

PART 1 - GENERAL

1.1 SCOPE OF WORK .1 The work covered under this project consist of the furnishing of all plant, labour, equipment, hardware and materials for "New Marginal Wharf 407", located at Val Comeau , Gloucester County, N.B., in strict accordance with Specifications and accompanying drawings and subject to all terms and conditions of contract.

1.2 DESCRIPTION OF WORK .1 In general, work under this Contract shall consist of but not be limited to the following:

.1 The complete removal of existing treated timber cribwork structure 403 and building as shown on drawings to permit new work. This will include concrete deck and/slabs, asphalt, timber and/or concrete wheelguard, wheelguard chocks, timber fenders and sheathing, treated timber cribwork, rock ballast, timber ladders c/w all fasteners, holdfasts, building and concrete foundation, and all other items or services that interfere with the work as directed.

.2 The removal of armour stone protection and filter stone as shown to permit new work. The armour stone will be reinstalled on top of the existing rock protection along the west wharf. The filter stone will be stored on site as shown.

.3 All excavated and un-recyclable backfill material including underwater excavated materials to limit of work will be stored on site as shown.

.4 The removal of existing catch basin and concrete drain pipe as shown.

.5 The removal of floating docks, gangway and support blocks, anchor blocks and chains and steel H-pile as shown on drawings. Floating docks and components will be stored on site as directed. One gangway support block will be relocated as shown.

1.2 DESCRIPTION OF WORK
(Cont'd)

.1 (Cont'd)

.6 The removal of electrical services such as wires, cables, conduit, receptacle outlets, power pole and fixtures, water line and any other services to allow for new work.

.7 The transportation and proper disposal of un-recyclable treated timber materials to an approved regional land fill site.

.8 The construction of new concrete deck and Berlin wall structure as shown.

.9 Supply and installation of granular fill materials, geotextile, asphalt pavement, metal wheelguard as shown on drawings.

.10 Supply and installation of new catch basin and drain pipe outfall as shown on drawings.

.11 New electrical services as shown on drawings.

.12 Supply and install a new fresh water line as shown.

.13 Parking area within the limits of work will require reshaping to attain proper surface drainage.

.14 Supply and install a new french drain as shown.

.15 Carry out work as per Environmental requirements.

.16 Supply and installation of a floating boom/silt curtain surrounding the work area during work.

1.3 FAMILIARIZATION WITH SITE
WITH SITE

.1 Before submitting a bid, it is recommended that bidders inspect and examine the site of work and satisfy themselves as to the form and nature of the work, materials, the means of access the site, and the temporary facilities required for completion of the work.

.2 Obtain prior permission from the Departmental Representative before carrying out such site inspection.

.3 Bidders are required to review the list of potential site hazards provided in Section 01 35 29.

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| <u>1.3 FAMILIARIZATION
WITH SITE
(Cont'd)</u> | .4 | Bidders are required to wear all appropriate personal protective equipment and take all precautionary measures necessary to ensure their safety during any pre-tender site visit. |
| | .5 | Contractor shall make own assessment of the site conditions, and the difficulties in carrying out the work as specified. |
| <u>1.4 CODES AND
STANDARDS</u> | .1 | Perform work in accordance with the National Building Code of Canada and any other code of provincial or local application including all amendments up to project tender closing date provided that in any case of conflict or discrepancy, the more stringent requirements shall apply. |
| | .2 | Materials and workmanship must meet or exceed requirements of specified standards, codes and referenced documents. |
| <u>1.5 INTERPRETATION
OF DOCUMENTS</u> | .1 | Supplementary to the Order of Precedence article of the General Conditions, the Division 01 Sections take precedence over the technical division sections of these Specifications. |
| <u>1.6 TERM ENGINEER</u> | .1 | Unless specifically stated otherwise, the term Engineer when used in the Specifications and on the Drawings shall mean the Departmental Representative as defined in the General Conditions of the Contract. |
| <u>1.7 SETTING OUT
WORK</u> | .1 | Assume full responsibility for and execute complete layout of work to locations, lines and elevations indicated. |
| | .2 | Provide devices needed to lay out and construct work. |
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| 1.7 SETTING OUT
WORK
<u>(Cont'd)</u> | .3 | Supply such devices as straight edges and templates required to facilitate Departmental Representative's inspection of work. |
| | .4 | Supply stakes and other survey markers required for laying out work. |
| | .5 | Setting out the work, mob, demob, and other costs associated with the work but not included as part of specific bid items will be considered as incidental to the Construction/Demolition lump sum bid item in section 01 74 21. |
| 1.8 MEASUREMENT FOR
PAYMENT
<u></u> | .1 | Notify Departmental Representative sufficiently in advance of operations to permit required measurements for payment. |
| 1.9 DOCUMENTS
REQUIRED
<u></u> | .1 | Maintain at job site, one copy each of the following: <ul style="list-style-type: none">.1 Contract Drawings.2 Specifications.3 Addenda.4 Reviewed Shop Drawings.5 List of outstanding Shop Drawings.6 Change Orders.7 Other modifications to Contract.8 Field Test Reports.9 Copy of Approved Work Schedule.10 Health and Safety Plan and other safety related documents.11 Electrical Lock-Out.12 Fire Safety Hot Work Permit.13 Permits, Codes and Acts..14 Waste Management Plan.15 Other documents as stipulated elsewhere in the Contract Documents, Drawings and these Specifications. |
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| <u>1.10 PERMITS</u> | .1 | In accordance with the the General Conditions, obtain and pay for building permit, certificates, licenses and other permits as required by municipal, provincial and federal authorities. |
| | .2 | Provide appropriate notifications of project to municipal and provincial inspection authorities. |
| | .3 | Obtain compliance certificates as prescribed by legislative and regulatory provisions of municipal, provincial and federal authorities as applicable to the performance of work. |
| | .4 | Submit to Departmental Representative, copy of application forms and approval documents received from above referenced authorities. |
| <u>1.11 EXISTING SERVICES</u> | .1 | Before commencing work, establish location and extent of service lines and notify Departmental Representative of findings in writing. |
| | .2 | Submit schedule to and obtain approval from Departmental Representative for any shut-down or closure of active service or facility. This includes disconnection of electrical power and communication services to tenant's operational areas. Adhere to approved schedule and provide notice to affected parties. |
| | .3 | Be aware that the Harbour Facilities must be kept operational for the full duration of Work of this Contract. Services to areas used by the public, fishers and harbour users must also be maintained at all times as directed. |
| | .4 | Protect, relocate or maintain existing active services as required. When inactive services are encountered, cap off in manner approved by authorities having jurisdiction over service. Record locations of maintained, re-routed and abandoned service lines. |
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<u>1.11 EXISTING SERVICES (Cont'd)</u>	.5	Removal and reinstatement of pipes, services, utilities, poles, etc., (in accordance with service provider's or owner's requirements) will be incidental to the Work.
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<u>1.12 Site Conditions</u>	.1	Existing section and detail shown on drawings are provided solely as general information only and actual construction details and configurations, elevations and dimensions may differ.
	.2	Contractor shall make own assessment of the actual construction details and the difficulties in carrying out the work as specified.

<u>1.13 Existing Soil Condition</u>	.1	Results of various geotechnical investigation done are also available for viewing at Public Works and Government Services Canada, Unit 100, 4th floor, 1045 Main Street, Moncton, N.B., during the following business hours: 8:30 to 12:00 noon and from 13:00 to 16:00, Monday to Friday.
	.2	Any information pertaining to soils and all borehole logs are furnished by the Departmental Representative as a matter of general information only. Borehole descriptions shown on the logs are only descriptive of conditions at locations described by the boreholes themselves.
	.3	The Contractor must make his own evaluation of soil conditions.

<u>1.14 Ice and Snow Removal</u>	.1	Assume full responsibility for snow and ice removal to gain access to the construction site, access to the wharf and storage areas, if required.
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1.15 Site Utilities .1 Provide sanitary facilities, fresh water and electricity, in accordance with governing regulations and ordinances. Contractor will make his own arrangements for utilities at contractor's own expense.

PART 1 - GENERAL

1.1 SUBMITTALS

- .1 Upon award of contract and prior to commencement of work, submit to Departmental Representative the following work management documents:
 - .1 Work Schedule as specified herein.
 - .2 Shop Drawing Submittal Schedule specified in section 01 33 00
 - .3 Health and Safety Plan specified in section 01 35 29
 - .4 Hot Work Procedures specified in section 01 35 24
 - .5 Lockout Procedures specified in section 01 35 25

1.2 WORK SCHEDULE

- .1 The contractor will coordinate his work with the Harbour Authority's directives.
 - .2 The contractor is advised that a lobster fishery is in effect from mid-May to mid-July.
 - .3 Upon acceptance of bid submit:
 - .1 Detailed work schedule submitted within 7 calendar days of contract award.
 - .4 Schedule to indicate all calendar dates from commencement to completion of all work within the time stated in the accepted bid.
 - .5 Provide sufficient details in schedule to clearly illustrate entire implementation plan, depicting efficient coordination of tasks and resources, to achieve completion of work on time and permit effective monitoring of work progress in relation to established milestones.
 - .6 Work schedule content to include as a minimum the following:
 - .1 Bar (GANTT) Charts, indicating all work activities, tasks and other project elements, their anticipated durations, planned dates for achieving key activities and major project milestones supported with;
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- 1.2 WORK SCHEDULE
(Cont'd)
- .7 Work schedule must take into consideration and reflect the work phasing, and operational restrictions as indicated on drawings.
 - .8 Schedule work in cooperation with the Departmental Representative. Incorporate within Work Schedule, items identified by Departmental Representative during review of schedule.
 - .9 Completed schedule shall be reviewed by Departmental Representative. Take necessary measures to complete work within scheduled time. Do not change schedule without Departmental Representative's approval.
 - .10 Ensure that all sub trades and subcontractors are made aware of the work restraints and operational restrictions specified.
 - .11 Schedule Updates:
 - .1 Submit when requested by Departmental Representative.
 - .2 Provide information and pertinent details explaining reasons for necessary changes to implementation plan.
 - .3 Identify problem areas, anticipated delays, impact on schedule and proposed corrective measures to be taken.
 - .12 Departmental Representative will make interim reviews and evaluate progress of work based on most current schedule. Frequency of such reviews will be as decided by Departmental Representative. Address and take corrective measures on items identified by reviews and as directed by Departmental Representative. Update schedule accordingly.
 - .13 In every instance, change or deviation from the Work Schedule, no matter how minimal the risk or impact on safety or inconvenience to tenant or public might appear, will be subject to prior review and approval by the Departmental Representative.
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1.3 OPERATIONAL
RESTRICTIONS

- .1 The Contractor must recognize that Harbour activities and occupants will be affected by implementation of this Contract. The Contractor must perform the work with utmost regard to the safety and convenience of all Harbour users. All work activities must be planned and scheduled with this in mind. The Contractor will not be permitted to disturb any portion of the Harbour without providing temporary facilities as necessary to ensure safe and direct passage through disturbed or otherwise affected areas.
- .2 Facility circulation maintained:
 - .1 Ensure that entrances, roadways, loading zones and other circulation routes are maintained free and clear providing safe and uninterrupted passage for Facility users and public at all times during the entire Work.

1.4 PROJECT
MEETINGS

- .1 Schedule and administer project meetings, held on a minimum bi-monthly basis, for entire duration of work and more often when directed by Departmental Representative as deemed necessary due to progress of work or particular situation.
- .2 Prepare agenda for meetings
- .3 Notify participants 4 working days in advance of meeting date.
 - .1 Ensure attendance of all subcontractors.
 - .2 Departmental Representative will provide list of other attendees to be notified.
- .4 Hold meetings at project site or where approved by Departmental Representative.

1.5 WORK
COORDINATION

- .1 The General Contractor is responsible for coordinating the work of the various trades and predetermining where the work of such trades interfaces with each other.
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- 1.5 WORK
COORDINATION
(Cont'd)
- .1 (Cont'd)
- .1 Designate one person from own employ having overall responsibility to review contract documents and shop drawings, plan and manage such coordination.
- .2 Work Cooperation:
- .1 Ensure cooperation between trades in order to facilitate the general progress of the work and avoid situations of spatial interference.
- .2 Ensure that each trade provides all other trades reasonable opportunity for the completion of the work and in such a way as to prevent unnecessary delays and the need to remove and replace completed work.
- .3 No extra costs to the Contract will be considered by the Departmental Representative as a result of Contractor's failure to effectively coordinate all portions of the Work. Disputes between the various trades as a result of their not being informed of the areas and extent of interface work shall be the sole responsibility of the General Contractor to be resolved at his own cost.

- 1.6 OTHER CONTRACTS
- .1 Further contracts may be let during the period that this Contract is in progress.
- .2 Cooperate with other Contractors in carrying out their respective work and carry out all instructions from the Departmental Representative in this regard.
- .3 Connect properly and coordinate work with that of other Contractors.

PART 1 - GENERAL

1.1 RELATED
SECTIONS

- .1 Section 01 78 00 - Closeout Submittals.

1.2 SUBMITTAL
GENERAL REQUIREMENTS

- .1 Submit to Departmental Representative for review requested submittals specified in various sections of the Specifications including shop drawings, samples, permits, compliance certificates, test reports, work management plans and other data required as part of the work.
- .2 Submit with reasonable promptness and in orderly sequence so as to allow for Departmental Representative's review and not cause delay in Work. Failure to submit in ample time will not be considered sufficient reason for an extension of Contract time.
- .3 Do not proceed with work until relevant submissions have been reviewed.
- .4 Present shop drawings, product data, samples and mock-ups in SI Metric units.
- .5 Review submittals prior to submission. Ensure that necessary requirements have been determined and verified and that each submittal has been checked and co-ordinated with requirements of Work and Contract Documents.
- .6 Verify field measurements and affected adjacent Work are coordinated.
- .7 Notify Departmental Representative, in writing at time of submission, identifying deviations from requirements of Contract Documents stating reasons for deviations.
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1.2 SUBMITTAL
GENERAL REQUIREMENTS
(Cont'd)

- .8 Contractor's responsibility for errors, omissions or deviations in submission from requirements of Contract Documents is not relieved by Departmental Representative's review.
- .9 Make changes or revision to submissions which Departmental Representative may require, consistent with Contract Documents and resubmit as directed by Departmental Representative. When resubmitting, identify in writing of any revisions other than those requested.
- .10 Keep one reviewed copy of each submittal document on site for duration of Work.

1.3 SHOP DRAWINGS
AND PRODUCT DATA

- .1 The term "shop drawings" means drawings, diagrams, illustrations, schedules, performance charts, technical product data, brochures and other data to be provided by Contractor to illustrate details of a portion of Work.
 - .2 Shop Drawing Submittal Schedule:
 - .1 Submit, within 10 working days of contract award, in format acceptable to Departmental Representative, a submittal schedule listing all shop drawings to be submitted for project as specified in various sections of the Specifications.
 - .2 Schedule to indicate proposed submission date for each item, status of review and anticipated product delivery date to site. Track all submissions for entire project.
 - .3 As work progresses, revise schedule identifying items which have been reviewed and finalized and indicating those outstanding.
 - .4 Update schedule at stipulated dates or project time intervals predetermined and agreed upon with Departmental Representative at commencement of Work.
 - .3 Shop Drawing Quantities: submit sufficient copies required by the General Contractor and sub-contractors plus 3 copies which will be retained by Departmental Representative.
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1.3 SHOP DRAWINGS
AND PRODUCT DATA
(Cont'd)

- .4 Shop Drawings Format:
 - .1 Opaque white prints or photocopies of original drawings or standard drawings modified to clearly illustrate work specific to project requirements. Maximum sheet size to be 1000 x 707 mm.
 - .2 Product Data from manufacturer's standard catalogue sheets, brochures, literature, performance charts and diagrams, used to illustrate standard manufactured products, to be original full colour brochures, clearly marked indicating applicable data and deleting information not applicable to project.
 - .3 Non or poorly legible drawings, photocopies or facsimiles will not be accepted and returned not reviewed.
 - .5 Shop Drawings Content:
 - .1 Indicate materials, methods of construction and attachment or anchorage, erection diagrams, connections, explanatory notes and other information necessary for completion of Work. Where items or equipment attach or connect to other items or equipment, confirm that all interrelated work have been coordinated, regardless of section or trade from which the adjacent work is being supplied and installed.
 - .2 Supplement manufacturer's standard drawings and literature with additional information to provide details applicable to project.
 - .3 Delete information not applicable to project on all submittals.
 - .6 Allow 14 calendar days for Departmental Representative's review of each submission.
 - .7 Adjustments or corrections made on shop drawings by Departmental Representative are not intended to change Contract Price. If adjustments affect value of Work, advise Departmental Representative in writing prior to proceeding with Work.
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1.3 SHOP DRAWINGS .8
AND PRODUCT DATA
(Cont'd)

- If upon review by Departmental Representative, no errors or omissions are discovered or if only minor corrections and comments are made, fabrication and installation may proceed upon receipt of shop drawings. If shop drawings are rejected and noted to be Resubmitted, do not proceed with that portion of work until resubmission and review of corrected shop drawings, through same submission procedures indicated above.
- .9 Be advised that costs and expenses incurred by Departmental Representative to conduct more than one review of incorrectly prepared shop drawing submittal for a particular material, equipment or component of work may be assessed against the Contractor in the form of a financial holdback to the Contract.
- .10 Accompany each submissions with transmittal letter containing:
- .1 Date.
 - .2 Project title and project number.
 - .3 Contractor's name and address.
 - .4 Identification and quantity of each shop drawing, product data and sample.
 - .5 Other pertinent data.
- .11 Submissions shall include:
- .1 Date and revision dates.
 - .2 Project title and project number.
 - .3 Name and address of:
 - .1 Subcontractor.
 - .2 Supplier.
 - .3 Manufacturer.
 - .4 Contractor's stamp, signed by Contractor's authorized Representative certifying approval of submissions, verification of field measurements and compliance with Contract Documents.
 - .5 Cross references to particular details of Contract Drawings and Specifications section number for which shop drawing submission addresses.
 - .6 Details of appropriate portions of Work as applicable:
 - .1 Fabrication.
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- 1.3 SHOP DRAWINGS AND PRODUCT DATA
(Cont'd)
- .11 (Cont'd)
- .6 (Cont'd)
- .2 Layout, showing dimensions, including identified field dimensions, and clearances.
- .3 Setting or erection details.
- .4 Capacities.
- .5 Performance characteristics.
- .6 Standards.
- .7 Relationship to adjacent work.
- .12 After Departmental Representative's review, distribute copies.
- .13 The review of shop drawings by Public Works and Government Services Canada (PWGSC) or its authorized Consultant is for sole purpose of ascertaining conformance with general concept. This review shall not mean that PWGSC approves the detail design inherent in the shop drawings, responsibility for which shall remain with Contractor submitting same, and such review shall not relieve Contractor of responsibility for errors or omissions in shop drawings or of responsibility for meeting all requirements of the construction and Contract Documents. Without restricting generality of foregoing, Contractor is responsible for dimensions to be confirmed and correlated at job site, for information that pertains solely to fabrication processes or to techniques of construction and installation and for co-ordination of Work of all sub-trades.
- 1.4 SAMPLES
- .1 Submit for review samples as specified in respective specification Sections. Label samples with origin and intended use.
- .2 Deliver samples to Departmental Representative's office or to other address as directed. Do not drop off samples at construction site unless pre-approved.
- .3 Reviewed and accepted samples will become standard of workmanship and material against which installed Work will be verified.

PART 1 - GENERAL

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| <u>1.1 Section Includes</u> | .1 | Informational and Warning Devices. |
| | .2 | Protection and Control of Public Traffic. |
| | .3 | Operational Requirements. |
| <u>1.2 References</u> | .1 | Uniform Traffic Control Devices for Canada, (UTCD) (distributed by Transportation Association of Canada). |
| | .2 | Manual of Uniform Traffic Control Devices for Streets and Highways, US FHWA, Part IV. |
| <u>1.3 Protection of Public Traffic</u> | .1 | Comply with requirements of Acts, Regulations and By-Laws in force for regulation of traffic or use of roadways upon or over which it is necessary to carry out Work or haul materials or equipment. |
| | .2 | When working on travelled way:
.1 Place equipment in position to present minimum of interference and hazard to travelling public and harbour users.
.2 Keep equipment units as close together as working conditions permit and preferably on same side of travelled way.
.3 Do not leave equipment on travelled way overnight. |
| | .3 | Provide and maintain road access and egress to property fronting along Work under Contract and in other areas as indicated, unless other means of road access exist that meet approval of Departmental Representative. |
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- 1.4 Informational and Warning Devices
- .1 Provide and maintain signs, flashing warning lights and other devices required to indicate construction activities or other temporary and unusual conditions resulting from Work which requires road user response.
 - .2 Supply and erect signs, delineators, barricades and miscellaneous warning devices as specified in Part D of UTCD.
 - .3 Place signs and other devices in locations recommended in UTCD manual.
 - .4 Meet with Departmental Representative prior to commencement of Work to prepare list of signs and other devices required for project. If situation on site changes, revise list to approval of Departmental Representative.
 - .5 Continually maintain traffic control devices in use by:
 - .1 Checking signs daily for legibility, damage, suitability and location. Clean, repair or replace to ensure clarity and reflectance.
 - .2 Removing or covering signs which do not apply to conditions existing from day to day.
- 1.5 Control of Public Traffic
- .1 Provide competent flag persons, trained in accordance with, and properly equipped as specified in, UTCD in following situations:
 - .1 When public traffic is required to pass working vehicles or equipment which block all or part of travelled roadway.
 - .2 In situations where complete protection for workers, working equipment and public traffic is not provided by other traffic control devices.

PART 1 - GENERAL

1.1 SECTION
INCLUDES

- .1 Fire Safety Requirements
- .2 Hot Work Permit

1.2 RELATED WORK

- .1 Section 01 35 29 - Health and Safety Requirements.

1.3 REFERENCES

- .1 Fire Protection Standards issued by Fire Protection Services of Human Resources Development Canada as follows:
 - .1 FCC No. 301-(08.2011) Standard for Construction Operations.
 - .2 FCC No. 302-(08.2011) Standard for Welding and Cutting.
 - .3 FCC standards, may be viewed at the Regional Fire Protection Service's office (previously known as the Fire Commissioner of Canada) located at 99 Wyse Road, 8th Floor, Dartmouth, NS, Tel: (902) 426-6053.

1.4 DEFINITIONS

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

1.5 SUBMITTALS

- .1 Submit copy of Hot Work Procedures and sample of Hot Work permit to Departmental Representative for review, within 14 calendar days after contract award.
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- 1.6 FIRE SAFETY REQUIREMENTS
- .1 Implement and follow fire safety measures during Work. Comply with following:
 - .1 National Fire Code
 - .2 Fire Protection Standards FCC 301 and FCC 302.
 - .3 Federal and Provincial Occupational Health and Safety Acts and Regulations.
 - .2 In event of conflict between any provisions of above authorities the most stringent provision will apply. Should a dispute arise in determining the most stringent requirement, Departmental Representative will advise on the course of action to be followed.

- 1.7 HOT WORK AUTHORIZATION
- .1 Obtain Departmental Representative's written "Authorization to Proceed" before conducting any form of Hot Work on site.
 - .2 To obtain authorization submit to Departmental Representative:
 - .1 Contractor's typewritten Hot Work Procedures to be followed on site as specified below.
 - .2 Description of the type and frequency of Hot Work required.
 - .3 Sample Hot Work Permit to be used.
 - .3 Upon review and confirmation that effective fire safety measures will be implemented and followed during performance of hot work, Departmental Representative will give authorization to proceed as follows:
 - .1 Issue one written "Authorization to Proceed" covering the entire project for duration of work or;
 - .2 Subdivide the work into pre-determined, individual activities, each activity requiring a separately written authorization to proceed.
 - .4 Requirement for individual authorization will be based on:
 - .1 Nature or phasing of work;
 - .2 Risk to Facility operations;
 - .3 Quantity of various trades needing to perform hot work on project or;
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1.7 HOT WORK
AUTHORIZATION
(Cont'd)

- .4 (Cont'd)
 - .4 Other situation deemed necessary by Departmental Representative to ensure fire safety on premises.
- .5 Do not perform any Hot Work until receipt of Departmental Representative's written "Authorization to Proceed" for that portion of work.

1.8 HOT WORK
PROCEDURES

- .1 Develop and implement safety procedures and work practises to be followed during the performance of Hot Work.
 - .2 Hot Work Procedures to include:
 - .1 Requirement to perform hazard assessment of site and immediate work area before hand for each hot work event in accordance with Safety Plan specified in section 01 35 28.
 - .2 Use of a Hot Work Permit system with individually written permit issued by Contractor's Superintendent to specific worker or subcontractor granting permission to proceed with Hot Work.
 - .3 Permit required for each Hot Work event.
 - .4 Designation of a person on site as a Fire Safety Watcher responsible to conduct a fire safety watch for a minimum duration of 60 minutes immediately following the completion of the Hot Work.
 - .5 Compliance with fire safety codes, standards and occupational health and safety regulations specified.
 - .3 Generic procedures, if used, must be edited and supplemented with pertinent information tailored to reflect specific project conditions. Label document as being the Hot Work Procedures for this contract.
 - .4 Procedures shall clearly establish responsibilities of:
 - .1 Worker performing hot work,
 - .2 Person issuing the Hot Work Permit,
 - .3 Fire Safety Watcher,
 - .4 Subcontractor(s) and Contractor.
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1.8 HOT WORK PROCEDURES (Cont'd)	.5	Brief all workers and subcontractors on Hot Work Procedures and of Permit system. Stringently enforce compliance.
	.6	Failure to comply with fire safety procedures may result in the issue of a Non-Compliance notification as specified in Section 01 35 29.

1.9 HOT WORK PERMIT	.1	Hot Work Permit to include the following: .1 Project name and project number; .2 Area where hot work will be performed; .3 Date of issue; .4 Description of hot work type needed; .5 Special precautions to be followed, including type of fire extinguisher needed; .6 Name and signature of permit issuer. .7 Name of worker to which the permit is issued. .8 Permit validity period not to exceed 8 hours. Indicate start time/date and termination time/date. .9 Worker's signature with time/date of hot work completion. .10 Stipulated time period of safety watch. .11 Fire Safety Watcher's signature with time/date.
	.2	Permit to be typewritten form. Industry Standard forms shall only be used if all data specified above is included on form.
	.3	Each Hot Work Permit to be completed in full, signed and returned to Contractor's Superintendent for safe keeping on site.

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

PART 1 - GENERAL

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| <u>1.1 SECTION INCLUDES</u> | .1 | Procedures to isolate and lockout electrical facility and other equipment from energy sources. |
| <u>1.2 RELATED WORK</u> | .1 | Section 01 35 29: Health and Safety |
| <u>1.3 REFERENCES</u> | .1 | CSA C22.1-2012 - Canadian Electrical Code, Part 1, Safety Standard for Electrical Installations. |
| | .2 | CSA C22.3 No. 1-2010) - Overhead Systems. |
| | .3 | CSA C22.3 No. 7-2010 - Underground Systems. |
| | .4 | COSH: Canada Occupational Health and Safety Regulations made under Part II of the Canada Labour Code. |
| <u>1.4 DEFINITIONS</u> | .1 | Electrical Facility: means any system, equipment, device, apparatus, wiring, conductor, assembly or part thereof that is used for the generation, transformation, transmission, distribution, storage, control, measurement or utilization of electrical energy, and that has an amperage and voltage that is dangerous to persons. |
| | .2 | Guarantee of Isolation: means a guarantee by a competent person in control or in charge that a particular facility or equipment has been isolated. |
| | .3 | De-energize: in the electrical sense, that a piece of equipment is isolated and grounded, e.g. if the equipment is not grounded, it cannot be considered de-energized (DEAD). |
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1.4 DEFINITIONS
(Cont'd)

- .4 Guarded: means that an equipment or facility is covered, shielded, fenced, enclosed, inaccessible by location, or otherwise protected in a manner that, to the extent that is reasonably practicable, will prevent or reduce danger to any person who might touch or go near such item.
- .5 Isolate: means that an electrical facility, mechanical equipment or machinery is separated or disconnected from every source of electrical, mechanical, hydraulic, pneumatic or other kind of energy that is capable of making it dangerous.
- .6 Live/alive: means that an electrical facility produces, contains, stores or is electrically connected to a source of alternating or direct current of an amperage and voltage that is dangerous or contains any hydraulic, pneumatic or other kind of energy that is capable of making the facility dangerous to persons.

1.5 COMPLIANCE
REQUIREMENTS

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

1.6 SUBMITTALS

- .1 Submit copy of proposed lockout procedures and sample of lockout permit or lockout tags to Departmental Representative for review, within 14 calendar days after contract award.
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1.7 ISOLATION OF
EXISTING SERVICES

- .1 Obtain Departmental Representative's written authorization prior to working on existing live or active electrical facilities and equipment and before proceeding with isolation of such item.
 - .2 To obtain authorization, submit to Departmental Representative the following documentation:
 - .1 Written request to isolate the particular service or facility and;
 - .2 Copy of Contractor's Lockout Procedures.
 - .3 Make a Request for Isolation for each event, unless directed otherwise by Departmental Representative, as follows:
 - .1 Make written request indicating:
 - .1 The equipment, system or service to be isolated and it's location;
 - .2 Duration of isolation period (ie: start time & date and completion time & date).
 - .3 Voltage of service feed to system or equipment being isolated.
 - .4 Name of person making the request.
 - .4 Do not proceed with isolation until receipt of written notification from Departmental Representative granting the Isolation Request and authorization to proceed with the work.
 - .5 Conduct safe, orderly shut down of equipment or facility. De-energize, isolate and lockout power and other sources of energy feeding the equipment or facility.
 - .6 Determine in advance, as much as possible, in cooperation with the Departmental Representative, the type and frequency of situations which will require isolation of existing services.
 - .7 Plan and schedule shut down of existing services in consultation with the Departmental Representative. Minimize impact and downtime of Facility operations. Follow Departmental Representative's directives in this regard.
-

1.7 ISOLATION OF
EXISTING SERVICES
(Cont'd)

- .8 Conduct hazard assessment as part of the process in accordance with health and safety requirements specified Section 01 35 29.

1.8 LOCKOUTS

- .1 De-energize, isolate and lockout electrical facility, mechanical equipment and machinery from all potential sources of energy prior to working on such items.
- .2 Develop and implement clear and specific lockout procedures to be followed as part of the Work.
- .3 Prepare typed written Lockout Procedures describing safe work practices, procedures, worker responsibilities and sequence of activities to be followed on site by work force to safely isolate an active piece of equipment or electrical facility and effectively lockout and tag out it's sources of energy.
- .4 Include as part of the Lockout Procedures a system of lockout permits managed by Contractor's Superintendent or other qualified person designated by him/her as being "in-charge" at the site.
- .1 A lockout permit shall be issued to specific worker providing a Guarantee of Isolation before each event when work must be performed on a live equipment or electrical facility.
- .2 Duties of person managing the permit system to include:
- .1 Issuance of permits and lockout tags to workers.
- .2 Determining permit duration.
- .3 Maintaining record of permits and tags issued.
- .4 Making a Request for Isolation to Departmental Representative when required as specified above.
- .5 Designating a Safety Watcher, when one is required based on type of work.
- .6 Ensuring equipment or facility has been properly isolated.
-

- | | | |
|--|---|--|
| <u>1.8 LOCKOUTS</u>
<u>(Cont'd)</u> | .4 (Cont'd) | |
| | .2 (Cont'd) | |
| | .7 Collecting and safekeeping lockout tags returned by workers as a record of the event. | |
| | .5 Clearly establish, describe and allocate responsibilities of: | |
| | .1 Workers. | |
| | .2 Person managing the lockout permit system. | |
| | .3 Safety Watcher. | |
| | .4 Subcontractor(s) and General Contractor. | |
| | .6 Generic procedures, if used, must be edited and supplemented with pertinent information to reflect specific project requirements. | |
| | .1 Clearly label the document as being the Lockout procedures applicable to work of this contract. | |
| | .7 Use energy isolation lockout devices specifically designed and appropriate for type of facility or equipment being locked out. | |
| | .8 Use industry standard lockout tags. | |
| | .9 Provide appropriate safety grounding and guards as required. | |
| <u>1.9 CONFORMANCE</u> | .1 Brief all workers and subcontractors on requirements of this section. Stringently enforce use and compliance. | |
| | .2 Failure to follow lockouts procedures specified herein may result in the issuance of a Non-Compliance notification as specified in section 01 35 29. | |
| <u>1.10 DOCUMENTS ON SITE</u> | .1 Post Lockout Procedures on site in common location for viewing by workers. | |
| | .2 Keep copies of Request for Isolation forms and lockout permits and tags issued to workers on site for full duration of Work | |
-

PWGSC	SPECIAL PROCEDURES ON	Section 01 35 25
New Marginal Wharf 407	LOCKOUT REQUIREMENTS	Page 6
Val Comeau, NB		
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1.10 DOCUMENTS ON	.3	Upon request, make these available to
SITE		Departmental Representative or to authorized
(Cont'd)		safety Representative for inspection.

PART 1 - GENERAL

- 1.1 DEFINITIONS
- .1 COSH: Canada Occupational Health and Safety Regulations made under Part II of the Canada Labour Code.
 - .2 Competent Person: means a person who is:
 - .1 Qualified by virtue of personal knowledge, training and experience to perform assigned work in a manner that will ensure the health and safety of persons in the workplace, and;
 - .2 Knowledgeable about the provisions of occupational health and safety statutes and regulations that apply to the Work and;
 - .3 Knowledgeable about potential or actual danger to health or safety associated with the Work.
 - .3 Medical Aid Injury: any minor injury for which medical treatment was provided and the cost of which is covered by Worker's Compensation Board of the province in which the injury was incurred.
 - .4 PPE: personal protective equipment
 - .5 Work Site: where used in this section shall mean areas, located at the premises where Work is undertaken, used by Contractor to perform all of the activities associated with the performance of the Work.
- 1.2 SUBMITTALS
- .1 Make submittals in accordance with Section 01 33 00.
 - .2 Submit site-specific Health and Safety Plan prior to commencement of Work.
 - .1 Submit within five 5 work days of notification of Bid Acceptance. Provide 2 copies.
 - .2 Departmental Representative will review Health and Safety Plan and provide comments.
-

1.2 SUBMITTALS
(Cont'd)

- .2 (Cont'd)
- .3 Revise the Plan as appropriate and resubmit within 5 work days after receipt of comments.
- .4 Departmental Representative's review and comments made of the Plan shall not be construed as an endorsement, approval or implied warranty of any kind by Canada and does not reduce Contractor's overall responsibility for Occupational Health and Safety of the Work.
- .5 Submit revisions and updates made to the Plan during the course of Work.
- .3 Submit name of designated Health & Safety Site Representative and support documentation specified in the Safety Plan.
- .4 Submit building permit, compliance certificates and other permits obtained.
- .5 Submit copy of Letter in Good Standing from Provincial Workers Compensation or other department of labour organization.
 - .1 Submit update of Letter of Good Standing whenever expiration date occurs during the period of Work.
- .6 Submit copies of reports or directions issued by Federal, Provincial and Territorial health and safety inspectors.
- .7 Submit copies of incident reports.
- .8 Submit WHMIS MSDS - Material Safety Data Sheets.

1.3 COMPLIANCE
REQUIREMENTS

- .1 Comply with Occupational Health and Safety Act for Province of New Brunswick, and General Regulations made pursuant to the Act.
 - .2 Comply with Canada Labour Code - Part II (entitled Occupational Health and Safety) and the Canada Occupational Health and Safety Regulations (COSH) as well as any other regulations made pursuant to the Act.
-

1.3 COMPLIANCE
REQUIREMENTS
(Cont'd)

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

1.4 RESPONSIBILITY

- .1 Be responsible for health and safety of persons on site, safety of property on site and for protection of persons and environment adjacent to the site to extent that they may be affected by conduct of Work.
- .2 Comply with and enforce compliance by all workers, sub-contractors and other persons granted access to Work Site with safety requirements of Contract Documents, applicable federal, provincial, and local by-laws, regulations, and ordinances, and with site-specific Health and Safety Plan.
-

1.5 SITE CONTROL
AND ACCESS

- .1 Control the Work and entry points to Work Site. Approve and grant access only to workers and authorized persons. Immediately stop and remove non-authorized persons.
 - .1 Departmental Representative will provide names of those persons authorized by Departmental Representative to enter onto Work Site and will ensure that such authorized persons have the required knowledge and training on Health and Safety pertinent to their reason for being at the site, however, Contractor remains responsible for the health and safety of authorized persons while at the Work Site.
- .2 Isolate Work Site from other areas of the premises by use of appropriate means.
 - .1 Erect fences, hoarding, barricades and temporary lighting as required to effectively delineate the Work Site, stop non-authorized entry, and to protect pedestrians and vehicular traffic around and adjacent to the Work and create a safe environment.
 - .2 Post signage at entry points and other strategic locations indicating restricted access and conditions for access.
 - .3 Use professionally made signs with bilingual message in the 2 official languages or international known graphic symbols.
- .3 Provide safety orientation session to persons granted access to Work Site. Advise of hazards and safety rules to be observed while on site.
- .4 Ensure persons granted site access wear appropriate PPE. Supply PPE to inspection authorities who require access to conduct tests or perform inspections.
- .5 Secure Work Site against entry when inactive or unoccupied and to protect persons against harm.

1.6 PROTECTION

- .1 Give precedence to safety and health of persons and protection of environment over cost and schedule considerations for Work.
-

<u>1.6 PROTECTION</u> (Cont'd)	.2	Should unforeseen or peculiar safety related hazard or condition become evident during performance of Work, immediately take measures to rectify situation and prevent damage or harm. Advise Departmental Representative verbally and in writing.
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<u>1.7 FILING OF NOTICE</u>	.1	File Notice of Project with pertinent provincial health and safety authorities prior to beginning of Work. .1 Departmental Representative will assist in locating address if needed.
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<u>1.8 PERMITS</u>	.1	Post permits, licenses and compliance certificates.
	.2	Where a particular permit or compliance certificate cannot be obtained, notify Departmental Representative in writing and obtain approval to proceed before carrying out applicable portion of work.

<u>1.9 HAZARD ASSESSMENTS</u>	.1	Perform site specific health and safety hazard assessment of the Work and its site.
	.2	Carryout initial assessment prior to commencement of Work with further assessments as needed during progress of work, including when new trades and subcontractors arrive on site.
	.3	Record results and address in Health and Safety Plan.
	.4	Keep documentation on site for entire duration of the Work.

<u>1.10 PROJECT/SITE CONDITIONS</u>	.1	Following are potential health, environmental and safety hazards at the site for which Work may involve contact with:
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- 1.10 PROJECT/SITE CONDITIONS
(Cont'd)
- .2 .1 Existing hazardous and controlled products stored on site:
 - .1 none identified
 - .2 Existing hazardous substances or contaminated materials:
 - .1 none identified
 - .3 Known latent site and environmental conditions:
 - .1 Working near and over water.
 - .2 Cold weather and exposure.
 - .3 Public access to the site.
 - .4 Heavy Equipment.
 - .5 Working with lights.
 - .6 Load losses Roll overs.
 - .4 Facility on-going operations:
 - .1 none identified
 - .3 Above items shall not be construed as being complete and inclusive of potential health and safety hazards encountered during Work.
 - .4 Include above items in the hazard assessment of the Work.
 - .5 MSDS Data sheets of pertinent hazardous and controlled products stored on site can be obtained from Departmental Representative.
- 1.11 MEETINGS
- .1 Attend pre-construction health and safety meeting, convened and chaired by Departmental Representative, prior to commencement of Work, at time, date and location determined by Departmental Representative. Ensure attendance of:
 - .1 Superintendent of Work
 - .2 Designated Health & Safety Site Representative
 - .3 Subcontractors
 - .2 Conduct regularly scheduled tool box and safety meetings during the Work in conformance with Occupational Health and Safety regulations.
 - .3 Keep documents on site.
-

1.12 HEALTH AND
SAFETY PLAN

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

1.12 HEALTH AND
SAFETY PLAN

(Cont'd)

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

1.13 SAFETY
SUPERVISION

- .1 Employ Health & Safety Site Representative responsible for daily supervision of health and safety of the Work.
 - .2 Health & Safety Site Representative may be the Superintendent of the Work or other person designated by Contractor and shall be assigned the responsibility and authority to:
 - .1 Implement, monitor and enforce daily compliance with health and safety requirements of the Work
-

- 1.13 SAFETY SUPERVISION (Cont'd)
- .2 (Cont'd)
- .2 Monitor and enforce Contractor's site-specific Health and Safety Plan.
- .3 Conduct site safety orientation session to persons granted access to Work Site.
- .4 Ensure that persons allowed site access are knowledgeable and trained in health and safety pertinent to their activities at the site or are escorted by a competent person while on the Work Site.
- .5 Stop the Work as deemed necessary for reasons of health and safety.
- .3 Health & Safety Site Representative must:
- .1 Be qualified and competent person in occupational health and safety.
- .2 Have site-related working experience specific to activities of the Work.
- .3 Be on Work Site at all times during execution of the Work.
- .4 All supervisory personnel assigned to the Work shall also be competent persons.
- .5 Inspections:
- .1 Conduct regularly scheduled safety inspections of the Work on a minimum bi-weekly basis. Record deficiencies and remedial action taken.
- 1.14 TRAINING
- .1 Use only skilled workers on Work Site who are effectively trained in occupational health and safety procedures and practices pertinent to their assigned task.
- .2 Maintain employee records and evidence of training received. Make data available to Departmental Representative upon request.
- .3 When unforeseen or peculiar safety-related hazard, or condition occur during performance of Work, follow procedures in place for Employee's Right to Refuse Work in accordance with Acts and Regulations of Province having jurisdiction and advise Departmental Representative verbally and in writing.
-

- 1.15 MINIMUM SITE SAFETY RULES
- .1 Not withstanding requirement to abide by federal and provincial health and safety regulations; ensure the following minimum safety rules are obeyed by persons granted access to Work Site:
 - .1 Wear appropriate PPE pertinent to the Work or assigned task; minimum being hard hat, safety footwear, safety glasses and hearing protection.
 - .2 Immediately report unsafe condition at site, near-miss accident, injury and damage.
 - .3 Maintain site and storage areas in a tidy condition free of hazards causing injury.
 - .4 Obey warning signs and safety tags.
 - .2 Brief persons of disciplinary protocols to be taken for non compliance. Post rules on site.

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

- 1.17 INCIDENT REPORTING
- .1 Investigate and report the following incidents to Departmental Representative:
 - .1 Incidents requiring notification to Provincial Department of Occupational Safety and Health, Workers Compensation Board or to other regulatory Agency.
 - .2 Medical aid injuries.
 - .3 Property damage in excess of \$10,000.00,
 - .4 Interruptions to Facility operations resulting in an operational lost to a Federal department in excess of \$5000.00.
-

1.17 INCIDENT
REPORTING

(Cont'd)

- .2 Submit report in writing.

1.18 HAZARDOUS
PRODUCTS

- .1 Comply with requirements of Workplace
Hazardous Materials Information System
(WHMIS).
- .2 Keep MSDS data sheets for all products
delivered to site.
- .1 Post on site.
- .2 Submit copy to Departmental
Representative.

1.19 BLASTING

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

1.20 POWDER
ACTUATED DEVICES

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

1.21 CONFINED
SPACES

- .1 Abide by occupational health and safety
regulations regarding work in confined spaces.

1.22 SITE RECORDS

- .1 Maintain on Work Site copy of safety related
documentation and reports stipulated to be
produced in compliance with Acts and
Regulations of authorities having jurisdiction
and of those documents specified herein.
- .2 Upon request, make available to Departmental
Representative or authorized Safety Officer
for inspection.
-

- | | | |
|--------------------------------------|----|--|
| <u>1.23 POSTING OF
DOCUMENTS</u> | .1 | Ensure applicable items, articles, notices and orders are posted in conspicuous location on Work Site in accordance with Acts and Regulations of Province having jurisdiction. |
| | .2 | Post other documents as specified herein, including: <ul style="list-style-type: none">.1 Site specific Health and Safety Plan..2 WHMIS data sheets. |

PART 1-GENERAL

1.1 REFERENCES

- .1 WHMIS: Workplace Hazardous Materials Information System, Health Canada.
- .2 Transportation of Dangerous Goods Act. Transport Canada, updated 2008-02-21.
- .3 Guidelines for the Use of Explosives In or Near Canadian Fisheries Waters, Department of Fisheries and Oceans Canada, 1998.
- .4 MBCA: Migratory Birds Convention Act, Environment Canada, 1994.
- .5 Canadian Coast Guard Regulations, Department of Fisheries and Oceans Canada.
- .6 Canadian Shipping Act, Transport Canada, 2001.
- .7 AWWPA: American Wood Preserver Association

1.2 DEFINITIONS

- .1 Hazardous Materials: Product, substances, or organism that is used for its original purpose; and that is either dangerous goods or a material that may cause adverse impact to the environment or adversely affect health of persons, animals, or plant life when released into the environment.
 - .2 Wetlands: land where the water table is at, near or above the surface or which is saturated for a long enough period to promote such features as wet-altered soils and water tolerant vegetation. Wetlands include organic wetlands or "peatlands," and mineral wetlands or mineral soil areas that are influenced by excess water but produce little or no peat
 - .3 Watercourse: refers to the bed and shore of a river, stream, lake, creek, pond, marsh, estuary or salt-water body that contains water for at least part of each year.
-

1.2 DEFINITIONS
(Cont'd)

- .4 Alien species: refers to a species or subspecies introduced outside its normal distribution whose establishment and spread threaten ecosystems, habitats or species with economic or environmental harm.
- .5 Buffer zone: a vegetated land that protects watercourses from adjacent land uses. It refers to the land adjacent to watercourses, such as streams, rivers, lakes, ponds, oceans, and wetlands, including the floodplain and the transitional lands between the watercourse and the drier upland areas.

1.3 TRANSPORTATION

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

1.4 HAZARDOUS
MATERIAL HANDLING

- .1 Handle and store hazardous materials on site in accordance with WHMIS procedures and requirements.
 - .2 Store all hazardous liquids in location and manner to prevent their spillage into the environment.
-

1.4 HAZARDOUS
MATERIAL HANDLING
(Cont'd)

- .3 Maintain written inventory of all hazardous materials kept on site. List product name, quantity and storage date.
- .4 Keep MSDS data sheets on site for all items.

1.5 PETROLEUM, OIL
AND LUBRICANTS

- .1 Comply with Federal and Provincial laws, regulations, codes and guidelines for the storage of fuel and petroleum products on site.
 - .2 Do not place fuel storage tanks and store fuel or other petroleum products within a 30 metre buffer zone of watercourses and wetlands. Do not fuel or lubricate equipment within this 30 metre buffer zone. Obtain approval from Departmental Representative of acceptable location on site for fuel storage and equipment service.
 - .3 Do not dump petroleum products or any other deleterious substances on ground or in the water.
 - .4 Be diligent and take all necessary precautions to avoid spills and contaminate the soil and water (both surface and subsurface) when handling petroleum products on site and during fuelling and servicing of vehicles and equipment.
 - .5 Maintain on site appropriate emergency spill response equipment consisting of at least one 250-litre (55 gallon) overpack spill kit for containment and cleanup of spills.
 - .6 Maintain vehicles and equipment in good working order to prevent leaks on site.
 - .7 In the event of a petroleum spill, immediately notify the Departmental Representative and the Canadian Coast Guard (CCG) at 1-800-565-1633 (24 hour report line). Perform clean-up in accordance with all regulations and procedures stipulated by authority having jurisdiction.
-

1.6 DISPOSAL OF WASTES

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

1.7 WATER QUALITY

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

- 1.7 WATER QUALITY
(Cont'd)
- .2 Where work may affect the water quality adjacent to water intake lines used by Lobster Holding Facilities, Fish Processing Facilities and other harbour users, schedule work in cooperation with the Harbour Authority as directed by Departmental Representative to minimize interference and impact to harbour users.
- .3 Visually monitor the water turbidity of the surrounding areas adjacent to the work and up to the established dredge limit of 200 metre.
.1 Should excessive change occur in the turbidity beyond the dredge limit which differs from existing conditions of the surrounding water bodies, such as a distinct color difference; notify the Departmental Representative to obtain appropriate mitigation measures to be followed.
- .4 Water quality during suction dredging:
.1 Minimize out-fall of the dredge material at the disposal site by placing the pipeline outfall at or near the water level surface.
.2 Restrict vessel traffic adjacent to the disposal site to an absolute minimum to avoid the re-suspension of dredged material from propeller wash.
- .5 Water contamination by preservative treated wood:
.1 Preservative treated lumber and timber, whether plant or site treated, shall be cured for a minimum of 30 days from date of the treatment application before their installation in areas which will be in contact with the water.
.2 Do not cut treated wood lumber over the surface of a watercourse or wetland.
.3 Do not use liquid applied preservative products over the surface of a watercourse or wetland.
.4 Wood treated with Chromate Copper Arsenate (CCA) or Ammoniac Copper Zinc Arsenate (ACZA) must be CSA or AWWPA approved.
.5 Do not use timber and lumber treated with creosote, petroleum and pentachlorophenol for any part of the Work.
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|---|----|--|
| <u>1.7 WATER QUALITY
(Cont'd)</u> | .6 | Do not washdown equipment within a 30 metre buffer zone of a wetland, watercourse or other identified environmentally sensitive area. |
| <u>1.8 SOCIOECONOMIC
RESTRICTIONS</u> | .1 | Abide by municipal and provincial regulations for any restrictions on work performed during the night time and on flood lighting of the site. Obtain applicable permits. |
| | .2 | Place flood lights in opposite direction of adjacent residential and business areas. |
| | .3 | Equip equipment and machinery with purposely designed mufflers to reduce noise on site to lowest possible level. Maintain mufflers in good operating condition at all times. |
| <u>1.9 BIRD AND BIRD
HABITAT</u> | .1 | Become knowledgeable with abide by the Migratory Birds Convention Act (MBCA) in regards to the protection of migratory birds, their eggs, nests and their young encountered on site and in the vicinity. |
| | .2 | Minimize disturbance to all birds on site and adjacent areas during the entire course of the Work. |
| | .3 | Do not approach concentrations of seabirds, waterfowl and shorebirds when anchoring equipment, accessing wharves or ferrying supplies. |
| | .4 | During night time work, position flood lights in opposite direction of nearby bird nesting habitat. |
| | .5 | Do not use beaches, dunes and other natural previously undisturbed areas of the site to conduct work unless specifically approved by the Departmental Representative. |
| | .6 | Should nests of migratory birds in wetlands be encountered during work, immediately notify Departmental Representative for directives to be followed. |
-

1.9 BIRD AND BIRD .6 (Cont'd)
HABITAT
(Cont'd)

.1 Do not disturb nest site and neighbouring vegetation until nesting is completed.

.2 Minimize work immediately adjacent to such areas until nesting is completed.

.3 Protect these areas by following recommendations of Canadian Wildlife Service.

1.10 FISH AND FISH .1 Be aware of the risk for contamination of the
HABITAT fish habitat at the site as a result of alien species being introduced in the water.

.2 To minimize the possibility of fish habitat contamination, all construction equipment which will be immersed into the water of a watercourse, or has the possibility of coming into contact with such water during the course of the work, must be cleaned and washed to ensure that they are free of marine growth and alien species.

.1 Equipment shall include boats, barges, cranes, excavators, haul trucks, pumps, pipe lines and other all miscellaneous tools and equipment previously used in a marine environment.

.3 Cleaning and washing of equipment shall be performed immediately upon their arrival at the site and before use in or over the body of water.

.4 Conduct cleaning and washing operations as follows:

.1 Scrap and remove heavy accumulation of mud and dispose appropriately.

.2 Wash all surfaces of equipment by use of a pressurized fresh water supply.

.3 Immediately follow with application of a heavy sprayed coating of undiluted vinegar or other environmentally approved cleaning agent to thoroughly remove all plant matter, animals and sediments.

.4 Check and remove all plant, animal and sediment matter from the all bilges and filters.

.5 Drain standing water from equipment and let fully dry before use.

- 1.10 FISH AND FISH HABITAT
(Cont'd)
- .4 (Cont'd)
- .6 Upon removal from the water, drain standing water from equipment and let fully dry before removal off the site.
- .5 Do not perform cleaning and washdown within a 30 metre buffer zone of a wetland, watercourse or other identified environmentally sensitive area.
- .6 Record of Assurance Logbook:
- .1 Maintain an on-going log of past and present usage and washdowns of all equipment to illustrate mitigation measures undertaken against fish habitat contamination by alien species.
- .2 Write data in a hard cover bound logbook,
- .3 Include the following:
- .1 Date and location where equipment was previously used in a watercourse or wetland;
- .2 Type of work performed.
- .3 Dates of washdown for each piece of equipment;
- .4 Cleaning method and cleaning agent(s) used.
- .7 Keep Record of Assurance Logbook updated from project to project. Upon request, submit logbook to Departmental Representative for review.
- .8 Abide by requirements and recommendations of the Federal Department of Environment and the Department of Fisheries and Oceans - Habitat Protection and Sustainable Development Branch in cleaning and washdown of equipment.
- 1.11 AIR QUALITY
- .1 Keep airborne dust and dirt resulting from the work on site to an absolute minimum.
- .2 Apply dust control measures to roads, parking lots and work areas.
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| <u>1.11 AIR QUALITY</u>
<u>(Cont'd)</u> | .3 | Spray surfaces with water or other environmentally approved product. Use purposely suited equipment or machinery and apply in sufficient quantity and frequency to provide effective result and continued dust control during the entire course of the work. |
| | .4 | Do not use oil or any other petroleum products for dust control. |
| <u>1.12 FIRES</u> | .1 | Fires and burning of rubbish on site is not permitted. |

PART 1 - GENERAL

1.1 INSPECTION

- .1 Give timely notice requesting inspection of Work designated for special tests, inspections or approvals by Departmental Representative or by inspection authorities having jurisdiction.
- .2 In accordance with the General Conditions, Departmental Representative may order any part of Work to be examined if Work is suspected to be not in accordance with Contract Documents.
- .3 If Contractor covers or permits to be covered Work designated for special tests, inspections or approvals before such is made, uncover Work until particular inspections or tests have been fully and satisfactorily completed and until such time as Departmental Representative gives permission to proceed.
- .4 Pay costs to uncover and make good work disturbed by inspections and tests.

1.2 TESTING

- .1 Tests on materials as specified in various sections of the Specifications is the responsibility of the Departmental Representative except where stipulated otherwise.
 - .2 Unspecified tests may also be made by Departmental Representative, at the discretion of the Departmental Representative. The costs of these tests will be paid for by the Department.
 - .3 Where tests or inspections reveal work not in accordance with contract requirements, Contractor shall pay costs for additional tests and inspections incurred by Departmental Representative as required to verify acceptability of corrected work.
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1.3 INDEPENDENT
INSPECTION AGENCIES

- .1 Departmental Representative may engage and pay for service of Independent Inspection and Testing Agencies for purpose of inspecting and testing portions of Work except for the following which remain part of Contractor's responsibilities:
 - .1 Inspection and testing required by laws, ordinances, rules, regulations or orders of public authorities.
 - .2 Inspection and testing performed exclusively for Contractor's convenience.
 - .3 Tests as specified within various sections designated to be carried out by Contractor under the supervision of Departmental Representative.
 - .2 Provide sufficient advance notice to Departmental Representative of time when the Work will be ready for testing by designated Testing Agency in order for Departmental Representative to make attendance arrangements with such Agency. When directed by Departmental Representative notify the Agency directly.
 - .3 When specified or directed, submit representative samples of materials, in required quantities, to Testing Agency for testing purposes. Submit with reasonable promptness and in an orderly sequence so as not to cause delay in Work.
 - .4 Provide labour and facilities to obtain, handle and deliver samples.
 - .5 Provide sufficient space on site for Testing Agency's exclusive use to store equipment and cure test samples.
 - .6 Employment of Independent Inspection and Testing Agencies by Departmental Representative does not relax responsibility to perform Work in accordance with Contract Documents.
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- 1.4 ACCESS TO WORK
- .1 Facilitate Departmental Representative's access to Work. If part of Work is being fabricated at locations other than construction site, make preparations to allow access to such Work whenever it is in progress.
 - .2 Furnish labour and facility to provide access to the work being inspected and tested.
 - .3 Co-operate to facilitate such inspections and tests.

- 1.5 REJECTED WORK
- .1 Remove and replace defective Work, whether result of poor workmanship, use of defective or damaged products and whether incorporated in Work or not, which has been identified by Departmental Representative as failing to conform to Contract Documents.
 - .2 Make good damages to new and existing subtrades and finishes resulting from removal or replacement of defective work.

PART 1 - GENERAL

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| <u>1.1 SITE ACCESS
AND PARKING</u> | .1 | Parking facilities at site are limited. Make arrangements for Contractor's vehicles including those of subcontractors and workers. |
| | .2 | Provide snow removal and dust control during period of work for all roads and paved areas. |
| | .3 | Maintain roads and parking areas at site, where used by Contractor, for duration of contract.
.1 Keep clean and free of mud and dirt by washing on a regular basis.
.2 Make good and repair damage resulting from Contractor's use of roads, asphalted areas and lawns on site. |
| <u>1.2 CONTRACTOR'S
SITE OFFICE</u> | .1 | Be responsible for and provide own site office, if required, including electricity, heat, lights and telephone. Locate site office as advised by Departmental Representative. |
| | .2 | Provide all required facilities and shelter by legislation or code for use of workers and Departmental Representative and/or their identified field staff. |
| <u>1.3 MATERIAL
STORAGE</u> | .1 | Locate site storage trailers in location of least interference with existing Facility operations. |
| | .2 | Material storage space on site is limited. Contractor to make arrangements. |
| <u>1.4 SANITARY
FACILITIES</u> | .1 | Provide sanitary facilities for work force and Departmental Representative and/or their identified field staff in accordance with governing regulations and ordinances. |
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| <u>1.4 SANITARY FACILITIES</u>
(Cont'd) | .2 | Post notices and take such precautions as required by local health authorities. Keep area and premises in sanitary condition. |
| <u>1.5 POWER</u> | .1 | Arrange, pay for and maintain temporary electrical power supply in accordance with governing regulations and ordinances. |
| | .2 | Supply and install all temporary facilities for power such as pole lines, meter socket, underground cables, etc...as required and to approval of local power supply authority. |
| <u>1.6 WATER SUPPLY</u> | .1 | Arrange, pay for and maintain temporary water supply in accordance with governing regulations and ordinances. |
| <u>1.7 CONSTRUCTION SIGN AND NOTICES</u> | .1 | Upon request by Departmental Representative, erect a self supporting project sign in location indicated. |
| | .2 | Departmental Representative will provide a vinyl sign facing for installation by Contractor on sign framework. Sign frame to be plywood face of approximately 1200 x 2400 mm in size complete with required wood framing at 400 mm o.c and support posts. |
| | .3 | Install sign plumb and level in neat wood framework and securely anchor in ground by posts to withstand wind pressure of 160 km/h. |
| | .4 | Contractor or subcontractor advertisement signboards are not permitted on site. |
| | .5 | Safety and Instruction Signs and Notices:
.1 Signs and notices for safety and instruction shall be in both official languages or commonly understood graphic symbols conforming to CAN3-Z321-95. |
| | .6 | Maintenance and Disposal of Site Signs: |
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1.7 CONSTRUCTION	.6	(Cont'd)
SIGN AND NOTICES		.1 Maintain approved signs and notices in
(Cont'd)		good condition for duration of project and

dispose of off site on completion of project
or earlier if directed by Departmental
Representative.

1.8 REMOVAL OF	.1	Remove temporary facilities from site when
TEMPORARY		Work is complete.
FACILITIES		

PART 1 - GENERAL

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| <u>1.1 GENERAL</u> | .1 | Conduct cleaning and disposal operations to comply with local ordinances and anti-pollution laws. |
| | .2 | Store volatile waste in covered metal containers, and remove from premises at end of each working day. |
| <u>1.2 CLEANING DURING CONSTRUCTION</u> | .1 | Maintain work site in a tidy condition, free from accumulations of waste material and debris. Clean areas on a daily basis. |
| | .2 | Provide on-site containers for collection of waste materials and debris. |
| | .3 | Use separate collection bins, clearly marked as to purpose, for source separation and recycling of waste and debris in accordance with waste management requirements specified. |
| | .4 | Remove waste materials, and debris from site on a daily basis. |
| <u>1.3 FINAL CLEANING</u> | .1 | In preparation for acceptance of the project on an interim or final certificate of completion perform final cleaning. |
| | .2 | Broom clean and wash exterior paved surfaces and walks; rake clean other surfaces of grounds. |
| | .3 | Ensure work site and adjacent access and wharf structures are returned to pre-construction conditions. |

PART 1 - GENERAL

1.1 RELATED WORK .1 Environment Procedures: Section 01 35 43

1.2 GENERAL .1 Carry out work placing maximum emphasis on the areas of:
.1 Waste reduction;
.2 Diversion of waste from landfill and;
.3 Material Recycling.

1.3 MEASUREMENT PROCEDURES .1 Site Work: Costs associated with this Section, unless indicated otherwise, including all labour, plant, equipment and necessary materials will constitute a fixed price, and shall consist of but not be limited to the following:
.1 The removal, temporary storage and reinstatement of all material(s) and equipment that interferes with the installation of the new work.
.2 Temporary services are included in this section.
.3 The complete removal of existing treated timber cribwork structure 403 and building identified on drawings. This will include concrete deck/slabs, asphalt, timber and/or concrete wheelguard, wheelguard chocks, timber fenders and sheathing, treated timber cribwork and rock ballast, timber ladders c/w all fasteners, holdfasts, building and concrete foundation, and all other items or services that interfere with the work as directed.
.4 Removal of armour and filter stone as identified, stockpiling and reinstall in the works as shown or as directed. Armour stone will be reinstalled on top of the existing rock protection along the west wharf as shown and filter stone will be stored on site.
.5 Removal of existing catch basin, concrete drain pipe and concrete retaining wall as shown.

1.3 MEASUREMENT
PROCEDURES
(Cont'd)

- .1 (Cont'd)
- .6 Removal of floating docks, concrete anchor blocks and chains, one steel H-pile, gangway and concrete support blocks. Floating docks and gangway will be stored on site. One existing gangway concrete support block near the boat ramp will be relocated to the south end of new wharf as shown. The cost of new grout pad as shown to facilitate reinstallation of support block will be included under this item.
- .7 All excavation and un-recyclable backfill materials including underwater excavation materials will be stored on site as shown.
- .8 All work associated with the reshaping, grading and compaction of existing fill material to obtain positive surface drainage in parking area as shown on drawings.
- .9 The removal of electrical services such as wires, cables, conduit, receptacle outlets, power pole and fixtures and any other services as required to allow for new work.
- .10 The transportation and proper disposal of un-recyclable materials and debris to an approved regional landfill.
- .1 Concrete debris, asphalt and miscellaneous steel will be disposed of at the contractor's construction disposal site.
- .11 Carry out work as per Environmental requirements.
- .12 The supply and installation of a floating boom surrounding the work area throughout the duration of the work to prevent any floating debris from escaping the waters. Any debris beyond the floating boom will be removed from the waters immediately by the contractor.
- .13 Supply and install two(2) Jersey barrier on grid line 14 and 17 as shown on drawings.
- .14 Supply and install new 250mm diameter HDPE perforated subdrain pipe for french drain as shown.

1.3 MEASUREMENT PROCEDURES (Cont'd)	.2	Disposal of treated timber: the cost for handling, transportation and disposal of the un-reusable existing treated timber and debris removed from the structure to an approved regional landfill site will be paid by the tonnes of material disposed for measurement purposes. Included in this item is cost for the tipping fee to dispose of the waste material at the approved disposal site. Contractor will provide a copy of the receipt from the disposal facility.
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<u>1.4 WASTE REDUCTION</u>	.1	Develop waste reduction strategy for work.
	.2	Structure program to prioritize actions, with waste reduction as first priority, followed by salvage and recycling effort, then disposal as solid waste.
	.3	Identify materials and equipment to be: .1 Salvaged for resale by Contractor. .2 Sent to recycling facility. .3 Sent to waste processing/landfill site for their recycling effort .4 Disposed of in approved landfill site.
	.4	Reduce construction waste during installation work. Undertake practices which will minimize waste and optimize full use of new materials on site, such as: .1 Use of a central cutting area to allow for easy access to off-cuts; .2 Use of off-cuts for blocking and bridging elsewhere. .3 Use of effective and strategically placed facilities on site for storage and staging of left-over or partially cut materials (such as plywood, dimension timber, etc...) to allow for easy incorporation into work whenever possible avoiding unnecessary waste.
	.5	Develop other strategies and innovative procedures to reduce waste.

- 1.5 MATERIAL SOURCE SEPARATION PROCESS
- .1 Develop and implement material source separation process at commencement of work as part of mobilization and waste management at site.
 - .2 Provide on-site facilities to collect, handle and store anticipated quantities of reusable, salvageable and recyclable materials.
 - .3 Establish methods whereby hazardous and toxic waste materials, and their containers, encountered or used in the course work are properly isolated, stored on site and disposed in accordance with applicable laws and regulations from authorities having jurisdiction.

- 1.6 DISPOSAL REQUIREMENTS
- .1 Dispose of waste only at approved waste processing facility or approved landfill sites by authority having jurisdiction.
 - .2 Contact the authority having jurisdiction prior to commencement of work, to determine what, if any construction waste materials have been banned from disposal in landfills. Take appropriate action to isolate such banned materials at site of work and dispose in strict accordance with provincial and municipal regulations.
 - .3 Collect, bundle and transport salvaged materials to be recycled in separated categories and condition as directed by recycling facility. Ship materials only to approved recycling facilities.
 - .4 Sale of salvaged items by Contractor to other parties not permitted on site.

- 1.7 REMOVAL
- .1 Remove in their entirety all materials and objects specified for removal including all fastenings. Carefully remove materials designated to be reused.

PART 1 - GENERAL

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| <u>1.1 SECTION
INCLUDES</u> | .1 | Administrative procedures preceding inspection and acceptance of Work by Departmental Representative. |
| <u>1.2 RELATED
SECTIONS</u> | .1 | Section 01 78 00 - Closeout Submittals. |
| <u>1.3 INSPECTION AND
DECLARATION</u> | .1 | Contractor's Inspection: Coordinate and perform, in concert with subcontractors, an inspection and check of all Work. Identify and correct deficiencies, defects, repairs and perform outstanding items as required to complete work in conformance with Contract Documents.
.1 Notify Departmental Representative in writing when deficiencies from Contractor's inspection have been rectified and that Work is deemed to be complete and ready for Departmental Representative's inspection of the completed work. |
| | .2 | Departmental Representative's Inspection: Accompany Departmental Representative during all interim and final inspections of the Work.
.1 Address defects, faults and outstanding items of work identified by such inspections.
.2 Advise Departmental Representative when all deficiencies identified have been rectified. |
| | .3 | Note that Departmental Representative will not issue a Certificate of Substantial Completion of the Work until such time that Contractor performs following work and turns over the specified documents:
.1 Project record as-built documents Section 01 78 00. |
| | .4 | Correct all discrepancies before Departmental Representative will issue the Certificate of Completion. |

PART 1 - GENERAL

1.1 SECTION
INCLUDES

- .1 Project Record Documents.

1.2 PROJECT RECORD
DOCUMENTS

- .1 Departmental Representative will provide 2 white print sets of contract drawings and 2 copies of Specifications Manual specifically for "as-built" purposes.
- .2 Maintain at site one set of the Contract Drawings and Specifications to record actual as-built site conditions.
- .3 Maintain up-to-date, real time as-built drawings and specifications in good condition and make available for inspection by the Departmental Representative upon request.
- .4 As-Built Drawings:
- .1 Record changes in red ink on the prints. Mark only on one set of prints and at completion of work, neatly transfer notations to second set (also by use of red ink).
 - .2 Submit both sets to Departmental Representative prior to application for Certificate of Substantial Completion.
 - .3 Stamp all drawings with "As-Built Drawings". Label and place Contractor's signature and date.
 - .4 Show all modifications, substitutions and deviations from what is shown on the contract drawings or in specifications.
 - .5 Record following information:
 - .1 Depths of various elements in relation to survey datum.
 - .2 Field changes of dimension and detail;
 - .3 Location of all capped or terminated services and utilities.
 - .4 All design elevations, sections and details dimensioned and marked-up to consistently report finished installation conditions;

- 1.2 PROJECT RECORD .4 (Cont'd)
DOCUMENTS .5 (Cont'd)
(Cont'd)
- .5 Any details produced in the course of the contract by the Departmental Representative to supplement or to change existing design drawings;
- .6 All change orders issued over the course of the contract must be documented on the finished as-built documents, accurately and consistently depicting the changed condition as it applies to all affected drawing details.
- .5 As-built Specifications: legibly mark in red each item to record actual construction, including:
- .1 Manufacturer, trade name, and catalogue number of each product actually installed, particularly items substituted from that specified.
- .2 Changes made by Addenda and Change Orders.
- .3 Mark up both copies of specifications; stamp "as-built", sign and date similarly to drawings as per above clause.
- .6 Maintain As-built documents current as the contract progresses. Departmental Representative will conduct reviews and inspections of the documents on a regular basis. Failure to maintain as-builts current and complete to satisfaction of the Departmental Representative shall be subject to financial penalties in the form of progress payment reductions and holdback assessments.