE, AND HANDLING

- .1 Storage and Protection:
 - .1 Protect doors from dampness. Arrange for delivery after work causing abnormal humidity has been completed.
 - .2 Store doors in well ventilated room, off floor, in accordance with manufacturer's recommendations.
 - .3 Protect doors from scratches, handling marks and other damage.
 - .4 Store doors away from direct sunlight.

1.6 WASTE MANAGEMENT AND DISPOSAL

- .1 Remove from site and dispose of packaging materials at appropriate recycling facilities.
- .2 Dispose of packaging material in appropriate on-site bin for recycling.
- .3 Do not dispose of unused paint materials into sewer systems, into lakes, streams, onto ground or in locations where it will pose health or environmental hazard.

PART 2 - PRODUCTS

2.1 WOOD FLUSH DOORS

- .1 Solid core: to CAN/CSA-O132.2.1.
 - .1 Construction:
 - .1 Solid wood core:
 - .1 Stile and rail core.
 - .2 5-ply construction.
 - .2 Face Panels:
 - .1 Hardwood; veneer grades: Grade II (Good).
- .3 Adhesive: for interior doors.

2.2 STILE AND RAIL DOORS

- .1 Fabricate doors as indicated to CAN/CSA-O132.5.
- .2 Construction:
 - .1 Commercial grade: to CAN/CSA-O132, interior, solid core, veneered construction.
- .3 Type: flat panel door.

2.3 FABRICATION

- .1 Vertical edge strips to match face veneer.
- .2 Bevel vertical edges of single acting doors 1.5 mm in 50 mm.

PART 3 - EXECUTION

3.1 MANUFACTURER'S INSTRUCTIONS

- .1 Compliance: comply with manufacturer's written data, including product technical bulletins, product catalogue installation instructions, product carton installation instructions, and data sheets.

3.2 INSTALLATION

- .1 Unwrap and protect doors in accordance with CAN/CSA-O132.2 Series, Appendix A.
- .2 Install doors and hardware in accordance with manufacturer's printed instructions and CAN/CSA-O132.2 Series, Appendix A.
- .3 Adjust hardware for correct function.

3.3 ADJUSTMENT

- .1 Re-adjust doors and hardware just prior to completion of building to function freely and properly.

3.4 CLEANING

- .1 Perform cleaning as soon as possible after installation to remove construction and accumulated environmental dirt.
- .2 Remove traces of primer, caulking; clean doors and frames.
- .3 Clean glass and glazing materials with approved non-abrasive cleaner.
- .4 On completion of installation, remove surplus materials, rubbish, tools and equipment barriers.

END OF SECTION

PART 1 - GENERAL

1.1 RELATED REQUIREMENTS

- .1 Section 06 10 00 – Rough Carpentry.
- .2 Section 08 14 16 – Flush Wood Doors.

1.2 REFERENCES

- .1 American National Standards Institute (ANSI) / Builders Hardware Manufacturers Association (BHMA)
 - .1 ANSI/BHMA A156.14-2013, Sliding and Folding Door Hardware.
 - .2 ANSI/BHMA A156.18-2016, Materials and Finishes.

1.3 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Submit in accordance with Section 00 10 00 – General Instructions.
- .2 Product Data:
 - .1 Submit manufacturer's instructions, printed product literature and data sheets for sliding door hardware and include product characteristics, performance criteria, physical size, finish and limitations.
- .3 Hardware List:
 - .1 Submit contract hardware list.
 - .2 Indicate specified hardware, including make, model, material, function, size, finish and other pertinent information.
- .4 Test Reports: certified test reports showing compliance with specified performance characteristics and physical properties.
- .5 Manufacturer's Instructions: submit manufacturer's installation instructions.

1.4 CLOSEOUT SUBMITTALS

- .1 Submit in accordance with Section 00 10 00 – General Instructions.
- .2 Operation and Maintenance Data: submit operation and maintenance data for door hardware for incorporation into manual.

1.5 QUALITY ASSURANCE

- .1 Certificates: product certificates signed by manufacturer certifying materials comply with specified performance characteristics and criteria and physical requirements.

1.6 DELIVERY, STORAGE AND HANDLING

- .1 Deliver, store and handle materials in accordance with Section 00 10 00 – General Instructions and with manufacturer's written instructions.
- .2 Delivery and Acceptance Requirements: deliver materials to site in original factory packaging, labelled with manufacturer's name and address.
- .3 Package items of hardware including fastenings, separately or in like groups of hardware, label each package as to item definition and location.
- .4 Storage and Handling Requirements:
 - .1 Store materials off ground, indoors, in dry location and in accordance with manufacturer's recommendations in clean, dry, well-ventilated area.
 - .2 Store and protect door hardware from nicks, scratches, and blemishes.
 - .3 Protect prefinished surfaces with wrapping or strippable coating.
 - .4 Replace defective or damaged materials with new.
- .5 Packaging Waste Management: remove for reuse packaging materials.

PART 2 - PRODUCTS

2.1 HARDWARE ITEMS

- .1 Use one manufacturer's products only for similar items.
- .2 Acceptable material:
 - .1 C-500 Series, by KN Crowder Inc. or approved equal.

2.2 DOOR HARDWARE

- .1 Sliding and folding door hardware: to ANSI/BHMA A156.14, as listed below.
 - .1 Bi-passing sliding door hardware: double leg aluminum track with fascia and hangers, as listed in above standard for door weight:
 - .1 Wheels: precision ground ball bearing, nylon tire wheels, two sets per door.
 - .2 Track: extruded aluminum, 6063T5 alloy.
 - .3 Hanger: vertical adjustment by threaded door top plate and locknut. Nominal 4Kg load capacity, offset side mount hanger.
- .2 Accessory item:
 - .1 Roller guide: dual, floor mounted for by-passing door.

- .2 Guide channel: in door, recessed, extruded aluminum.
- .3 Threshold: extruded aluminum, flat, width and depth to suit full door opening.
- .4 Stop: in-track stop and catch, closed cell neoprene bumper in aluminum.
- .5 Flush pull: standard blank(plain), aluminum.

2.3 FASTENINGS

- .1 Use only fasteners provided by manufacturer. Failure to comply may void warranties and applicable licensed labels.
- .2 Supply screws, bolts, expansion shields and other fastening devices required for satisfactory installation and operation of hardware.
- .3 Exposed fastening devices to match finish of hardware.
- .4 Where pull is scheduled on one side of door and push plate on other side, supply fastening devices, and install so pull can be secured through door from reverse side. Install push plate to cover fasteners.
- .5 Use fasteners compatible with material through which they pass.

PART 3 - EXECUTION

3.1 INSTALLATION

- .1 Manufacturer's Instructions: comply with manufacturer's written recommendations, including product technical bulletins, product catalogue installation instructions, product carton installation instructions, and data sheets.
- .2 Supply metal door and frame manufacturers with complete instructions and templates for preparation of their work to receive hardware.
- .3 Supply manufacturers' instructions for proper installation of each hardware component.
- .4 Install hardware to standard hardware location dimensions in accordance with CSDFMA Canadian Metric Guide for Steel Doors and Frames (Modular Construction).
- .5 Use only manufacturer's supplied fasteners.
 - .1 Use of "quick" type fasteners, unless specifically supplied by manufacturer, is unacceptable.

3.2 ADJUSTING

- .1 Adjust door hardware for optimum, smooth operating condition.
- .2 Lubricate hardware, operating equipment and other moving parts.

- .3 Adjust door hardware to ensure tight fit at contact points with frames.

3.3 CLEANING

- .1 Progress Cleaning:
 - .1 Leave Work area clean at end of each day.
 - .2 Clean hardware with damp rag and approved non-abrasive cleaner, and polish hardware in accordance with manufacturer's instructions.
 - .3 Remove protective material from hardware items where present.
- .2 Final Cleaning: upon completion remove surplus materials, rubbish, tools and equipment.
- .3 Waste Management: separate waste materials for reuse and recycling.
 - .1 Remove recycling containers and bins from site and dispose of materials at appropriate facility.

3.4 PROTECTION

- .1 Protect installed products and components from damage during construction.
- .2 Repair damage to adjacent materials caused by door hardware installation.

END OF SECTION

PART 1 - GENERAL

1.1 RELATED REQUIREMENTS

- .1 Section 06 10 00 – Rough Carpentry.
- .2 Section 07 92 00 – Joint Sealants.
- .3 Section 09 21 16 – Non-Structural Metal Framing.
- .4 Section 09 91 23 – Interior Painting.

1.2 REFERENCES

- .1 ASTM International
 - .1 ASTM C 475-12e1, Standard Specification for Joint Compound and Joint Tape for Finishing Gypsum Board.
 - .2 ASTM C 514-04(2014), Standard Specification for Nails for the Application of Gypsum Board.
 - .3 ASTM C 840-13, Standard Specification for Application and Finishing of Gypsum Board.
 - .4 ASTM C 954-11, Standard Specification for Steel Drill Screws for the Application of Gypsum Panel Products or Metal Plaster Bases to Steel Studs From 0.033 in. (0.84 mm) to 0.112 in. (2.84 mm) in Thickness.
 - .5 ASTM C 1047-14a, Standard Specification for Accessories for Gypsum Wallboard and Gypsum Veneer Base.
 - .6 ASTM C 1396/C 1396M-14a, Standard Specification for Gypsum Wallboard.
- .2 Association of the Wall and Ceilings Industries International (AWCI)
 - .1 AWCI Levels of Gypsum Board Finish-97.
- .3 Green Seal Environmental Standards (GS)
 - .1 GS-11-2008, 2nd Edition, Paints and Coatings.
- .4 South Coast Air Quality Management District (SCAQMD), California State, Regulation XI. Source Specific Standards
 - .1 SCAQMD Rule 1113-A2013, Architectural Coatings.
 - .2 SCAQMD Rule 1168-A2013, Adhesives and Sealants Applications.
- .5 Underwriters' Laboratories of Canada (ULC)
 - .1 CAN/ULC-S102-10, Standard Method of Test of Surface Burning Characteristics of Building Materials and Assemblies.

1.3 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Submit in accordance with 00 10 00 – General Instructions.

- .2 Product Data:
 - .1 Submit manufacturer's instructions, printed product literature and data sheets for gypsum board assemblies and include product characteristics, performance criteria, physical size, finish and limitations.
 - .2 Low-Emitting Materials:
 - .1 Submit listing of adhesives and sealants and paints and coatings used in building, showing compliance with VOC and chemical component limits or restriction requirements.

1.4 DELIVERY, STORAGE AND HANDLING

- .1 Deliver, store and handle materials in accordance with Section 00 10 00 – General Instructions and with manufacturer's written instructions.
- .2 Delivery and Acceptance Requirements: deliver materials to site in original factory packaging, labelled with manufacturer's name and address.
- .3 Storage and Handling Requirements:
 - .1 Store gypsum board assemblies materials level off ground, indoors, in dry location and in accordance with manufacturer's recommendations in clean, dry, well-ventilated area.
 - .2 Store and protect gypsum board assemblies from nicks, scratches, and blemishes.
 - .3 Protect from weather, elements and damage from construction operations.
 - .4 Handle gypsum boards to prevent damage to edges, ends or surfaces.
 - .5 Replace defective or damaged materials with new.
- .4 Packaging Waste Management: remove for reuse pallets, crates and packaging materials.

1.5 AMBIENT CONDITIONS

- .1 Maintain temperature 10 degrees C minimum, 21 degrees C maximum for 48 hours prior to and during application of gypsum boards and joint treatment, and for 48 hours minimum after completion of joint treatment.
- .2 Apply board and joint treatment to dry, frost free surfaces.
- .3 Ventilation: ventilate building spaces as required to remove excess moisture that would prevent drying of joint treatment material immediately after its application.

PART 2 - PRODUCTS

2.1 MATERIALS

- .1 Standard board: to ASTM C 1396/C 1396M, regular, thickness as indicated on drawings, 1200 mm wide x maximum practical length, ends square cut, edges square.

- .2 Steel drill screws: to ASTM C 1002.
- .3 Casing beads, corner beads, control joints and edge trim: to ASTM C 1047, Z275 finish, 0.5mm base thickness, perforated flanges, one piece length per location.
- .4 Joint compound: to ASTM C 475, asbestos-free.
- .5 Laminating compound: as recommended by manufacturer, asbestos-free.
- .6 Sealants: in accordance with Section 07 92 00 - Joint Sealants.
- .7 Accessories: miscellaneous trim, bracing, fasteners, clips, and other accessories for installation as recommended by partition manufacturer.

PART 3 - EXECUTION

3.1 EXAMINATION

- .1 Verification of Conditions: verify conditions of substrates previously installed under other Sections or Contracts are acceptable for gypsum board assemblies installation in accordance with manufacturer's written instructions.
 - .1 Visually inspect substrate.
 - .2 Inform NRC Departmental Representative of unacceptable conditions immediately upon discovery.
 - .3 Proceed with installation only after unacceptable conditions have been remedied and after receipt of written approval to proceed from NRC Departmental Representative.

3.2 ERECTION

- .1 Do application and finishing of gypsum board to ASTM C 840 except where specified otherwise.

3.3 APPLICATION

- .1 Apply gypsum board after anchors, blocking, sound attenuation and electrical work have been approved.
- .2 Apply gypsum board to existing framing using screw fasteners. Maximum spacing of screws 300mm on center.
 - .1 Single-Layer Application:
 - .1 Apply gypsum board providing sheet lengths that will minimize end joints.
 - .2 Apply face layers vertically. Face layer joints offset at least 250mm with base layer joints.

- .3 Install gypsum board with face side out.
- .4 Do not install damaged or damp boards.

3.4 INSTALLATION

- .1 Gypsum Board Finish: finish gypsum board walls and ceilings to following levels in accordance with AWCI Levels of Gypsum Board Finish:
 - .1 Level 5: embed tape for joints and interior angles in joint compound and apply three separate coats of joint compound over joints, angles, fastener heads and accessories; apply a thin skim coat of joint compound to entire surface; surfaces smooth and free of tool marks and ridges.
- .2 Finish corner beads, control joints and trim as required with two coats of joint compound and one coat of taping compound, feathered out onto panel faces.
- .3 Fill screw head depressions with joint and taping compounds to bring flush with adjacent surface of gypsum board so as to be invisible after surface finish is completed.
- .4 Sand lightly to remove burred edges and other imperfections. Avoid sanding adjacent surface of board.
- .5 Butt panels together to moderate contact.
- .6 Completed installation to be smooth, level or plumb, free from waves and other defects and ready for surface finish.

3.5 CLEANING

- .1 Progress Cleaning:
 - .1 Leave Work area clean at end of each day.
 - .2 Final Cleaning: upon completion remove surplus materials, rubbish, tools and equipment.
- .2 Waste Management: separate waste materials for reuse and recycling.
 - .1 Remove recycling containers and bins from site and dispose of materials at appropriate facility.

3.6 PROTECTION

- .1 Protect installed products and components from damage during construction.
- .2 Repair damage to adjacent materials caused by gypsum board assemblies installation.

END OF SECTION

PART 1- GENERAL

1.1 RELATED REQUIREMENTS

- .1 Section 07 21 16 – Blanket Insulation.
- .2 Section 07 92 00 – Joint Sealants.
- .3 Section 09 22 16 – Gypsum Board Assemblies.

1.2 REFERENCES

- .1 ASTM International
 - .1 ASTM C 841-03(2013), Standard Specification for Installation of Interior Lathing and Furring.

1.3 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Submit in accordance with Section 00 10 00 – General Instructions.
- .2 Product Data:
 - .1 Submit manufacturer's instructions, printed product literature and data sheets for furring and lathing application and include product characteristics, performance criteria, physical size, finish and limitations.

1.4 DELIVERY, STORAGE AND HANDLING

- .1 Deliver, store and handle materials in accordance with Section 00 10 00 – General Instructions and with manufacturer's written instructions.
- .2 Delivery and Acceptance Requirements: deliver materials to site in original factory packaging, labelled with manufacturer's name and address.
- .3 Storage and Handling Requirements:
 - .1 Store materials off ground, indoors, in dry location, and in accordance with manufacturer's recommendations in clean, dry, well-ventilated area.
 - .2 Store and protect furring and lathing application from nicks, scratches, and blemishes.
 - .3 Replace defective or damaged materials with new.
- .4 Packaging Waste Management: remove for reuse and return pallets, crates and packaging materials.

PART 2 - PRODUCTS

2.1 MATERIALS

- .1 Metal furring members: channels, anchors and fasteners: ASTM C 841.
- .2 Sized as indicated on drawings.

PART 3 - EXECUTION

3.1 EXAMINATION

- .1 Verification of Conditions: verify that conditions of substrate previously installed under other Sections or Contracts are acceptable for furring and lathing application in accordance with manufacturer's written instructions.
 - .1 Visually inspect substrate.
 - .2 Inform NRC Departmental Representative of unacceptable conditions immediately upon discovery.
 - .3 Proceed with installation only after unacceptable conditions have been remedied and after receipt of written approval to proceed from NRC Departmental Representative.

3.2 INSTALLATION

- .1 Furring and lathing work: in accordance with ASTM C 841 except as specified otherwise.
- .2 Wall Furring:
 - .1 Install steel furring for braced walls.
 - .2 Frame openings and around built-in equipment, cabinets, access panels, on four sides, with channels. Extend furring into reveals.
 - .3 Check clearances with equipment suppliers.
 - .4 Fit ends and edges closely, but not forced together, stagger end joints in succeeding courses.
 - .5 Build in hollow metal frames in plastered furred walls.

3.3 CLEANING

- .1 Progress Cleaning:
 - .1 Leave work area clean at end of each day.
- .2 Final Cleaning: upon completion remove surplus materials, rubbish, tools and equipment.
- .3 Waste Management: separate waste materials for reuse and recycling.
 - .1 Remove recycling containers and bins from site and dispose of materials at appropriate facility.

3.4 PROTECTION

- .1 Protect installed products and components from damage during construction.
- .2 Repair damage to adjacent materials caused by furring and lathing application.

END OF SECTION

PART 1 - GENERAL

1.1 RELATED REQUIREMENTS

- .1 Section 07 21 16 – Blanket Insulation.
- .2 Section 09 21 16 – Gypsum Board Assemblies.
- .3 Section 09 91 23 – Interior Painting.

1.2 REFERENCES

- .1 ASTM International
 - .1 ASTM C 645-14, Standard Specification for Nonstructural Steel Framing Members.
 - .2 ASTM C 754-15, Standard Specification for Installation of Steel Framing Members to Receive Screw-Attached Gypsum Panel Products.
- .2 Health Canada/Workplace Hazardous Materials Information System (WHMIS)
 - .1 Material Safety Data Sheets (MSDS).
- .3 The Master Painters Institute (MPI)
 - .1 Architectural Painting Specification Manual - current edition.
 - .1 MPI #26, Primer, Galvanized Metal, Cementitious.

1.3 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Submit in accordance with Section 00 10 00 – General Instructions.
- .2 Product Data:
 - .1 Submit manufacturer's instructions, printed product literature and data sheets for metal framing and include product characteristics, performance criteria, physical size, finish and limitations.

1.4 QUALITY ASSURANCE

- .1 Test Reports: submit certified test reports showing compliance with specified performance characteristics and physical properties.
- .2 Certificates: submit product certificates signed by manufacturer certifying materials comply with specified performance characteristics and criteria and physical requirements.

1.5 DELIVERY, STORAGE AND HANDLING

- .1 Deliver, store and handle materials in accordance with Section 00 10 00 – General Instructions and with manufacturer's written instructions.
- .2 Delivery and Acceptance Requirements: deliver materials to site in original factory packaging, labelled with manufacturer's name and address.
- .3 Storage and Handling Requirements:
 - .1 Store materials off ground, indoors, in dry location and in accordance with manufacturer's recommendations in clean, dry, well-ventilated area.
 - .2 Store and protect metal framing from nicks, scratches, and blemishes.
 - .3 Replace defective or damaged materials with new.
- .4 Packaging Waste Management: remove for reuse and return packaging materials.

PART 2 - PRODUCTS

2.1 MATERIALS

- .1 Non-load bearing channel stud framing: to ASTM C 645, 63mm stud size, roll formed from 0.91mm thickness hot dipped galvanized steel sheet, for screw attachment of gypsum board.
 - .1 Knock-out service holes at 460mm centres.
- .2 Floor and ceiling tracks: to ASTM C 645, in widths to suit stud sizes, 32mm flange height.
- .3 Bridging: fabricated from same material and finish as studs, 38mm x 12mm x 1.09 mm minimum thickness.
- .4 Tension straps and accessories: as recommended by manufacturer.

PART 3 - EXECUTION

3.1 EXAMINATION

- .1 Verification of Conditions: verify that conditions of substrate previously installed under other Sections or Contracts are acceptable for non-structural metal framing application in accordance with manufacturer's written instructions.
 - .1 Visually inspect substrate.
 - .2 Inform NRC Departmental Representative of unacceptable conditions immediately upon discovery.
 - .3 Proceed with installation only after unacceptable conditions have been remedied and after receipt of written approval to proceed from NRC Departmental Representative.

3.2 ERECTION

- .1 Align partition tracks at floor and ceiling and secure at 600mm on centre maximum.
- .2 Install damp proof course under stud shoe tracks of partitions on slabs on grade.
- .3 Place studs vertically at 600mm on centre and not more than 50mm from abutting walls, and at each side of openings and corners.
 - .1 Position studs in tracks at floor and ceiling. Cross brace steel studs as required to provide rigid installation to manufacturer's instructions.
- .4 Erect metal studding to tolerance of 1:1000.
- .5 Attach studs to bottom and ceiling track using screws.
- .6 Co-ordinate simultaneous erection of studs with installation of service lines. When erecting studs ensure web openings are aligned.
- .7 Co-ordinate erection of studs with installation of special supports or anchorage for work specified in other Sections.
- .8 Provide two studs extending from floor to ceiling at each side of openings wider than stud centres specified.
 - .1 Secure studs together, 50mm apart using column clips or other approved means of fastening placed alongside frame anchor clips.
- .9 Install heavy gauge single jamb studs at openings.
- .10 Extend partitions to ceiling height except where noted otherwise on drawings.
- .11 Maintain clearance under beams and structural slabs to avoid transmission of structural loads to studs.
 - .1 Use 50mm leg ceiling tracks.
- .12 Install continuous insulating strips to isolate studs from uninsulated surfaces.
- .13 Brace steel studs with horizontal internal bridging at 1500mm maximum.
 - .1 Fasten bridging to steel clips fastened to steel studs with screws or by welding.
- .14 Frame openings in stud walls to adequately carry loads by use of additional framing members and bracing as detailed on shop drawings.
- .15 Touch up welds with coat of zinc rich primer.

3.3 CLEANING

- .1 Progress Cleaning:

- .1 Leave Work area clean at end of each day.
- .2 Final Cleaning: upon completion remove surplus materials, rubbish, tools and equipment.

- .2 Waste Management: separate waste materials for reuse and recycling.
 - .1 Remove recycling containers and bins from site and dispose of materials at appropriate facility.

3.4 PROTECTION

- .1 Protect installed products and components from damage during construction.
- .2 Repair damage to adjacent materials caused by non-structural metal framing application.

END OF SECTION

PART 1 - GENERAL

1.1 Related Requirements

- .1 Section 09 53 00.01 – Acoustical Suspension.

1.2 REFERENCES

- .1 American Society for Testing and Materials International (ASTM)
 - .1 ASTM C 423-09a, Standard Test Method for Sound Absorption and Sound Absorption Coefficients by the Reverberation Room Method
 - .2 ASTM E 1264-14, Standard Classification for Acoustical Ceiling Products.
 - .3 ASTM E 1477-98a(2013), Standard Test Method for Luminous Reflectance Factor of Acoustical Materials by Use of Integrating-Sphere Reflectometers.
- .2 Canadian General Standards Board (CGSB)
 - .1 CAN/CGSB-92.1-M89, Sound Absorptive Prefabricated Acoustical Units.
- .3 Canadian Standards Association (CSA International)
 - .1 CSA B111-1974(R2003), Wire Nails, Spikes and Staples.
- .4 Health Canada/Workplace Hazardous Materials Information System (WHMIS)
 - .1 Material Safety Data Sheets (MSDS).
- .5 Underwriter's Laboratories of Canada (ULC)
 - .1 CAN/ULC-S102-2003, Surface Burning Characteristics of Building Materials and Assemblies.

1.3 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Submit samples in accordance with Section 00 10 00 – General Instructions.
- .2 Product Data: submit WHMIS MSDS in accordance with Section 00 10 00 – General Instructions.
- .3 Submit duplicate full size samples of acoustical units.

1.4 QUALITY ASSURANCE

- .1 Regulatory Requirements:
 - .1 Fire-resistance rated floor/ceiling and roof/ceiling assembly: certified by Canadian Certification Organization accredited by Standards Council of Canada.

1.5 DELIVERY, STORAGE AND HANDLING

- .1 Protect on site stored or installed absorptive material from moisture damage.
- .2 Store extra materials required for maintenance, where directed by NRC Departmental Representative.
- .3 Waste Management and Disposal:
 - .1 Separate waste materials for reuse and recycling.
 - .2 Remove from site and dispose of packaging materials at appropriate recycling facilities.
- .4 Collect and separate for disposal paper, plastic, polystyrene, corrugated cardboard packaging material in appropriate on-site bins for recycling.

1.6 ENVIRONMENTAL REQUIREMENTS

- .1 Permit wet work to dry before beginning to install.
- .2 Maintain uniform minimum temperature of 15degrees C and humidity of 20-40% before and during installation.
- .3 Store materials in work area 48 hours prior to installation.

1.7 EXTRA MATERIALS

- .1 Provide extra materials of acoustic units in accordance with Section 00 10 00 – General Instructions.
- .2 Ensure extra materials are from same production run as installed materials.
- .3 Clearly identify each type of acoustic unit, including colour and texture.
- .4 Deliver to NRC Departmental Representative, upon completion of the work of this section.

PART 2 - PRODUCTS

2.1 MATERIALS

- .1 Acoustic units for suspended ceiling system: to CAN/CGSB-92.1, ASTM E 1264:
 - .1 ACT1:
 - .1 Type 1.
 - .2 Class A.
 - .3 Pattern: Fissured
 - .4 Textures: smooth
 - .5 Flame spread rating of 25 or less in accordance with CAN/ULC-S102.
 - .6 Smoke developed 50 or less in accordance with CAN/ULC-S102.

- .7 Noise Reduction Coefficient (NRC) designation of .55
 - .8 Ceiling Attenuation Class (CAC) rating 30, in accordance with ASTM E 1264
 - .9 Light Reflectance (LR) range of .81 to ASTM E 1477.
 - .10 Edge type square.
 - .11 Colour white.
 - .12 Size 610 x 1219 x 16mm thick.
 - .13 Shape flat.
 - .14 Acceptable material: Armstrong Cortega 769A.
- .2 Staples, nails and screws: to CSA B111 non-corrosive finish as recommended by acoustic unit manufacturer.

PART 3 - EXECUTION

3.1 EXAMINATION

- .1 Do not install acoustical panels and tiles until work above ceiling has been inspected by NRC Departmental Representative.

3.2 INSTALLATION

- .1 Install acoustical panels and tiles in ceiling suspension system, layout as indicated on drawings.

3.3 APPLICATION

- .1 Install acoustic units to clean, dry and firm substrate.
- .2 Install acoustical units with directional pattern running in same direction. Refer to reflected ceiling plan.
- .3 Scribe acoustic units to fit adjacent work. Butt joints tight.

3.4 INTERFACE WITH OTHER WORK

- .1 Co-ordinate with Section 09 53 00.01 - Acoustical Suspension.
- .2 Co-ordinate ceiling work to accommodate components of other sections, such as light fixtures, diffusers, speakers, sprinkler heads, to be built into acoustical ceiling components.

END OF SECTION

PART 1- GENERAL

1.1 RELATED REQUIREMENTS

- .1 Section 09 51 13 – Acoustical Panel Ceilings.

1.2 REFERENCES

- .1 ASTM International
 - .1 ASTM C 635/C 635M-13a, Standard Specifications for the Manufacture, Performance and Testing of Metal Suspension Systems for Acoustical Tile and Lay-In Panel Ceilings.
 - .2 ASTM C 636/C 636M-13, Standard Practice for Installation of Metal Ceiling Suspension Systems for Acoustical Tile and Lay-In Panels.
- .2 Health Canada/Workplace Hazardous Materials Information System (WHMIS)
 - .1 Material Safety Data Sheets (MSDS).

1.3 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Submit in accordance with Section 00 10 00 – General Instructions.
- .2 Product Data:
 - .1 Submit manufacturer's instructions, printed product literature and data sheets for acoustical suspension and include product characteristics, performance criteria, physical size, finish and limitations.
- .3 Shop Drawings:
 - .1 Submit reflected ceiling plans for special grid patterns as indicated.
 - .2 Indicate lay-out, insert and hanger spacing and fastening details, splicing method for main and cross runners, location of access splines, change in level details and acoustical unit support at ceiling fixture.
- .4 Samples:
 - .1 Submit for review and acceptance of each unit.
 - .2 Submit one representative model of each type ceiling suspension system.
 - .3 Ceiling system to show basic construction and assembly, treatment at walls, recessed fixtures, splicing, interlocking, finishes, acoustical unit installation.

1.4 CLOSEOUT SUBMITTALS

- .1 Submit in accordance with Section 00 10 00 – General Instructions.
- .2 Operation and Maintenance Data: submit operation and maintenance data for acoustical suspension for incorporation into manual.

1.5 QUALITY ASSURANCE

- .1 Certifications: submit product certificates signed by manufacturer certifying materials comply with specified performance characteristics and criteria and physical requirements.

1.6 DELIVERY, STORAGE AND HANDLING

- .1 Deliver, store and handle materials in accordance with Section 00 10 00 – General Instructions and with manufacturer's written instructions.
- .2 Delivery and Acceptance Requirements: deliver materials to site in original factory packaging, labelled with manufacturer's name and address.
- .3 Storage and Handling Requirements:
 - .1 Store materials off ground, indoors, in dry location and in accordance with manufacturer's recommendations in clean, dry, well-ventilated area.
 - .2 Store and protect acoustical ceiling tiles and tracks from nicks, scratches, and blemishes.
 - .3 Replace defective or damaged materials with new.
- .4 Packaging Waste Management: remove for reuse and return pallets, crates and packaging materials.

PART 2 - PRODUCTS

2.1 DESIGN CRITERIA

- .1 Design Requirements: maximum deflection: 1/360th of span to ASTM C 635/ASTM C635M deflection test.

2.2 MATERIALS

- .1 Intermediate duty system to ASTM C 635/ASTM C635M.
- .2 Basic materials for suspension system: commercial quality cold rolled steel, mill finished.
- .3 Suspension system: non fire rated, made up as follows:
 - .1 For ACT 1:
 - .1 2 directional exposed tee bar grid.
 - .2 Exposed tee bar grid components: shop painted satin sheen white. Components die cut. Main tee with double web, rectangular bulb and 25 mm rolled cap on exposed face. Cross tee with rectangular bulb; web extended to form positive interlock with main tee webs; lower flange extended and offset to provide flush intersection.

- .3 Perimeter trim: 19mm by height as indicated on drawings. Extruded aluminum, shop painted to match exposed tee bar grid finish, concealed spline clip with screws. Acceptable material: Axiom Classic Straight by Armstrong or approved equivalent. Perimeter trim and suspension system to be of same manufacturer.
- .4 Hanger wire: galvanized soft annealed steel wire:
 - .1 3.6mm diameter for access tile ceilings.
 - .2 To ULC design requirements for fire rated assemblies.
 - .3 3.0 mm diameter for other ceilings.
 - .4 Hanger inserts: purpose made, self-drilling type similar to Phillips "Red Head" T-32.
 - .5 Carrying channels: 38mm x 25mm channel of 1.2mm thick
- .5 Accessories: splices, clips, wire ties, retainers and wall moulding flush to complement suspension system components, as recommended by system manufacturer.

PART 3 - EXECUTION

3.1 EXAMINATION

- .1 Verification of Conditions: verify conditions of substrates previously installed under other Sections or Contracts are acceptable for acoustical ceiling tile and track installation in accordance with manufacturer's written instructions.
- .1 Visually inspect substrate in presence of NRC Departmental Representative.
 - .1 Inform Departmental Representative of unacceptable conditions immediately upon discovery.
 - .2 Proceed with installation only after unacceptable conditions have been remedied and after receipt of written approval to proceed from NRC Departmental Representative.

3.2 INSTALLATION

- .1 Manufacturer's Instructions: comply with manufacturer's written recommendations, including product technical bulletins, product catalogue installation instructions, product carton installation instructions, and data sheets.
- .2 Installation: to ASTM C 636/C 636M except where specified otherwise.
- .3 Install suspension system to manufacturer's instructions and Certification Organizations tested design requirements.
- .4 Do not erect ceiling suspension system until work above ceiling has been inspected and approved by Departmental Representative.

- .5 Install hangers spaced at maximum 1200mm centres and within 150mm from ends of main tees.
- .6 Lay out system according to reflected ceiling plan.
- .7 Ensure suspension system is co-ordinated with location of related components.
- .8 Install wall moulding to provide correct ceiling height.
- .9 Completed suspension system to support super-imposed loads, such as lighting fixtures, diffusers, grilles and speakers.
- .10 Support at light fixtures and diffusers with additional ceiling suspension hangers within 150mm of each corner and at maximum 600mm around perimeter of fixture.
- .11 Interlock cross member to main runner to provide rigid assembly.
- .12 Frame at openings for light fixtures, air diffusers, speakers and at changes in ceiling heights.
- .13 Install access splines to provide 25% ceiling access.
- .14 Finished ceiling system to be square with adjoining walls and level within 1:1000.

3.3 CLEANING

- .1 Progress Cleaning:
 - .1 Leave Work area clean at end of each day.
 - .2 Final Cleaning: upon completion remove surplus materials, rubbish, tools and equipment in accordance with Section 00 10 00 – General Instructions.
- .2 Touch up scratches, abrasions, voids and other defects in painted surfaces.
- .2 Waste Management: separate waste materials for reuse and recycling.
 - .1 Remove recycling containers and bins from site and dispose of materials at appropriate facility.

3.4 PROTECTION

- .1 Protect installed products and components from damage during construction.
- .2 Repair damage to adjacent materials caused by acoustical suspension installation.

END OF SECTION

PART 1- GENERAL

1.1 REFERENCES

- .1 American Society for Testing and Materials International (ASTM)
 - .1 ASTM F 1066-04(2014)E1, Standard Specification for Vinyl Composition Floor Tile.

- .2 Health Canada/Workplace Hazardous Materials Information System (WHMIS)
 - .1 Material Safety Data Sheets (MSDS).

- .3 South Coast Air Quality Management District (SCAQMD), California State
 - .1 SCAQMD Rule 1168-05, Adhesives and Sealants Applications.

1.2 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Provide submittals in accordance with Section 00 10 00 – General Instructions.
- .2 Provide product data in accordance with Section 00 10 00 – General Instructions.
- .3 Provide samples in accordance with Section 00 10 00 – General Instructions.
 - .1 Submit duplicate tile in size specified.
- .4 Closeout Submittals:
 - .1 Provide maintenance data for resilient flooring for incorporation into manual specified in Section 00 10 00 – General Instructions.

1.3 DELIVERY, STORAGE AND HANDLING

- .1 Deliver, store and handle materials in accordance with Section 00 10 00 – General Instructions and with manufacturer’s written instructions.
- .2 Waste Management and Disposal:
 - .1 Separate waste materials for reuse and recycling.

1.4 ENVIRONMENTAL REQUIREMENTS

- .1 Maintain air temperature and structural base temperature at flooring installation area above 20 degrees C for 48 hours before, during and for 48 hours after installation.

PART 2 - PRODUCTS

2.1 MATERIALS

- .1 Vinyl composition tile: to ASTM F 1066, Composition 1 - non asbestos Class 2 - through pattern tile 3mm, 300 x 300 mm size, in standard colour selected by NRC Departmental Representative.
- .2 Resilient base: to ASTM F1861, Type TS or TP, rubber, Style B-cove minimum for resilient floor, Style A-straight toeless for carpeted areas, in maximum practical length, 3 mm thick, 150 mm high, of colour selected by NRC Departmental Representative from manufacturer's standard range.
 - .1 Acceptable products and manufacturers:
 - .1 Pinnacle Rubber Base by Roppe,
 - .2 Traditional Wall Base by Johnsonite.
 - .3 Equivalent products from Amtico, Armstrong.
- .3 Primers and adhesives: recommended by flooring manufacturer for specific material on applicable substrate.
 - .1 Flooring adhesives:
 - .1 Adhesive: maximum VOC limit to SCAQMD Rule 1168.
 - .2 Cove base adhesives:
 - .1 Adhesive: maximum VOC limit to SCAQMD Rule 1168.
- .4 Sub-floor filler and leveler: as recommended by flooring manufacturer for use with their product.
- .5 Sealer: Sealer is not to be applied.
- .6 Wax: Wax is not to be applied.

PART 3 - EXECUTION

3.1 MANUFACTURER'S INSTRUCTIONS

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

3.2 INSPECTION

- .1 Ensure substrates are dry, by using test methods recommended by tile manufacturer.

3.3 SUB-FLOOR TREATMENT

- .1 Remove or treat old adhesives to prevent residual, old flooring adhesives from bleeding through to new flooring and/or interfering with the bonding of new adhesives.

- .2 Clean floor and apply filler; trowel and float to leave smooth, flat hard surface. Prohibit traffic until filler cured and dry.
- .3 Remove sub-floor ridges and bumps. Fill low spots, cracks, joints, holes and other defects with sub-floor filler.
- .4 Prime/Seal plywood sub-floor to flooring manufacturer's printed instructions.

3.4 TILE APPLICATION

- .1 Provide high ventilation rate, with maximum outside air, during installation, and for 48 to 72 hours after installation. If possible, vent directly to outside. Do not let contaminated air recirculate through district or whole building air distribution system. Maintain extra ventilation for at least one month following building occupation.
- .2 Apply adhesive uniformly using recommended trowel in accordance with flooring manufacturer's instructions. Do not spread more adhesive than can be covered by flooring before initial set takes place.
- .3 Lay flooring with joints parallel to building lines to produce symmetrical tile pattern. Border tiles minimum half tile width.
- .4 Install flooring [to square grid pattern with joints aligned as indicated on drawings.
- .5 As installation progresses, and after installation, roll flooring in 2 directions with 45kg minimum roller to ensure full adhesion.
- .6 Cut tile and fit neatly around fixed objects.
- .7 Terminate flooring at centerline of door in openings where adjacent floor finish or colour is dissimilar.
- .8 Install metal edge strips at unprotected or exposed edges where flooring terminates.

3.5 BASE APPLICATION

- .1 Lay out base to keep number of joints at minimum. Base joints at maximum length available or at internal or premoulded corners.
- .2 Clean substrate and prime with one coat of adhesive.
- .3 Apply adhesive to back of base.
- .4 Set base against wall and floor surfaces tightly by using 3 kg hand roller.
- .5 Install straight and level to variation of 1:1000.

- .6 Scribe and fit to door frames and other obstructions. Use premoulded end pieces at flush door frames.
- .7 Cope internal corners. Use premoulded corner units for right angle external corners. Use formed straight base material for external corners of other angles, minimum 300mm each leg.

3.6 CLEANING

- .1 Progress Cleaning:
 - .1 Leave Work area clean at end of each day.
 - .2 Final Cleaning: upon completion remove surplus materials, rubbish, tools and equipment.
 - .1 Remove excess adhesive from floor, base and wall surfaces without damage.
- .2 Waste Management: separate waste materials for reuse and recycling.
 - .1 Remove recycling containers and bins from site and dispose of materials at appropriate facility.
- .3 Clean flooring to manufacturer's instructions.

3.7 PROTECTION

- .1 Protect new floors from time of final set of adhesive to final inspection.
- .2 Prohibit traffic on floor for 48hours after installation.

END OF SECTION

PART 1 - GENERAL

1.1 RELATED REQUIREMENTS

- .1 09 21 16 – Gypsum Board Assemblies.

1.2 REFERENCES

- .1 Canadian General Standards Board (CGSB)
 - .1 CAN/CGSB-4.2 No. 22-2004 (R2013), Textile Test Methods - Colourfastness to Rubbing (Crocking).
 - .2 CAN/CGSB-4.2 No.27-2011, Textile Test Methods - Flame Resistance - Methemine Tablet Test for Textile Floor Coverings.
 - .3 CAN/CGSB-4.129-93(R1997), Carpets for Commercial Use.
- .2 Carpet and Rug Institute (CRI)
 - .1 CRI Carpet Installation Standard 2009.
- .3 National Floor Covering Association (NFCA)
 - .1 National Floor Covering Specification Manual 2007.
- .4 South Coast Air Quality Management District (SCAQMD), California State, Regulation XI. Source Specific Standards
 - .1 SCAQMD Rule 1168-A2005, Adhesives and Sealants Applications.
- .5 Underwriters' Laboratories of Canada (ULC)
 - .1 CAN/ULC-S102.2-10, Standard Method of Test for Surface Burning Characteristics of Flooring, Floor Coverings and Miscellaneous Materials and Assemblies.

1.3 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Submit in accordance with Section 00 10 00 – General Instructions.
- .2 Product Data:
 - .1 Submit manufacturer's instructions, printed product literature and data sheets for each carpet tile, adhesive, carpet protection, subfloor patching compound and include product characteristics, performance criteria, physical size, finish and limitations.
 - .2 Submit 2 copies of WHMIS MSDS in accordance with Section 00 10 00 – General Instructions.
- .3 Shop Drawings:
 - .1 Submit drawings in accordance with Section 00 10 00 – General Instructions.
 - .2 Information on shop drawings to indicate:
 - .1 Nap: direction, open edges, special patterns.
 - .2 Cutouts: show locations where cutouts are required.
 - .3 Edgings: show location of edge moldings and edge bindings.

- .4 Samples:
 - .1 Submit for review and acceptance of each unit.
 - .2 Samples will be returned for inclusion into work.
 - .3 Submit duplicate samples of each type of carpet tile specified.
- .5 Certificates: submit product certificates signed by manufacturer certifying materials comply with specified performance characteristics and criteria and physical requirements.
- .6 Test and Evaluation Reports:
 - .1 Certified test reports showing compliance with specified performance characteristics and physical properties.
- .7 Manufacturer's Instructions: submit manufacturer's installation and storage instructions.

1.4 CLOSEOUT SUBMITTALS

- .1 Submit in accordance with Section 00 10 00 – General Instructions.
- .2 Operation and Maintenance Data: submit operation and maintenance data for installed products for incorporation into manual.
- .3 Warranty Documentation: submit warranty documents specified.
- .4 Carpet Reclamation:
 - .1 Co-ordinate carpet reclamation.
 - .2 Schedule of carpet reclamation activities indicating following:
 - .1 Detailed sequence of removal work.
 - .2 Inventory of items to be removed and reclaimed.
 - .3 Proposed packing and transportation measures.
 - .3 Reclamation agencies' records indicating receipt and disposition of used carpet.
 - .4 Certification: Reclamation Agency to verify in writing that used carpet was removed and recycled in accordance with carpet manufacturers' reclamation program.
 - .1 Record off-site removal of debris and materials and provide following information regarding removed materials.
 - .1 Time and date of removal.
 - .2 Type of material.
 - .3 Weight and quantity of materials.
 - .4 Final destination of materials.

1.5 QUALITY ASSURANCE

- .1 Qualifications:
 - .1 Flooring Installer:
 - .1 Experienced in performing work of this Section who has specialized in installation of work similar to that required for this project.
 - .2 Certified by carpet manufacturer prior to bid submission.
 - .3 Must not sub-contract labour without written approval of NRC Departmental Representative.
 - .4 Responsible for proper product installation, including floor testing and preparation as

specified and in accordance with carpet manufacturer's written instructions.

1.6 DELIVERY, STORAGE AND HANDLING

- .1 Deliver, store and handle materials in accordance with Section 00 10 00 – General Instructions and with manufacturer's written instructions.
- .2 Delivery and Acceptance Requirements: deliver materials to site in original factory packaging, labelled with manufacturer's name and address.
- .3 Storage and Handling Requirements:
 - .1 Store materials off ground, indoors, in dry location and in accordance with manufacturer's recommendations in clean, dry, well-ventilated area.
 - .2 Store materials protected from exposure to harmful weather conditions and at temperature conditions recommended by manufacturer.
 - .3 Store and protect carpet tile and adhesive in original containers or wrapping with manufacturer's seals and labels intact.
 - .4 Store and protect carpet tile and accessories in location as directed by NRC Departmental Representative.
 - .5 Store carpet and adhesive at minimum temperature of 18 degrees C and relative humidity of maximum 65% for minimum of 48 hours before installation.
 - .6 Prevent damage to materials during handling and storage. Keep materials under cover and free from dampness.
 - .7 Safety: comply with requirements of Workplace Hazardous Materials Information System (WHMIS) regarding use, handling, storage, and disposal of hazardous materials.
 - .8 Replace defective or damaged materials with new.
- .4 Packaging Waste Management: remove for reuse packaging materials.

1.7 SITE CONDITIONS

- .1 Ambient Conditions:
 - .1 Moisture: ensure substrate is within moisture limits and alkalinity limits recommended by manufacturer. Prepare moisture testing and provide report to NRC Departmental Representative.
 - .2 Temperature: maintain ambient temperature of not less than 18 degrees C from 48 hours before installation to at least 48 hours after completion of work.
 - .3 Relative humidity: maintain between 10% and 65% for 48 hours before, during and 48 hours after installation.
 - .4 Ventilation:
 - .1 NRC Departmental Representative will co-ordinate operation of ventilation system during installation of carpet.
 - .2 Provide continuous ventilation during and after carpet application. Run ventilation system 24 hours per day during installation; provide continuous ventilation for 7 days after completion of carpet installation.
 - .5 Install carpet after wet-work in space is completed and nominally dry, work above ceilings is complete.

PART 2 - PRODUCTS

2.1 MATERIALS

- .1 Manufacturers:
 - .1 Specification is based on products of Shaw Contract Group. Products of other modular carpet manufacturers may be acceptable subject to review and acceptance by the NRC Departmental Representative for conformance to design concept and specifications..
 - .1 Certification: Certified to Carpet and Rug Institute's and the Canadian Carpet Institute IAQ requirements.
 - .2 Adhesives: VOC limit to SCAQMD Rule 1168.
 - .3 Primer/Sealer: in accordance with manufacturer's recommendations for surface conditions:
 - .1 VOC limit: to SCAQMD Rule 1113.

2.2 MODULAR CARPET (CT)

- .1 Provide carpet tile in dimensions, patterns and colours as specified.
- .2 Construction: tufted.
- .3 Pile Surface Appearance:
 - .1 Multi-level pattern loop.
- .4 Pile fibre: to CAN/CGSB-4.129.
 - .1 Nylon.
- .5 Gauge: 1/12.
- .6 Stitch Rate: 10 per inch.
- .7 Tuft Density: 6,511 ounces per square yard.
- .8 Finished Pile Thickness: 0.094 inch.
- .9 Yarn Dye Method: 100% solution dyed.
- .10 Colourization: multiple colour tones.
- .11 Colourfastness to light: to CAN/CGSB-4.2No.18.3.
- .12 Primary Backing: woven.
- .13 Secondary Backing: synthetic.
- .14 Soil protection: manufacturer's protective treatment.

2.3 ACCESSORIES

- .1 Resilient Base: to ASTM F1861, Type TS or TP, rubber, Style B-cove minimum for resilient floor, Style A-straight toeless for carpeted areas, in maximum practical length, 3 mm thick, 150 mm high, of colour selected by NRC Departmental Representative from manufacturer's standard range.
 - .1 Acceptable products and manufacturers:

- .1 Pinnacle Rubber Base by Roppe,
- .2 Traditional Wall Base by Johnsonite.
- .3 Equivalent products from Amtico, Armstrong.
- .2 Allow for one colour to be selected by NRC Departmental Representative from manufacturer's full range.
- .2 Adhesive:
 - .1 Pressure Sensitive Type: recommended by carpet tile manufacturer for direct glue down installation of speciality backed carpet tiles.
 - .3 Carpet protection: non-staining heavy duty kraft paper.

PART 3 - EXECUTION

3.1 INSTALLERS

- .1 Use experienced and qualified technicians to carry out assembly and installation of tile carpet.

3.2 EXAMINATION

- .1 Examine conditions, substrates and work to receive work of this Section.
- .2 Verification of Conditions: verify conditions of substrates previously installed under other Sections or Contracts are acceptable for carpet tile installation in accordance with manufacturer's written instructions.
 - .1 Inform NRC Departmental Representative of unacceptable conditions immediately upon discovery.
 - .2 Proceed with installation only after unacceptable conditions have been remedied and after receipt of written approval to proceed from NRC Departmental Representative.

3.3 PREPARATION

- .1 Subfloor Preparation:
 - .1 Inspect and determine special care required to make it a suitable for carpet.
 - .2 Comply with manufacturer's written recommendations for maximum patch thickness.
 - .3 Prime large patch areas with compatible primer.
 - .4 Ensure substrates are clean and dry.
 - .5 Ensure substrates are free of paint, dirt, grease, oil, and other contaminants, including sealers, that interfere with the bonding of adhesive.
- .2 Surface Preparation: prepare surface in accordance with manufacturer's written.
 - .1 Prepare floor surfaces in accordance with CRI Carpet Installation Standard.
- .3 Tile Carpeting Preparation:
 - .1 Pre-condition carpeting: following manufacturer's written instructions.

3.4 INSTALLATION

- .1 Install carpet tiles in accordance with manufacturer's written instructions, and CRI Carpet Installation Standard.
- .2 Co-ordinate tile carpeting work with work of other trades, for proper time and sequence to avoid construction delays.
- .3 Install carpet tile after finishing work is completed.
- .4 Install carpet tile as per manufacturer's recommendation. This can include quarter-turn 90 degree format, monolithic, random, quarter turn ashlar, horizontal, herringbone or vertical ashlar. Install carpet tile as indicated in areas and patterns detailed on drawings.
- .5 Snugly join carpet tiles in completed installation.
 - .1 Measure distance covered by 11 carpet tiles (10 joints) and ensure distance is in compliance with manufacturer specifications.
 - .2 Do not trap yarn between carpet tiles.
- .6 Apply thin film of pressure-sensitive adhesive according to manufacturer's recommendations.
- .7 Ensure finished installation presents smooth wearing surface free from conspicuous seams, burring and other faults.
- .8 Use material from same dye lot.
 - .1 Ensure colour, pattern and texture match within visual areas.
 - .2 Maintain constant pile direction.
- .9 Fit around architectural, mechanical, electrical and telephone outlets, and furniture fitments, around perimeter of rooms into recesses, and around projections.
- .10 Extend carpet tiles into toe spaces, door reveals, closets, open-bottomed obstructions, removable flanges, alcoves, and similar openings.
- .11 Install carpet tiles smooth and free from bubbles, puckers, and other defects.
- .12 Protect exposed carpet tile edges at transition to other flooring materials with suitable transition strips.
- .13 Base Installation:
 - .1 Lay out base to keep number of joints at minimum. Base joints at maximum length available or at internal or premoulded corners.
 - .2 Clean substrate and prime with one coat of adhesive.
 - .3 Apply adhesive to back of base.
 - .4 Set base against wall and floor surfaces tightly by using 3 kg hand roller.
 - .5 Install straight and level to variation of 1:1000.
 - .6 Scribe and fit to door frames and other obstructions. Use premoulded end pieces at flush door frames.
 - .7 Cope internal corners. Use premoulded corner units for right angle external corners. Use formed straight base material for external corners of other angles, minimum 300mm each leg. Wrap

around toeless base at external corners.

- .8 Install toeless type base before installation of carpet on floors.

3.5 CLEANING

- .1 Progress Cleaning:
 - .1 Leave Work area clean at end of each day.
 - .2 Final Cleaning: upon completion remove surplus materials, rubbish, tools and equipment.
 - .1 Vacuum carpets clean immediately after completion of installation.
- .2 Waste Management: separate waste materials for reuse and recycling.
 - .1 Remove recycling containers and bins from site and dispose of materials at appropriate facility.

3.6 PROTECTION

- .1 Protect installed products and components from damage during construction.
- .2 Prohibit traffic on carpet for period of 24 hours minimum after installation and until adhesive is cured.
- .3 Install carpet protection to satisfaction of NRC Departmental Representative.
- .4 Repair damage to adjacent materials caused by tile carpeting installation.

END OF SECTION

PART 1 - GENERAL

1.1 RELATED REQUIREMENTS

- .1 Section 08 11 00 – Metal Doors and Frames.
- .2 Section 08 14 16 – Flush Wood Doors.
- .3 Section 09 21 16 – Gypsum Board Assemblies

1.2 REFERENCES

- .1 Health Canada / Workplace Hazardous Materials Information System (WHMIS)
- .2 Material Safety Data Sheets (MSDS).
- .3 Master Painters Institute (MPI)
 - .1 MPI Architectural Painting Specifications Manual, 2004.
- .4 National Fire Code of Canada - 2010

1.3 QUALITY ASSURANCE

- .1 Qualifications:
 - .1 Contractor: minimum of five years proven satisfactory experience.
 - .2 Journeymen: qualified journeymen who have "Tradesman Qualification Certificate of Proficiency" engaged in painting work.
 - .3 Apprentices: working under direct supervision of qualified trades person in accordance with trade regulations.

1.4 SCHEDULING

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

1.5 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Submittals in accordance with Section 00 10 00 – General Instructions.
- .2 Product Data:
 - .1 Submit product data and instructions for each paint and coating product to be used.
 - .2 Submit product data for the use and application of paint thinner.

- .3 Submit two copies of Workplace Hazardous Materials Information System (WHMIS) Material Safety Data Sheets (MSDS) in accordance with Section 00 10 00 – General Instructions. Indicate VOCs during application and curing.
- .3 Samples:
 - .1 Submit duplicate 200 x 300 mm sample panels of each paint with specified paint or coating in colours, gloss/sheen and textures required to MPI Architectural Painting Specification Manual standards submitted on following substrate materials:
 - .2 12.7 mm gypsum board for finishes over gypsum board and other smooth surfaces.
- .2 Retain reviewed samples on-site to demonstrate acceptable standard of quality for appropriate on-site surface.
- .3 Closeout Submittals: submit maintenance data for incorporation into manual specified in Section 00 10 00 – General Instructions. Include the following:
 - .1 Product name, type and use.
 - .2 Manufacturer's product number.
 - .3 Colour numbers.
 - .4 MPI Environmentally Friendly classification system rating.

1.6 DELIVERY, STORAGE AND HANDLING

- .1 Packing, Shipping, Handling and Unloading:
 - .1 Pack, ship, handle and unload materials in accordance with Section 00 10 00 – General Instructions and manufacturer's written instructions.
- .2 Acceptance at Site:
 - .1 Identify products and materials with labels indicating:
 - .1 Manufacturer's name and address.
 - .2 Type of paint or coating.
 - .3 Compliance with applicable standard.
 - .4 Colour number in accordance with established colour schedule.
- .3 Remove damaged, opened and rejected materials from site.
- .4 Storage and Protection:
 - .1 Provide and maintain dry, temperature controlled, secure storage.
 - .2 Store materials and supplies away from heat generating devices.
 - .3 Store materials and equipment in well ventilated area with temperature range 7 degrees C to 30 degrees C.
- .5 Store temperature sensitive products above minimum temperature as recommended by manufacturer.
- .6 Keep areas used for storage, cleaning and preparation clean and orderly. After completion of operations, return areas to clean condition.
- .7 Remove paint materials from storage only in quantities required for same day use.
- .8 Fire Safety Requirements:

- .1 Provide one 9 kg Type ABC dry chemical fire extinguisher adjacent to storage area.
 - .2 Store oily rags, waste products, empty containers and materials subject to spontaneous combustion in ULC approved, sealed containers and remove from site on a daily basis.
 - .3 Handle, store, use and dispose of flammable and combustible materials in accordance with National Fire Code of Canada requirements.
- .9 Waste Management and Disposal:
- .1 Separate waste materials for reuse and recycling.
 - .2 Remove from site and dispose of packaging materials at appropriate recycling facilities.
 - .3 Collect and separate for disposal packaging material in appropriate on-site bins for recycling.
 - .4 Place materials defined as hazardous or toxic in designated containers.
 - .5 Handle and dispose of hazardous materials in accordance with Regional and Municipal regulations.
 - .6 Ensure emptied containers are sealed and stored safely.
 - .7 Unused paint materials must to be disposed of at official hazardous material collections site.
 - .8 Retain cleaners, thinners, solvents and excess paint and place in designated containers and ensure proper disposal.
 - .9 Return solvent and oil soaked rags used during painting operations for contaminant recovery, proper disposal, or appropriate cleaning and laundering.
 - .10 Dispose of contaminants in approved legal manner in accordance with hazardous waste regulations.
 - .11 Empty paint cans are to be dry prior to disposal or recycling (where available).

1.7 SITE CONDITIONS

- .1 Heating, Ventilation and Lighting:
 - .1 Ventilate enclosed spaces in accordance with Section 00 10 00 – General Instructions.
 - .2 Provide heating facilities to maintain ambient air and substrate temperatures above 10 degrees C for 24 hours before, during and after paint application until paint has cured sufficiently.
 - .3 Provide continuous ventilation for seven days after completion of application of paint.
 - .4 Coordinate use of existing ventilation system with NRC Departmental Representative and ensure its operation during and after application of paint as required.
 - .5 Provide temporary ventilating and heating equipment where permanent facilities are not available or supplemental ventilating and heating equipment if ventilation and heating from existing system is inadequate to meet minimum requirements.
 - .6 Provide minimum lighting level of 323 Lux on surfaces to be painted.
- .2 Temperature, Humidity and Substrate Moisture Content Levels:
 - .1 Perform painting work when maximum moisture content of the substrate is below:
 - .1 12% for plaster and gypsum board.

- .3 Surface and Environmental Conditions:
 - .1 Apply paint finish in areas where dust is no longer being generated by related construction operations or when wind or ventilation conditions are such that airborne particles will not affect quality of finished surface.
 - .2 Apply paint to adequately prepared surfaces and to surfaces within moisture limits.
 - .3 Apply paint when previous coat of paint is dry or adequately cured.
- .4 Schedule operations to approval of NRC Departmental Representative such that painted surfaces will have dried and cured sufficiently before occupants are affected.

PART 2 - PRODUCTS

2.1 MATERIALS

- .1 Paint materials listed in the MPI Approved Products List (APL) are acceptable for use on this project.
- .2 Provide paint materials for paint systems from single manufacturer.
- .3 Conform to latest MPI requirements for interior painting work including preparation and priming.
- .4 Materials (primers, paints, coatings, varnishes, stains, lacquers, fillers, thinners, solvents, etc.) in accordance with MPI Architectural Painting Specification Manual "Approved Product" listing.
- .5 Linseed oil, shellac, and turpentine: highest quality product from approved manufacturer listed in MPI Architectural Painting Specification Manual, compatible with other coating materials as required.

2.2 COLOURS

- .1 Second coat in three coat system to be tinted slightly lighter colour than top coat to show visible difference between coats.
- .2 NRC Departmental Representative will provide Colour Schedule after Contract award.
- .3 Colour schedule base colours and accent colours to be as indicated.

2.3 MIXING AND TINTING

- .1 Perform colour tinting operations prior to delivery of paint to site.
- .2 Use and add thinner in accordance with paint manufacturer's recommendations. Do not use kerosene or similar organic solvents to thin water-based paints.

- .3 Re-mix paint in containers prior to and during application to ensure break-up of lumps, complete dispersion of settled pigment, and colour and gloss uniformity.

2.4 GLOSS/SHEEN RATINGS

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

	<u>Gloss @ 60</u> <u>degrees</u>	<u>Sheen @ 85</u> <u>degrees</u>
Gloss Level 1 - Matte Finish (flat)	Max. 5	Max. 10
Gloss Level 2 - Velvet-Like Finish	Max.10	10 to 35
Gloss Level 3 - Eggshell Finish	10 to 25	10 to 35
Gloss Level 4 - Satin-Like Finish	20 to 35	min. 35
Gloss Level 5 - Traditional Semi-Gloss Finish	35 to 70	
Gloss Level 6 - Traditional Gloss	70 to 85	
Gloss Level 7 - High Gloss <u>Finish</u>	More than 85	

- .2 Gloss level ratings of painted surfaces as indicated.

2.5 INTERIOR PAINTING SYSTEMS

- .1 Plaster and gypsum board: gypsum wallboard:
.1 INT 9.2B - High performance architectural latex Gloss Level 5 finish.

PART 3 - EXECUTION

3.1 MANUFACTURER'S INSTRUCTIONS

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

data sheet.

3.2 GENERAL

- .1 Perform preparation and operations for interior painting in accordance with MPI Architectural Painting Specifications Manual except where specified otherwise.
- .2 Apply paint materials in accordance with paint manufacturer's written application instructions.

3.3 EXAMINATION

- .1 Investigate existing substrates for problems related to proper and complete preparation of surfaces to be painted. Report to NRC Departmental Representative damages, defects, unsatisfactory or unfavourable conditions before proceeding with work.
- .2 Maximum moisture content as follows:
 - .1 Stucco, plaster and gypsum board: 12%.

3.4 PREPARATION

- .1 Protection:
 - .1 Protect existing building surfaces and adjacent structures from paint spatters, markings and other damage by suitable non-staining covers or masking. If damaged, clean and restore surfaces as directed by NRC Departmental Representative.
 - .2 Protect factory finished products and equipment.
 - .3 Protect building occupants in and about the building.
- .2 Surface Preparation:
 - .1 Remove electrical cover plates, light fixtures and other surface mounted equipment, fittings and fastenings prior to undertaking painting operations. Identify and store items in secure location and re-installed after painting is completed.
 - .2 Move and cover furniture and portable equipment as necessary to carry out painting operations. Replace as painting operations progress.
 - .3 Place "WET PAINT" signs in occupied areas as painting operations progress. Signs to be both French and English.
- .3 Clean and prepare surfaces in accordance with MPI Architectural Painting Specification Manual requirements. Refer to MPI Manual in regard to specific requirements and as follows:
 - .1 Remove dust, dirt, and other surface debris by vacuuming, wiping with dry, clean cloths or compressed air.
 - .2 Wash surfaces with a biodegradable detergent and bleach where applicable and clean warm water using a stiff bristle brush to remove dirt, oil and other surface contaminants.

- .3 Rinse scrubbed surfaces with clean water until foreign matter is flushed from surface.
- .4 Allow surfaces to drain completely and allow to dry thoroughly.
- .4 Sand and dust between coats as required to provide adequate adhesion for next coat and to remove defects visible from a distance up to 1000 mm.

3.5 APPLICATION

- .1 Apply paint by brush, roller. Conform to manufacturer's application instructions unless specified otherwise.
- .2 Brush and Roller Application:
 - .1 Apply paint in uniform layer using brush and/or roller type suitable for application.
 - .2 Work paint into cracks, crevices and corners.
 - .3 Paint surfaces and corners not accessible to brush using spray, daubers and/or sheepskins. Paint surfaces and corners not accessible to roller using brush, daubers or sheepskins.
 - .4 Brush and/or roll out runs and sags, and over-lap marks. Rolled surfaces free of roller tracking and heavy stipple.
 - .5 Remove runs, sags and brush marks from finished work and repaint.
- .3 Apply coats of paint continuous film of uniform thickness. Repaint thin spots or bare areas before next coat of paint is applied.
- .4 Allow surfaces to dry and properly cure after cleaning and between subsequent coats for minimum time period as recommended by manufacturer.
- .5 Sand and dust between coats to remove visible defects.
- .6 Finish surfaces both above and below sight lines as specified for surrounding surfaces, including such surfaces as tops of interior cupboards and cabinets and projecting ledges.

3.6 SITE TOLERANCES

- .1 Walls: no defects visible from a distance of 1000 mm at 90 degrees to surface.
- .2 Final coat to exhibit uniformity of colour and uniformity of sheen across full surface area.

3.7 RESTORATION

- .1 Remove protective coverings and warning signs as soon as practical after operations cease.
- .2 Remove paint splashings on exposed surfaces that were not painted. Remove smears and spatter immediately as operations progress, using compatible solvent.
- .3 Protect freshly completed surfaces from paint droppings and dust to approval of NRC Departmental Representative. Avoid scuffing newly applied paint.

- .4 Restore areas used for storage, cleaning, mixing and handling of paint to clean condition as approved by NRC Departmental Representative.

END OF SECTION

Part 1 General

1.1 REFERENCES

- .1 American National Standards Institute (ANSI).
 - .1 ANSI A208.1-2009, Standard for Particleboard.
- .2 American National Standards Institute / Business & Institutional Furniture Manufacturers Association
 - .1 ANSI/BIFMA X5.5-2014 Desk Products
- .3 Canadian General Standards Board (CGSB).
 - .1 CAN/CGSB-44.227-2008 Free-Standing Office Desks and Components
 - .2 CAN/CGSB-44.232-2002, Task Chairs for Office Work with Visual Display Terminals.
- .4 Underwriters' Laboratories Canada (ULC).
 - .1 CAN/ULC-S102-10, Standard Method of Test for Surfaces Burning Characteristics of Building Materials and Assemblies.
- .5 Underwriters' Laboratories (UL).
 - .1 UL 1286 2008, Standard for Office Furnishings.

1.2 SUBMITTALS

- .1 Submit product data in accordance with submittal procedures of Section 01 00 10. Indicate conformance to specified reference standards and specifications.
- .2 Submit WHMIS MSDS - Material Safety Data Sheets in accordance with submittal procedures of Section 01 00 10. WHMIS MSDS acceptable to Health Canada.
- .3 Supply part numbers of furniture to allow for replacement of worn or damaged furniture parts.
- .4 Supply instructions detailing procedures for repairing or replacing worn furniture parts.
- .5 Submit samples in accordance with submittal procedures of Section 01 00 10.

1.3 DELIVERY, HANDLING AND STORAGE

- .1 Deliver, store and handle furniture in accordance with manufacturer's recommendations, using means and methods as necessary to prevent all damage, deterioration and loss.
- .2 Schedule delivery to minimize time of storage at site and to prevent overcrowding of construction areas. Do not deliver furniture until all painting, flooring and overhead work is complete and products are required for installation.
- .3 Deliver products in manufacturer's original sealed containers or wrappings, complete with labels and instructions for handling, storing, unpacking, protecting and installing.
- .4 Inspect products upon delivery to ensure compliance with the Contract Documents and to ensure that products are free from damage and deterioration and are properly protected.

1.4 WARRANTY

- .1 Provide written assurance that replacement parts will be available for minimum of 5 years following discontinuation of product manufacture.

- .2 Ensure warranties provide for repair rather than replacement.

Part 2 Products

2.1 FURNITURE PRODUCTS

- .1 Specification is based on products as listed by a stated manufacture. Equivalent products with similar design and function must be submitted to the NRC Departmental Representative for review, conformance to design concept and accommodation requirements.
- .2 Provide all finished products specified in this section as the products of a single manufacturer with a minimum of ten (10) years experience in the manufacturing of office furniture.
- .3 Products shall conform to applicable requirements of CAN/CGSB-44.227, CAN/CGSB-44.232, and UL 1286.
- .4 Surface burning characteristics shall conform to requirements of National Building Code of Canada when tested in accordance with CAN/ULC-S102.

2.2 GUEST CHAIR – Area 104.

- .1 Dimensions:
 - .1 Seat height: 445 mm.
 - .2 Overall height: 812 mm.
 - .3 Overall depth: 610 mm.
 - .4 Overall width: 457 mm.
- .2 Features:
 - .1 Upholstered Seat GR 2.
 - .1 Seat foam, cut foam standard.
 - .2 Woven+ mesh back.
 - .3 Color selected by NRC Departmental Representative from manufacturer's full range.
 - .4 Ganging brackets with arms.
 - .5 VCT casters
 - .6 Tubular steel frame, silver finish.
- .3 Similar product to:
 - .1 Inertia Mesh Side Chair as manufactured by Allseating, or approved equal.

2.3 MEETING CHAIR – Meeting Room 103.

- .1 Dimensions:
 - .1 Seat height: 419 - 527 mm.
 - .2 Overall height: 953 - 1060 mm.
 - .3 Overall depth: 711 mm.
 - .4 Overall width: 711 mm.
 - .5 Seat width: 470 mm.
 - .6 Seat depth: 457 mm.

- .7 Back height: 533 mm.
- .8 Back width: 482 mm.
- .2 Features
 - .1 Frame: 22 mm solid steel frame, constructed for strength and durability.
 - .2 Seat: Upholstered with foam pad.
 - .1 Color selected by Departmental Representative from manufacturer's full range.
 - .2 Upholstery: Grade 2
 - .3 Back: Midback, mesh.
 - .1 Color selected by Departmental Representative from manufacturer's full range.
 - .4 Control Mechanism: Synchro tilt.
 - .5 Casters: 65mm carpet Casters Standard.
 - .6 Frame finish: Polished Aluminum
 - .7 Chair Style:
 - .1 Arms: Conference Arm.
 - .2 Base: 5 prong base with casters, chrome finish.
 - .3 Arms: Fixed conference arms..
- .3 Similar product to:
 - .1 Inertia Mesh Conference Midback Chair as manufactured by Allseating, or approved equal.

2.4 COLLABORATION TABLE – Workstation clusters.

- .1 Table Top Finish: Laminate.
- .2 Tables tops
 - .1 Thickness: 30 mm thick.
 - .2 Table edge: PVC edgeband
 - .3 Table Shape: D-shaped
 - .4 Table size: Size: 914mm x 610mm by 724 mm high.
- .3 Table Base: four post c/w VCT casters.
- .4 Similar product to:
 - .1 Everywhere Table as manufactured by Herman Miller, or approved equal.

2.5 LATERAL FILING CABINET – Workstation clusters,

- .1 Construction: 16 gauge steel, heavy duty ball bearing drawer glides c/w interlocking system
- .2 Finish: Factory finished powder coat. Colour to be selected by NRC Departmental Representative from manufacturer's standard range.
- .3 Locking: central locking c/w two keys
- .4 Door type: retracting
- .5 Adjustable file rods
- .6 Adjustable leveling feet.

- .7 Dimensions:
 - .1 Width: 914 mm.
 - .2 Depth: 457mm.
 - .3 Height: 2 and 3 drawer.
- .8 Similar product to:
 - .1 Global lateral file, or approved equal.

2.6 VERTICAL FILING CABINET – Workstation clusters,

- .1 Construction: 16 gauge steel, heavy duty ball bearing drawer glides c/w interlocking system
- .2 Finish: Factory finished powder coat. Colour to be selected by NRC Departmental Representative from manufacturer's standard range.
- .3 Locking: central locking c/w two keys
- .4 Door type: retracting
- .5 Adjustable file rods
- .6 Adjustable leveling feet.
- .7 Dimensions:
 - .1 Width: 457 mm.
 - .2 Depth: 660mm.
 - .3 Height: 3 drawer.
- .8 Similar product to:
 - .1 Global vertical file, or approved equal.

2.7 MEETING TABLES – Area 103.

- .1 Dimensions:
- .2 Table Top:
 - .1 Width: 610 mm.
 - .2 Length: 1219 mm.
 - .3 Thickness: 26.5 mm.
- .3 Table top construction: manufacturer's standard core with high-pressure wood grain laminate finish, rectangular shape.
 - .1 Color selected by Departmental Representative from manufacturer's full range.
 - .2 Table Connectors:
 - .1 Zinc finish,
 - .2 One package of two per table.
 - .3 Edge:
 - .1 3 mm thermoplastic polymer edge banding.
 - .2 Silver edge.
- .4 Base:
 - .1 Metal L Base.
 - .2 Flip-Top Mechanism.

- .3 75 mm diameter carpet casters with brake.
 - .1 Capacity 45kg per caster.
- .5 Power and data module: UL listed, clear anodized aluminum bezel, with sliding module with four power and one HDMI and one data/communications outlet each:
 - .1 Medium Room 349 to have two tables with power and data module.
 - .2 Small Room 348 to have one table with power and data module.
- .6 Similar product to:
 - .1 Training Tables as manufactured by Lacasse Office Furniture Solutions, or approved equal.

2.8 COFFEE TABLE – Waiting Area 104.

- .1 Dimensions:
 - .1 Overall Height: 508 mm.
 - .2 Diameter: 457 mm.
- .2 Table Top:
 - .1 Finish: Laminate.
 - .1 Color selected by Departmental Representative from manufacturer's full range.
 - .2 Table Thickness: 41 mm.
 - .3 Edge: Knife Edge.
 - .4 Table Shape: Round
- .3 Table Base: Cross.
- .4 Similar product to:
 - .1 Magog Coffee Table 457mm Round as manufactured by Logiflex Office Furniture, or approved equal.

2.9 DUAL MONITOR ARM – All Workstations.

- .1 Features:
 - .1 600 mm maximum monitor size.
 - .2 546 mm arm reach.
 - .3 240 mm arm height adjustment range. (450 mm maximum height)
 - .4 145° monitor tilt.
 - .5 360° monitor rotation with 180° limiter.
 - .6 Grommet bolt through mount.
 - .7 Silver with black accents.
- .2 Similar product to:
 - .1 ISE MA4000 Lite Dual Monitor Arm as manufactured by ISE, or approved equal.

Part 3

3.1 FABRICATION

- .1 Manufacture furniture to allow for dismantling and replacing of worn or defective components and recycling options following first use.
 - .1 Fabricate furniture to allow for remanufacturing or refurbishing of furniture following first use.
 - .2 Seal exposed surfaces of particleboard constructed with urea formaldehyde adhesives to contain formaldehyde emissions.
- .2 Chair Marking and labelling: to CAN/CGSB-44.232.

Part 4 Execution

4.1 EXAMINATION

- .1 Examine Project site 24 hours before first delivery, including loading dock area, elevators and staging areas to ensure conditions are satisfactory for proper performance of the Work.
- .2 Note existing damage to building or debris that hinders performance and report to Departmental Representative.
- .3 Examine products immediately upon delivery and again prior to installation. Reject damaged or defective items and remove from site.
- .4 Do not proceed until unsatisfactory conditions have been corrected.

4.2 INSTALLATION OF FURNITURE

- .1 Comply with manufacturer's installation instructions and recommendations.
- .2 Provide connection devices, hardware, and accessories required for complete installation.

4.3 CLEANING AND ADJUSTMENT

- .1 Remove and replace products that are chipped, scratched, delaminated, or otherwise defective and do not match adjoining Work or do not operate properly. Provide new matching units, installed as specified and without evidence of replacement.
- .2 Adjust to provide smooth operation of moving parts without binding or racking, levelled to prevent rocking.
- .3 Clean furniture of all soil marks, dust, fingerprints and loose threads.

END OF SECTION

PART 1

General

1.1 RELATED SECTIONS

- .1 Division 26 Electrical: Electrical services for work stations.
- .2 Division 27 Communications: Communications cabling and connections for work stations.

1.2 REFERENCES

- .1 American National Standards Institute / Business & Institutional Furniture Manufacturers Association
 - .1 ANSI/BIFMA X5.5-2014 Desk Products
 - .2 ANSI/BIFMA X5.6-2010 Panel Systems
 - .3 ANSI/BIFMA X5.9-2012 Storage Units
 - .4 ANSI/BIFMA X7.1-2011 Standard for Formaldehyde & TVOC Emissions.
- .2 Canadian General Standards Board
 - .1 CAN/CGSB-44.227-2008 Free-Standing Office Desks and Components
 - .2 CAN/CGSB-44.229-2008 Inter-connecting Panel Systems and Supported Components.
- .3 Underwriters Laboratories
 - .1 UL 1286 Standard for Office Furnishings

1.3 SCOPE OF WORK

- .1 Include all panels and furniture components as indicated on the drawings.
- .2 Panel systems to include base and/or stackable units, separate and/or in combination to provide an architectural look and function as specified and as indicated.
- .3 Panels to be wired by installers for hook-up by others. Panels are to have desk height or base accessible data, telephone and power, as outlined on drawings. The raceway to be accessible from one or both sides.

1.4 MANUFACTURERS & PRODUCTS

- .1 The standard of performance for manufacturer's products and panels are as specified herein and as generally described by the latest edition of CAN/CGSB-44.229 for Inter-connecting Panel Systems and Supported Components. Free-Standing Components to meet CAN/CGSB-44.227.
- .2 Local representation with a local sales office and locally available factory trained and certified installers is a requirement.
- .3 Submit all design and associated design material including shop drawings for review in accordance with submittal requirements of Section 01 00 10.
- .4 Manufacturers are to demonstrate by mock-ups the ability to meet the technical specifications, stability without the support of furniture components and load bearing

ability with stacking components without changing base units. Mock-up should also show a typical side by side workstation with and without work surfaces and accessories.

- .5 Demonstrations and mock-ups of product shall be carried out locally at supplier showroom, on site or other local installation.

1.5 SUBMITTALS

- .1 Submit all necessary test reports, samples and other information required to demonstrate that the products to be installed meet all performance criteria specified herein. Systems certification to CAN/CGSB-44.229 Standard. Assembled panels to meet Flame Spread and Smoked Developed Index of the National Building Code of Canada.
- .2 Provide test reports from a recognized testing laboratory or agency.
- .3 Show complete plans of the work at 1:100 or a scale sufficient to indicate:
 - .1 Widths and heights of all panels.
 - .2 Locations of panel joins, vertical and horizontal.
 - .3 Finish of each side of each panel,
 - .4 Locations of all components,
 - .5 Heights of work surfaces and accessories indicated.
 - .6 Points of connection of powered panels to hard-wired circuits,
 - .7 Locations of all electrical and telephone and data outlets
- .4 Update shop drawings upon completion of installation to show completed (as-built) layout in AutoCAD format, as requested by Departmental Representative and in accordance with Department CAD Standards.

1.6 WARRANTY

- .1 Provide a written warranty, signed and issued in the name of National Research Council of Canada by the manufacturer stating that the post and panel demountable partitions system is guaranteed against defects in materials and workmanship of the systems as a whole or of any component for a period of five (5) years and against obsolescence for a period of ten (10) years from the date of Substantial Completion.
- .2 Replacement of defective material to be provided at no cost for parts, labourer, and transportation for first five (5) years.
- .3 Provide replacement parts, including transportation, for five (5) years after initial five (5) years from date of Substantial Completion at no cost to the National Research Council of Canada.

1.7 TRAINING

- .1 Provide training in accordance with closeout procedures of Section 01 00 10.
- .2 Provide a training program for designated maintenance staff in methods of disassembly and reassembly, reupholstering, replacement and ordering of panels and components, furniture etc.

1.8 TOOLS

- .1 Supply two (2) sets of tools required for disassembly, reassembly, and reupholstery for use by maintenance personnel, in accordance with closeout procedures of Section 01 00 10.

1.9 MAINTENANCE DATA

- .1 Provide two (2) sets of Maintenance and Operations Manuals in accordance with closeout procedures of Section 01 00 10, including assembly, disassembly, refinishing and reupholstering and maintenance data.

1.10 DIMENSIONS

- .1 Provide panels as dimensioned on drawings.
- .2 Panel heights shall consist of a base panel with or without added stacking panels to achieve panel division heights as indicated on drawings.
- .3 Dimensions noted on the drawings are critical minimums required to accommodate specific furniture and provide adequate corridor and exit widths that meet NBCC, latest edition, Exit Requirements.
- .4 Dimensions of workstations shall not be scaled from the drawings. Workstations are to be constructed using the minimum number of standard panels yielding the total length of the dimension provided such that specified and future components or furniture can be installed in the indicated location. Layouts to accommodate future or specified furniture layouts as shown by combination panel hung and floor supports without having to be reconfigured.
- .5 Panels and workstation components to the manufacturer's nearest standard size to the metric dimensions indicated.
- .6 Panels and panel ends delineating corridors to fall on straight lines.

1.11 SCHEDULING

- .1 Departmental Representative to approve installation schedule. Schedule time for inspections and training.

1.12 MAINTENANCE MATERIALS

- .1 Provide maintenance material listed and in accordance with closeout procedures of Section 01 00 10.
- .2 Provide 15 m² of each type and colour of upholstery fabric used as surface covering for partition panels.
- .3 Provide 150 ml quantity of touch-up fluid for the repair of paint-type surfaces. Supply touch-up fluid in small containers.
- .4 Maintenance materials to be of the same production run, and dye lot as the installed materials.

PART 2 **Products**

2.1 ACCEPTABLE PRODUCTS AND MANUFACTURERS

- .1 Specification is based on Canvas as manufactured by Herman Miller. Equivalent products with similar design and function must be submitted to the Departmental Representative for review, conformance to design concept and accommodation requirements.
- .2 The following products and manufacturers are acceptable, subject to conformance with the specification and drawings:
 - .1 Canvas as manufactured by Herman Miller.
 - .2 Compose as manufactured by Haworth.
 - .3 Answer as manufactured by Steelcase.
 - .4 Leverage as manufactured by Teknion
 - .5 Cosmopolitan as manufactured by Tayco.
- .3 Provide all primary products specified in this section as the products of a single manufacturer with a minimum of ten (10) years experience.

2.2 PANELS

- .1 Panel Types:
 - .1 Panel thickness: 75 mm +/- 5 mm.
 - .2 Standard panel width +/- 25mm:
 - .1 915 mm
 - .2 610 mm
 - .3 1219 mm
 - .4 1524 mm
 - .5 Other panel sizes for closure panels may be required.
 - .3 Standard panel heights:
 - .1 1270 or 1447 mm
 - .2 1676 or 1727 mm
 - .4 Use combinations of panel widths and heights listed above to achieve workstation layouts indicated on drawings. Max panel and glass topper height 1727mm,
 - .1 Panel height of 1447 mm plus glass topper height 280 mm = 1727 mm,
 - .2 Panel height of 1270 mm plus glass topper height 406mm = 1676 mm.
- .2 Architectural glazed elements: single pane 6.0 mm clear tempered glass, frameless, for panels as indicated.
 - .1 Glass panel-topper height:
 - .1 280 mm or 406 mm.
- .3 Panel construction: Panels to be capable of providing telephone, data and power as indicated. Manufacturer to provide power from building connection to receptacle locations. Cover panels with the specified fabric, attached to allow field re-upholstery without removing the panel. Trim panels with durable top and side rail. If caps are required by manufacturer to provide trim look, caps are to be metal or PVC unless noted otherwise. Trim to be finished with the manufacturer's standard powder coated finish,

- colour to be selected by Departmental Representative. Panels to be load bearing up to 1700 mm.
- .4 Panel frames:
- .1 Frames shall consist of four roll-formed cold rolled steel tubes welded together at the corners into a rectangular frame and finished using an e-coating process. Frames shall be load bearing.
- .2 Panels shall be reinforced to accommodate cantilevered work surfaces, shelves and storage units.
- .5 Panel core: no-added formaldehyde molded fiber-pad insert.
- .6 Panel joints: Panels shall be jointed with manufacturer's standard closure providing a sight and sound seal as tight as possible (maximum allowable gap of 3 mm). Provide equal sight and sound, seal at existing construction, where wall mounts are used.
- .1 Panels shall have the capability to stack up to 90" and be connect to one another via a bolted connection.
- .2 Panel connectors must be universal for use in all 90 degree conditions (2-,3- and 4-way conditions shall be orderable as a single line item).
- .7 Support: Manufacturer's standard, to permit up to 38 mm +/- 5 mm adjustment. Provide two (2) corrosion resistant supports per panel and provide grippers for each support leg for the finished floor. Provide extended leg support to meet site conditions at no extra cost. Provide support for panels independent of work surfaces. Provide stabilizing panels as required, where wall attachment is not possible.
- .8 Fabric: Fabric pattern/style as selected by Departmental Representative from manufacturers full range, meeting this specification. Several colors or patterns may be used throughout, limited to three (3) different colors or patterns. Fabric to meet the following minimum requirements;
- .1 Content: 100% polyester (may contain recycled material)
- .2 Weight: Between 275 and 400 g per linear m
- .3 Width: min 1675 mm
- .4 Directional: Non-directional
- .5 Fabric to meet the Association of Contract Textiles (ACT), Fabric Performance Guidelines.
- .9 Adjustment: Panels to allow for work surface components and accessories to be adjusted in height in 25 mm increments.

2.3 FURNITURE COMPONENTS

- .1 Manufacturer's standard systems furniture as shown on the drawings.
- .2 Provide standard supports and accessories required for proper installation and functioning of the furniture components. Provide accessories for optimum rigidity of work surfaces and other items without attaching panel bottoms or legs to building structure. Where support legs are necessary provide corrosion resistant supports and two (2) per panel.
- .3 Colours as selected by the Departmental Representative from the manufacturer's full range.
- .4 Provide numbers and types of units indicated:

-
- .5 Work Surfaces:
 - .1 Straight and corner styles, depths and lengths as shown.
 - .1 Fixed height work surface with panel mounted bracket supports.
 - .2 Freestanding electric height adjustable (simple up down) work table with 686 mm to 1173 mm range on L-shaped legs.
 - .1 Typical Workstation – Surface Size:
 - .1 610 mm X 1220 mm.
 - .2 Similar product to:
 - .1 Renew Sit-To-Stand Tables as manufactured by Herman Miller.
 - .2 Manufacturers standard, constructed of high pressure plastic laminate bonded to high pressure particle board, with a high pressure laminate backer sheet on the underside work surfaces and pre-drilled for support devices.
 - .1 Thickness: 25 mm to 30 mm.
 - .3 Edges to be rounded and trimmed with a PVC T-moulding in a colour to be selected by Departmental Representative.
 - .4 Support brackets to be self-locking where mounted to panels. Colour and finish to match the panel trim.
 - .5 Each work surface may be supported using pedestals, panels, brackets or cantilever brackets or a combination thereof.
 - .6 Work surfaces may be hung from panels in an off modular manner.
 - .7 Design work surfaces to support up to 200 kg as per ANSI-BIFMA 5.5, 1998, Functional Load Test, tested for 60 minutes fully loaded with less than 1/180 of span deflection.
 - .8 Extra support to be provided for work surfaces 1500 mm and over in length.
 - .9 Provide a clearance envelope under work surfaces 610 mm in depth or greater, to meet CSA Z412 Guidelines for Office Ergonomics.
 - .10 Colour to be selected by the Departmental Representative from manufacturer's full range.
 - .11 Floor supports to have adjustable capability for levelling with a vertical adjustment of 25 mm.
 - .6 Overhead Cabinet:
 - .1 Construction and finish: to match work surfaces.
 - .2 Cabinet depth: 355 mm.
 - .3 Cabinet height: 381 mm.
 - .4 Shelf length 1220mm
 - .5 With 1220 mm LED light below.
 - .6 With lock, individually keyed per workstation, two keys to be provided.
 - .7 Motion control mechanism.
 - .7 Storage tower:
 - .1 Typical Workstation:
 - .1 Dimensions:
 - .1 Width: 610 mm.

- .2 Depth: 610 mm.
 - .3 Height: 1727 mm.
 - .2 Drawer configuration: Drawers in box/box/file.
 - .3 Closed bookcase with hinged door and one adjustable shelf.
 - .4 Colours as selected by Departmental Representative from manufacturer's full range.
 - .8 User Adjustable Tool Bar: Provide one option per workstation,
 - .1 Option#1 Panel Integrated User Adjustable Tool Bar
 - .1 Manufacturer's standard sizes to match panel width.
 - .2 Qty two X 610 mm user adjustable tool bar.
 - .3 Constructed from heavy duty extruded aluminium, Colour finish to match panel trim.
 - .4 Provide all necessary accessories for proper attachment to building components to provide support for panel.
 - .2 Option #2 Panel integrated slat tile:
 - .1 Manufacturer's standard sizes to match panel height and width.
 - .2 Constructed from heavy duty extruded aluminum, Colour finish to match panel trim.
 - .3 Tracks to be 12 mm slotted on 25 mm centers to match panel side rails.
 - .4 Provide all necessary accessories for proper attachment to building components to provide support for panel.
 - .9 Electrical Feed modules:
 - .1 Provide for routing of communications and data cables, and access to power receptacles.
 - .2 Manufacturers standard sizes as indicated. Modules to provide power to the panel's raceway from wall or ceiling connections.
 - .1 Panel base raceway covers shall have factory installed knockouts (4 per panel, 2 each side).
 - .2 External base in feed modules shall be capable of mounting into every base receptacle outlet location.
 - .3 Provide leads length as required for connection to the building electrical system.
 - .4 Leads to be in CSA protective covering, as per the Canadian Electrical Code.
 - .10 Ceiling Feeds:
 - .1 Provide ceiling poles when required and where indicated. Finish to match metal finish on exposed panel trim.
 - .1 Five station or less clusters require one ceiling pole, with power and a minimum data capacity of 24 CAT6.
 - .1 With metal separation between power and data.
 - .2 Five to eight station clusters require two ceiling poles. One power ceiling feed pole and one data pole with minimum of 24 CAT6 capacity.
 - .2 Power pole widths shall be equal to the thickness of the panels.
 - .3 Power pole shall be capable of being opened along the length of the vertical of the pole to permit lay-in of wiring.

- .11 Wiring:
 - .1 Wiring for panel systems shall have preconnectorized cable assemblies for connection of duplex receptacles and meet the following requirements:
 - .1 Voltage: 120/208 VAC
 - .2 Circuit capacity: three circuits with not less than six wires providing one circuit having the common ground and having its own neutral.
 - .3 One circuit for dedicated/isolated use of the computer
 - .4 Tamper proof connectors.
 - .5 Flexible cable to the Canadian Electrical Code, approved for use in systems furniture. The complete electrical system in the panels and the components to meet CSA-C22.2, No. 23.
- .12 Receptacles:
 - .1 Manufacturer's standard single sided duplex style, 15 Amp CSA configuration 5-15R configuration.
 - .2 Coordinate actual locations in the panels on site by the Departmental Representative's Representative.
 - .3 Provide two duplex receptacles for general use and one isolated/dedicated duplex per workstation, receptacles may be a combination of duplex or simplex providing six (6) plug-in locations.
 - .1 One general use duplex outlet along spine.
 - .2 One general use duplex outlet and one isolated/dedicated duplex outlet under the electric height adjustable table.
- .13 Raceway systems:
 - .1 Manufacturer's standard raceway to accommodate both electrical, telephone/data distribution, be an integral part of the base panel and ULC approved.
 - .2 Panels without power shall be capable of field installation without changing or removing panel raceways and carry up to three separate 120 volt A.C. 15 amp circuits.
 - .3 Location of duplexes as shown on drawings. Wiring shall move easily through raceways and around corners in both vertical and horizontal directions.
 - .4 Raceways to be accessible from at least one side, located at desk or base height.
- .14 Cutouts:
 - .1 Provide factory cut-outs as required for all outlets and replacement cover plates.
- .15 Miscellaneous: In addition to the products specified and listed herein, provide all additional products, hardware, trims and accessories needed for a proper, operable and complete installation.

PART 3 Execution

3.1 INSTALLATION

- .1 Install panels, componentry, accessories and systems furniture in accordance with the manufacturers' instructions and reviewed shop drawings and adjust for proper performance.

- .2 Install panels over finished floor.
- .3 Adjust panel heights as necessary to suit unevenness of floors and ensure horizontal lines of panels are level and continuous.
- .4 Install and adjust seals between panels and existing construction for proper performance.
- .5 Supply maintenance inventory parts list.
- .6 Replace all damaged panels, componentry, accessories and systems furniture or repair to the approval of the Departmental Representative. Obtain approval to repair in each instance before beginning repair work, and at completion of repair work.
- .7 Provide Departmental Representative with maintenance material at the time of Certificate of Final Completion.

3.2 ELECTRICAL

- .1 Install all panel electrical work to meet the requirements of the Canadian Electrical Code Latest Edition and to the approval of authorities having jurisdiction.
- .2 Co-ordinate connection of panel electrical system with the building electrical system installers.
- .3 Co-ordinate with the work of the data cable installers and telephone installers.

3.3 CLEANING

- .1 Perform cleaning after installation to remove construction and accumulated environmental dirt.
- .2 Clean surfaces after installation using manufacturer's recommended cleaning procedures.
- .3 Upon completion of installation remove surplus materials, rubbish, tools and equipment.

END OF SECTION

Approved: 2006-03-31

Part 1 General

1.1 RELATED SECTIONS

- .1 Section 00 10 00.

1.2 DEFINITIONS

- .1 For purposes of mechanical sections, the following definitions shall apply:
 - .1 “Concealed” – mechanical services and equipment is suspended ceilings and in chases and furred spaces.
 - .2 “Exposed” – will mean not concealed as defined above.

1.3 EXAMINATION OF THE SITE

- .1 Carefully examine conditions at the site which will or may affect your work, and become familiar with both new and existing construction, finishes, and other work associated with your work in order that your tender price includes for everything necessary for completion of your work within the proposed project schedule.

1.4 COORDINATION & COOPERATION WITH OTHER TRADES

- .1 Co-ordinate your work with the work of all trades to ensure a proper and complete installation. Notify all trades concerned of the requirement for openings, sleeves, inserts and other hardware necessary in their work for the installation of your work.
- .2 The exact locations and routing of mechanical and electrical services must be properly planned, coordinated and established with all affected trades prior to installation such that they will clear each other as well as any obstructions. Generally, piping requiring uniform pitch shall be given the right of way, with other services located and arranged to suit.

1.5 PERMITS, CERTIFICATIES & FEES

- .1 Display all required permits on worksite.
- .2 Obtain “Hot Work Permit” from Departmental Representative prior to commencement of soldering, welding or other high temperature work.

1.6 SUBMITTALS

- .1 Shop drawings; submit drawings for review by Departmental Representative in accordance with Section 00 10 00.
- .2 Shop drawings to show:
 - .1 Name of project,
 - .2 Name of contractor,
 - .3 Name of component
 - .4 Name of manufacturer and model number

- .5 Name of service or system
- .6 Date of delivery confirmed by the manufacturer
- .3 Shop drawings and product data accompanied by:
 - .1 Mounting arrangements
 - .2 Overall dimensions, roughing-in dimensions and operating and maintenance clearances
 - .3 Detailed drawings of bases, supports, and anchor bolts.
 - .4 Acoustical sound power data, where applicable.
 - .5 Points of operation on performance curves.
 - .6 Manufacturer to certify current model production.
 - .7 Certification of compliance to applicable codes.
- .4 Closeout Submittals:
 - .1 As-built drawings:
 - .1 Prior to start of Testing, Adjusting and Balancing for HVAC, finalize production of as-built drawings.
 - .2 Identify each drawing in upper right hand corner in letters at least 12 mm high as follows: - "AS BUILT DRAWINGS: THIS DRAWING HAS BEEN REVISED TO SHOW MECHANICAL SYSTEMS AS INSTALLED" (Signature of Contractor) (Date).
 - .3 Submit to Departmental Representative for approval and make corrections as directed.
 - .4 Perform testing, adjusting and balancing for HVAC using as-built drawings.
 - .5 Submit completed reproducible as-built drawings with Operating and Maintenance Manuals.
 - .2 Submit copies of as-built drawings for inclusion in final TAB report.

1.7 DELIVERY, STORAGE, AND HANDLING

- .1 Wherever possible, coordinate equipment deliveries with the manufacturers and/or suppliers such that equipment is delivered to the site when it is required, or so that it can be suitably stored within the building and protected from the elements.
- .2 Arrange for sufficient storage facilities off the premises for the storage of equipment and materials which will not be allowed to stand in the open, nor to interfere with normal operations in the building.
- .3 Bring prefabricated materials on the job site as and when required to be installed.

1.8 EQUIPMENT LIST

- .1 Submit list of manufacturer's name and details of materials to be used on this project within 10 days after award of contract. Do not order equipment until list has been reviewed or approved.

1.9 METRIC & IMPERIAL MEASUREMENTS

- .1 Generally, both metric and imperial units of measurement are given in Sections of the Specification governed by this Section. Metric conversions are “soft” and have been rounded off.
- .2 Metric and Imperial Dimensions appearing on the drawings and in the specification shall conform to the following schedule:

<u>METRIC</u>	<u>IMPERIAL</u>
6 mm	¼”
12 mm	½”
20 mm	¾”
25 mm	1”
32 mm	1-¼”
40 mm	1-½”
50 mm	2”
65 mm	2-½”
75 mm	3”
100mm	4”
150mm	6”
200mm	8”
250mm	10”

Part 2 Products

2.1 HOISTING & SCAFFOLDING

- .1 Provide all necessary hoists and scaffolding required for your work.
- .2 Design and construction of scaffolding to be in accordance with CSA S269.2.

Part 3 Execution

3.1 CLEANING

- .1 During construction, keep the site reasonably clear of rubbish and waste material resulting from your work on a daily basis to the satisfaction of Departmental Representative. Notify the general contractor of any requirements for a waste receptacle for disposal of waste materials.
- .2 Clean interior and exterior of all systems including strainers. Vacuum interior of ductwork and air handling units.
- .3 Clean and refurbish all equipment and leave in first class operating condition including replacement of all filters in all air and piping systems.

3.2 PROTECTION

- .1 Protect equipment and systems openings from dirt, dust, and other foreign materials with materials appropriate to system.

- .2 Properly protect all of your equipment and materials on site from damage due to the elements, your work and the work of other trades.

END OF SECTION

Approved: 2008-12-31

Part 1 General

1.1 REFERENCES

1.2 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Submit shop drawings in accordance with Section 23 05 01 – Common Work Results – Mechanical.
- .2 Submit shop drawings for the following:
 - .1 Valves;

1.3 DELIVERY, STORAGE AND HANDLING

- .1 Deliver, store and handle in accordance with Section 23 05 01 – Common Work Results – Mechanical.
- .2 Deliver materials to site in original factory packaging, labelled with manufacturer's name, address.

Part 2 Products

2.1 FASTENING AND SECURING HARDWARE

- .1 Concrete inserts - Crane Canada Inc. #4M or equal for single or double pipe or duct runs and for equipment, Unistrut or equal inserts for multiple support systems.
- .2 Concrete fasteners - "WEJ-IT" or equal anchors, lead cinch anchors and/or "STARR" or "PHILLIPS" self-drilling anchors.
- .3 Masonry inserts - "WEJ-IT" or equal expansion shields and machine bolts, or, for light loads, fiber or lead plugs and screws.
- .4 Drywall or plaster wall and/or ceiling fasteners - two-wing spring toggles.
- .5 Structural steel fasteners - Grinnell or equal beam clamps.

2.2 PIPE, FITTINGS AND JOINTS

- .1 Copper:
 - .1 For condensate drain, use DWV grade hard temper copper to ASTM B306 with wrought copper solder type drainage fittings to C.S.A. B15.81 and ANSI B16.29 and 50% lead, 50% tin solder joints to ASTM B32, type 50A.
 - .2 For chilled water, use Type "L" hard drawn seamless copper tubing to ASTM B88M, with wrought copper and bronze fittings to ANSI B16.22, and 95% tin, 5% antimony solder joints to ASTM B32.
- .2 Plastic:

- .1 For storm drain, use PVC pipe and fittings to CSA B181.2. Schedule 80 for underground piping, schedule 40 for pipe above ground.

2.3 UNIONS

- .1 For use in copper piping, wrought copper unions to ANSI B16.22 with soldered or threaded ends.

2.4 DRAIN VALVES

- .1 Minimum 20 mm (3/4") unless otherwise specified: straight pattern bronze ball valve with hose end male thread adapter and complete with cap and chain.
- .2 Acceptable products: Jenkins Fig. 901CJ and Toyo Red & White Fig. No. 5046.

2.5 AUTOMATIC AIR VENTS

- .1 Spirotherm Model Spirotop 1/2" high compression valve mechanism automatic air vent, with a non-ferrous metal body.
- .2 Provide isolation valve at air vent.

2.6 CIRCUIT BALANCING VALVES

- .1 For balancing and shut-off service in chilled water piping.
- .2 Sizes 12mm (1/2") and 20mm (3/4"), soldered ends:
 - .1 Y-pattern, bronze body c/w two brass metering ports, memory feature and capable of precise flow measurement, flow balancing and drip tight shut-off.
 - .2 Acceptable product: TA Hydronics TBV-S.

2.7 PIPELINE STRAINERS

- .1 For installation in chilled water piping.
 - .1 50mm (2") and under, soldered ends:
 - .1 Bronze "Y" strainer minimum 1380 kPa (200 psi) steam pressure rated, Type 304 20 mesh stainless steel screen.
 - .2 Acceptable product: Mueller #353-1/2M and Spirax Sarco TBT.

2.8 PIPE HANGERS & SUPPORTS

- .1 Fabricate hangers and supports in accordance with ANSI B31.1 and MSS-SP58.
- .2 Support from structural members. Where structural bearing does not exist or inserts are not in suitable locations, suspend hangers from steel channels or angles. Provide all supplementary structural members as necessary.
- .3 Upper attachments for connecting to structural member shall be Grinnell or equal, suitable in all respects for the application.

- .4 For horizontal piping - adjustable steel clevis hangers and/or adjustable roller hangers as required.
- .5 For vertical piping - for steel or cast iron pipe: carbon steel to MSS-SP58-1983, type 42, ULC listed; for copper pipe: carbon steel copper finished to MSS-SP58-1983, type 42.
- .6 For groups of pipe having the same slope - black structural steel angle wall brackets and/or black steel channels or angles of proper dimension supported by hanger rods and/or Unistrut Ltd. or equal support assemblies.
- .7 Hanger rods shall be black steel, round, threaded, to ASTM A-36, sized to suit the loading, complete with captive machine nuts with washers at hangers.
- .8 Acceptable manufacturers of pipe hanger and support hardware are Grinnell, Crane Canada Ltd., Myatt and Apex.

2.9 FLEXIBLE CONNECTIONS

- .1 For pipe sizes 50mm (2") and under:
 - .1 Hydro-Flex PCM-X, flexible piping connector with Type 321 stainless steel.

Part 3 Execution

3.1 APPLICATION

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

3.2 INSTALLATION OF FASTENING & SECURING HARDWARE

- .1 Provide all fastening and securing hardware required for supporting and/or securing your work unless otherwise noted.
- .2 Where inserts are required in set concrete work, drill a neat hole of the proper diameter and depth in the concrete and insert an anchor into the hole to accept the hanger rod, bolt, etc., or where concrete mass permits, use self-drilling concrete anchors.
- .3 Fasten hanger and support provisions to masonry with expansion shields and machine bolts, or, for light loads, use lead plugs and screws.
- .4 In drywall or plaster walls and/or ceilings use two-wing toggles and for heavy loads, provide steel anchor plates with two (2) or more toggles to spread the load.
- .5 Provide beam clamps for attaching hanging and/or support provisions to structural steel, or where approved by the Engineer weld the hanging and support provisions to the structural steel.
- .6 Do not use explosive powder actuated fasteners.

3.3 GENERAL PIPING INSTALLATION REQUIREMENTS

- .1 Install concealed pipes close to building structure to keep furring space to minimum. Install to conserve headroom and space. Run exposed piping parallel to walls. Group piping wherever practical.
- .2 Provide unions or flanges in piping at all connections to valves, strainers, pressure reducing valve, backflow preventers and similar piping system components which may need maintenance or repair, and wherever else indicated on the drawings.
- .3 Carefully clean all pipe and fittings prior to installation. Temporarily cap or plug ends of pipe and equipment which are open and exposed during construction to prevent debris from entering the ductwork, piping or equipment.
- .4 Provide anchors to secure pipework to the structure. Anchors shall be of a size and type to securely anchor the pipe at the point shown.
- .5 Compensate for pipe expansion by the use of swing joints or expansion loops unless otherwise noted. Generally, expansion facilities are indicated on the drawings but exact expansion compensation facilities shall suit the piping as installed and exact detail drawings of expansion compensation facilities must be submitted for review.

3.4 CONNECTIONS TO EQUIPMENT

- .1 In accordance with manufacturer's instructions unless otherwise indicated.
- .2 Use valves and either unions or flanges for isolation and ease of maintenance and assembly.
- .3 Use double swing joints or flexible connections when equipment mounted on vibration isolation and when piping subject to movement.

3.5 CLEARANCES

- .1 Provide clearance around systems, equipment and components for observation of operation, inspection, servicing, maintenance and as recommended by manufacturer.
- .2 Provide space for disassembly, removal of equipment and components as recommended by manufacturer or as indicated (whichever is greater) without interrupting operation of other system, equipment, and components.
- .3 Provide clearance for installation of insulation.

3.6 DRAINS

- .1 Install piping with grade in direction of flow except as indicated.
- .2 Install drain valve at low points in piping systems, at equipment and at section isolating valves.
- .3 Pipe each drain valve discharge separately to above floor drain. Discharge to be visible.

- .4 Drain valves: NPS 3/4 gate or globe valves unless indicated otherwise, with hose end male thread, cap and chain.

3.7 AIR VENTS

- .1 Install air vents as specified and properly sized piping air chamber at all high points in all water piping systems, at equipment connections, and wherever else shown and/or specified..
- .2 Install isolating valve at each automatic air valve.
- .3 Install drain piping to approved location and terminate where discharge is visible.

3.8 PIPE JOINT REQUIREMENTS

- .1 Ream pipes, clean scale and dirt, inside and outside, before and after assembly.
- .2 Make all soldered joints in copper piping using flux suitable for and compatible with the type of solder being used. Clean the outside of the pipe end and inside of the fitting, valve, etc., prior to soldering.
- .3 Adhere to the manufacturer's recommendations with respect to support, anchoring and guiding of the grooved piping system.

3.9 INSTALLATION OF CIRCUIT BALANCING VALVES

- .1 Provide circuit balancing valves where shown on the drawings and where specified herein.
- .2 Coordinate locations with the trade performing the balancing work.
- .3 Balance water systems to equipment flows indicated on drawings.

3.10 INSTALLATION OF PIPELINE STRAINERS

- .1 Provide strainers in piping where shown on the drawings and where specified herein.
- .2 Equip strainers 50mm (2") diameter and larger with valved blowdown piping. Terminate blowdown piping over the nearest funnel and floor drain unless otherwise noted.
- .3 Locate strainers so they are easily accessible for service.

3.11 INSTALLATION OF PIPE HANGERS & SUPPORTS

- .1 Provide all required hangers and supports unless otherwise noted. For insulated pipe, size the hanger or support to suit the insulated pipe and install the hanger or support on the outside of the insulation.
- .2 Hang and/or support horizontal steel and copper pipe above ground by means of hangers and/or supports specified hereinbefore in this Section, spaced in accordance with the following schedule:

PIPE SIZE:	ROD DIAMETER	MAXIMUM SPACING: STEEL	MAXIMUM SPACING: COPPER
Up to DN32	10 mm (3/8")	2.1 m (7')	1.8 m (6')

- .3 Hang and/or support other horizontal piping above ground by means of hangers and/or supports spaced according to the following:

PIPE MATERIAL	MAXIMUM SPACING:
Plastic	In accordance with pipe manufacturer's recommendations

- .4 Support vertical pipes by means of supports specified hereinbefore in this Section at maximum 3.6m (12') intervals or at every floor whichever is lesser.
- .5 Provide pipe covering shields, sized to suit insulated pipe, between insulated pipe and the pipe hanger or support for all piping. Ensure that on cold piping the insulation vapour barrier remains intact.
- .6 Support bare copper tubing using specially made copper or plastic coated copper tubing hangers, or provide proper plastic inserts or tape to isolate the ferrous hangers and supports from the bare copper tubing. Cloth backed rubber adhesive tapes (i.e. duct tape) are not acceptable.
- .7 Where pipes having the same slope are grouped and a common hanger or support is used, hanger or support spacing shall suit the spacing requirement of the smallest pipe in the group.
- .8 Where pipes change direction, either horizontally or vertically, provide a hanger or support on the horizontal pipe not more than 300mm (12") from the elbow. Where pipes drop from tee branches, support the tees in both directions not more than 50mm (2") on each side of the tee.
- .9 Provide all additional structural steel channels, angles, etc., required to support pipes. All materials shall be machine cut square and true and shall be prime coat painted as a minimum and finish painted if exposed.
- .10 Do not use perforated band, wire, chain or solid ring hangers.
- .11 Offset hanger so that rod is vertical in operating position.
- .12 Adjust hangers to equalize load.

3.12 IDENTIFICATION

- .1 Provide pipe, duct and equipment identification as specified hereinafter.
- .2 Equipment:

- .1 Manufacturer's nameplates:
 - .1 Provide metal nameplate on each piece of equipment, mechanically fastened with raised or recessed letters.
 - .2 Manufacturer's nameplate to indicate size, equipment model, manufacturer's name, serial number, voltage, cycle, phase and power of motors.
 - .3 Locate nameplates so that they are easily read. Do not insulate or paint over plates.
- .2 System nameplates:
 - .1 Provide laminated plastic plates with black face and white centre of minimum size 90 x 40 x 2.5mm nominal thickness (3 1/2" x 1 1/2" x 3/32") engraved with 6mm (1/4") high lettering. Use 25mm (1") lettering for major equipment.
 - .2 Fasten nameplates securely in conspicuous place. Where nameplates cannot be mounted on cool surface, provide standoffs.
 - .3 Identify equipment type and number (eg. Pump No. 2), service and areas or zone of building served, (eg. South Zone Chilled Water).
 - .4 Submit list of nameplates for review prior to engraving.
- .3 Piping:
 - .1 Identify medium in piping with markers showing name and service including temperature, pressure and directional flow arrows in accordance with CGSB 24-GP-3a.
 - .2 Manufactured pipe markers and colour bands:
 - .1 Manufactured from mat vinyl 1mm (0.004") thick, industrial quality, chemical resistant, with waterproof contact adhesive, suitable for operating temperature of 120 °C (250 °F). Apply to prepared surfaces.
 - .2 Sticker shall be one piece and shall include the primary classification colour, the name of the material conveyed and directional flow arrows printed either in black or white to contrast with background colour.
 - .3 The label to be designed to completely surround the pipe to give full 360 degree visibility.
 - .4 Character size shall suit the pipe outside diameter.
 - .5 Acceptable manufacturer: Multiface 360 by Arkon, Inc. (available from Guillevin International).
 - .6 Location:
 - .1 Locate markers and classifying colours on piping systems so they can be seen from floor.
 - .2 Piping runs at least once in each room.
 - .3 Maximum 15m (50') between identifications in open areas.
 - .4 Both sides where piping passes through walls, partitions and floors.

- .5 At point of entry and leaving, where piping is concealed in pipe chase or other confined space, and at each access opening.
- .6 At start and end points of runs and at each piece of equipment.
- .7 At major manual and automatic valves immediately upstream of valves.

3.13 PIPE LEAKAGE TESTING

- .1 General for all pipe leakage testing:
 - .1 After piping has been placed in position and all branch piping installed, but before the piping has been concealed, and before equipment, fixtures and fittings have been connected, test all piping in the presence of the governing authorities, if required, and the Engineer or his qualified representative. Test results will be documented and co-signed by the Engineer or his representative and by the installer.
 - .2 Testing and witnessing procedures shall be in accordance with the Class of piping installation as specified hereinafter.
 - .3 Bear all costs required for inspection test fees, apparatus, equipment, testing medium, freeze protection, retesting and making good any damage.
 - .4 Remove and re-install materials, controls, or equipment that can be damaged from excessive pressure or test medium. Test piping in sections or install filler sections required to test piping in one network. Suitable precautions in the event of piping system rupture shall be taken to eliminate hazards to personnel in the proximity of piping being tested.
 - .5 Provide a test gauge and a valved connection point for owner's recorder or gauge in each test section of piping. Pressure range of gauge shall not exceed 150% of the specified test pressure. I.E., test pressure 690 kPa (100 psi) - maximum gauge range 1035 kPa (150 psi).
 - .6 Generally, pneumatic testing shall not be used unless the Departmental Representative specifically permits its use as an alternative to hydrostatic testing. Pneumatic testing will only be considered if the piping systems are designed so that they cannot be filled with water or if the piping systems are to be used in services where traces of water cannot be tolerated.
 - .7 Pneumatic testing, where permitted by the Departmental Representative, shall be done in strict accordance with the ASME Code for Power Piping, B31.1.
 - .8 When permitted by the Departmental Representative, test medium supplied from cylinders or other high pressure sources shall be introduced to the system by means of a mechanical pressure regulator. The gas used as the test medium shall be non-flammable and non-toxic.
 - .9 Make tight leaks found during tests while the piping is under pressure, and if this is impossible, remove and refit the piping and reapply the test until satisfactory results are obtained.
 - .10 Where leaks occur in threaded joints in steel piping, no caulking of these joints will be allowed under any conditions.
- .2 Piping Leakage Test Classification:

- .1 Class "A" - Piping installations in new construction or renovation work which require witness and approval of the Departmental Representative, or the Departmental Representative's qualified representative and a representative of a recognized authority having jurisdiction as follows:
 - Plumbing - City of Ottawa
 - Fire Protection Systems - Regional Office of Fire Commission of Canada
 - Pressure Vessels, Steam, H.P. Gases, Power Piping - TSSA
 - Natural and Propane Gas - TSSA
 - Flammable or Combustible Liquids - Regional Fire Commissioner's Office
 - .2 Class "B" - Piping installations in new construction or renovation work which require witness and approval of the Departmental Representative, or the Departmental Representative's qualified representative only.
 - .3 Class "C" - Piping installations in renovation work only which are short in developed length, small in scope of work, or a valved part or section of an existing single pipe distribution system, which requires witness and approval by the Departmental Representative, or the Departmental Representative's qualified representative only.
- .3 Pipe Leakage Testing Procedures - Classes "A" & "B":
- .1 Drainage & Vent Piping:
 - .1 Hydrostatically test new drainage and vent piping by securely closing all openings and pipe ends, and filling piping with water up to the highest level and ensuring the water stands at the same level for a minimum of four (4) hours.
 - .2 Chilled Water Piping:
 - .1 Test piping with cold water at a pressure 690 kPa (100 psi) for four (4) hours.
 - .4 Identification of Piping Class:
 - .1 Testing and witnessing procedures for piping systems on this project shall conform to the following schedule:

SERVICE	CLASS OF TEST
Drainage & Vent	B
Chilled Water	B

3.14 CUTTING & PATCHING

- .1 Refer to the article entitled "Cutting and Patching" of Section 00 10 00 for general requirements.
- .2 Accurately and carefully mark out the location and extent of cutting or drilling required and coordinate with the trade(s) performing the work.
- .3 Size openings to leave 12mm (½") clearance around the pipes or pipe insulation. Pack and seal the void between the opening for the length of the opening with material as described in Section 00 10 00.

-
- .4 Note that where drilling is required in water-proof slabs, size the openings to permit installation of pipe sleeves as described hereinbefore.

3.15 DISCONNECTING & REMOVAL WORK

- .1 Where indicated on the drawings, disconnect and remove items of existing mechanical work. Where piping, ductwork and other equipment are removed, disconnect at the point of supply, remove obsolete connecting services and make the system safe.
- .2 Unless otherwise noted, all materials which are not to be relocated or reused shall become your property and shall be removed from the site and disposed of.

3.16 INTERRUPTIONS TO & SHUT DOWNS OF MECHANICAL SERVICE & SYSTEMS

- .1 All shut-downs and interruptions to existing mechanical services and systems shall be coordinated fully with and performed at times acceptable to the owner.
- .2 Do not operate any NRC equipment or plant. Prior to each shut-down or service interruption, inform the Engineer in writing of this requirement and he will arrange to have the shut-down performed by the owner's personnel.
- .3 Note that work associated with shut-downs and interruptions shall be carried out as continuous operations to minimize the shut-down time and to reinstate the systems as soon as possible, and, prior to any shutdown, ensure that all materials and labour required to complete the work for which the shut-down is required are available at the site.

END OF SECTION

Part 1 General

1.1 SUMMARY

- .1 TAB is used throughout this Section to describe the process, methods and requirements of testing, adjusting and balancing for HVAC.
- .2 TAB means to test, adjust and balance to perform in accordance with requirements of Contract Documents and to do other work as specified in this section.

1.2 QUALIFICATIONS OF TAB PERSONNEL

- .1 Submit names of personnel to perform TAB to Departmental Representative within 10 days of award of contract.
- .2 Provide documentation confirming qualifications, successful experience.
- .3 TAB: performed in accordance with the requirements of standard under which TAB Firm's qualifications are approved:
 - .1 Associated Air Balance Council, (AABC) National Standards for Total System Balance, MN-1-2002.
 - .2 National Environmental Balancing Bureau (NEBB) TABES, Procedural Standards for Testing, Adjusting, Balancing of Environmental Systems-1998.
 - .3 Sheet Metal and Air Conditioning Contractors' National Association (SMACNA), HVAC TAB HVAC Systems - Testing, Adjusting and Balancing-2002.
- .4 Recommendations and suggested practices contained in the TAB Standard: mandatory.
- .5 Use TAB Standard provisions, including checklists, and report forms to satisfy Contract requirements.
- .6 Use TAB Standard for TAB, including qualifications for TAB Firm and Specialist and calibration of TAB instruments.
- .7 Where instrument manufacturer calibration recommendations are more stringent than those listed in TAB Standard, use manufacturer's recommendations.
- .8 TAB Standard quality assurance provisions such as performance guarantees form part of this contract.
 - .1 For systems or system components not covered in TAB Standard, use TAB procedures developed by TAB Specialist.
 - .2 Where new procedures, and requirements, are applicable to Contract requirements have been published or adopted by body responsible for TAB Standard used (AABC, NEBB, or TABB), requirements and recommendations contained in these procedures and requirements are mandatory.

1.3 PURPOSE OF TAB

- .1 Balance systems and equipment to regulate flow rates to design requirements.

1.4 EXCEPTIONS

- .1 TAB of systems and equipment regulated by codes, standards to satisfaction of authority having jurisdiction.

1.5 CO-ORDINATION

- .1 Schedule time required for TAB (including repairs, re-testing) into project construction and completion schedule to ensure completion before acceptance of project.
- .2 Do TAB of each system independently and subsequently, where interlocked with other systems, in unison with those systems.

1.6 PRE-TAB REVIEW

- .1 Review contract documents before project construction is started and confirm in writing to Departmental Representative adequacy of provisions for TAB and other aspects of design and installation pertinent to success of TAB.
- .2 Review specified standards and report to Departmental Representative in writing proposed procedures which vary from standard.
- .3 During construction, co-ordinate location and installation of TAB devices, equipment, accessories, measurement ports and fittings.

1.7 START-UP

- .1 Follow start-up procedures as recommended by equipment manufacturer unless specified otherwise.
- .2 Follow special start-up procedures specified elsewhere in Division 23.

1.8 OPERATION OF SYSTEMS DURING TAB

- .1 Operate systems for length of time required for TAB and as required by Departmental Representative for verification of TAB reports.

1.9 START OF TAB

- .1 Notify Departmental Representative 7 days prior to start of TAB.
- .2 Start TAB when building is essentially completed, including:
- .3 Installation of ceilings, doors, windows, other construction affecting TAB.
- .4 Application of weatherstripping, sealing, and caulking.
- .5 Pressure, leakage, other tests specified elsewhere Division 23.

- .6 Provisions for TAB installed and operational.
- .7 Start-up, verification for proper, normal and safe operation of mechanical and associated electrical and control systems affecting TAB including but not limited to:
 - .1 Proper thermal overload protection in place for electrical equipment.
 - .2 Liquid systems:
 - .1 Flushed, filled, vented.
 - .2 Correct pump rotation.
 - .3 Strainers in place, baskets clean.
 - .4 Isolating and balancing valves installed, open.
 - .5 Calibrated balancing valves installed, at factory settings.
 - .6 Chemical treatment systems complete, operational.

1.10 APPLICATION TOLERANCES

- .1 Do TAB to following tolerances of design values:
 - .1 Hydronic systems: plus or minus 10%.

1.11 ACCURACY TOLERANCES

- .1 Measured values accurate to within plus or minus 2% of actual values.

1.12 INSTRUMENTS

- .1 Prior to TAB, submit to Departmental Representative list of instruments used together with serial numbers.
- .2 Calibrate in accordance with requirements of most stringent of referenced standard for either applicable system or HVAC system.
- .3 Calibrate within 3 months of TAB. Provide certificate of calibration to Departmental Representative.

1.13 SUBMITTALS

- .1 Submit, prior to commencement of TAB:
 - .1 Proposed methodology and procedures for performing TAB if different from referenced standard.

1.14 PRELIMINARY TAB REPORT

- .1 Submit for checking and approval of Departmental Representative, prior to submission of formal TAB report, sample of rough TAB sheets. Include:
 - .1 Details of instruments used.
 - .2 Details of TAB procedures employed.
 - .3 Calculations procedures.
 - .4 Summaries.

1.15 TAB REPORT

- .1 Format in accordance with referenced standard.
- .2 TAB report to show results in SI units and to include:
 - .1 Project record drawings.
 - .2 System schematics.
- .3 Submit 1 electronic copy of TAB Report to Departmental Representative for verification and approval, in English.

1.16 VERIFICATION

- .1 Reported results subject to verification by Departmental Representative.
- .2 Provide personnel and instrumentation to verify up to 30% of reported results.
- .3 Number and location of verified results as directed by Departmental Representative.
- .4 Bear costs to repeat TAB as required to satisfaction of Departmental Representative.

1.17 SETTINGS

- .1 After TAB is completed to satisfaction of Departmental Representative, replace drive guards, close access doors, lock devices in set positions, ensure sensors are at required settings.
- .2 Permanently mark settings to allow restoration at any time during life of facility. Do not eradicate or cover markings.

1.18 COMPLETION OF TAB

- .1 TAB considered complete when final TAB Report received and approved by Departmental Representative.

1.19 HYDRONIC SYSTEMS

- .1 Definitions: for purposes of this section, to include low pressure hot water heating, chilled water, condenser water, glycol systems.
- .2 Standard: TAB to be to most stringent of this section or TAB standards of AABC, NEBB, SMACNA and ASHRAE.
- .3 Do TAB of all systems, equipment, components, controls specified Division 23.
- .4 Qualifications: personnel performing TAB to be current member in good standing of AABC or NEBB.
- .5 Quality assurance: perform TAB under direction of supervisor qualified by AABC or NEBB.

- .6 Measurements: to include, but not limited to, following as appropriate for systems, equipment, components, controls: Flow rate, static pressure, pressure drop (or loss), temperature, specific gravity, density, RPM, electrical power, voltage, noise, vibration.
- .7 Locations of equipment measurement: To include, but not be limited to, following as appropriate:
 - .1 Inlet and outlet of each heat exchanger (primary and secondary sides), boiler, chiller, coil, humidifier, cooling tower, condenser, pump, PRV, control valve, other equipment causing changes in conditions.
 - .2 At each controller, controlled device.
- .8 Locations of systems measurements to include, but not be limited to, following as appropriate: Supply and return of each primary and secondary loop (main, main branch, branch, sub-branch of all hydronic systems, inlet connection of make-up water.

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 SUMMARY

.1 Section Includes:

- .1 Thermal insulation for piping and piping.

1.2 REFERENCES

- .1 American Society of Heating, Refrigeration and Air Conditioning Engineers (ASHRAE)
 - .1 ASHRAE Standard 90.1, Energy Standard for Buildings Except Low-Rise Residential Buildings (IESNA co-sponsored; ANSI approved; Continuous Maintenance Standard).
- .2 American Society for Testing and Materials International (ASTM)
 - .1 ASTM B209M, Standard Specification for Aluminum and Aluminum Alloy Sheet and Plate.
 - .2 ASTM C335, Standard Test Method for Steady State Heat Transfer Properties of Horizontal Pipe Insulation.
 - .3 ASTM C411, Standard Test Method for Hot-Surface Performance of High-Temperature Thermal Insulation.
 - .4 ASTM C449/C449M, Standard Specification for Mineral Fiber-Hydraulic-Setting Thermal Insulating and Finishing Cement.
 - .5 ASTM C533, Calcium Silicate Block and Pipe Thermal Insulation.
 - .6 ASTM C547, Mineral Fiber Pipe Insulation.
 - .7 ASTM C795, Standard Specification for Thermal Insulation for Use in Contact with Austenitic Stainless Steel.
 - .8 ASTM C921, Standard Practice for Determining the Properties of Jacketing Materials for Thermal Insulation.
- .3 Canadian General Standards Board (CGSB)
 - .1 CGSB 51-GP-52Ma, Vapour Barrier, Jacket and Facing Material for Pipe, Duct and Equipment Thermal Insulation.
 - .2 CAN/CGSB-51.53, Poly (Vinyl Chloride) Jacketing Sheet, for Insulated Pipes, Vessels and Round Ducts
- .4 Manufacturer's Trade Associations
 - .1 Thermal Insulation Association of Canada (TIAC): National Insulation Standards.
- .5 Underwriters' Laboratories of Canada (ULC)
 - .1 CAN/ULC-S102, Surface Burning Characteristics of Building Materials and Assemblies.
 - .2 CAN/ULC-S701, Thermal Insulation, Polystyrene, Boards and Pipe Covering.
 - .3 CAN/ULC-S702, Thermal Insulation, Mineral Fibre, for Buildings

- .4 CAN/ULC-S702.2, Thermal Insulation, Mineral Fibre, for Buildings, Part 2: Application Guidelines.

1.3 DEFINITIONS

- .1 For purposes of this section:
 - .1 "CONCEALED" - insulated mechanical services in suspended ceilings and non-accessible chases and furred-in spaces.
 - .2 "EXPOSED" - will mean "not concealed" as specified.
- .2 TIAC ss:
 - .1 CRF: Code Rectangular Finish.
 - .2 CPF: Code Piping Finish.

1.4 SUBMITTALS

- .1 Submittals: in accordance with Section 23 05 01 Common Work Results - Mechanical.
- .2 Product Data:
 - .1 Submit manufacturer's printed product literature, specifications and datasheet in accordance with Section 23 05 01 Common Work Results - Mechanical. Include product characteristics, performance criteria, and limitations.
 - .1 Submit one electronic copy of Workplace Hazardous Materials Information System (WHMIS) Material Safety Data Sheets (MSDS).
- .3 Shop Drawings:
 - .1 Submit shop drawings in accordance with Section 23 05 01 Common Work Results - Mechanical.

1.5 DELIVERY, STORAGE AND HANDLING

- .1 Packing, shipping, handling and unloading:
 - .1 Deliver, store and handle in accordance with manufacturer's written instructions and Section 23 05 01 Common Work Results - Mechanical.
 - .2 Deliver, store and handle materials in accordance with manufacturer's written instructions.
 - .3 Deliver materials to site in original factory packaging, labelled with manufacturer's name, address.
- .2 Storage and Protection:
 - .1 Protect from weather, construction traffic.
 - .2 Protect against damage.
 - .3 Store at temperatures and conditions required by manufacturer.

Part 2

Products

2.1 FIRE AND SMOKE RATING

- .1 In accordance with CAN/ULC-S102.
 - .1 Maximum flame spread rating: 25.
 - .2 Maximum smoke developed rating: 50.

2.2 INSULATION

- .1 Fiberglass:
 - .1 Rigid, moulded sectional pipe insulation made from inorganic glass fibers to CGSB 51-GP-9M with a factory applied all-service jacket to CGSB 51-GP-52M and self-sealing lap.
 - .2 Acceptable product: Knauf ASJ-SSL, Johns Manville and Manson Alley K APT.

2.3 INSULATION SECUREMENT

- .1 Tape: self-adhesive, aluminum, ULC listed for less than 25 flame spread and less than 50 smoke developed.
- .2 Contact adhesive: quick setting for seams and joints.
- .3 Canvas adhesive: washable .
- .4 Twine: jute or fibrous glass twine.
- .5 Bands: stainless steel, 19 mm wide, 0.5 mm thick.

2.4 CEMENT

- .1 Thermal insulating cement to CGSB 51-GP-6M, and finishing cement to CGSB 51-GP-7MP.

2.5 VAPOUR RETARDER LAP ADHESIVE

- .1 Water based, fire retardant type, compatible with insulation.

2.6 INDOOR VAPOUR RETARDER FINISH

- .1 Vinyl emulsion type acrylic, compatible with insulation.

2.7 JACKETS

- .1 Polyvinyl Chloride (PVC):
 - .1 One-piece moulded type and sheet to CAN/CGSB-51.53 with pre-formed shapes as required.
 - .2 Colours: White.
 - .3 Minimum service temperatures: -20 degrees C.
 - .4 Maximum service temperature: 65 degrees C.

- .5 Moisture vapour transmission: 0.02 perm.
- .6 Thickness: 0.5 mm.
- .7 Fastenings:
 - .1 Use solvent weld adhesive compatible with insulation to seal laps and joints.
 - .2 Tacks.
 - .3 Pressure sensitive vinyl tape of matching colour.

Part 3 Execution

3.1 MANUFACTURER'S INSTRUCTIONS

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

3.2 PRE-INSTALLATION REQUIREMENT

- .1 Pressure testing of piping systems and adjacent equipment to be complete, witnessed and certified.
- .2 Surfaces clean, dry, free from foreign material.

3.3 INSTALLATION

- .1 Apply materials in accordance with manufacturers instructions and this specification.
- .2 Use two layers with staggered joints when required nominal wall thickness exceeds 75 mm.
- .3 Maintain uninterrupted continuity and integrity of vapour retarder jacket and finishes.
 - .1 Install hangers, supports outside vapour retarder jacket.
- .4 Supports, Hangers:
 - .1 Apply high compressive strength insulation, suitable for service, at oversized saddles and shoes where insulation saddles have not been provided.

3.4 REMOVABLE, PRE-FABRICATED, INSULATION AND ENCLOSURES

- .1 Application: at valves and unions at equipment.
- .2 Design: to permit periodic removal and replacement without damage to adjacent insulation.
- .3 Insulation:
 - .1 Insulation, fastenings and finishes: same as system.
 - .2 Jacket: PVC.

3.5 PIPING INSULATION SCHEDULES

- .1 Includes valves, valve bonnets, strainers, flanges and fittings unless otherwise specified.
- .2 Thickness of insulation as listed in following table.
 - .1 Run-outs to individual units and equipment not exceeding 4000 mm long.
 - .2 Do not insulate exposed runouts to plumbing fixtures, chrome plated piping, valves, fittings.

Applica- tion	Temp degrees C	Pipe sizes (NPS) and insulation thickness (mm)					
		Run out	to 1	1 1/4 to 2	2 1/2 to 4	5 to 6	8 & over
Chilled Water	4 - 13	25	25	25	25	25	25
Cooling Coil cond. drain		25	25	25	25	25	25

- .3 Finishes:
 - .1 Exposed indoors: PVC jacket.
 - .2 Exposed in mechanical rooms: PVC jacket.

3.6 CLEANING

- .1 Upon completion and verification of performance of installation, remove surplus materials, excess materials, rubbish, tools and equipment.

END OF SECTION

Part 1 General

1.1 SUMMARY

- .1 Section Includes:
 - .1 Materials and installation for ductwork and accessories.

1.2 REFERENCES

- .1 Sheet Metal and Air Conditioning Contractors' National Association (SMACNA).
 - .1 SMACNA - HVAC Duct Construction Standards - Metal and Flexible, [95].

1.3 SUBMITTALS

- .1 Submit shop drawings in accordance with Section 23 05 01 – Common Work Results - Mechanical, for the following:
 - .1 Grilles and diffusers;

Part 2 Products

2.1 STEEL DUCTWORK

- .1 Prime quality galvanized sheet steel with metal gauges in accordance with SMACNA standards to suit the duct configuration and classification.

2.2 FLEXIBLE DUCTWORK – INSULATED

- .1 Flexmaster Triple Lock Type V U.L.C. listed flexible ductwork c/w a core of standard triple lock metal flexible ducting, factory supplied glass or mineral wool insulating blanket and an outer jacket of flexible PVC sheet.
- .2 Acceptable manufacturers are Flexmaster Ltd., Trans Continental Equipment Ltd., "Al-U-Flex", and Alpha Sheet Metal Co.

2.3 FLEXIBLE CONNECTIONS

- .1 Frame: galvanized sheet metal frame with fabric clenched by means of double locked seams.
- .2 Material:
 - .1 Fire resistant, self extinguishing, neoprene coated glass fabric, temperature rated at minus 40 degrees C to plus 90 degrees C, density of 1.3 kg/m².
- .3 Acceptable manufacturers are Duro-Dyne Ltd., "Durolon", Ventfabrics "Ventglas" and Elgen Engineering Ltd. "Neoprene".

2.4 GRILLES, REGISTERS & DIFFUSERS

- .1 Grilles, registers and diffusers of the type, size and arrangement as specified on the drawings.
- .2 Grilles, registers and diffusers shall be product of one manufacturer.
- .3 Catalogued or published ratings shall be those obtained from tests carried out by manufacturer or those ordered by him from independent testing agency signifying adherence to codes and standards.
- .4 Acceptable manufacturers are E.H. Price Ltd., Titus Ltd., Air Vector Ltd., Nailor Industries Inc., Krueger Manufacturing Co., Ruskin Air and Sound Control, Carnes.

Part 3 Execution

3.1 MANUFACTURER'S INSTRUCTIONS

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

3.2 INSTALLATION

- .1 Duct, Damper & Similar Formed Openings
 - .1 Duct openings, air inlet and outlet openings, fire damper openings, etc. will be provided in poured concrete work, masonry, drywall surfaces, etc., by the trade responsible for the particular construction in which the opening is required.
 - .2 Ensure that openings for fire dampers to 350 mm (14") high are sized to suit the damper arrangement with folding blade out of the air stream.
- .2 Fabrication & installation of Steel Ductwork
 - .1 Provide all required steel ductwork. Unless otherwise noted, all ductwork shall be constructed of galvanized steel.
 - .2 Carefully clean all ducts prior to installation. Temporarily cap ends of duct which are open and exposed during construction to prevent debris from entering the ductwork.
 - .3 Install ductwork which is to be insulated such that it has sufficient clearance to permit insulation to be applied continuously and unbroken around the duct except at fire barriers, in which case, terminate the insulation at each side of the fire barrier.
 - .4 Unless specifically noted otherwise, all duct, bends, elbows, transformations, branch fittings, etc. shall be fabricated, sealed and installed in accordance with the 1" water gauge (0.25 kPa) pressure class of the latest edition of SMACNA Hvac Duct Construction Standards.
- .3 Flexible Ductwork
 - .1 Install flexible ductwork where indicated.

- .2 Install flexible ducts as straight as possible, secure at each end with steel gear type clamps, and seal joints. Where bends are required, they shall be long radius.
- .3 Maximum length of flexible duct to be 3m (10').
- .4 Flexible Connections:
 - .1 Install in following locations:
 - .1 Inlets and outlets to supply air units and fans.
 - .2 As indicated.
 - .2 Length of connection: 150 mm.
 - .3 Minimum distance between metal parts when system in operation: 75 mm.
 - .4 Install in accordance with recommendations of SMACNA.
 - .5 When fan is running:
 - .1 Ducting on sides of flexible connection to be in alignment.
 - .2 Ensure slack material in flexible connection.
- .5 Grilles, Registers & Diffusers:
 - .1 Provide grilles and diffusers of the type, size and arrangement specified and shown on the drawings.
 - .2 Exactly locate grilles and diffusers to conform to the final architectural reflected ceiling plans and detailed wall elevations, and to conform to the final lighting, ceiling layout, ornamental and other wall treatment.
 - .3 Equip supply diffusers having a basic four-way or all round air pattern for operation in one (1), two (2) or three (3) way pattern where so directed on the drawings.
 - .4 Confirm finish of grilles, registers and diffusers prior to ordering.
- .6 Turning vanes:
 - .1 Install in accordance with recommendations of SMACNA and as indicated.

3.3 CLEANING

- .1 Upon completion and verification of performance of installation, remove surplus materials, excess materials, rubbish, tools and equipment.

END OF SECTION

1 REFERENCES

- .1 Perform all work to meet or exceed the requirements of the Canadian Electrical Code, CSA Standard C22.1 - (latest edition).
- .2 Consider CSA Electrical Bulletins in force at time of tender submission, while not identified and specified by number in this Division, to be forming part of related CSA Part II standard.
- .3 Do overhead and underground systems in accordance with CSA C22.3 except where specified otherwise.
- .4 Where requirements of this specification exceed those of above mentioned standards, this specification shall govern.
- .5 Notify the NRC Departmental Representative as soon as possible when requested to connect equipment supplied by NRC which is not CSA approved.
- .6 Refer to Sections 00 10 00 & 0015 45.

2 PERMITS AND FEES

- .1 Submit to Electrical Inspection Department and Supply Authority necessary number of drawings and specifications for examination and approval prior to commencement of work.
- .2 Pay all fees required for the performance of the work.

3 START-UP

- .1 Instruct the NRC Departmental Representative and operating personnel in the operation, care and maintenance of equipment supplied under this contract.

4 INSPECTION AND FEES

- .1 Furnish a Certificate of Acceptance from the Authorized Electrical Inspection Department on completion of work.
- .2 Request and obtain Special Inspection approval from the Authorized Electrical Inspection Department for any non-CSA approved control panels or other equipment fabricated by the contractor as part of this contract.
- .3 Pay all fees required for inspections.

5 FINISHES

- .1 Shop finish metal enclosure surfaces by removal of rust and scale, cleaning, application of rust resistant primer inside and outside, and at least two coats of finish enamel.
 - .1 Outdoor electrical equipment "equipment green" finish to EEMAC Y1-1-1955.
 - .2 Indoor switchgear and distribution enclosures light grey to EEMAC 2Y-1-1958.

- .2 Clean and touch up surfaces of shop-painted equipment scratched or marred during shipment or installation, to match original paint.

6 ACOUSTICAL PERFORMANCE

- .1 In general provide equipment producing minimal sound levels in accordance with the best and latest practices established by the electrical industry.
- .2 Do not install any device or equipment containing a magnetic flux path metallic core, such as gas discharge lamp ballasts, dimmers, solenoids, etc., which are found to produce a noise level exceeding that of comparable available equipment.

7 EQUIPMENT IDENTIFICATION

- .1 Identify with 3mm (1/8") Brother, P-Touch non-smearing tape, or an alternate approved by the NRC Departmental Representative, all electrical outlets shown on drawings and/or mentioned in the specifications. These are the lighting switches, recessed and surface mounted receptacles such as those in offices and service rooms and used to plug in office equipment, telecommunication equipment or small portable tools. Indicate only the source of power (Ex. for a receptacle fed from panel L32 circuit #1: "L32-1").
- .2 Light fixtures are the only exceptions for electrical equipment identification (except as noted in 7.13 below). They are not to be identified.
- .3 Identify with lamicoïd nameplates all electrical equipment shown on the drawings and/or mentioned in the specification such as motor control centers, switchgear, splitters, fused switches, isolation switches, motor starting switches, starters, panelboards, transformers, high voltage cables, industrial type receptacles, junction boxes, control panels, etc., regardless of whether or not the electrical equipment was furnished under this section of the specification.
- .4 Coordinate names of equipment and systems with other Divisions to ensure that names and numbers match.
- .5 Wording on lamicoïd nameplates to be approved by the NRC Departmental Representative prior to fabrication.
- .6 Provide two sets of lamicoïd nameplates for each piece of equipment; one in English and one in French.
- .7 Lamicoïd nameplates shall identify the equipment, the voltage characteristics and the power source for the equipment. Example: A new 120/240 volt single phase circuit breaker panelboard, L16, is fed from panelboard LD1 circuit 10.

"PANEL L16
120/240 V
FED FROM LD1-10"

PANNEAU L16
120/240 V
ALIMENTE PAR LD1-10

- .8 Provide warning labels for equipment fed from two or more sources - "DANGER MULTIPLE POWER FEED" black letters on a yellow background. These labels are available from NRC's Facilities Maintenance group in building M-19.
- .9 Lamicoïd nameplates shall be rigid lamicoïd, minimum 1.5 mm (1/16") thick with:
 - .1 Black letters engraved on a white background for normal power circuits.
 - .2 Black letters engraved on a yellow background for emergency power circuits.
 - .3 White letters engraved on a red background for fire alarm equipment.
- .10 For all interior lamicoïd nameplates, mount nameplates using two-sided tape.
- .11 For all exterior lamicoïd nameplates, mount nameplates using self-tapping 2.3 mm (3/32") dia. slot head screws - two per nameplate for nameplates under 75 mm (3") in height and a minimum of 4 for larger nameplates. Holes in lamicoïd nameplates to be 3.7 mm (3/16") diameter to allow for expansion of lamicoïd due to exterior conditions.
 - .1 No drilling is to be done on live equipment.
 - .2 Metal filings from drilling are to be vacuumed from the enclosure interiors.
- .12 All lamicoïd nameplates shall have a minimum border of 3 mm (1/8"). Characters shall be 9 mm (3/8") in size unless otherwise specified.
- .13 Identify lighting fixtures which are connected to emergency power with a label "EMERGENCY LIGHTING/ÉCLAIRAGE D'URGENCE", black letters on a yellow background. These labels are available from NRC's Facilities Maintenance group in building M-19.
- .14 Provide neatly typed updated circuit directories in a plastic holder on the inside door of new panelboards.
- .15 Carefully update panelboard circuit directories whenever adding, deleting, or modifying existing circuitry.

8 WIRING IDENTIFICATION

- .1 Unless otherwise specified, identify wiring with permanent indelible identifying markings, using either numbered or coloured plastic tapes on both ends of phase conductors of feeders and branch circuit wiring.
- .2 Maintain phase sequence and colour coding throughout.

9 CONDUIT AND CABLE IDENTIFICATION

- .1 All new conduits to be factory painted colour-coded EMT, type as follows:
 - .1 Fire alarm – red conduit
 - .2 Emergency power circuits – yellow conduit
 - .3 Voice/data – blue conduit
 - .4 Gas detection system – purple conduit
 - .5 Building Automation system – orange conduit
 - .6 Security system – green conduit

- .7 Control system – black conduit
- .2 Apply paint to the covers of junction boxes and condulets of existing conduits as follows:
 - .1 Fire alarm – red
 - .2 Emergency power circuits – yellow
 - .3 Voice/data – blue
 - .4 Gas detection system – purple
 - .5 Building Automation system – orange
 - .6 Security system – green
 - .7 Control system - black
- .3 For system running with cable, half-lap wrap with dedicated colored PVC tape to 100 mm width, tape every 5 m and both sides where cable penetrates a wall.
- .4 All other systems need not be coloured.

10 MANUFACTURER'S & APPROVALS LABELS

- .1 Ensure that manufacturer's registration plates are properly affixed to all apparatus showing the size, name of equipment, serial number, and all information usually provided, including voltage, cycle, phase and the name and address of the manufacturer.
- .2 Do not paint over registration plates or approval labels. Leave openings through insulation for viewing the plates. Contractor's or sub-contractor's nameplate not acceptable.

11 WARNING SIGNS AND PROTECTION

- .1 Provide warning signs, as specified or to meet requirements of Authorized Electrical Inspection Department and NRC Departmental Representative.
- .2 Accept the responsibility to protect those working on the project from any physical danger due to exposed live equipment such as panel mains, outlet wiring, etc. Shield and mark all live parts with the appropriate voltage. Caution notices shall be worded in both English and French.

12 LOAD BALANCE

- .1 Measure phase current to new panelboards with normal loads operating at time of acceptance. Adjust branch circuit connections as required to obtain best balance of current between phases and record changes, and revise panelboard schedules.
- .2 Measure phase voltages at loads and adjust transformer taps to within 2% of rated voltage of equipment.

13 GROUNDING

- .1 Thoroughly ground all electrical equipment, cabinets, metal supporting frames, ventilating ducts and other apparatus where grounding is required in accordance with the requirements of the latest edition of the Canadian Electrical Code Part 1, C.S.A. C22.1

and corresponding Provincial and Municipal regulations. Do not depend upon conduits to provide the ground circuits.

- .2 Run separate green insulated stranded copper grounding conductors in all electrical conduits including those feeding toggle switches and receptacles.

14 TESTS

- .1 Provide any materials, equipment and labour required and make such tests deemed necessary to show proper execution of this work, in the presence of the NRC Departmental Representative.
- .2 Correct any defects or deficiencies discovered in the work in an approved manner at no additional expense to the Owner.
- .3 Megger all branch circuits and feeders using a 600V tester for 240V circuits and a 1000V tester for 600V circuits. If the resistance to ground is less than permitted by Table 24 of the Code, consider such circuits defective and do not energize.
- .4 The final approval of insulation between conductors and ground, and the efficiency of the grounding system is left to the discretion of the local Electrical Inspection Department.

15 COORDINATION OF PROTECTIVE DEVICES

- .1 Ensure circuit protective devices such as overcurrent trips, fuses, are installed to values and settings as indicated on the Drawings.

16 WORK ON LIVE EQUIPMENT & PANELS

- .1 NRC requires that work be performed on non-energized equipment, installation, conductors and power panels. For purposes of quotation assume that all work is to be done after normal working hours and that equipment, installation, conductors and power panels are to be de-energized when worked upon.

END OF SECTION

Part 1 General

1.1 RELATED WORK SPECIFIED ELSEWHERE

- .1 Common Work Results - Electrical Section 26 05 00

1.2 MATERIALS

- .1 Provide only new equipment and materials, without blemish or defect, bearing Canadian Standards Association or Authorized Electrical Inspection Department labels, and subject to the approval of the NRC Departmental Representative.
- .2 After a contract is awarded, utilize alternative methods and/or materials only after receiving the NRC Departmental Representative's approval.

Part 2 Products

2.1 BUILDING WIRES AND GENERAL REQUIREMENTS

- .1 Conductor material for branch circuit wiring and grounding:
 - .1 Stranded copper.
 - .2 Neutral wire: continuous throughout its length without breaks.
 - .3 Separate insulated green grounding conductors in all electrical conduits.
 - .4 All wire and cable insulation shall meet the C.S.A. Standards for the types and services hereinafter specified. Colours as per section 4-036 of Electrical Code.
 - .5 Where otherwise specified, use wire and cable types as follows:
 - .1 Type R90 XLPE cross-link polyethylene stranded for applications using wires sized No. 8 and larger.
 - .2 Type T90 stranded for applications using wires sized No. 10 and smaller.
 - .3 For fire alarm wiring refer to Section 283100.
 - .4 Approved heat resistant wire for wiring through and at lighting and heating fixtures. Where insulation types are shown on the drawings other types shall not be used unless the specification is more restrictive.
 - .6 Use BX cable only under the following conditions:
 - .1 Wiring from a junction box to a recessed lighting fixture in suspended ceilings. Cable length not to exceed 1.5 m (5'), or
 - .2 Wiring or switches or 15 amp receptacles in partitions having removable wall panels, or
 - .3 When specifically called for on drawings.
 - .7 Use stranded wire no smaller than No. 12 AWG for lighting and power and no smaller than No. 16 AWG for control wiring.
 - .8 Conductors shall be soft copper properly refined and tinned having a minimum conductivity of 98%.

Part 3 Execution

3.1 BUILDING WIRES

- .1 Install building wires as follows:
 - .1 Make joints, taps and splices in approved boxes with solderless connectors. Joints and/or splices are not acceptable inside a panelboard.
 - .2 Ensure the lugs accommodate all the strands of the conductor.
 - .3 Replace any wire or cable showing evidence of mechanical injury.
 - .4 Use No. 10 AWG for branch circuit wiring extending more than 30 m (100 ft.) to farthest outlet from panel.
 - .5 Circuit numbers indicated on the drawing are intended as a guide for the proper connection of multi-wire circuits at the panel.
 - .6 Take care to keep the conductors free from twisting.
 - .7 Use an approved lubricant for pulling in conduit.
 - .8 Leave sufficient slack on all runs to permit proper splicing and connection of electrical devices.
 - .9 Branch circuit wiring of 120 volt applications to be multi-wire utilizing common neutrals. Under no condition shall any switch break a neutral conductor.
 - .10 Provide and install an approved fire- retardant wrap or coating for PVC jacketed cables installed in a grouped configuration of two or more.

END OF SECTION

Part 1 General

1.1 RELATED WORK SPECIFIED ELSEWHERE

- .1 Common Work Results - Electrical Section 26 05 00

1.2 MATERIALS

- .1 Provide only new equipment and materials, without blemish or defect, bearing Canadian Standards Association or Authorized Electrical Inspection Department labels, and subject to the approval of the NRC Departmental Representative.
- .2 After a contract is awarded, utilize alternative methods and/or materials only after receiving the NRC Departmental Representative's approval.

Part 2 Products

2.1 WIRE AND BOX CONNECTORS

- .1 Pressure type wire connectors sized to fit conductors.

2.2 WIRING TERMINATIONS

- .1 Provide first grade wire and cable connectors suitable for the service on which they are used and install them in accordance with the latest trade practice.
- .2 Provide high quality extruded copper-free aluminium (0.4% or less) connectors for single and multi conductor cable. Steel and then zinc plated connectors for multi conductor cables.
- .3 When used in hazardous area, connectors should be certified for such location in Class, Division and Group.
- .4 For large conductor sizes, use bolted or compression solderless type connectors.
- .5 Use high temperature connectors and insulation on all connections of high temperature conductors.
- .6 Where connector types are called for on the drawings or in the specification, do not use other types.
- .7 Lugs, terminals, screws used for termination of wiring to be suitable for copper conductors.
- .8 For fire alarm wiring refer to Section 28 31 00.

Part 3 Execution

3.1 INSTALLATION

- .1 Install stress cones, terminations, and splices in accordance with manufacturer's instructions.
- .2 Bond and ground as required [to CSA C22.2No.41].

END OF SECTION

Part 1 General

1.1 RELATED WORK SPECIFIED ELSEWHERE

- .1 Common Work Results - Electrical Section 26 05 00

1.2 MATERIALS

- .1 Provide only new equipment and materials, without blemish or defect, bearing Canadian Standards Association or Authorized Electrical Inspection Department labels, and subject to the approval of the NRC Departmental Representative.
- .2 After a contract is awarded, utilize alternative methods and/or materials only after receiving the NRC Departmental Representative's approval.

Part 2 Products

2.1 FITTINGS

- .1 Fittings: manufactured for use with conduit specified. Coating: same as conduit.
- .2 Steel coupling for EMT.
- .3 Fittings for liquid-tight flexible conduits shall be liquid-tight connectors.
- .4 Provide expansion couplings for all conduits running in slabs through expansion joints. These shall be the type approved for use in concrete with a bonding conductor.
- .5 Factory bends are not permitted to be modified. Ensure conduit bends other than factory bends are made with an approved bender. Making offsets and other bends by cutting and rejoining factory bends are not permitted.

2.2 OUTLET BOXES

- .1 Size boxes in accordance with CSA-C22.
- .2 Unless otherwise specified, provide galvanized steel outlet boxes at least 40mm (1-1/2") deep, single or ganged style, of proper size to accommodate devices used and shall be equipped with covers as necessary of the type designed for the specified fittings. Pull boxes shall be steel and shall be galvanized or painted to prevent rusting. For lighting fixture outlets, use 100mm (4") octagon boxes.
- .3 Equip with plaster rings for flush mounting devices in finished walls.
- .4 Blank cover plates for boxes without wiring devices.
- .5 Equip with centre fixture studs for light fixtures.
- .6 Use cast boxes where indicated and for surface mounted wiring. In areas above hung ceilings where appearance is not significant, pressed steel surface boxes may be used.

- .7 Supply all outlet boxes and pull boxes sized according to code requirements unless specified otherwise on the drawings.

2.3 SUPPORT HARDWARE

- .1 Use 10mm (3/8") threaded rod for suspended unistrut and conduit.
- .2 Unless otherwise specified, use 41mm x 41mm (1-5/8" x 1-5/8") galvanized steel unistrut for conduit support systems.

Part 3 Execution

3.1 INSTALLATION

- .1 Install outlet boxes as follows:
- .1 Support boxes independently of connecting conduits.
 - .2 Make necessary mounting adjustments to the outlet to match interior finish.
 - .3 Fill boxes with paper, sponges or foam or similar approved material to prevent entry of construction material.
 - .4 Where more than one conduit enters a switch or receptacle box on the same side, provide a 100mm (4") minimum square box with a suitable plaster ring.
 - .5 Location and appearance to be to the NRC Departmental Representative's approval.

END OF SECTION

Part 1 General

1.1 RELATED WORK SPECIFIED ELSEWHERE

- .1 Common Work Results - Electrical Section 26 05 00

1.2 MATERIALS

- .1 Provide only new equipment and materials, without blemish or defect, bearing Canadian Standards Association or Authorized Electrical Inspection Department labels, and subject to the approval of the NRC Departmental Representative.
- .2 After a contract is awarded, utilize alternative methods and/or materials only after receiving the NRC Departmental Representative's approval.

Part 2 Products

2.1 RACEWAYS

- .1 Conduit:
 - .1 Each length of conduit to be new and bear the CSA Stamp of Approval.
 - .2 Conduit, unless otherwise noted, to be EMT, no smaller than 16mm (1/2").
 - .3 Conduit to be coloured as required for systems described in section 260500.9.
- .2 Bushings and Connectors:
 - .1 Insulated type, with the insulation an integral part of the fitting.
- .3 Conduit Fastening:
 - .1 One hole malleable iron straps to secure surface conduits. Two hole straps for conduits larger than 50mm (2").
 - .2 Beam clamps to secure conduits to exposed steel work.
 - .3 Channel type supports for two or more conduits.
- .4 Pull Cord:
 - .1 Polypropylene cord in empty conduit.
- .5 Unless specifically called for on the drawings, do not use flexible conduits but it is recognized that there may be applications where this material will be useful, such as equipment connections, etc. In such cases, obtain permission for its use from the NRC Departmental Representative. For tender purposes, assume that flexible conduits will not be permitted unless specifically called for on the drawings or equipment specifications. All flexible conduits for vapour-tight applications shall be liquid-tight flexible conduits (seal-tight).
- .6 Provide expansion couplings for all conduits running in slabs through expansion joints. These shall be the type approved for use in concrete with a bonding conductor.

2.2 SUPPORT HARDWARE

- .1 Use 10mm (3/8") threaded rod for suspended unistrut and conduit.
- .2 Unless otherwise specified, use 41mm x 41mm (1-5/8" x 1-5/8") galvanized steel unistrut for conduit support systems.

Part 3 Execution

3.1 RACEWAYS

- .1 Install raceways as follows:
 - .1 Rigidly supported.
 - .2 Workmanlike manner.
 - .3 Maintain maximum headroom.
 - .4 Concealed in finished area.
 - .5 Surface-mounted in open area.
 - .6 Do not pass conduits through structural members except as indicated.
 - .7 Parallel to or at right angles to the building lines.
 - .8 Thoroughly ream all conduits at ends and terminate with appropriate locknuts and bushings.
 - .9 Cause minimum interference in spaces through which they pass.
 - .10 Plug or cap conduit during construction to protect from dust, dirt or water.
 - .11 Unless specifically indicated on drawings or with the permission of the NRC Departmental Representative, do not cast conduits in concrete.
 - .12 Dry conduits out before installing wire.
 - .13 Mechanically bend steel conduit larger than 22 mm (3/4") diameter. Bend conduit cold.
 - .14 Do not cut or modify prefabricated bends.
 - .15 PVC conduit as indicated.
 - .16 Function and appearance to be to the NRC Departmental Representative's approval.
 - .17 Seal conduit and cable openings in fire- rated walls and floors with an approved fire stop material.
 - .18 Seal conduit and cable openings in exterior walls with a weatherproof silicone sealant.
 - .19 Paint exposed conduits and boxes to match existing wall / ceiling except the colored EMT specified in 260500.

END OF SECTION

Part 1 General

1.1 SHOP DRAWINGS AND PRODUCT DATA

- .1 Submit shop drawings and product data in accordance with Section 00 10 00.
- .2 Submit stamped engineered drawings for structures supporting transformers on walls or other structures other than the floor.
- .3 Prior to any installation of circuit breakers in either a new or existing installation, Contractor must submit three (3) copies of a certificate of origin, from the manufacturer, duly signed by the factory and the local manufacturer's representative, certifying that all circuit breakers come from this manufacturer, they are new and they meet standards and regulations. These certificates must be submitted to the Departmental Representative for approval.
 - .1 The above applies to all breakers rated above 240V.
 - .2 The above applied to all breakers rated up to 240V and 100A or more.
- .4 A delay in the production of the certificate of origin won't justify any extension of the contract and additional compensation.
- .5 Any work of manufacturing, assembly or installation should begin only after acceptance of the certificate of origin by Departmental Representative. Unless complying with this requirement, Departmental Representative reserves the right to mandate the manufacturer listed on circuit breakers to authenticate all new circuit breakers under the contract at the Contractor's expense.
- .6 In general, the certificate of origin must contain:
 - .1 The name and address of the manufacturer and the person responsible for authentication. The responsible person must sign and date the certificate;
 - .2 The name and address of the licensed dealer and the person of the distributor responsible for the Contractor's account.
 - .3 The name and address of the Contractor and the person responsible for the project.
 - .4 The name and address of the local manufacturer's representative. The local representative must sign and date the certificate.
 - .5 The name and address of the building where circuit breakers will be installed:
 - .1 Project title.
 - .2 End user's reference number.
 - .3 The list of circuit breakers.

1.2 IDENTIFICATION

- .1 Identification as per Section 26 05 00.

Part 2 Products

2.1 MOULDED CASE CIRCUIT BREAKER

- .1 Thermal-magnetic moulded case circuit breakers, quick-make, quick-break type, for manual and automatic operation with temperature compensation for 40°C ambient.
- .2 Common-trip breakers with single handle for multiple applications.
- .3 All new 120V to 600V circuit breakers installed on this project are to include the handle accessory, "Handle Padlock Attachment", which locks breakers on or off.
- .4 Magnetic instantaneous trip elements in circuit breakers, to operate only when the value of current reaches 10 times their setting.
- .5 Circuit breaker and panel to be of same manufacturer.

 Circuit breakers minimum rating: 10K for 120/240V and 25K for 600/347V or greater if indicated.
- .6 Electronic trip unit as indicated by drawing.

 LI: long time and instantaneous

 LSI: long time, short time and instantaneous

 LSIG: long time, short time , instantaneous and grounding

 A: with Ammeter

 E: with energy meter
- .7 Trip units setting keypad or dials should be accessible, apply short filler only.
- .8 Standard of acceptance: Square D.

Part 3 Execution

3.1 MOULDED CASE CIRCUIT BREAKERS

- .1 Install circuit breakers as indicated.

END OF SECTION

Part 1 General

1.1 RELATED WORK

- .1 Motors and controls to Sections 26 22 19, 26 29 03 & 26 29 10.

1.2 MATERIALS

- .1 Provide only new equipment and materials, without blemish or defect, bearing Canadian Standards Association or Authorized Electrical Inspection Department labels, and subject to the approval of the NRC Departmental Representative.
- .2 After a contract is awarded, utilize alternative methods and/or materials only after receiving the NRC Departmental Representative's approval.

1.3 SHOP DRAWINGS AND PRODUCT DATA

- .1 Submit shop drawings and product data in accordance with Section 01 00 10.

1.4 IDENTIFICATION

- .1 Identification as per Section 26 05 00.

Part 2 Products

2.1 WIRING DEVICES

- .1 Switches:
 - .1 Specification grade, shallow body, designed to withstand connected loads CSA C22.2 No. 55.
 - .2 Number of poles as indicated.
 - .3 Captive mounting screws, quiet safe mechanical action with rust-proofed mounting strap and silver alloy contact points.
 - .4 Toggle actuated, colour white unless otherwise indicated.
 - .5 Brass screw terminals rated 20 AMP at rated volt.
 - .6 Standard of acceptance: Hubbell, Leviton.
- .2 LED Dimming Switches:
 - .1 0-10VDC, electronic, suitable for use with installed light fixture.
 - .2 Rated for 1200W.
 - .3 Suitable for use in "3-way" configuration where indicated.
 - .4 Standard of acceptance:
 - .1 Philips SR1200ZTUNV.
 - .2 3-way style to be Philips SR3W.
- .3 Receptacles:

- .1 Duplex type, CSA type 5-15R, 125 volt, 15A, U ground, specification grade with the following features:
 - .1 Flush type with parallel blade slots.
 - .2 Double-wiping contacts.
 - .3 Double-grounding terminals.
 - .4 Break-off feature for separate feeds.
 - .5 One piece body, colour white unless otherwise indicated.
- .2 Special receptacles with ampacity and voltage as indicated.
- .3 Receptacles of one manufacturer throughout the project.
- .4 USB Charger receptacle:
 - .1 Duplex receptacle, CSA type 5-15R, 125V, U ground.
 - .2 Decora tamper-resistant.
 - .3 Two 3.6A, 5VDC, 2.0 type A USB chargers.
 - .4 Color white.
 - .5 Standard of acceptance Leviton T5632-W.
- .5 Cover Plates:
 - .1 Cover plates for wiring devices.
 - .2 Smooth white plastic for wiring devices mounted in flush-mounted outlet box.
 - .3 Sheet metal cover plates for wiring devices mounted in surface-mounted outlet box.
 - .4 Weatherproof covers to be die case aluminum. Standard of acceptance: Hubbell WPFS26.
 - .5 Multi-outlet covers as indicated.
- .6 Splitters, Junction Boxes & Cabinets:
 - .1 Sheet metal enclosure, welded corners and formed cover, provided as required.

Part 3 Execution

3.1 LOCATION OF OUTLETS

- .1 The number and general location of outlets for lighting, power, telephones, etc., are to be as shown on the drawings. Install all outlets accurately and uniformly with respect to building details. When centering outlets, make allowance for overhead pipes, ducts, etc. and for variations in wall or ceiling finish, window trim, etc. Reinstall incorrectly installed outlets at no cost to the Owner. Make field power and control connections as indicated.
- .2 The location of all outlets as shown on the plans are approximate and are subject to change, up to 3m (10') without extra cost or credit provided the information is given prior to the installation of the outlet.

- .3 Unless otherwise specified, locate light switches on latch side of doors. Determine the direction of all door swings from the architectural drawings or on site, not from the electrical drawings.
- .4 While the switch is installed on the door swing side, carefully locate the light switch so it is not end up behind the door when door is open.

3.2 MOUNTING HEIGHTS

- .1 Mounting height of equipment is from finished floor to centreline of equipment unless specified or indicated otherwise.
- .2 If mounting height of equipment is not indicated verify before proceeding with installation.
- .3 Generally, locate outlets as follows: (except those otherwise shown on the drawings):
 - .1 Local switches 1.2m (3'-11") to centreline.
 - .2 Wall receptacles 400mm (1'-4") to centreline.
 - .3 Clock receptacles 2.4m (8'-0") to centreline.
 - .4 Lighting panels 1.8m (6'-0") to top.
 - .5 Telephone and data communications outlet 400mm (1'-4") to centreline.
 - .6 Fan coil speed control switch 1.2m (3'-11") to centreline.

3.3 WIRING DEVICES

- .1 Install wiring devices as follows:
 - .1 Where more than one local device is shown at one location, they are to be set under one cover plate.
 - .2 Install single throw switches with handle in "up" position when switch closed.
 - .3 Devices in gang type outlet box when more than one device is required in one location.
 - .4 Protect stainless steel cover plate finish with paper or plastic film until painting and other work is finished.
 - .5 Do not use cover plates meant for flush outlet boxes on surface-mounted boxes.
 - .6 Install metal barriers where required.
 - .7 Remove insulation carefully from ends of conductors and connect wiring as required.
 - .8 Bond and ground as required.

3.4 SPLITTERS AND DEVICES

- .1 Installation of splitters, junction boxes, pull boxes & cabinets as follows:
 - .1 Mount plumb, true and square to the building lines.
 - .2 Install in inconspicuous but accessible locations.

- .3 Install pull boxes so as not to exceed 30 m (100') of conduit run between boxes or as indicated.

END OF SECTION

Part 1 General

1.1 RELATED WORK SPECIFIED ELSEWHERE

- .1 Common Work Results - Electrical Section 26 05 00

1.2 MATERIALS

- .1 Provide only new equipment and materials, without blemish or defect, bearing Canadian Standards Association or Authorized Electrical Inspection Department labels, and subject to the approval of the NRC Departmental Representative.
- .2 After a contract is awarded, utilize alternative methods and/or materials only after receiving the NRC Departmental Representative's approval.

1.3 SHOP DRAWINGS AND PRODUCT DATA

- .1 Submit shop drawings and product data in accordance with Section 001000.
- .2 Submit complete photometric data prepared by independent testing laboratory for luminaires where specified, for review by NRC Departmental Representative.

Part 2 Products

2.1 FINISHES

- .1 Baked enamel finish.
 - .1 Metal surfaces of luminaire housing and reflectors finished with high gloss powder coated baked enamel applied after fabrication to give smooth uniform appearance, free from pinholes or defects.

2.2 METAL SURFACES

- .1 Metal surfaces to be minimum 20 gauge steel.

2.3 LIGHT CONTROL DEVICES

- .1 All luminaire lenses to be injection moulded clear virgin acrylic unless otherwise noted.

2.4 LUMINAIRES

- .1 LED
 - .1 Type 1:
 - .1 120V 610mm x 1220mm, 40W-43W, suitable for recessed mounting in T-bar ceiling.
 - .2 Rigid die embossed steel housing, 100mm deep, powder coated housing.
 - .3 5-year warranty.
 - .4 Removable LED boards and driver for ease of service/replacement.

- .5 0-10V DC dimming.
- .6 Rated to deliver L80 performance for 50,000 hours.
- .7 4000k colour temperature, minimum 4000 Lumen output.
- .8 Standard of acceptance: Philips 2AVE-G-43L-840-4-ACR-UNV-DIM.
- .2 Type 2:
 - .1 round shape, surface mounted LED down light.
 - .2 120V, 7" round, 14.2W, suitable for damp location.
 - .3 One piece plastic flange. Applied aluminum.
 - .4 Factory wired electronic integral class 2 driver.
 - .5 5-year warranty.
 - .6 Rated to deliver L80 performance for 50,000 hours.
 - .7 4000k colour temperature, minimum 750 lumen output.
 - .8 Standard of acceptance: Philips S7R8040K10AL.

Part 3 Execution

3.1 INSTALLATION

- .1 Supply and install all lighting fixtures complete with lamps, switches, supports, etc., to provide a complete working lighting system.
- .2 Locate and install luminaires as indicated.

3.2 LUMINAIRE SUPPORTS

- .1 For suspended ceiling installations support each luminaire, including exit lights and pot lights, independently of the ceiling support system with separate chains at each end. No. 80 steel sash chain minimum.
- .2 Unless otherwise specified support fluorescent luminaires mounted in continuous rows once every 3.6 m (12').

3.3 WIRING

- .1 Connect luminaires to lighting circuits directly for exit fixtures and exterior floodlights.

3.4 LUMINAIRE ALIGNMENT

- .1 Align luminaires mounted in continuous rows to form a straight uninterrupted line.
- .2 Align luminaires mounted individually parallel or perpendicular to building grid lines as shown on drawing.

END OF SECTION

Part 1 General

1.1 RELATED WORK SPECIFIED ELSEWHERE

- .1 Common Work Results - Electrical Section 26 05 00

1.2 MATERIALS

- .1 Provide only new equipment and materials, without blemish or defect, bearing Canadian Standards Association or Authorized Electrical Inspection Department labels, and subject to the approval of the NRC Departmental Representative.
- .2 After a contract is awarded, utilize alternative methods and/or materials only after receiving the NRC Departmental Representative's approval.

1.3 SHOP DRAWINGS AND PRODUCT DATA

- .1 Submit shop drawings and product data in accordance with Section 00 10 00.

1.4 SCOPE OF WORK

- .1 Supply and install all required material, equipment and labour to provide the fire alarm changes and additions as shown on the drawings and indicated by this section of the specification.

1.5 CONTRACTOR QULIFICATION

- .1 The contractor must ensure the supervisor, site foreman and electrician working on site hold valid fire alarm certificate.

1.6 REFERENCES

- .1 Government of Canada
 - .1 TB OSH Chapter 3-03, [latest edition], Treasury Board of Canada, Occupational Safety and Health, Chapter 3-03, Standard for Fire protection Electronic Data Processing Equipment.
 - .2 TB OSH Chapter 3-04, [latest edition], Treasury Board of Canada, Occupational Safety and Health, Chapter 3-04, Standard for Fire Alarm Systems.
- .2 Treasury Board: Fire Protection Standard effective April 1, 2010
- .3 Health Canada/Workplace Hazardous Materials Information System (WHMIS)
 - .1 Material Safety Data Sheets (MSDS).
- .4 Underwriter's Laboratories of Canada (ULC)
 - .1 CAN/ULC-S524-[latest edition], Standard for the Installation of Fire Alarm Systems.
 - .2 CAN/ULC-S525-[latest edition], Audible Signal Device for Fire Alarm Systems.
 - .3 CAN/ULC-S526-[latest edition], Visual Signal Devices for Fire Alarm Systems.

- .4 CAN/ULC-S527-[latest edition], Control Units.
- .5 CAN/ULC-S528-[latest edition], Manual Pull Stations for Fire Alarm Systems.
- .6 CAN/ULC-S529-[latest edition], Smoke Detectors for Fire Alarm Systems.
- .7 CAN/ULC-S530-[latest edition], Heat Actuated Fire Detectors for Fire Alarm Systems.
- .8 CAN/ULC-S531-[latest edition], Standard for Smoke Alarms.
- .9 CAN/ULC-S536-S537-[latest edition], Burglar and Fire Alarm Systems and Components.
- .5 National Fire Protection Agency
 - .1 NFPA 72-[latest edition], National Fire Alarm Code.
 - .2 NFPA 90A-[latest edition], Installation of Air Conditioning and Ventilating Systems.

Part 2 Products

2.1 CONDUIT AND WIRING

- .1 Raceway to be 21mm EMT unless indicated otherwise on the drawings. Wiring between junction box on underside of slab and heat detector junction box in T-bar ceiling to be 21mm flexible conduit.
- .2 All wiring is to be colour coded to match existing system and is to be of stranded copper.
- .3 Zone wiring is to be #16 TEW colour coded stranded copper.
- .4 Signal wiring to be sized to take into account voltage drop and is not to be smaller than #12 TW colour coded stranded copper.
- .5 All fire alarm trouble and alarm zone wiring to be class "A" using #16 TEW colour coded stranded copper wire, and in accordance with manufacturer's requirements. Connect two red and two zone colour wires to each device. If the colour coding is not given on drawings, coding will be provided after contract is awarded.
- .6 Run all four zone or signal circuit wires in the same conduit (i.e. Do not install only two of the four zone wires in a conduit - all four zone wires must be in each conduit.)
- .7 All signal circuit wiring to be class "A" using 4#16 TW (or larger) colour coded stranded copper wires. Where series 6 VAC series bells are used, two #12 TW colour coded stranded copper wires are to be used and the bells are to be connected in series.

Part 3 Execution

3.1 MOUNTING OF EQUIPMENT

- .1 Recess mount equipment in all areas except where specified in unfinished areas.
 - .1 Fire alarm stations 1.2m (3'-11") to centreline.
 - .2 Fire alarm bells 2.1m (7'-0") to centreline.

- .2 Mounting heights from floor level to centerline of equipment are as follows:
 - .1 Fire alarm stations 1.2m (3'-11") to centreline.
 - .2 Fire alarm bells, horns, strobes 2.1m (7'-0") to centreline.

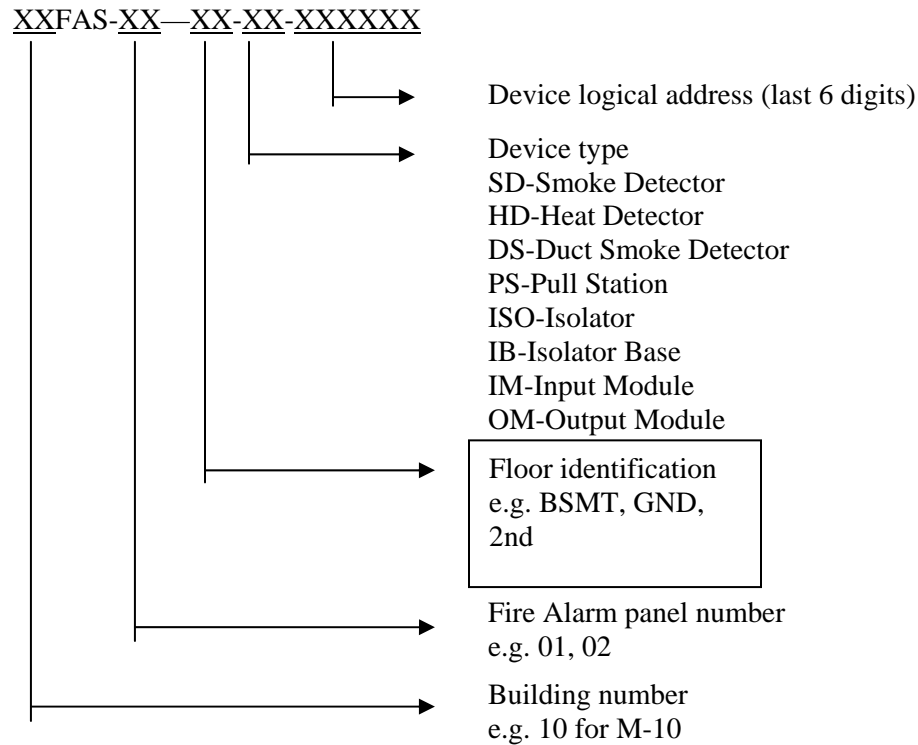
3.2 CONDUIT AND WIRING

- .1 All conduit to include a #16 TW stranded copper green ground wire.
- .2 Use only uninsulated ring-type STA-KON lugs on screw connections.
- .3 Run conduit tight along underside of ceiling slab or roof deck, unless noted otherwise on drawings.
- .4 In rooms having false ceilings, each fire detection device is to have one junction box secured to the underside of the ceiling slab or roof deck and another firmly supported to the false ceiling tile. The junction box connected to the fire alarm device is not to be used as a raceway for connection to other devices. All splices and routing to other fire alarm devices is to be from the junction box mounted on the underside of the ceiling slab or roof deck.
- .5 Use Tee bar electrical box hangers (Caddy #51224 for 610mm T-bar spacing) to mount heat detectors on T-bar ceiling tiles.
- .6 Install a maximum of 1.5 m (5'-0") 3/4" (21mm) flexible conduit where a heat detector is installed on T-bar ceiling tiles. This is to allow the ceiling tile, having the device, to be shifted two feet either direction for access above the ceiling.
- .7 Leave 6 inch loops of wire in all junction boxes.
- .8 For new installations, no splicing of wires is to be made.
- .9 For renovations, splices may be made in junction boxes other than those at heat detectors after receiving approval of the NRC Departmental Representative. All splices must be soldered and taped.
- .10 Upon awarding of the contract, the NRC Departmental Representative shall provide the contractor with the standard wiring diagram for detection devices, A-7481.
- .11 Prior to installing raceways, submit to the NRC Departmental Representative a proposed method and layout of conduit for approval.

3.3 EQUIPMENT IDENTIFICATION

- .1 Label each manual alarm station and each audible signal device with its unique identification number as per drawings. Use lamicoïd nameplates as per Section 26 05 00.
- .2 Label each initiating device use P-Touch type as per Section 26 05 00. Devices are to be numbered per the format shown below.

Example M-10 fire alarm #1 Heat detector 000001
10FAS-01-GND-HD-000001



- .3 Refer to 26 05 00 for fire alarm conduit color coding.
- .4 Label wires as per drawing and as per Section. 26 05 00.
- .5 Update remote annunciator panels and fire alarm panel zone directories if new zones are added to the system.

3.4 SCHEDULING OF SHUTDOWNS

- .1 Make written shutdown request to the NRC Departmental Representative at least 48 hours in advance. Acceptance of shutdown request will be determined by the NRC Departmental Representative based on building user needs. Fire alarm systems are to be shut down by NRC staff only. **Contractor is not to shutdown system on their own.**

3.5 INTEGRATION INTO SYSTEM MONITORING AT BUILDING M-1

Presently all NRC buildings in Ottawa report back their fire alarm status to the M1 building central monitoring station. The monitoring station consists of a computer graphics terminal showing building layouts of each building, and is linked on an internal NRC network. The new fire alarm system under this contract must communicate all addressable input points to the existing computer graphics monitoring station, Fireworks by Chubb Edwards. All required modifications to the existing Fireworks station are to be included in this tender.

- .1 Conventional (non-addressable) devices:

- .1 Integrate any new zones installed as part of this project into the monitoring system at building M-1. This is to be done by factory trained technician.
- .2 Remove from the monitoring system at building M-1 any zones removed as part of this project.
- .3 Make appropriate changes to the monitoring system at building M-1 to reflect any zone location changes as appropriate.
- .4 All work on the monitoring system at building M-1 is to be done by factory trained technician.

3.6 ACCEPTANCE TEST

- .1 Perform tests in accordance with the latest regulations and in the presence of the NRC Departmental Representative and the representative of the regulating authority.
- .2 Test each device and alarm circuit to ensure manual alarm stations, thermal and smoke detectors transmit alarms to control panel and actuate alarm.
- .3 Check annunciator panels to ensure that the correct zones are activated.
- .4 Simulate grounds and breaks on alarm and signalling circuits to ensure proper operation of trouble signals.
- .5 Record amperage drawn by audible signal device circuits if new audible signal devices have been added to the circuit.
- .6 Give the NRC Departmental Representative one set of marked in red prints labelled "As Built".
- .7 Provide the NRC Departmental Representative with a letter of verification from the manufacturer of the equipment stating that the equipment supplied under this contract has been installed as per the latest CAN/ULC S537 and CAN/ULC-S524 standards and as per the latest edition of the Ontario Building Code.
- .8 For new fire alarm systems provide the NRC Departmental Representative with a certificate of verification stating that the equipment has been installed as per the latest CAN/ULC-S537 and CAN/ULC-S524 standards and as per the latest edition of the National Building Code.

END OF SECTION



TP1 Amount Payable – General

1.1 Subject to any other provisions of the contract, Her Majesty shall pay the Contractor, at the times and in the manner hereinafter set out, the amount by which

1.1.1 the aggregate of the amounts described in TP2 exceeds

1.1.2 the aggregate of the amounts described in TP3

and the Contractor shall accept that amount as payment in full satisfaction for everything furnished and done by him in respect of the work to which the payment relates.

TP2 Amounts Payable to the Contractor

2.1 The amounts referred to in TP1.1.1 are the aggregate of

2.1.1 the amounts referred to in the Articles of Agreement, and

2.1.2 the amounts, if any, that are payable to the Contractor pursuant to the General Conditions.

TP3 Amounts Payable to Her Majesty

3.1 The amounts referred to in TP1.1.2 are the aggregate of the amounts, in any, that the Contractor is liable to pay Her Majesty pursuant to the contract.

3.2 When making any payments to the Contractor, the failure of Her Majesty to deduct an amount referred to in TP3.1 from an amount referred to in TP2 shall not constitute a waiver of the right to do so, or an admission of lack of entitlement to do so in any subsequent payment to the Contractor.

TP4 Time of Payment

4.1 In these Terms of Payment

4.1.1 The “payment period” means a period of 30 consecutive days or such other longer period as is agreed between the Contractor and the Departmental Representative.

4.1.2 An amount is “due and payable” when it is due and payable by Her Majesty to the Contractor according to TP4.4, TP4.7 or TP4.10.

4.1.3 An amount is overdue when it is unpaid on the first day following the day upon which it is due and payable.

4.1.4 The “date of payment” means the date of the negotiable instrument of an amount due and payable by the Receiver General for Canada and given for payment.

4.1.5 The “Bank Rate” means the discount rate of interest set by the Bank of Canada in effect at the opening of business on the date of payment.



- 4.2 The Contractor shall, on the expiration of a payment period, deliver to the Departmental Representative in respect of that payment period a written progress claim that fully describes any part of the work that has been completed, and any material that was delivered to the work site but not incorporated into the work during that payment period.
- 4.3 The Departmental Representative shall, not later than ten days after receipt by him of a progress claim referred to in TP4.2,
- 4.3.1 inspect the part of the work and the material described in the progress claim; and
- 4.3.2 issue a progress report, a copy of which the Departmental Representative will give to the Contractor, that indicates the value of the part of the work and the material described in the progress claim that, in the opinion of the Departmental Representative,
- 4.3.2.1 is in accordance with the contract, and
- 4.3.2.2 was not included in any other progress report relating to the contract.
- 4.4 Subject to TP1 and TP4.5 Her Majesty shall, not later than 30 days after receipt by the Departmental Representative of a progress claim referred to in TP4.2, pay the Contractor
- 4.4.1 an amount that is equal to 95% of the value that is indicated in the progress report referred to in TP4.3.2 if a labour and material payment bond has been furnished by the Contractor, or
- 4.4.2 an amount that is equal to 90% of the value that is indicated in the progress report referred to in TP4.3.2 if a labour and material payment bond has not been furnished by the Contractor.
- 4.5 It is a condition precedent to Her Majesty's obligation under TP4.4 that the Contractor has made and delivered to the Departmental Representative,
- 4.5.1 a statutory declaration described in TP4.6 in respect of a progress claim referred to in TP4.2,
- 4.5.2 in the case of the Contractor's first progress claim, a construction schedule in accordance with the relevant sections of the Specifications, and
- 4.5.3 if the requirement for a schedule is specified, an update of the said schedule at the times identified in the relevant sections of the Specifications.
- 4.6 A statutory declaration referred to in TP4.5 shall contain a deposition by the Contractor that
- 4.6.1 up to the date of the Contractor's progress claim, the Contractor has complied with all his lawful obligations with respect to the Labour Conditions; and
- 4.6.2 up to the date of the Contractor's immediately preceding progress claim, all lawful obligations of the Contractor to subcontractors and suppliers of material in respect of the



work under the contract have been fully discharged.

- 4.7 Subject to TP1 and TP4.8, Her Majesty shall, not later than 30 days after the date of issue of an Interim Certificate of Completion referred to in GC44.2, pay the Contractor the amount referred to in TP1 less the aggregate of
- 4.7.1 the sum of all payments that were made pursuant to TP4.4;
 - 4.7.2 an amount that is equal to the Departmental Representative's estimate of the cost to Her Majesty or rectifying defects described in the Interim Certificate of Completion; and
 - 4.7.3 an amount that is equal to the Departmental Representative's estimate of the cost to Her Majesty of completing the parts of the work described in the Interim Certificate of Completion other than the defects referred to in TP4.7.2.
- 4.8 It is a condition precedent to Her Majesty's obligation under TP4.7 that the Contractor has made and delivered to the Departmental Representative,
- 4.8.1 a statutory declaration described in TP4.9 in respect of an Interim Certificate of Completion referred to in GC44.2, and
 - 4.8.2 if so specified in the relevant sections of the Specifications, and update of the construction schedule referred to in TP4.5.2 and the updated schedule shall, in addition to the specified requirements, clearly show a detailed timetable that is acceptable to the Departmental Representative for the completion of any unfinished work and the correction of all defects.
- 4.9 A statutory declaration referred to in TP4.8 shall contain a deposition by the contractor that up to the date of the Interim Certificate of Completion the Contractor has
- 4.9.1 complied with all of the Contractor's lawful obligations with respect to the Labour Conditions;
 - 4.9.2 discharged all of the Contractor's lawful obligations to the subcontractors and suppliers of material in respect of the work under the contract; and
 - 4.9.3 discharged the Contractor's lawful obligations referred to in GC14.6.
- 4.10 Subject to TP1 and TP4.11, Her Majesty shall, not later than 60 days after the date of issue of a Final Certificate of Completion referred to in GC44.1, pay the Contractor the amount referred to in TP1 less the aggregate of
- 4.10.1 the sum of all payments that were made pursuant to TP4.4; and
 - 4.10.2 the sum of all payments that were made pursuant to TP4.7.
- 4.11 It is a condition precedent to Her Majesty's obligation under TP4.10 that the Contractor has made and delivered a statutory declaration described in TP4.12 to the Departmental Representative.



- 4.12 A statutory declaration referred to in TP4.11 shall, in addition to the depositions described in TP4.9, contain a deposition by the Contractor that all of the Contractor's lawful obligations and any lawful claims against the Contractor that arose out of the performance of the contract have been discharged and satisfied.

TP5 Progress Report and Payment Thereunder Not Binding on Her Majesty

- 5.1 Neither a progress report referred to in TP4.3 nor any payment made by Her Majesty pursuant to these Terms of Payment shall be construed as an admission by Her Majesty that the work, material or any part thereof is complete, is satisfactory or is in accordance with the contract.

TP6 Delay in Making Payment

- 6.1 Notwithstanding GC7 any delay by Her Majesty in making any payment when it is due pursuant to these Terms of Payment shall not be a breach of the contract by Her Majesty.

- 6.2 Her Majesty shall pay, without demand from the Contractor, simple interest at the Bank Rate plus 1 -1/4 per centum on any amount which is overdue pursuant to TP4.1.3, and the interest shall apply from and include the day such amount became overdue until the day prior to the date of payment except that

- 6.2.1 interest shall not be payable or paid unless the amount referred to in TP6.2 has been overdue for more than 15 days following

6.2.1.1 the date the said amount became due and payable, or

6.2.1.2 the receipt by the Departmental Representative of the Statutory Declaration referred to in TP4.5, TP4.8 or TP4.11,

whichever is the later, and

- 6.6.2 interest shall not be payable or paid on overdue advance payments if any.

TP7 Right of Set-off

- 7.1 Without limiting any right of set-off or deduction given or implied by law or elsewhere in the contract, Her Majesty may set off any amount payable to Her Majesty by the Contractor under this contract or under any current contract against any amount payable to the Contractor under this contract.

- 7.2 For the purposes of TP7.1, "current contract" means a contract between Her Majesty and the Contractor

7.2.1 under which the Contractor has an undischarged obligation to perform or supply work, labour or material, or

7.2.2 in respect of which Her Majesty has, since the date of which the Articles of Agreement were made, exercised any right to take the work that is the subject of the contract out of the Contractor's hands.



TP8 Payment in Event of Termination

- 8.1 If the contract is terminated pursuant to GC41, Her Majesty shall pay the Contractor any amount that is lawfully due and payable to the Contractor as soon as is practicable under the circumstances.

TP9 Interest on Settled Claims

- 9.1 Her Majesty shall pay to the Contractor simple interest on the amount of a settled claim at an average Bank Rate plus 1 ¼ per centum from the date the settled claim was outstanding until the day prior to the date of payment.
- 9.2 For the purposes of TP9.1,
- 9.2.1 a claim is deemed to have been settled when an agreement in writing is signed by the Departmental Representative and the Contractor setting out the amount of the claim to be paid by Her Majesty and the items or work for which the said amount is to be paid.
- 9.2.2 an "average Bank Rate" means the discount rate of interest set by the Bank of Canada in effect at the end of each calendar month averaged over the period the settled claim was outstanding.
- 9.2.3 a settled claim is deemed to be outstanding from the day immediately following the date the said claim would have been due and payable under the contract had it not been disputed.
- 9.3 For the purposes of TP9 a claim means a disputed amount subject to negotiation between Her Majesty and the Contractor under the contract.



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GC1 Interpretation

1.1 In the contract

- 1.1.1 where reference is made to a part of the contract by means of numbers preceded by letters, the reference shall be construed to be a reference to the particular part of the contract that is identified by that combination of letters and numbers and to any other part of the contract referred to therein;
- 1.1.2 “contract” means the contract document referred to in the Articles of Agreement;
- 1.1.3 “contract security” means any security given by the Contractor to Her Majesty in accordance with the contract;
- 1.1.4 “Departmental Representative” means the officer or employee of Her Majesty who is designated pursuant to the Articles of Agreement and includes a person specially authorized by him to perform, on his behalf, any of his functions under the contract and is so designated in writing to the Contractor;
- 1.1.5 “material” includes all commodities, articles and things required to be furnished by or for the Contractor under the contract for incorporation into the work;
- 1.1.6 “Minister” includes a person acting for, or if the office is vacant, in place of the Minister and his successors in the office, and his or their lawful deputy and any of his or their representatives appointed for the purposes of the contract;
- 1.1.7 “person” includes, unless the context otherwise requires, a partnership, proprietorship, firm, joint venture, consortium and a corporation;
- 1.1.8 “plant” includes all animals, tools, implements, machinery, vehicles, buildings, structures, equipment and commodities, articles and things other than material, that are necessary for the due performance of the contract;
- 1.1.9 “subcontractor” means a person to whom the Contractor has, subject to GC4, subcontracted the whole or any part of the work;
- 1.1.10 “superintendent” means the employee of the Contractor who is designated by the Contractor to act pursuant to GC19;
- 1.1.11 “work includes, subject only to any express stipulation in the contract to the contrary, everything that is necessary to be done, furnished or delivered by the Contractor to perform the contract.

1.2 The headings in the contract documents, other than in the Plans and Specifications, form no part of the contract but are inserted for convenience of reference only.

1.3 In interpreting the contract, in the event of discrepancies or conflicts between anything in the Plans and Specifications and the General Conditions, the General Conditions govern.



- 1.4 In interpreting the Plans and Specifications, in the event of discrepancies or conflicts between
- 1.4.1 the Plans and Specifications, the Specifications govern;
 - 1.4.2 the Plans, the Plans drawn with the largest scale govern; and
 - 1.4.3 figured dimensions and scaled dimensions, the figured dimensions govern.

GC2 Successors and Assigns

- 2.1 The contract shall inure to the benefit of and be binding upon the parties hereto and their lawful heirs, executors, administrators, successors and assigns.

GC3 Assignment of Contract

- 3.1 The contract may not be assigned by the Contractor, either in whole or in part, without the written consent of the Minister.

GC4 Subcontracting by Contractor

- 4.1 Subject to this General Condition, the Contractor may subcontract any part of the work.
- 4.2 The Contractor shall notify the Departmental Representative in writing of his intention to subcontract.
- 4.3 A notification referred to in GC4.2 shall identify the part of the work, and the subcontractor with whom it is intended to subcontract.
- 4.4 The Departmental Representative may object to the intended subcontracting by notifying the Contractor in writing within six days of receipt by the Departmental Representative of a notification referred to in GC4.2.
- 4.5 If the Departmental Representative objects to a subcontracting pursuant to GC4.4, the Contractor shall not enter into the intended subcontract.
- 4.6 The contractor shall not, without the written consent of the Departmental Representative, change a subcontractor who has been engaged by him in accordance with this General Condition.
- 4.7 Every subcontract entered into by the Contractor shall adopt all of the terms and conditions of this contract that are of general application.
- 4.8 Neither a subcontracting nor the Departmental Representative's consent to a subcontracting by the Contractor shall be construed to relieve the Contractor from any obligation under the contract or to impose any liability upon Her Majesty.

GC5 Amendments



- 5.1 No amendment or change in any of the provisions of the contract shall have any force or effect until it is reduced to writing.

GC6 No Implied Obligations

- 6.1 No implied terms or obligations of any kind by or on behalf of Her Majesty shall arise from anything in the contract and the express covenants and agreements therein contained and made by Her Majesty are the only covenants and agreements upon which any rights against Her Majesty are to be founded.
- 6.2 The contract supersedes all communications, negotiations and agreements, either written or oral, relating to the work that were made prior to the date of the contract.

GC7 Time of Essence

- 7.1 Time is of the essence of the contract.

GC8 Indemnification by Contractor

- 8.1 The Contractor shall indemnify and save Her Majesty harmless from and against all claims, demand, losses, costs, damages, actions, suits, or proceedings by whomever made, brought or prosecuted and in any manner based upon, arising out of, related to, occasioned by or attributable to the activities of the Contractor, his servants, agents, subcontractors and sub-subcontractors in performing the work including an infringement or an alleged infringement of a patent of invention or any other kind of intellectual property.
- 8.2 For the purpose of GC8.1, "activities" includes any act improperly carried out, any omission to carry out an act and any delay in carrying out an act.

GC9 Indemnification by Her Majesty

- 9.1 Her Majesty shall, subject to the Crown Liability Act, the Patent Act, and any other law that affects Her Majesty's rights, powers, privileges or obligations, indemnify and save the Contractor harmless from and against all claims, demands, losses, costs, damage, actions, suits or proceedings arising out of his activities under the contract that are directly attributable to
- 9.1.1 lack of or a defect in Her Majesty's title to the work site whether real or alleged; or
- 9.1.2 an infringement or an alleged infringement by the Contractor of any patent of invention or any other kind of intellectual property occurring while the Contractor was performing any act for the purposes of the contract employing a model, plan or design or any other thing related to the work that was supplied by Her Majesty to the Contractor.

GC10 Members of House of Commons Not to Benefit



- 10.1 As required by the Parliament of Canada Act, it is an express condition of the contract that no member of the House of Commons shall be admitted to any share of part of the contract or to any benefit arising therefrom.

GC11 Notices

- 11.1 Any notice, consent, order, decision, direction or other communication, other than a notice referred to in GC11.4, that may be given to the Contractor pursuant to the contract may be given in any manner.
- 11.2 Any notice, consent, order, decision, direction or other communication required to be given in writing, to any party pursuant to the contract shall, subject to GC11.4, be deemed to have been effectively given
- 11.2.1 to the Contractor, if delivered personally to the Contractor or the Contractor's superintendent, or forwarded by mail, telex or facsimile to the Contractor at the address set out in A4.1, or
- 11.2.2 to Her Majesty, if delivered personally to the Departmental Representative, or forwarded by mail, telex or facsimile to the Departmental Representative at the address set out in A1.2.1.
- 11.3 Any such notice, consent, order, decision, direction or other communication given in accordance with GC11.2 shall be deemed to have been received by either party
- 11.3.1 if delivered personally, on the day that it was delivered,
- 11.3.2 if forwarded by mail, on the earlier of the day it was received and the sixth day after it was mailed, and
- 11.3.3 if forwarded by telex or facsimile, 24 hours after it was transmitted.
- 11.4 A notice given under GC38.1.1, GC40 and GC41, if delivered personally, shall be delivered to the Contractor if the Contractor is doing business as sole proprietor or, if the Contractor is a partnership or corporation, to an officer thereof.

GC12 Material, Plant and Real Property Supplied by Her Majesty

- 12.1 Subject to GC12.2, the Contractor is liable to Her Majesty for any loss of or damage to material, plant or real property that is supplied or placed in the care, custody and control of the Contractor by Her Majesty for use in connection with the contract, whether or not that loss or damage is attributable to causes beyond the Contractor's control.
- 12.2 The Contractor is not liable to Her Majesty for any loss or damage to material, plant or real property referred to in GC12.1 if that loss or damage results from and is directly attributable to reasonable wear and tear.
- 12.3 The Contractor shall not use any material, plant or real property referred to in GC12.1 except for



the purpose of performing this contract.

- 12.4 When the Contractor fails to make good any loss or damage for which he is liable under GC12.1 within a reasonable time after being required to do so by the Departmental Representative, the Departmental Representative may cause the loss or damage to be made good at the Contractor's expense, and the Contractor shall thereupon be liable to Her Majesty for the cost thereof and shall, on demand, pay to Her Majesty an amount equal to that cost.
- 12.5 The Contractor shall keep such records of all material, plant and real property referred to in GC12.1 as the Departmental Representative from time to time requires and shall satisfy the Departmental Representative, when requested, that such material, plant and real property are at the place and in the condition which they ought to be.

GC13 Material, Plant and Real Property Become Property of Her Majesty

- 13.1 Subject to GC14.7 all material and plant and the interest of the Contractor in all real property, licenses, powers and privileges purchased, used or consumed by the Contractor for the contract shall, after the time of their purchase, use or consumption be the property of Her Majesty for the purposes of the work and they shall continue to be the property of Her Majesty.
- 13.1.1 in the case of material, until the Departmental Representative indicates that he is satisfied that it will not be required for the work, and
- 13.1.2 in the case of plant, real property, licenses, powers and privileges, until the Departmental Representative indicates that he is satisfied that the interest vested in Her Majesty therein is no longer required for the purposes of the work.
- 13.2 Material or plant that is the property of Her Majesty by virtue of GC13.1 shall not be taken away from the work site or used or disposed of except for the purposes of the work without the written consent of the Departmental Representative.
- 13.3 Her Majesty is not liable for loss of or damage from any cause to the material or plant referred to in GC13.1 and the Contractor is liable for such loss or damage notwithstanding that the material or plant is the property of Her Majesty.

GC14 Permits and Taxes Payable

- 14.1 The Contractor shall, within 30 days after the date of the contract, tender to a municipal authority an amount equal to all fees and charges that would be lawfully payable to that municipal authority in respect of building permits as if the work were being performed for a person other than Her Majesty.
- 14.2 Within 10 days of making a tender pursuant to GC14.1, the Contractor shall notify the Departmental Representative of his action and of the amount tendered and whether or not the municipal authority has accepted that amount.
- 14.3 If the municipal authority does not accept the amount tendered pursuant to GC14.1 the Contractor shall pay that amount to Her Majesty within 6 days after the time stipulated in GC14.2.



- 14.4 For the purposes of GC14.1 to GC14.3 “municipal authority” means any authority that would have jurisdiction respecting permission to perform the work if the owner were not Her Majesty.
- 14.5 Notwithstanding the residency of the Contractor, the Contractor shall pay any applicable tax arising from or related to the performance of the work under the contract.
- 14.6 In accordance with the Statutory Declaration referred to in TP4.9, a Contractor who has neither residence nor place of business in the province in which work under the contract is being performed shall provide Her Majesty with proof of registration with the provincial sales tax authorities in the said province.
- 14.7 For the purpose of the payment of any applicable tax or the furnishing of security for the payment of any applicable tax arising from or related to the performance of the work under the contract, the Contractor shall, notwithstanding the fact that all material, plant and interest of the Contractor in all real property, licenses, powers and privileges, have become the property of Her Majesty after the time of purchase, be liable, as a user or consumer, for the payment or for the furnishing of security for the payment of any applicable tax payable, at the time of the use or consumption of that material, plant or interest of the Contractor in accordance with the relevant legislation.

GC15 Performance of Work under Direction of Departmental Representative

- 15.1 The Contractor shall
- 15.1.1 permit the Departmental Representative to have access to the work and its site at all times during the performance of the contract;
 - 15.1.2 furnish the Departmental Representative with such information respecting the performance of the contract as he may require; and
 - 15.1.3 give the Departmental Representative every possible assistance to enable the Departmental Representative to carry out his duty to see that the work is performed in accordance with the contract and to carry out any other duties and exercise any powers specially imposed or conferred on the Departmental Representative under the contract.

CG16 Cooperation with Other Contractors

- 16.1 Where, in the opinion of the Departmental Representative, it is necessary that other contractors or workers with or without plant and material, be sent onto the work or its site, the Contractor shall, to the satisfaction of the Departmental Representative, allow them access and cooperate with them in the carrying out of their duties and obligation.
- 16.2 If
- 16.2.1 the sending onto the work or its site of other contractors or workers pursuant to GC16.1 could not have been reasonably foreseen or anticipated by the Contractor when entering into the contract, and



16.2.2 the Contractor incurs, in the opinion of the Departmental Representative, extra expense in complying with GC16.1, and

16.2.3 The Contractor has given the Departmental Representative written notice of his claim for the extra expense referred to in GC16.2.2 within 30 days of the date that the other contractors or workers were sent onto the work or its site,

Her Majesty shall pay the Contractor the cost, calculated in accordance with GC48 to GC50, of the extra labour, plant and material that was necessarily incurred.

GC17 Examination of Work

17.1 If, at any time after the commencement of the work but prior to the expiry of the warranty or guarantee period, the Departmental Representative has reason to believe that the work or any part thereof has not been performed in accordance with the contract, the Departmental Representative may have that work examined by an expert of his choice.

17.2 If, as a result of an examination of the work referred to in GC17.1, it is established that the work was not performed in accordance with the contract, then, in addition to and without limiting or otherwise affecting any of Her Majesty's rights and remedies under the contract either at law or in equity, the Contractor shall pay Her Majesty, on demand, all reasonable costs and expenses that were incurred by Her Majesty in having that examination performed.

GC18 Clearing of Site

18.1 The Contractor shall maintain the work and its site in a tidy condition and free from the accumulation of waste material and debris, in accordance with any directions of the Departmental Representative.

18.2 Before the issue of an interim certificate referred to in GC44.2, the Contractor shall remove all the plant and material not required for the performance of the remaining work, and all waste material and other debris, and shall cause the work and its site to be clean and suitable for occupancy by Her Majesty's servants, unless otherwise stipulated in the contract.

18.3 Before the issue of a final certificate referred to in GC44.1, the Contractor, shall remove from the work and its site all of the surplus plant and material and any waste material and other debris.

18.4 The Contractor's obligations described in GC18.1 to GC18.3 do not extend to waste material and other debris caused by Her Majesty's servants or contractors and workers referred to in GC16.1.

GC19 Contractor's Superintendent

19.1 The Contractor shall, forthwith upon the award of the contract, designate a superintendent.

19.2 The Contractor shall forthwith notify the Departmental Representative of the name, address and telephone number of a superintendent designate pursuant to GC19.1.



- 19.3 A superintendent designated pursuant to GC19.1 shall be in full charge of the operations of the Contractor in the performance of the work and is authorized to accept any notice, consent, order, direction, decision or other communication on behalf of the Contractor that may be given to the superintendent under the contract.
- 19.4 The Contractor shall, until the work has been completed, keep a competent superintendent at the work site during working hours.
- 19.5 The Contractor shall, upon the request of the Departmental Representative, remove any superintendent who, in the opinion of the Departmental Representative, is incompetent or has been conducting himself improperly and shall forthwith designate another superintendent who is acceptable to the Departmental Representative.
- 19.6 Subject to GC19.5, the Contractor shall not substitute a superintendent without the written consent of the Departmental Representative.
- 19.7 A breach by the Contractor of GC19.6 entitles the Departmental Representative to refuse to issue any certificate referred to in GC44 until the superintendent has returned to the work site or another superintendent who is acceptable to the Departmental Representative has been substituted.

GC20 National Security

- 20.1 If the Minister is of the opinion that the work is of a class or kind that involves the national security, he may order the Contractor
- 20.1.1 to provide him with any information concerning persons employed or to be employed by him for purposes of the contract; and
 - 20.1.2 to remove any person from the work and its site if, in the opinion of the Minister, that person may be a risk to the national security.
- 20.2 The Contractor shall, in all contracts with persons who are to be employed in the performance of the contract, make provision for his performance of any obligation that may be imposed upon him under GC19 to GC21.
- 20.3 The Contractor shall comply with an order of the Minister under GC20.1

GC21 Unsuitable Workers

- 21.1 The Contractor shall, upon the request of the Departmental Representative, remove any person employed by him for purposes of the contract who, in the opinion of the Departmental Representative, is incompetent or has conducted himself improperly, and the Contractor shall not permit a person who has been removed to return to the work site.

GC22 Increased or Decreased Costs



- 22.1 The amount set out in the Articles of Agreement shall not be increased or decreased by reason of any increase or decrease in the cost of the work that is brought about by an increase or decrease in the cost of labour, plant or material or any wage adjustment arising pursuant to the Labour Conditions.
- 22.2 Notwithstanding GC22.1 and GC35, an amount set out in the Articles of Agreement shall be adjusted in the manner provided in GC22.3, if any change in a tax imposed under the Excise Act, the Excise Tax Act, the Old Age Security Act, the Customs Act, the Customs Tariff or any provincial sales tax legislation imposing a retail sales tax on the purchase of tangible personal property incorporated into Real Property
- 22.2.1 occurs after the date of the submission by the Contractor of his tender for the contract,
- 22.2.2 applies to material, and
- 22.2.3 affects the cost to the Contractor of that material.
- 22.3 If a change referred to in GC22.2 occurs, the appropriate amount set out in the Articles of Agreement shall be increased or decreased by an amount equal to the amount that is established by an examination of the relevant records of the Contractor referred to in GC51 to be the increase or decrease in the cost incurred that is directly attributable to that change.
- 22.4 For the purpose of GC22.2, where a tax is changed after the date of submission of the tender but public notice of the change has been given by the Minister of Finance before that date, the change shall be deemed to have occurred before the date of submission of the tender.

GC23 Canadian Labour and Material

- 23.1 The Contractor shall use Canadian labour and material in the performance of the work to the full extent to which they are procurable, consistent with proper economy and expeditious carrying out of the work.
- 23.2 Subject to GC23.1, the Contractor shall, in the performance of the work, employ labour from the locality where the work is being performed to the extent to which it is available, and shall use the offices of the Canada Employment Centres for the recruitment of workers wherever practicable.
- 23.3 Subject to GC23.1 and GC23.2, the Contractor shall, in the performance of the work, employ a reasonable proportion of persons who have been on active service with the armed forces of Canada and have been honourably discharged therefrom.

GC24 Protection of Work and Documents

- 24.1 The Contractor shall guard or otherwise protect the work and its site, and protect the contract, specifications, plans, drawings, information, material, plant and real property, whether or not they are supplied by Her Majesty to the Contractor, against loss or damage from any cause, and he shall not use, issue, disclose or dispose of them without the written consent of the Minister, except as may be essential for the performance of the work.



- 24.2 If any document or information given or disclosed to the Contractor is assigned a security rating by the person who gave or disclosed it, the Contractor shall take all measures directed by the Departmental Representative to be taken to ensure the maintenance of the degree of security that is ascribed to that rating.
- 24.3 The Contractor shall provide all facilities necessary for the purpose of maintaining security, and shall assist any person authorized by the Minister to inspect or to take security measures in respect of the work and its site.
- 24.4 The Departmental Representative may direct the Contractor to do such things and to perform such additional work as the Departmental Representative considers reasonable and necessary to ensure compliance with or to remedy a breach of GC24.1 to GC24.3.

GC25 Public Ceremonies and Signs

- 25.1 The Contractor shall not permit any public ceremony in connection with the work without the prior consent of the Minister.
- 25.2 The Contractor shall not erect or permit the erection of any sign or advertising on the work or its site without the prior consent of the Departmental Representative.

GC26 Precautions against Damage, Infringement of Rights, Fire, and Other Hazards

- 26.1 The Contractor shall, at his own expense, do whatever is necessary to ensure that
- 26.1.1 no person, property, right, easement or privilege is injured, damaged or infringed by reasons of the Contractor's activities in performing the contract;
 - 26.1.2 pedestrian and other traffic on any public or private road or waterway is not unduly impeded, interrupted or endangered by the performance or existence of the work or plant;
 - 26.1.3 fire hazards in or about the work or its site are eliminated and, subject to any direction that may be given by the Departmental Representative, any fire is promptly extinguished;
 - 26.1.4 the health and safety of all persons employed in the performance of the work is not endangered by the method or means of its performance;
 - 26.1.5 adequate medical services are available to all persons employed on the work or its site at all times during the performance of the work;
 - 26.1.6 adequate sanitation measures are taken in respect of the work and its site; and
 - 26.1.7 all stakes, buoys and marks placed on the work or its site by or under the authority of the Departmental Representative are protected and are not removed, defaced, altered or destroyed.
- 26.2 The Departmental Representative may direct the Contractor to do such things and to perform such additional work as the Departmental Representative considers reasonable and necessary to ensure



compliance with or to remedy a breach of GC26.1.

- 26.3 The Contractor shall, at his own expense, comply with a direction of the Departmental Representative made under GC26.2.

GC27 Insurance

- 27.1 The Contractor shall, at his own expense, obtain and maintain insurance contracts in respect of the work and shall provide evidence thereof to the Departmental Representative in accordance with the requirements of the Insurance Conditions "E".

- 27.2 The insurance contracts referred to in GC27.1 shall

27.2.1 be in a form, of the nature, in the amounts, for the periods and containing the terms and conditions specified in Insurance Conditions "E", and

27.2.2 provide for the payment of claims under such insurance contracts in accordance with GC28.

GC28 Insurance Proceeds

- 28.1 In the case of a claim payable under a Builders Risk/Installation (All Risks) insurance contract maintained by the Contractor pursuant to GC27, the proceeds of the claim shall be paid directly to Her Majesty, and

28.1.1 the monies so paid shall be held by Her Majesty for the purposes of the contract, or

28.1.2 if Her Majesty elects, shall be retained by Her Majesty, in which event they vest in Her Majesty absolutely.

- 28.2 In the case of a claim payable under a General Liability insurance contract maintained by the Contractor pursuant to GC27, the proceeds of the claim shall be paid by the insurer directly to the claimant.

- 28.3 If an election is made pursuant to GC28.1, the Minister may cause an audit to be made of the accounts of the Contractor and of Her Majesty in respect of the part of the work that was lost, damaged or destroyed for the purpose of establishing the difference, if any, between

28.3.1 the aggregate of the amount of the loss or damage suffered or sustained by Her Majesty, including any cost incurred in respect of the clearing and cleaning of the work and its site and any other amount that is payable by the Contractor to Her Majesty under the contract, minus any monies retained pursuant to GC28.12, and

28.3.2 the aggregate of the amounts payable by Her Majesty to the Contractor pursuant to the contract up to the date of the loss or damage.

- 28.4 A difference that is established pursuant to GC28.3 shall be paid forthwith by the party who is determined by the audit to be the debtor to the party who is determined by the audit to be the



creditor.

- 28.5 When payment of a deficiency has been made pursuant to GC28.4, all rights and obligations of Her Majesty and the Contractor under the contract shall, with respect only to the part of the work that was the subject of the audit referred to in GC28.3, be deemed to have been expended and discharged.
- 28.6 If an election is not made pursuant to GC28.1.2 the Contractor shall, subject to GC28.7, clear and clean the work and its site and restore and replace the part of the work that was lost, damaged or destroyed at his own expense as if that part of the work had not yet been performed.
- 28.7 When the Contractor clears and cleans the work and its site and restores and replaces the work referred to in GC 28.6, Her Majesty shall pay him out of the monies referred to in GC28.1 so far as they will thereunto extend.
- 28.8 Subject to GC28.7, payment by Her Majesty pursuant to GC28.7 shall be made in accordance with the contract but the amount of each payment shall be 100% of the amount claimed notwithstanding TP4.4.1 and TP4.4.2.

GC29 Contract Security

- 29.1 The Contractor shall obtain and deliver contract security to the Departmental Representative in accordance with the provisions of the Contract Security Conditions.
- 29.2 If the whole or a part of the contract security referred to in GC29.1 is in the form of a security deposit, it shall be held and disposed of in accordance with GC43 and GC45.
- 29.3 If a part of the contract security referred to in GC29.1 is in the form of a labour and material payment bond, the Contractor shall post a copy of that bond on the work site.

GC30 Changes in the Work

- 30.1 Subject to GC5, the Departmental Representative may, at any time before he issues his Final Certificate of Completion,
- 30.1.1 order work or material in addition to that provided for in the Plans and Specifications;
and
- 30.1.2 delete or change the dimensions, character, quantity, quality, description, location or position of the whole or any part of the work or material provided for in the Plans and Specifications or in any order made pursuant to GC30.1.1,
- if that additional work or material, deletion, or change is, in his opinion, consistent with the general intent of the original contract.
- 30.2 The Contractor shall perform the work in accordance with such orders, deletions and changes that are made by the Departmental Representative pursuant to GC30.1 from time to time as if they had appeared in and been part of the Plans and Specifications.



- 30.3 The Departmental Representative shall determine whether or not anything done or omitted by the Contractor pursuant to an order, deletion or change referred to in GC30.1 increased or decreased the cost of the work to the Contractor.
- 30.4 If the Departmental Representative determines pursuant to GC30.3 that the cost of the work to the Contractor has been increased, Her Majesty shall pay the Contractor the increased cost that the Contractor necessarily incurred for the additional work calculated in accordance with GC49 or GC50.
- 30.5 If the Departmental Representative determines pursuant to GC30.3 that the cost of the work to the Contractor has been decreased, Her Majesty shall reduce the amount payable to the Contractor under the contract by an amount equal to the decrease in the cost caused by the deletion or change referred to in GC30.1.2 and calculated in accordance with GC49.
- 30.6 GC30.3 to GC30.5 are applicable only to a contract or a portion of a contract for which a Fixed Price Arrangement is stipulated in the contract.
- 30.7 An order, deletion or change referred to in GC30.1 shall be in writing, signed by the Departmental Representative and given to the Contractor in accordance with GC11.

GC31 Interpretation of Contract by Departmental Representative

- 31.1 If, at any time before the Departmental Representative has issued a Final Certificate of Completion referred to in GC44.1, any question arises between the parties about whether anything has been done as required by the contract or about what the Contractor is required by the contract to do, and, in particular but without limiting the generality of the foregoing, about
- 31.1.1 the meaning of anything in the Plans and Specification,
 - 31.1.2 the meaning to be given to the Plans and Specifications in case of any error therein, omission therefrom, or obscurity or discrepancy in their working or intention,
 - 31.1.3 whether or not the quality or quantity of any material or workmanship supplied or proposed to be supplied by the Contractor meets the requirements of the contract,
 - 31.1.4 whether or not the labour, plant or material provided by the Contractor for performing the work and carrying out the contract are adequate to ensure that the work will be performed in accordance with the contract and that the contract will be carried out in accordance with its terms,
 - 31.1.5 what quantity of any kind of work has been completed by the Contractor, or
 - 31.1.6 the timing and scheduling of the various phases of the performance of the work,
- the question shall be decided by the Departmental Representative whose decision shall be final and conclusive in respect of the work.
- 31.2 The Contractor shall perform the work in accordance with any decisions of the Departmental



Representative that are made under GC31.1 and in accordance with any consequential directions given by the Departmental Representative.

GC32 Warranty and Rectification of Defects in Work

- 32.1 Without restricting any warranty or guarantee implied or imposed by law or contained in the contract documents, the Contractor shall, at his own expense,
- 32.1.1 rectify and make good any defect or fault that appears in the work or comes to the attention of the Minister with respect to those parts of the work accepted in connection with the Interim Certificate of Completion referred to GC44.2 within 12 months from the date of the Interim Certificate of Completion;
- 32.1.2 rectify and make good any defect or fault that appears in or comes to the attention of the Minister in connection with those parts of the work described in the Interim Certificate of Completion referred to in GC44.2 within 12 months from the date of the Final Certificate of Completion referred to in GC44.1.
- 32.2 The Departmental Representative may direct the Contractor to rectify and make good any defect or fault referred to in GC32.1 or covered by any other expressed or implied warranty or guarantee.
- 32.3 A direction referred to in GC32.2 shall be in writing, may include a stipulation in respect of the time within which a defect or fault is required to be rectified and made good by the Contractor, and shall be given to the Contractor in accordance with GC11.
- 32.4 The Contractor shall rectify and make good any defect or fault described in a direction given pursuant to GC32.2 within the time stipulated therein.

GC33 Non-Compliance by Contractor

- 33.1 If the Contractor fails to comply with any decision or direction given by the Departmental Representative pursuant to GC18, GC24, GC26, GC31 or GC32, the Departmental Representative may employ such methods as he deems advisable to do that which the Contractor failed to do.
- 33.2 The Contractor shall, on demand, pay Her Majesty an amount that is equal to the aggregate of all cost, expenses and damage incurred or sustained by Her Majesty by reason of the Contractor's failure to comply with any decision or direction referred to in GC33.1, including the cost of any methods employed by the Departmental Representative pursuant to GC33.1.

GC34 Protesting Departmental Representative's Decisions

- 34.1 The Contractor may, within ten days after the communication to him of any decision or direction referred to in GC30.3 or GC33.1, protest that decision or direction.
- 34.2 A protest referred to in GC34.1 shall be in writing, contain full reasons for the protest, be signed



by the Contractor and be given to Her Majesty by delivery to the Departmental Representative.

- 34.3 If the Contractor gives a protest pursuant to GC34.2, any compliance by the Contractor with the decision or direction that was protested shall not be construed as an admission by the Contractor of the correctness of that decision or direction, or prevent the Contractor from taking whatever action he considers appropriate in the circumstances.
- 34.4 The giving of a protest by the Contractor pursuant to GC34.2 shall not relieve him from complying with the decision or direction that is the subject of the protest.
- 34.5 Subject to GC34.6, the Contractor shall take any action referred to in GC34.3 within three months after the date that a Final Certificate of Completion is issued under GC44.1 and not afterwards.
- 34.6 The Contractor shall take any action referred to in GC34.3 resulting from a direction under GC32 within three months after the expiry of a warranty or guarantee period and not afterwards.
- 34.7 Subject to GC34.8, if Her Majesty determines that the Contractor's protest is justified, Her Majesty shall pay the Contractor the cost of the additional labour, plant and material necessarily incurred by the Contractor in carrying out the protested decision or direction.
- 34.8 Costs referred to in GC34.7 shall be calculated in accordance with GC48 to GC50.

GC35 Changes in Soil Conditions and Neglect or Delay by Her Majesty

- 35.1 Subject to GC35.2 no payment, other than a payment that is expressly stipulated in the contract, shall be made by Her Majesty to the Contractor for any extra expense or any loss or damage incurred or sustained by the Contractor.
- 35.2 If the Contractor incurs or sustains any extra expense or any loss or damage that is directly attributable to
- 35.2.1 a substantial difference between the information relating to soil conditions at the work site that is contained in the Plans and Specifications or other documents supplied to the Contractor for his use in preparing his tender or a reasonable assumption of fact based thereon made by the Contractor, and the actual soil conditions encountered by the Contractor at the work site during the performance of the contract, or
- 35.2.2 any neglect or delay that occurs after the date of the contract on the part of Her Majesty in providing any information or in doing any act that the contract either expressly requires Her Majesty to do or that would ordinarily be done by an owner in accordance with the usage of the trade,

he shall, within ten days of the date the actual soil conditions described in GC35.2.1 were encountered or the neglect or delay described in GC35.2.2 occurred, give the Departmental Representative written notice of his intention to claim for that extra expense or that loss or damage.

- 35.3 When the Contractor has given a notice referred to in GC35.2, he shall give the Departmental Representative a written claim for extra expense or loss or damage within 30 days of the date that



a Final Certificate of Completion referred to in GC44.1 is issued and not afterwards.

- 35.4 A written claim referred to in GC35.3 shall contain a sufficient description of the facts and circumstances of the occurrence that is the subject of the claim to enable the Departmental Representative to determine whether or not the claim is justified and the Contractor shall supply such further and other information for that purpose as the Departmental Representative requires from time to time.
- 35.5 If the Departmental Representative determines that a claim referred to in GC35.3 is justified, Her Majesty shall make an extra payment to the Contractor in an amount that is calculated in accordance with GC47 to GC50.
- 35.6 If, in the opinion of the Departmental Representative, an occurrence described in GC35.2.1 results in a savings of expenditure by the Contractor in performing the contract, the amount set out in the Articles of Agreement shall, subject to GC35.7, be reduced by an amount that is equal to the saving.
- 35.7 The amount of the saving referred to in GC35.6 shall be determined in accordance with GC47 to GC49.
- 35.8 If the Contractor fails to give a notice referred to in GC35.2 and a claim referred to in GC35.3 within the times stipulated, an extra payment shall not be made to him in respect of the occurrence.

GC36 Extension of Time

- 36.1 Subject to GC36.2, the Departmental Representative may, on the application of the Contractor made before the day fixed by the Articles of Agreement for completion of the work or before any other date previously fixed under this General Condition, extend the time for its completion by fixing a new date if, in the opinion of the Departmental Representative, causes beyond the control of the Contractor have delayed its completion.
- 36.2 An application referred to in GC36.1 shall be accompanied by the written consent of the bonding company whose bond forms part of the contract security.

GC37 Assessments and Damages for Late Completion

- 37.1 For the purposes of this General Condition
- 37.1.1 the work shall be deemed to be completed on the date that an Interim Certificate of Completion referred to in GC44.2 is issued, and
- 37.1.2 "period of delay" means the number of days commencing on the day fixed by the Articles of Agreement for completion of the work and ending on the day immediately preceding the day on which the work is completed but does not include any day within a period of extension granted pursuant to GC36.1, and any other day on which, in the opinion of the Departmental Representative, completion of the work was delayed for reasons beyond the control of the Contractor.



- 37.2 If the Contractor does not complete the work by the day fixed for its completion by the Articles of Agreement but completes it thereafter, the Contractor shall pay Her Majesty an amount equal to the aggregate of
- 37.2.1 all salaries, wages and travelling expenses incurred by Her Majesty in respect of persons overseeing the performance of the work during the period of delay;
 - 37.2.2 the cost incurred by Her Majesty as a result of the inability to use the completed work for the period of delay; and
 - 37.2.3 all other expenses and damages incurred or sustained by Her Majesty during the period of delay as a result of the work not being completed by the day fixed for its completion.
- 37.3 The Minister may waive the right of Her Majesty to the whole or any part of the amount payable by the Contractor pursuant to GC37.2 I, in the opinion of the Minister, it is in the public interest to do so.

GC38 Taking the Work Out of the Contractor's Hands

- 38.1 The Minister may, at his sole discretion, by giving a notice in writing to the Contractor in accordance with GC11, take all or any part of the work out of the Contractor's hands, and may employ such means as he sees fit to have the work completed if the Contractor
- 38.1.1 Has not, within six days of the Minister or the Departmental Representative giving notice to the Contractor in writing in accordance with GC11, remedied any delay in the commencement or any default in the diligent performance of the work to the satisfaction of the Departmental Representative;
 - 38.1.2 has defaulted in the completion of any part of the work within the time fixed for its completion by the contract;
 - 38.1.3 has become insolvent;
 - 38.1.4 has committed an act of bankruptcy;
 - 38.1.5 has abandoned the work;
 - 38.1.6 has made an assignment of the contract without the consent required by GC3.1; or
 - 38.1.7 has otherwise failed to observe or perform any of the provisions of the contract.
- 38.2 If the whole or any part of the work is taken out of the Contractor's hands pursuant to GC38.1,
- 38.2.1 the Contractor's right to any further payment that is due or accruing due under the contract is, subject only to GC38.4, extinguished, and
 - 38.2.2 the Contractor is liable to pay Her Majesty, upon demand, an amount that is equal to the amount of all loss and damage incurred or sustained by Her Majesty in respect of the



Contractor's failure to complete the work.

- 38.3 If the whole or any part of the work that is taken out of the Contractor's hands pursuant to GC38.1 is completed by Her Majesty, the Departmental Representative shall determine the amount, if any, of the holdback or a progress claim that had accrued and was due prior to the date on which the work was taken out of the Contractor's hands and that is not required for the purposes of having the work performed or of compensating Her Majesty for any other loss or damage incurred or sustained by reason of the Contractor's default.
- 38.4 Her Majesty may pay the Contractor the amount determined not to be required pursuant to GC38.3.

GC39 Effect of Taking the Work Out of the Contractor's Hands

- 39.1 The taking of the work or any part thereof out of the Contractor's hands pursuant to GC38 does not operate so as to relieve or discharge him from any obligation under the contract or imposed upon him by law except the obligation to complete the performance of that part of the work that was taken out of his hands.
- 39.2 If the work or any part thereof is taken out of the Contractor's hands pursuant to GC38, all plant and material and the interest of the Contractor is all real property, licenses, powers and privileges acquired, used or provided by the Contractor under the contract shall continue to be the property of Her Majesty without compensation to the Contractor.
- 39.3 When the Departmental Representative certifies that any plant, material, or any interest of the Contractor referred to in GC39.2 is no longer required for the purposes of the work, or that it is not in the interest of Her Majesty to retain that plant, material or interest, it shall revert to the Contractor.

G40 Suspension of Work by Minister

- 40.1 The Minister may, when in his opinion it is in the public interest to do so, require the Contractor to suspend performance of the work either for a specified or an unspecified period by giving a notice of suspension in writing to the Contractor in accordance with GC11.
- 40.2 When a notice referred to in GC40.1 is received by the Contractor in accordance with GC11, he shall suspend all operations in respect of the work except those that, in the opinion of the Departmental Representative, are necessary for the care and preservation of the work, plant and material.
- 40.3 The Contractor shall not, during a period of suspension, remove any part of the work, plant or material from its site without the consent of the Departmental Representative.
- 40.4 If a period of suspension is 30 days or less, the Contractor shall, upon the expiration of that period, resume the performance of the work and he is entitled to be paid the extra cost, calculated in accordance with GC48 to GC50, of any labour, plant and material necessarily incurred by him as a result of the suspension.



- 40.5 If, upon the expiration of a period of suspension of more than 30 days, the Minister and the Contractor agree that the performance of the work will be continued by the Contractor, the Contractor shall resume performance of the work subject to any terms and conditions agreed upon by the Minister and the Contractor.
- 40.6 If, upon the expiration of a period of suspension of more than 30 days, the Minister and the Contractor do not agree that performance of the work will be continued by the Contractor or upon the terms and conditions under which the Contractor will continue the work, the notice of suspension shall be deemed to be a notice of termination pursuant to GC41.

GC41 Termination of Contract

- 41.1 The Minister may terminate the contract at any time by giving a notice of termination in writing to the Contractor in accordance with GC11.
- 41.2 When a notice referred to in GC41.1 is received by the Contractor in accordance with GC11, he shall, subject to any conditions stipulated in the notice, forthwith cease all operations in performance of the contract.
- 41.3 If the contract is terminated pursuant to GC41.1, Her Majesty shall pay the Contractor, subject to GC41.4, an amount equal to
- 41.3.1 the cost to the contractor of all labour, plant and material supplied by him under the contract up to the date of termination in respect of a contract or part thereof for which a Unit Price Arrangement is stipulated in the contract, or
 - 41.3.2 the lesser of
 - 41.3.2.1 an amount, calculated in accordance with the Terms and Payment, that would have been payable to the Contractor had he completed the work, and
 - 41.3.2.2 an amount that is determined to be due to the Contractor pursuant to GC49 in respect of a contract or part thereof for which a Fixed Price Arrangement is stipulated in the contract
- less the aggregate of all amounts that were paid to the Contractor by Her Majesty and all amounts that are due to Her Majesty from the Contractor pursuant to the contract.
- 41.4 If Her Majesty and the Contractor are unable to agree about an amount referred to in GC41.3 that amount shall be determined by the method referred to in GC50.

GC42 Claims Against and Obligations of the Contractor or Subcontractor

- 42.1 Her Majesty may, in order to discharge lawful obligations of and satisfy claims against the Contractor or a subcontractor arising out of the performance of the contract, pay any amount that is due and payable to the Contractor pursuant to the contract directly to the obligees of and the claimants against the Contractor or the subcontractor but such amount if any, as is paid by Her Majesty, shall not exceed that amount which the Contractor would have been obliged to pay to



such claimant had the provisions of the Provincial or Territorial lien legislation, or, in the Province of Quebec, the law relating to privileges, been applicable to the work. Any such claimant need not comply with the provisions of such legislation setting out the steps by way of notice, registration or otherwise as might have been necessary to preserve or perfect any claim for lien or privilege which claimant might have had;

- 42.2 Her Majesty will not make any payment as described in GC42.1 unless and until that claimant shall have delivered to Her Majesty:
- 42.2.1 a binding and enforceable Judgment or Order of a court of competent jurisdiction setting forth such amount as would have been payable by the Contractor to the claimant pursuant to the provisions of the applicable Provincial or Territorial lien legislation, or, in the Province of Quebec, the law relating to privileges, had such legislation been applicable to the work; or
 - 42.2.2 a final and enforceable award of an arbitrator setting forth such amount as would have been payable by the Contractor to the claimant pursuant to the provisions of the applicable Provincial or Territorial lien legislation, or, in the Province of Quebec, the law relating to privileges, had such legislation been applicable to the work; or
 - 42.2.3 the consent of the Contractor authorizing a payment.
- For the purposes of determining the entitlement of a claimant pursuant to GC42.2.1 and GC42.2.2, the notice required by GC42.8 shall be deemed to replace the registration or provision of notice after the performance of work as required by any applicable legislation and no claim shall be deemed to have expired, become void or unenforceable by reason of the claimant not commencing any action within the time prescribed by any applicable legislation.
- 42.3 The Contractor shall, by the execution of his contract, be deemed to have consented to submit to binding arbitration at the request of any claimant those questions that need be answered to establish the entitlement of the claimant to payment pursuant to the provisions of GC42.1 and such arbitration shall have as parties to it any subcontractor to whom the claimant supplied material, performed work or rented equipment should such subcontractor wish to be adjoined and the Crown shall not be a party to such arbitration and, subject to any agreement between the Contractor and the claimant to the contrary, the arbitration shall be conducted in accordance with the Provincial or Territorial legislation governing arbitration applicable in the Province or Territory in which the work is located.
- 42.4 A payment made pursuant to GC42.1 is, to the extent of the payment, a discharge of Her Majesty's liability to the Contractor under the contract and may be deducted from any amount payable to the Contractor under the contract.
- 42.5 To the extent that the circumstances of the work being performed for Her Majesty permit, the Contractor shall comply with all laws in force in the Province or Territory where the work is being performed relating to payment period, mandatory holdbacks, and creation and enforcement of mechanics' liens, builders' liens or similar legislation or in the Province of Quebec, the law relating to privileges.
- 42.6 The Contractor shall discharge all his lawful obligations and shall satisfy all lawful claims against him arising out of the performance of the work at least as often as the contract requires Her



Majesty to pay the Contractor.

- 42.7 The Contractor shall, whenever requested to do so by the Departmental Representative, make a statutory declaration deposing to the existence and condition of any obligations and claims referred to in GC42.6.
- 42.8 GC42.1 shall only apply to claims and obligations
- 42.8.1 the notification of which has been received by the Departmental Representative in writing before payment is made to the Contractor pursuant to TP4.10 and within 120 days of the date on which the claimant
- 42.8.1.1 should have been paid in full under the claimant's contract with the Contractor or subcontractor where the claim is for money that was lawfully required to be held back from the claimant; or
- 42.8.1.2 performed the last of the services, work or labour, or furnished the last of the material pursuant to the claimant's contract with the Contractor or subcontractor where the claim is not for money referred to in GC42.8.1.1, and
- 42.8.2 the proceedings to determine the right to payment of which, pursuant to GC42.2. shall have commenced within one year from the date that the notice referred to in GC42.8.1 was received by the Departmental Representative, and
- the notification required by GC42.8.1 shall set forth the amount claimed to be owing and the person who by contract is primarily liable.
- 42.9 Her Majesty may, upon receipt of a notice of claim under GC42.8.1, withhold from any amount that is due and payable to the Contractor pursuant to the contract the full amount of the claim or any portion thereof.
- 42.10 The Departmental Representative shall notify the Contractor in writing of receipt of any claim referred to in GC42.8.1 and of the intention of Her Majesty to withhold funds pursuant to GC42.9 and the Contractor may, at any time thereafter and until payment is made to the claimant, be entitled to post, with Her Majesty, security in a form acceptable to Her Majesty in an amount equal to the value of the claim, the notice of which is received by the Departmental Representative and upon receipt of such security Her Majesty shall release to the Contractor any funds which would be otherwise payable to the Contractor, that were withheld pursuant to the provisions of GC42.9 in respect of the claim of any claimant for whom the security stands.

GC43 Security Deposit – Forfeiture or Return

- 43.1 If
- 43.1.1 the work is taken out of the Contractor's hands pursuant to GC38,
- 43.1.2 the contract is terminated pursuant to GC41, or
- 43.1.3 the Contractor is in breach of or in default under the contract,



Her Majesty may convert the security deposit, if any, to Her own use.

- 43.2 If Her Majesty converts the contract security pursuant to GC43.1, the amount realized shall be deemed to be an amount due from Her Majesty to the Contractor under the contract.
- 43.3 Any balance of an amount referred to in GC43.2 that remains after payment of all losses, damage and claims of Her Majesty and others shall be paid by Her Majesty to the Contractor if, in the opinion of the Departmental Representative, it is not required for the purposes of the contract.

GC44 Departmental Representative's Certificates

44.1 On the date that

44.1.1 the work has been completed, and

44.1.2 the Contractor has complied with the contract and all orders and directions made pursuant thereto,

both to the satisfaction of the Departmental Representative, the Departmental Representative shall issue a Final Certificate of Completion to the Contractor.

44.2 If the Departmental Representative is satisfied that the work is substantially complete he shall, at any time before he issues a certificate referred to in GC44.1, issue an Interim Certificate of Completion to the Contractor, and

44.2.1 for the purposes of GC44.2 the work will be considered to be substantially complete,

44.2.1.1 when the work under the contract or a substantial part thereof is, in the opinion of the Departmental Representative, ready for use by Her Majesty or is being used for the purpose intended; and

44.2.1.2 when the work remaining to be done under the contract is, in the opinion of the Departmental Representative, capable of completion or correction at accost of not more than

44.2.1.2.1 -3% of the first \$500,000, and

44.2.1.2.2 -2% of the next \$500,000, and

44.2.1.2.3 -1% of the balance

of the value of the contract at the time this cost is calculated.

44.3 For the sole purpose of GC44.2.1.2, where the work or a substantial part thereof is ready for use or is being used for the purposes intended and the remainder of the work or a part thereof cannot be completed by the time specified in A2.1, or as amended pursuant to GC36, for reasons beyond the control of the Contractor or where the Departmental Representative and the Contractor agree not to complete a part of the work within the specified time, the cost of that part of the work



which was either beyond the control of the Contractor to complete or the Departmental Representative and the Contractor have agreed not to complete by the time specified shall be deducted from the value of the contract referred to GC44.2.1.2 and the said cost shall not form part of the cost of the work remaining to be done in determining substantial completion.

44.4 An Interim Certificate of Completion referred to in GC44.2 shall describe the parts of the work not completed to the satisfaction of the Departmental Representative and all things that must be done by the Contractor

44.4.1 before a Final Certificate of Completion referred to in GC44.1 will be issued, and

44.4.2 before the 12-month period referred to in GC32.1.2 shall commence for the said parts and all the said things.

44.5 The Departmental Representative may, in addition to the parts of the work described in an Interim Certificate of Completion referred to in GC44.2, require the Contractor to rectify any other parts of the work not completed to his satisfaction and to do any other things that are necessary for the satisfactory completion of the work.

44.6 If the contract or a part thereof is subject to a Unit Price Arrangement, the Departmental Representative shall measure and record the quantities of labour, plant and material, performed, used and supplied by the Contractor in performing the work and shall, at the request of the Contractor, inform him of those measurements.

44.7 The Contractor shall assist and co-operate with the Departmental Representative in the performance of his duties referred to in GC44.6 and shall be entitled to inspect any record made by the Departmental Representative pursuant to GC44.6.

44.8 After the Departmental Representative has issued a Final Certificate of Completion referred to in GC44.1, he shall, if GC44.6 applies, issue a Final Certificate of Measurement.

44.9 A Final Certificate of Measurement referred to in GC44.8 shall

44.9.1 contain the aggregate of all measurements of quantities referred to in GC44.6, and

44.9.2 be binding upon and conclusive between Her Majesty and the Contractor as to the quantities referred to therein.

GC45 Return of Security Deposit

45.1 After an Interim Certificate of Completion referred to in GC44.2 has been issued, Her Majesty shall, if the Contractor is not in breach of or in default under the contract, return to the Contractor all or any part of the security deposit that, in the opinion of the Departmental Representative, is not required for the purposes of the contract.

45.2 After a Final Certificate of Completion referred to in GC44.1 has been issued, Her Majesty shall return to the Contractor the remainder of any security deposit unless the contract stipulates otherwise.



- 45.3 If the security deposit was paid into the Consolidated Revenue Fund of Canada, Her Majesty shall pay interest thereon to the Contractor at a rate established from time to time pursuant to section 21(2) of the Financial Administration Act.

GC46 Clarification of Terms in GC47 to GC50

- 46.1 For the purposes of GC47 to GC50,
- 46.1.1 "Unit Price Table" means the table set out in the Articles of Agreement, and
- 46.1.2 "plant" does not include tools customarily provided by a tradesman in practicing his trade.

GC47 Additions or Amendments to Unit Price Table

- 47.1 Where a Unit Price Arrangement applies to the contract or a part thereof the Departmental Representative and the Contractor may, by an agreement in writing,
- 47.1.1 add classes of labour or material, and units of measurement, prices per unit and estimated quantities to the Unit Price Table if any labour, plant or material that is to be included in the Final Certificate of Measurement referred to in GC44.8 is not included in any class of labour, plant or material set out in the Unit Price Table; or
- 47.1.2 subject to GC47.2 and GC47.3, amend a price set out in the Unit Price Table for any class of labour, plant or material included therein if the Final Certificate of Measurement referred to in GC44.8 shows or is expected to show that the total quantity of that class of labour, plant or material actually performed, used or supplied by the Contractor in performing the work is
- 47.1.2.1 less than 85% of that estimated total quantity, or
- 47.1.2.2 in excess of 115% of that estimated total quantity.
- 47.2 In no event shall the total cost of an item set out in the Unit Price Table that has been amended pursuant to GC47.1.2.1 exceed the amount that would have been payable to the Contractor had the estimated total quantity actually been performed, used or supplied.
- 47.3 An amendment that is made necessary by GC47.1.2.2 shall apply only to the quantities that are in excess of 115%.
- 47.4 If the Departmental Representative and the Contractor do not agree as contemplated in GC47.1, the Departmental Representative shall determine the class and the unit of measurement of the labour, plant or material and, subject to GC47.2 and GC47.3, the price per unit therefore shall be determined in accordance with GC50.

GC48 Determination of Cost – Unit Price Table



- 48.1 Whenever, for the purposes of the contract, it is necessary to determine the cost of labour, plant or material, it shall be determined by multiplying the quantity of that labour, plant or material expressed in the unit set out in column 3 of the Unit Price Table by the price of that unit set out in column 5 of the Unit Price Table.

GC49 Determination of Cost – Negotiation

- 49.1 If the method described in GC48 cannot be used because the labour, plant or material is of a kind or class that is not set out in the Unit Price Table, the cost of that labour, plant or material for the purposes of the contract shall be the amount agreed upon from time to time by the Contractor and the Departmental Representative.
- 49.2 For the purposes of GC49.1, the Contractor shall submit to the Departmental Representative any necessary cost information requested by the Departmental Representative in respect of the labour, plant and material referred to in GC49.1

GC50 Determination of Cost – Failing Negotiation

- 50.1 If the methods described in GC47, GC48 or GC49 fail for any reason to achieve a determination of the cost of labour, plant and material for the purposes referred to therein, that cost shall be equal to the aggregate of
- 50.1.1 all reasonable and proper amounts actually expended or legally payable by the Contractor in respect of the labour, plant and material that falls within one of the classes of expenditure described in GC50.2 that are directly attributable to the performance of the contract,
 - 50.1.2 an allowance for profit and all other expenditures or costs, including overhead, general administration cost, financing and interest charges, and every other cost, charge and expenses, but not including those referred to in GC50.1.1 or GC50.1.3 or a class referred to in GC50.2, in an amount that is equal to 10% of the sum of the expenses referred to in GC50.1.1, and
 - 50.1.3 interest on the cost determined under GC50.1.1 and GC50.1.2, which interest shall be calculated in accordance with TP9,

provide that the total cost of an item set out in the Unit Price Table that is subject to the provisions of GC47.1.2.1 does not exceed the amount that would have been payable to the Contractor had the estimated total quantity of the said item actually be performed, used or supplied.

- 50.2 For purposes of GC50.1.1 the classes of expenditure that may be taken into account in determining the cost of labour, plant and material are,
- 50.2.1 payments to subcontractors;
 - 50.2.2 wages, salaries and travelling expenses of employees of the Contractor while they are actually and properly engaged on the work, other than wages, salaries, bonuses, living



and travelling expenses of personnel of the Contractor generally employed at the head office or at a general office of the Contractor unless they are engaged at the work site with the approval of the Departmental Representative,

- 50.2.3 assessments payable under any statutory authority relating to workmen's compensation, unemployment insurance, pension plan or holidays with pay;
- 50.2.4 rent that is paid for plant or an amount equivalent of the said rent if the plant is owned by the Contractor that is necessary for and used in the performance of the work, if the rent of the equivalent amount is reasonable and use of that plant has been approved by the Departmental Representative;
- 50.2.5 payments for maintaining and operating plant necessary for and used in the performance of the work, and payments for effecting such repairs thereto as, in the opinion of the Departmental Representative, are necessary to the proper performance of the contract other than payments for any repairs to the plant arising out of defects existing before its allocation to the work;
- 50.2.6 payments for material that is necessary for and incorporated in the work, or that is necessary for and consumed in the performance of the contract;
- 50.2.7 payments for preparation, delivery, handling, erection, installation, inspection protection and removal of the plant and material necessary for and used in the performance of the contract; and
- 50.2.8 any other payments made by the Contractor with the approval of the Departmental Representative that are necessary for the performance of the contract.

GC51 Records to be kept by Contractor

51.1 The Contractor shall

- 51.1.1 maintain full records of his estimated and actual cost of the work together with all tender calls, quotations, contracts, correspondence, invoices, receipts and vouchers relating thereto.
- 51.1.2 make all records and material referred to in GC5.1.1 available to audit and inspection by the Minister and the Deputy Receiver General for Canada or by persons acting on behalf of either of both of them, when requested;
- 51.1.3 allow any of the person referred to in GC51.1.2 to make copies of and to take extracts from any of the records and material referred to in GC51.1.1; and
- 51.1.4 furnish any person referred to in GC51.1.2 with any information he may require from time to time in connection with such records and material.

- 51.2 The records maintained by the Contractor pursuant to GC51.1.1 shall be kept intact by the Contractor until the expiration of two years after the date that a Final Certificate of Completion referred to in GC44.1 was issued or until the expiration of such other period of time as the



Minister may direct.

- 51.3 The Contractor shall cause all subcontractors and all other persons directly or indirectly controlled by or affiliated with the Contractor and all persons directly or indirectly having control of the Contractor to comply with GC51.1 and GC51.2 as if they were the Contractor.

GC52 Conflict of Interest

- 52.1 It is a term of this contract that no former public office holder who is not in compliance with the Conflict of Interest and Post-Employment Code for Public Office Holders shall derive a direct benefit from this contract.

GC53 Contractor Status

- 53.1 The Contractor shall be engaged under the contract as an independent contractor.
- 53.2 The Contractor and any employee of the said Contractor is not engaged by the contract as an employee, servant or agent of Her Majesty.
- 53.3 For the purposes of GC53.1 and GC53.2 the Contractor shall be solely responsible for any and all payments and deductions required to be made by law including those required for Canada or Quebec Pension Plans, Unemployment Insurance, Worker's Compensation or Income Tax.



GENERAL CONDITONS

- IC 1 Proof of Insurance**
- IC 2 Risk Management**
- IC 3 Payment of Deductible**
- IC 4 Insurance Coverage**

GENERAL INSUANCE COVERAGES

- GCI 1 Insured**
- GIC 2 Period of Insurance**
- GIC 3 Proof of Insurance**
- GIC 4 Notification**

COMMERCIAL GENERAL LIABILITY

- CGL 1 Scope of Policy**
- CGL 2 Coverages/Provisions**
- CGL 3 Additional Exposures**
- CGL 4 Insurance Proceeds**
- CGL 5 Deductible**

BUILDER'S RISK – INSTALLATION FLOATER – ALL RISKS

- BR 1 Scope of Policy**
- BR 2 Property Insured**
- BR 3 Insurance Proceeds**
- BR 4 Amount of Insurance**
- BR 5 Deductible**
- BR 6 Subrogation**
- BR 7 Exclusion Qualifications**

INSURER'S CERTIFICATE OF INSURANCE



General Conditions

IC 1 Proof of Insurance (02/12/03)

Within thirty (30) days after acceptance of the Contractor's tender, the Contractor shall, unless otherwise directed in writing by the Contracting Officer, deposit with the Contracting Officer an Insurer's Certificate of Insurance in the form displayed in this document and, if requested by the Contracting Officer, the originals or certified true copies of all contracts of insurance maintained by the Contractor pursuant to the Insurance Coverage Requirements shown hereunder.

IC 2 Risk Management (01/10/94)

The provisions of the Insurance Coverage Requirements contained hereunder are not intended to cover all of the Contractor's obligations under GC8 of the General Conditions "C" of the contract. Any additional risk management measures or additional insurance coverages the Contractor may deem necessary to fulfill its obligations under GC8 shall be at its own discretion and expense.

IC 3 Payment of Deductible (01/10/94)

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

IC 4 Insurance Coverage (02/12/03)

The Contractor has represented that it has in place and effect the appropriate and usual liability insurance coverage as required by these Insurance Conditions and the Contractor has warranted that it shall obtain, in a timely manner and prior to commencement of the Work, the appropriate and usual property insurance coverage as required by these Insurance Conditions and, further, that it shall maintain all required insurance policies in place and effect as required by these Insurance Conditions.



INSURANCE COVERAGE REQUIREMENTS

PART I GENERAL INSURANCE COVERAGES (GIC)

GCI 1 Insured (02/12/03)

Each insurance policy shall insure the Contractor, and shall include, as an Additional Named Insured, Her Majesty the Queen in right of Canada, represented by the National Research Council Canada.

GIC 2 Period of Insurance (02/12/03)

Unless otherwise directed in writing by the Contracting Officer or otherwise stipulated elsewhere in these Insurance Conditions, the policies required hereunder shall be in force and be maintained from the date of the contract award until the day of issue of the Departmental Representative's Final Certificate of Completion.

GIC 3 Proof of Insurance (01/10/94)

Within twenty five (25) days after acceptance of the Contractor's tender, the Insurer shall, unless otherwise directed by the Contractor, deposit with the Contractor an Insurer's Certificate of Insurance in the form displayed in the document and, if requested, the originals or certified true copies of all contracts of insurance maintained by the Contractor pursuant to the requirements of these Insurance Coverages.

GIC 4 Notification (01/10/94)

Each Insurance policy shall contain a provision that (30) days prior written notice shall be given by the Insurer to Her Majesty in the event of any material change in or cancellation of coverage. Any such notice received by the Contractor shall be transmitted forthwith to Her Majesty.

PART II COMMERCIAL GENERAL LIABILITY

CGL 1 Scope of Policy (01/10/94)

The policy shall be written on a form similar to that known and referred to in the insurance industry as IBC 2100 – Commercial General Liability policy (Occurrence form) and shall provide for limit of liability of not less than \$2,000,000 inclusive for Bodily Injury and Property Damage for any one occurrence or series of occurrences arising out of one cause. Legal or defence cost incurred in respect of a claim or claims shall not operate to decrease the limit of liability.

CGL 2 Coverages/Provisions (01/10/94)



The policy shall include but not necessarily be limited to the following coverages/provisions.

- 2.1 Liability arising out of or resulting from the ownership, existence, maintenance or use of premises by the Contractor and operations necessary or incidental to the performance of this contract.
- 2.2 "Broad Form" Property Damage including the loss of use of property.
- 2.3 Removal or weakening of support of any building or land whether such support be natural or otherwise.
- 2.4 Elevator liability (including escalators, hoists and similar devices).
- 2.5 Contractor's Protective Liability
- 2.6 Contractual and Assumed Liabilities un this contact.
- 2.7 Completed Operations Liability – The insurance, including all aspects of this Part II of these Insurance Conditions shall continue for a period of at least one (1) year beyond the date of the Departmental Representative's Final Certificate of Completion for the Completed Operations.
- 2.8 Cross Liability – The Clause shall be written as follows:

Cross Liability – The insurance as is afforded by this policy shall apply in respect to any claim or action brought against any one Insured by any other Insured. The coverage shall apply in the same manner and to the same extent as though a separate policy had been issued to each Insured. The inclusion herein of more than one Insured shall not increase the limit of the Insurer's liability.

- 2.9 Severability of Interests – The Clause shall be written as follows:

Severability of Interests – This policy, subject to the limits of liability stated herein, shall apply separately to each Insured in the same manner and to the same extent as if a separate policy had been issued to each. The inclusion herein of more than one insured shall not increase the limit of the Insurer's liability.

CGL 3 Additional Exposures (02/12/03)

The policy shall either include or be endorsed to include the following exposures of hazards if the Work is subject thereto:

- 3.1 Blasting
- 3.2 Pile driving and calsson work
- 3.3 Underpinning
- 3.4 Risks associated with the activities of the Contractor on an active airport



- 3.5 Radioactive contamination resulting from the use of commercial isotopes
- 3.6 Damage to the portion of an existing building beyond that directly associated with an addition, renovation or installation contract.
- 3.7 Marine risks associated with the contraction of piers, wharves and docks.

**CGL 4 Insurance Proceeds
(01/10/94)**

Insurance Proceeds from this policy are usually payable directly to a Claimant/Third Party.

**CGL 5 Deductible
(02/12/03)**

This policy shall be issued with a deductible amount of not more than \$10,000 per occurrence applying to Property Damage claims only.

**PART III
BUILDER'S RISK – INSTALLATION FLOATER – ALL RISKS**

**BR 1 Scope of Policy
(01/10/94)**

The policy shall be written on an "All Risks" basis granting coverages similar to those provided by the forms known and referred to in the insurance industry as "Builder's Risk Comprehensive Form" or "Installation Floater – All Risks".

**BR 2 Property Insured
(01/10/94)**

The property insured shall include:

- 2.1 The Work and all property, equipment and materials intended to become part of the finished Work at the site of the project while awaiting, during and after installation, erection or construction including testing.
- 2.2 Expenses incurred in the removal from the construction site of debris of the property insured, including demolition of damaged property, de-icing and dewatering, occasioned by loss, destruction or damage to such property and in respect of which insurance is provided by this policy.

**BR 3 Insurance Proceeds
(01/10/94)**

- 3.1 Insurance proceeds from this policy are payable in accordance with GC28 of the General Conditions "C" of the contract.
- 3.2 This policy shall provide that the proceeds thereof are payable to Her Majesty or as the Minister may direct.



- 3.3 The Contractor shall do such things and execute such documents as are necessary to effect payment of the proceeds.

BR 4 Amount of Insurance
(01/10/94)

The amount of insurance shall not be less than the sum of the contract value plus the declared value (if any) set forth in the contract documents of all material and equipment supplied by Her Majesty at the site of the project to be incorporated into and form part of the finished Work.

BR 5 Deductible
(02/12/03)

The Policy shall be issued with a deductible amount of not more than \$10,000.

BR 6 Subrogation
(01/10/94)

The following Clause shall be included in the policy:

"All rights of subrogation or transfer of rights are hereby waived against any corporation, firm, individual or other interest, with respect to which, insurance is provided by this policy".

BR 7 Exclusion Qualifications
(01/10/94)

The policy may be subject to the standard exclusions but the following qualifications shall apply:

- 7.1 Faulty materials, workmanship or design may be excluded only to the extent of the cost of making good thereof and shall not apply to loss or damage resulting therefrom.
- 7.2 Loss or damage caused by contamination by radioactive material may be excluded except for loss or damage resulting from commercial isotopes used for industrial measurements, inspection, quality control radiographic or photographic use.
- 7.3 Use and occupancy of the project or any part of section thereof shall be permitted where such use and occupancy is for the purpose for which the project is intended upon completion.



INSURER'S CERTIFICATE OF INSURANCE

(TO BE COMPLETED BY INSURER (NOT BOKER) AND DELIVERD TO NATIONAL RESEARCH COUNCIL CANADA WITH 30 DAYS FOLLOWING ACCEPTANCE OF TENDER)

CONTRACT

DESCRIPTION OF WORK	CONTRACT NUMBER	AWARD DATE
LOCATION		

INSURER

NAME
ADDRESS

BROKER

NAME
ADDRESS

INSURED

NAME OF CONTRACTOR
ADDRESS

ADDITIONAL INSURED

HER MAJESTY THE QUEEN IN RIGHT OF CANADA AS REPRESENTED BY THE NATIONAL RESEARCH COUNCIL CANADA

THIS DOCUENT CERTIFIES THAT THE FOLLOWING POLICES OF INSURANCE ARE AT PRESENT IN FORCE COVERING ALL OPERATIONS OF THE INSURE IN CONNECTION WITH THE CONTRACT MADE BETWEEN THE NAMED INSURED AND THE NATIONAL RESEARCH COUNCIL CANADA AND IN ACCORDANCE WITH THE INSURANCE CONDITIONS "E"

POLICY					
TYPE	NUMBER	INCEPTION DATE	EXPIRY DATE	LIMITS OF LIABILITY	DEDUCTIBLE
COMMERCIAL GENERAL LIABILITY					
BUILDERS RISK "AL RISKS"					
INSTALLATION FLOATER "ALL RISKS"					

THE INSURER AGREES TO NOTIFY THE NATIONAL RESEARCH COUNCIL CANADA IN WRITING 30 DAYS PRIOR TO ANY MATERIAL CHANGE IN OR CANCELLATION OF ANY POLICY OR COVERAGE SPECIFICALLY RELATED TO THE CONTRACT

NAME OF INSURER'S OFFICER OR AUTHORIZED EMPLOYEE	SIGNATURE	DATE:
		TELEPHONE NUMBER:

ISSUANCE OF THIS CERTIFIATE SHALL NOT LIMIT OR RESTRICT THE RIGHT OF THE NATIONAL RESEARCH COUNCIL CANADA TO REQUEST AT ANY TIME DUPLICATE COPIES OF SAID INSURANCE POLICIES



CS1 Obligation to provide Contract Security

- 1.1 The Contractor shall, at the Contractor's own expense, provide one or more of the forms of contract security prescribed in CS2.
- 1.2 The Contractor shall deliver to the Departmental Representative the contract security referred to in CS1.1 within 14 days after the date that the Contractor receives notice that the Contractor's tender or offer was accepted by Her Majesty.

CS2 Prescribed Types and Amounts of Contract Security

- 2.1 The Contractor shall deliver to the Departmental Representative pursuant to CS1
 - 2.1.1 a performance bond and a labour and material payment bond each in an amount that is equal to not less than 50% of the contract amount referred to in the Articles of Agreement, or
 - 2.1.2 a labour and material payment bond in an amount that is equal to not less than 50% of the contract amount referred to in the Articles of Agreement, and a security deposit in an amount that is equal to
 - 2.1.2.1 not less than 10% of the contract amount referred to in the Articles of Agreement where that amount does not exceed \$250,000, or
 - 2.1.2.2 \$25,000 plus 5% of the part of the contract amount referred to in the Articles of Agreement that exceeds \$250,000, or
 - 2.1.3 a security deposit in an amount prescribed by CS2.1.2 plus an additional amount that is equal to 10% of the contract amount referred to in the Articles of Agreement.
- 2.2 A performance bond and a labour and material payment bond referred to in CS2.1 shall be in a form and be issued by a bonding or surety company that is approved by Her Majesty.
- 2.3 The amount of a security deposit referred to in CS2.1.2 shall not exceed \$250,000 regardless of the contract amount referred to in the Articles of Agreement.
- 2.4 A security deposit referred to in CS2.1.2 and CS2.1.3 shall be in the form of
 - 2.4.1 a bill of exchange made payable to the Receiver General of Canada and certified by an approved financial institution or drawn by an approved financial institution on itself, or
 - 2.4.2 bonds of or unconditionally guaranteed as to principal and interest by the Government of Canada.
- 2.5 For the purposes of CS2.4
 - 2.5.1 a bill of exchange is an unconditional order in writing signed by the Contractor and addressed to an approved financial institution, requiring the said institution to pay, on demand, at a fixed or determinable future time a sum certain of money to, or to the order



of, the Receiver General for Canada, and

- 2.5.2 If a bill of exchange is certified by a financial institution other than a chartered bank then it must be accompanied by a letter or stamped certification confirming that the financial institution is in at least one of the categories referred to in CS2.5.3
- 2.5.3 an approved financial institution is
 - 2.5.3.1 any corporation or institution that is a member of the Canadian Payments Association,
 - 2.5.3.2 a corporation that accepts deposits that are insured by the Canada Deposit Insurance Corporation or the Régie de l'assurance-dépôts du Québec to the maximum permitted by law,
 - 2.5.3.3 a credit union as defined in paragraph 137(6)(b) of the *Income Tax Act*,
 - 2.5.3.4 a corporation that accepts deposits from the public, if repayment of the deposit is guaranteed by Her Majesty in right of a province, or
 - 2.5.3.5 The Canada Post Corporation.
- 2.5.4 the bonds referred to in CS2.4.2 shall be
 - 2.5.4.1 made payable to bearer, or
 - 2.5.4.2 accompanied by a duly executed instrument of transfer of the bonds to the Receiver General for Canada in the form prescribed by the Domestic Bonds of Canada Regulations, or
 - 2.5.4.3 registered, as to principal or as to principal and interest in the name of the Receiver General for Canada pursuant to the Domestic Bonds of Canada Regulations, and
 - 2.5.4.4 provided on the basis of their market value current at the date of the contract.



SECURITY REQUIREMENTS CHECK LIST (SRCL)

LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE

1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine: **National Research Council** 2. Branch or Directorate / Direction générale ou Direction: **ASPM/SAGI**

3. a) Subcontract Number / Numéro du contrat de sous-traitance 3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant

4. Brief Description of Work / Brève description du travail: **M-4 PSO Office Renovation** *ncr*

5. a) Will the supplier require access to Controlled Goods? / Le fournisseur aura-t-il accès à des marchandises contrôlées? No / Non Yes / Oui

5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? / Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques? No / Non Yes / Oui

6. Indicate the type of access required / Indiquer le type d'accès requis

6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? / Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) / Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c) No / Non Yes / Oui

6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. / Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé. No / Non Yes / Oui

6. c) Is this a commercial courier or delivery requirement with no overnight storage? / S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit? No / Non Yes / Oui

7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès

Canada NATO / OTAN Foreign / Étranger

7. b) Release restrictions / Restrictions relatives à la diffusion

No release restrictions / Aucune restriction relative à la diffusion <input checked="" type="checkbox"/>	All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable / À ne pas diffuser <input type="checkbox"/>		
Restricted to: / Limité à: Specify country(ies): / Préciser le(s) pays: <input type="checkbox"/>	Restricted to: / Limité à: Specify country(ies): / Préciser le(s) pays: <input type="checkbox"/>	Restricted to: / Limité à: Specify country(ies): / Préciser le(s) pays: <input type="checkbox"/>

7. c) Level of information / Niveau d'information

PROTECTED A / PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED / NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A / PROTÉGÉ A <input type="checkbox"/>
PROTECTED B / PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED / NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B / PROTÉGÉ B <input type="checkbox"/>
PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL / NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C / PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>	NATO SECRET / NATO SECRET <input type="checkbox"/>	CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>
SECRET / SECRET <input type="checkbox"/>	COSMIC TOP SECRET / COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET / SECRET <input type="checkbox"/>
TOP SECRET / TRÈS SECRET <input type="checkbox"/>		TOP SECRET / TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>



Contract Number / Numéro du contrat
Security Classification / Classification de sécurité

PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? No / Non Yes / Oui
If Yes, indicate the level of sensitivity:
Dans l'affirmative, indiquer le niveau de sensibilité :
9. Will the supplier require access to extremely sensitive INFOSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? No / Non Yes / Oui
- Short Title(s) of material / Titre(s) abrégé(s) du matériel :
Document Number / Numéro du document :

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

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis
- | | | | |
|---|---|---|--|
| <input checked="" type="checkbox"/> RELIABILITY STATUS
COTE DE FIABILITÉ | <input type="checkbox"/> CONFIDENTIAL
CONFIDENTIEL | <input type="checkbox"/> SECRET
SECRET | <input type="checkbox"/> TOP SECRET
TRÈS SECRET |
| <input type="checkbox"/> TOP SECRET- SIGINT
TRÈS SECRET - SIGINT | <input type="checkbox"/> NATO CONFIDENTIAL
NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET
NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET
COSMIC TRÈS SECRET |
| <input type="checkbox"/> SITE ACCESS
ACCÈS AUX EMPLACEMENTS | | | |
- Special comments:
Commentaires spéciaux :

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.
REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? No / Non Yes / Oui
If Yes, will unscreened personnel be escorted?
Dans l'affirmative, le personnel en question sera-t-il escorté? No / Non Yes / Oui

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

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

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

PRODUCTION

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

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

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? No / Non Yes / Oui
11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? No / Non Yes / Oui



Government of Canada

Gouvernement du Canada

Contract Number / Numéro du contrat

Security Classification / Classification de sécurité

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

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

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

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

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

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category / Catégorie	PROTECTED / PROTÉGÉ			CLASSIFIED / CLASSIFIÉ			NATO				COMSEC							
	A	B	C	CONFIDENTIAL	SECRET	TOP SECRET	NATO RESTRICTED	NATO CONFIDENTIAL	NATO SECRET	COSMIC TOP SECRET COSMIC TRÈS SECRET	PROTECTED / PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET		
				CONFIDENTIEL		TRÈS SECRET	NATO DIFFUSION RESTREINTE	NATO CONFIDENTIEL			A	B	C	CONFIDENTIEL		TRÈS SECRET		
Information / Assets / Renseignements / Biens / Production	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Media / Support TI	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Link / Lien électronique	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED? / La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE? No / Non Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification". / Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED? / La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE? No / Non Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments). / Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).



Contract Number / Numéro du contrat
Security Classification / Classification de sécurité

PART D - AUTHORIZATION / PARTIE D - AUTORISATION

13. Organization Project Authority / Chargé de projet de l'organisme

Name (print) - Nom (en lettres moulées) Christopher Eby		Title - Titre Architectural Designer	Signature
Telephone No. - N° de téléphone 613-991-5248	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel christopher.eby@nrc-cnrc.gc.ca	Date October 11, 2016

14. Organization Security Authority / Responsable de la sécurité de l'organisme

Name (print) - Nom (en lettres moulées) Charlotte Carrier		Title - Titre Controlled Goods and Contracts Security Coordinator	Signature
Telephone No. - N° de téléphone (613) 993-8956	Facsimile No. - N° de télécopieur (613) 990-0946	E-mail address - Adresse courriel Charlotte.Carrier@nrc-cnrc.gc.ca	Date 11 Oct 2016

15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached?
Des Instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes? No / Non Yes / Oui

16. Procurement Officer / Agent d'approvisionnement

Name (print) - Nom (en lettres moulées) Alain Leroux		Title - Titre Senior Contracting Officer	Signature
Telephone No. - N° de téléphone 613-991-9980	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel Alain.Leroux@nrc-cnrc.gc.ca	Date 21-10-2016

17. Contracting Security Authority / Autorité contractante en matière de sécurité

Name (print) - Nom (en lettres moulées)		Title - Titre	Signature
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date