

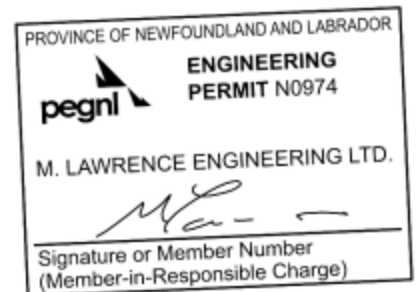
SPECIFICATION

Greening of Government Operations
Burin CCG Lifeboat Station
Project F6879-189200

Prepared for: Department of Fisheries and Oceans

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END OF SECTION

Part 1 General

1.1 SCOPE OF WORK

- .1 The contractor is to supply and install new LED lighting upgrade for the Main Building and Garage. Contractor is to remove existing lighting fixtures and replace with new as specified on drawings. All existing lighting fixtures are to be return to building owner.

1.2 WORK COVERED BY CONTRACT DOCUMENTS

- .1 Work of this Contract comprises renovation of existing facility, located at as described; and further identified on the drawings and specifications.

1.3 CONTRACTOR USE OF PREMISES

- .1 Restricted use of site as directed by the Departmental Representative.
- .2 Limit use of premises for Work, for storage, and for access, to allow:
 - .1 Owner occupancy.
 - .2 Partial owner occupancy.
 - .3 Work by other contractors.
 - .4 Public usage.
- .3 Co-ordinate use of premises under direction of Departmental Representative.
- .4 Obtain and pay for use of additional storage or work areas needed for operations under this Contract.
- .5 Remove or alter existing work to prevent injury or damage to portions of existing work which remain.
- .6 Repair or replace portions of existing work which have been altered during construction operations to match existing or adjoining work.
- .7 At completion of operations condition of existing work: equal to or better than that which existed before new work started.

1.4 OWNER OCCUPANCY

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

1.5 DOCUMENTS REQUIRED

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

- .2 Specifications.
- .3 Addenda.
- .4 Reviewed Shop Drawings.
- .5 List of Outstanding Shop Drawings.
- .6 Change Orders.
- .7 Other Modifications to Contract.
- .8 Field Test Reports.
- .9 Copy of Approved Work Schedule.
- .10 Health and Safety Plan and Other Safety Related Documents.
- .11 Other documents as specified.

1.6 FAMILIARIZATION WITH SITE

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

1.7 CODES AND STANDARDS

- .1 Perform work in accordance with the latest edition of the National Building Code of Canada, and any other code of provincial or local application including all amendments up to project bid closing date provided that in any case of conflict or discrepancy, the more stringent requirements shall apply.
- .2 Materials and workmanship must meet or exceed requirements of specified standards, codes and referenced documents.

1.8 SETTING OUT WORK

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

1.9 PERMITS

- .1 Obtain and pay for all permits, certificates and licenses as required by Municipal, Provincial, Federal and other 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 submissions and approval documents received for above referenced authorities.
- .5 Comply with all requirements, recommendations and advice by all regulatory authorities unless otherwise agreed in writing by Departmental Representative. Make requests for such deviations to these requirements sufficiently in advance of related work.

1.10 CUTTING, FITTING AND PATCHING

- .1 Execute cutting, including excavation, fitting and patching required to make work fit properly.

1.11 ACCEPTANCE

- .1 Prior to the issuance of the Certificate of Substantial Performance, in company with Departmental Representative, make a check of all work. Correct all discrepancies before final inspection and acceptance.

1.12 WORKS COORDINATION

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

1.13 WORK SCHEDULE

- .1 Submit within 7 work days of notification of acceptance of bid, a construction schedule showing commencement and completion of all work within the time stated on the Bid and Acceptance Form and the date stated in the bid acceptance letter.

- .2 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.
- .3 As a minimum, work schedule to be prepared and submitted in the form of Bar (GANTT) Charts, indicating work activities, tasks and other project elements, their anticipated durations and planned dates for achieving key activities and major project milestones provided in sufficient details and supported by narratives to demonstrate a reasonable plan for completion of project within designated time. Generally Bar Charts derived from commercially available computerized project management system are preferred but not mandatory.
- .4 Submit schedule updates on a minimum bi-weekly basis and more often, when requested by Departmental Representative, due to frequent changing project conditions. Provide a narrative explanation of necessary changes and schedule revisions at each update.
- .5 The schedule, including all updates, shall be to Departmental Representative's approval. Take necessary measures to complete work within approved time. Do not change schedule without Departmental Representative's approval.
- .6 All work on the project will be completed within the time indicated on the Bid and Acceptance Form.

1.14 CONTRACTOR'S USE OF SITE

- .1 Responsible for arranging the storage of materials on or off site, and any materials stored at the site which interfere with any of the day to day activities at or near the site will be moved promptly at the Contractor's expense, upon request by Departmental Representative.
- .2 Exercise care so as not to obstruct or damage public or private property in the area.
- .3 At completion of work, restore area to its original condition. Damage to ground property will be repaired by Contractor. Remove all construction materials, residue, excess, etc., and leave site in a condition acceptable to Departmental Representative.

1.15 WORK COMMENCEMENT

- .1 Mobilization to project site is to commence immediately after acceptance of bid and submission of Site Specific Safety Plan and insurance and bonding documentation, unless otherwise agreed by Departmental Representative. Contractor is responsible of all mobilization and demobilization costs including arranging for and providing helicopter transport to and from site for equipment, materials and labour required to complete the work.
- .2 Project work on site is to commence as soon as possible, with a continuous reasonable work force, unless otherwise agreed by Departmental Representative.

- .3 Weather conditions, short construction season, delivery challenges and the location of the work site may require the use of longer working days and additional work force to complete the project within the specified completion time.
- .4 Make every effort to ensure that sufficient material and equipment is delivered to site at the earliest possible date after acceptance of bid and replenished as required.

Part 2 Products

2.1 NOT USED

- .1 Not used.

Part 3 Execution

3.1 NOT USED

- .1 Not used.

END OF SECTION

Part 1 General

1.1 RELATED REQUIREMENTS

- .1 Section 01 56 00.

1.2 ACCESS AND EGRESS

- .1 Design, construct and maintain temporary "access to" and "egress from" work areas, including stairs, runways, ramps or ladders and scaffolding, independent of finished surfaces and in accordance with relevant municipal, provincial and other regulations.

1.3 USE OF SITE AND FACILITIES

- .1 Execute work with least possible interference or disturbance to normal use of premises. Make arrangements with Departmental Representative to facilitate work as stated.
- .2 Maintain existing services to building and provide for personnel and vehicle access.
- .3 Where security is reduced by work provide temporary means to maintain security.
- .4 Departmental Representative will assign sanitary facilities for use by Contractor's personnel. Keep facilities clean.

1.4 ALTERATIONS, ADDITIONS OR REPAIRS TO EXISTING BUILDING

- .1 Execute work with least possible interference or disturbance to building operations occupants, public and normal use of premises. Arrange with Departmental Representative to facilitate execution of work.

1.5 EXISTING SERVICES

- .1 Notify, Departmental Representative and utility companies of intended interruption of services and obtain required permission.
- .2 Where Work involves breaking into or connecting to existing services, give Departmental Representative 48 hours of notice for necessary interruption of mechanical or electrical service throughout course of work. Keep duration of interruptions minimum..
- .3 Construct barriers in accordance with Section 01 56 00 - Temporary Barriers and Enclosures.

1.6 SECURITY

- .1 Where security has been reduced by Work of Contract, provide temporary means to maintain security.
- .2 Security clearances:
 - .1 Personnel employed on this project will be subject to security check. Obtain clearance, as instructed, for each individual who will require to enter premises.

- .2 Obtain requisite clearance, as instructed, for each individual required to enter premises.
- .3 Personnel will be checked daily at start of work shift and provided with pass which must be worn at all times. Pass must be returned at end of work shift and personnel checked out.
- .4 Contractor's personnel will require satisfactory RCMP initiated security screening in order to complete Work in premises and on site.

1.7 BUILDING SMOKING ENVIRONMENT

- .1 Comply with smoking restrictions. Smoking is not permitted.

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 ADMINISTRATIVE

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

1.2 PRECONSTRUCTION MEETING

- .1 Within 14 days after award of Contract, request a meeting of parties in contract to discuss and resolve administrative procedures and responsibilities.
- .2 Departmental Representative, Consultant, Contractor, and major Subcontractors will be in attendance.
- .3 Establish time and location of meeting and notify parties concerned minimum 14 days before meeting.
- .4 Incorporate mutually agreed variations to Contract Documents into Agreement, prior to signing.
- .5 Agenda to include:
 - .1 Appointment of official representative of participants in the Work.
 - .2 Schedule of Work.
 - .3 Schedule of submission of shop drawings.
 - .4 Requirements for temporary facilities, site sign, offices, storage sheds, utilities, fences.
 - .5 Delivery schedule of specified equipment.
 - .6 Site security.

- .7 Proposed changes, change orders, procedures, approvals required, mark-up percentages permitted, time extensions, overtime, administrative requirements.
- .8 Record drawings.
- .9 Maintenance manuals.
- .10 Take-over procedures, acceptance, warranties.
- .11 Monthly progress claims, administrative procedures, photographs, hold backs.
- .12 Appointment of inspection and testing agencies or firms.
- .13 Insurances, transcript of policies.

1.3 PROGRESS MEETINGS

- .1 During course of Work and 2 weeks prior to project completion, schedule progress meetings bi-weekly.
- .2 Contractor, major Subcontractors involved in Work and Departmental Representative and Consultant.
- .3 Notify parties minimum 5 days prior to meetings.
- .4 Record minutes of meetings and circulate to attending parties and affected parties not in attendance within 2 days after meeting.
- .5 Agenda to include the following:
 - .1 Review, approval of minutes of previous meeting.
 - .2 Review of Work progress since previous meeting.
 - .3 Field observations, problems, conflicts.
 - .4 Problems which impede construction schedule.
 - .5 Review of off-site fabrication delivery schedules.
 - .6 Corrective measures and procedures to regain projected schedule.
 - .7 Revision to construction schedule.
 - .8 Progress schedule, during succeeding work period.
 - .9 Review submittal schedules: expedite as required.
 - .10 Maintenance of quality standards.
 - .11 Review proposed changes for affect on construction schedule and on completion date.
 - .12 Other business.

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 ADMINISTRATIVE

- .1 Submit to Consultant submittals listed for review. Submit promptly and in orderly sequence to not cause delay in Work. Failure to submit in ample time is not considered sufficient reason for extension of Contract Time and no claim for extension by reason of such default will be allowed.
- .2 Do not proceed with Work affected by submittal until review is complete.
- .3 Present shop drawings, product data, samples and mock-ups in SI Metric units.
- .4 Review submittals prior to submission to Consultant. This review represents that necessary requirements have been determined and verified, or will be, and that each submittal has been checked and co-ordinated with requirements of Work and Contract Documents. Submittals not stamped, signed, dated and identified as to specific project will be returned without being examined and considered rejected.
- .5 Notify Consultant, in writing at time of submission, identifying deviations from requirements of Contract Documents stating reasons for deviations.
- .6 Verify field measurements and affected adjacent Work are co-ordinated.
- .7 Contractor's responsibility for errors and omissions in submission is not relieved by Consultant's review of submittals.
- .8 Contractor's responsibility for deviations in submission from requirements of Contract Documents is not relieved by Consultant review.
- .9 Keep one reviewed copy of each submission on site.

1.2 SHOP DRAWINGS AND PRODUCT DATA

- .1 The term "shop drawings" means drawings, diagrams, illustrations, schedules, performance charts, brochures and other data which are to be provided by Contractor to illustrate details of a portion of Work.
- .2 Submit drawings stamped and signed by professional engineer registered or licensed in Province of Canada where necessary.
- .3 Indicate materials, methods of construction and attachment or anchorage, erection diagrams, connections, explanatory notes and other information necessary for completion of Work. Where articles or equipment attach or connect to other articles or equipment, indicate that such items have been co-ordinated, regardless of Section under which adjacent items will be supplied and installed. Indicate cross references to design drawings and specifications.
- .4 Allow 4 days for Consultant's review of each submission.

- .5 Adjustments made on shop drawings by Consultant are not intended to change Contract Price. If adjustments affect value of Work, state such in writing to Departmental Representative prior to proceeding with Work.
- .6 Make changes in shop drawings as Consultant may require, consistent with Contract Documents. When resubmitting, notify Consultant in writing of revisions other than those requested.
- .7 Accompany submissions with transmittal letter containing:
 - .1 Date.
 - .2 Project title and number.
 - .3 Contractor's name and address.
 - .4 Identification and quantity of each shop drawing, product data and sample.
 - .5 Other pertinent data.
- .8 Submissions include:
 - .1 Date and revision dates.
 - .2 Project title and number.
 - .3 Name and address of:
 - .1 Subcontractor.
 - .2 Supplier.
 - .3 Manufacturer.
 - .4 Contractor's stamp, signed by Contractor's authorized representative certifying approval of submissions, verification of field measurements and compliance with Contract Documents.
 - .5 Details of appropriate portions of Work as applicable:
 - .1 Fabrication.
 - .2 Layout, showing dimensions, including identified field dimensions, and clearances.
 - .3 Setting or erection details.
 - .4 Capacities.
 - .5 Performance characteristics.
 - .6 Standards.
 - .7 Operating weight.
 - .8 Wiring diagrams.
 - .9 Single line and schematic diagrams.
 - .10 Relationship to adjacent work.
- .9 After Consultant's review, distribute copies.
- .10 Submit electronic copy of shop drawings for each requirement requested in specification Sections and as Consultant may reasonably request.
- .11 Submit electronic copies of product data sheets or brochures for requirements requested in specification Sections and as requested by Consultant where shop drawings will not be prepared due to standardized manufacture of product.

- .12 Submit electronic copies of certificates for requirements requested in specification Sections and as requested by Consultant.
 - .1 Statements printed on manufacturer's letterhead and signed by responsible officials of manufacturer of product, system or material attesting that product, system or material meets specification requirements.
 - .2 Certificates must be dated after award of project contract complete with project name.
- .13 Submit electronic copies of manufacturers' instructions for requirements requested in specification Sections and as requested by Consultant.
 - .1 Pre-printed material describing installation of product, system or material, including special notices and Material Safety Data Sheets concerning impedances, hazards and safety precautions.
- .14 Submit electronic copies of Manufacturer's Field Reports for requirements requested in specification Sections and as requested by Consultant.
- .15 Documentation of the testing and verification actions taken by manufacturer's representative to confirm compliance with manufacturer's standards or instructions.
- .16 Submit electronic copies of Operation and Maintenance Data for requirements requested in specification Sections and as requested by Consultant.
- .17 Delete information not applicable to project.
- .18 Supplement standard information to provide details applicable to project.
- .19 If upon review by Consultant, no errors or omissions are discovered or if only minor corrections are made, copies will be returned and fabrication and installation of Work may proceed. If shop drawings are rejected, noted copy will be returned and resubmission of corrected shop drawings, through same procedure indicated above, must be performed before fabrication and installation of Work may proceed.
- .20 The review of shop drawings is for sole purpose of ascertaining conformance with general concept.
 - .1 This review shall not mean approval of detail design inherent in shop drawings, responsibility for which shall remain with Contractor submitting same, and such review shall not relieve Contractor of responsibility for errors or omissions in shop drawings or of responsibility for meeting requirements of construction and Contract Documents.
 - .2 Without restricting generality of foregoing, Contractor is responsible for dimensions to be confirmed and correlated at job site, for information that pertains solely to fabrication processes or to techniques of construction and installation and for co-ordination of Work of sub-trades.

Part 2 Products

2.1 NOT USED

.1 Not Used.

Part 3 Execution

3.1 NOT USED

.1 Not Used

END OF SECTION

1.1 RELATED WORK

- .1 Section 01 35 29 - Health and Safety Requirements.
- .2 Section 01 33 00 – Submittal Procedures

1.2 REFERENCES

- .1 Fire Protection Standards issued by Fire Protection Services of Human Resources Development Canada as follows:
 - .1 National Fire Code - Standard for Construction Operations – latest edition (http://www.hrsdc.gc.ca/eng/labour/fire_protection/policies_standards/commissioner/301/page00.shtml).
 - .2 National Fire Code - Standard for Welding and Cutting – latest edition (http://www.hrsdc.gc.ca/eng/labour/fire_protection/policies_standards/commissioner/302/page00.shtml).
 - .3 FCC standards, may also be viewed at the Regional Labour Canada Office located at Baine Johnson Centre, 10 Fort William Place, St. John's, NL, A1C 1K4; Telephone 1-800-641-4049; fax 1-709-772-5985.

1.3 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.

1.4 SUBMITTALS

- .1 Submit copy of Hot Work Procedures and sample of Hot Work permit to Departmental Representative for review, within five (5) calendar days after notification of acceptance of bid.
- .2 Submit in accordance with the Submittal General Requirements specified in Section 01 33 00.

1.5 FIRE SAFETY REQUIREMENTS

- .1 Implement and follow fire safety measures during Work. Comply with following:
 - .1 National Fire Code, latest edition.
 - .2 Fire Protection Standards FCC 301 and FCC 302 – latest edition.
 - .3 Federal and Provincial Occupational Health and Safety Acts and Regulations as specified in Section 01 35 29 – Health and Safety Requirements.
- .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 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 during performance of hot work, Departmental Representative will provide authorization to proceed as follows:
 - .1 Issue one written "Authorization to Proceed" covering the entire project for duration of work or;
 - .2 Separate work, or segregate certain parts of work, into individual entities. Each entity requiring a separately written "Authorization to Proceed" from Departmental Representative. Follow Departmental Representative's directives in this regard.
- .4 Requirement for individual authorization 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;
 - .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.

1.7 HOT WORK PROCEDURES

- .1 Develop and implement safety procedures and work practices to be followed during the performance of Hot Work.
- .2 Procedures to include:
 - .1 Requirement to perform hazard assessment of site and immediate hot work area for each hot work event in accordance with Hazard Assessment and Safety Plan requirements of Section 01 35 29.
 - .2 Use of a Hot Work Permit system for each hot work event.
 - .3 The step by step process of how to prepare and issue permit.
 - .4 Permit shall be issued by Contractor's site Superintendent, or other authorized person designated by Contractor, granting permission to worker or subcontractor to proceed with hot work.
 - .5 Provision of a designated person to carryout a Fire Safety Watch for a minimum of 60 minutes immediately upon completion of the hot work.

- .6 Compliance with fire safety codes and standards specified herein and occupational health and safety regulations specified Section 01 35 29.
- .3 Generic procedures, if used, must be edited and supplemented with pertinent information tailored to reflect specific project conditions. Clearly label as being the Hot Work Procedures applicable to this contract.
- .4 Hot Work Procedures shall clearly establish worker instructions and responsibilities of:
 - .1 Worker(s),
 - .2 Authorized person issuing the Hot Work Permit,
 - .3 Fire Safety Watcher,
 - .4 Subcontractors and Contractor.
- .5 Brief all workers and subcontractors on Hot Work Procedures and Permit system established for project. Stringently enforce compliance.
 - .1 Failure to comply with the established procedures may result in the issuance of a Non-Compliance Notification at Departmental Representative's discretion with possible disciplinary measures imposed as specified in Section 01 35 29.

1.8 HOT WORK PERMIT

- .1 Hot Work Permit to include, as a minimum, the following data:
 - .1 Project name and project number.
 - .2 Building name, address and specific room or area where hot work will be performed.
 - .3 Date when permit issued.
 - .4 Description of hot work type to be performed.
 - .5 Special precautions required, including type of fire extinguisher needed.
 - .6 Name and signature of person authorized to issue the permit.
 - .7 Name of worker (clearly printed) to which the permit is being issued.
 - .8 Time Duration that permit is valid (not to exceed 8 hours). Indicate start time and date, and completion time and date.
 - .9 Worker signature with date and time upon hot work termination.
 - .10 Specified time period requiring safety watch.
 - .11 Name and signature of designated Fire Safety Watcher, complete with time and date when safety watch terminated, certifying that surrounding area was under continual surveillance and inspection during the full watch time period specified in Permit and commenced immediately upon completion of Hot Work.
- .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 and signed as follows:
 - .1 Authorized person issuing Permit before hot work commences.
 - .2 Worker upon completion of Hot Work.
 - .3 Fire Safety Watcher upon termination of safety watch.

.4 Returned to Contractor's Site Superintendent for safe keeping.

1.9 DOCUMENTS ON SITE

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

END OF SECTION

Part 1 General

1.1 SECTION INCLUDES

- .1 Health and safety considerations required to ensure that PWGSC shows due diligence towards health and safety on construction sites, and meets the requirements laid out in PWGSC/RPB Departmental Policy DP 073 - Occupational Health and Safety - Construction.

1.2 RELATED SECTIONS

- .1 Section 01 33 00 – Submittal Procedures.

1.3 DEFINITIONS

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

1.4 REFERENCES

- .1 Province of Newfoundland and Labrador
 - .1 Occupational Health and Safety Act, R.S.N. [1990].

1.5 SUBMITTALS

- .1 Make submittals in accordance with Section 01 33 00 - Submittal Procedures.
- .2 Submit site-specific Health and Safety Plan: Within 7 days after date of Notice to Proceed and prior to commencement of Work. Health and Safety Plan must include:
 - .1 Results of site specific safety hazard assessment.

- .2 Results of safety and health risk or hazard analysis for site tasks and operation found in work plan.
- .3 Submit copies of reports or directions issued by Federal, Provincial and Territorial health and safety inspectors.
- .4 Submit building permit, compliance
- .5 Submit name of Contractor's Representative designated to perform health and safety supervision in site.
- .6 Submit Certificate of clearance from Workplace Health Safety and Compensation Commission (Assessment Services Department) of Newfoundland and Labrador.
- .7 Submit copies of incident and accident reports.
- .8 Submit WHMIS MSDS - Material Safety Data Sheets.
- .9 Submit revisions and updates made to the Plan during the course of Work.
- .10 Departmental Representative will review Contractor's site-specific Health and Safety Plan and provide comments to Contractor within 7 days after receipt of plan. Revise plan as appropriate and resubmit plan to Departmental Representative within 7 days after receipt of comments from Departmental Representative.
- .11 Departmental Representative's review of Contractor's final Health and Safety plan should not be construed as approval and does not reduce the Contractor's overall responsibility for construction Health and Safety.
- .12 On-site Contingency and Emergency Response Plan: address standard operating procedures to be implemented during emergency situations.

1.6 FILING OF NOTICE

- .1 File Notice of Project with Provincial authorities prior to beginning of Work.

1.7 SAFETY ASSESSMENT

- .1 Perform site specific safety hazard assessment related to project.

1.8 MEETINGS

- .1 Schedule and administer Health and Safety meeting with Departmental Representative prior to commencement of Work in attendance have:
 - .1 Superintendent of Work
 - .2 Contractor's designated Health & Safety Site Representative
 - .3 Subcontractor's Health and Safety Site Representative
 - .4 Health and Safety Site Coordinator
- .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.

1.9 REGULATORY REQUIREMENTS

- .1 Do Work in accordance with Regulatory Requirements.

1.10 PROJECT/SITE CONDITIONS

- .1 Work at site will involve contact with:
 - .1 Working in close proximity of water.
 - .2 Remote site location.
 - .3 Wet and slippery conditions.
 - .4 Inclement weather conditions.
 - .5 Heavy lifting.
 - .6 Working at heights.
 - .7 Cutting tools and other construction power tools.
 - .8 Hazardous materials, including lead paint.
 - .9 Sharp objects (construction debris).
 - .10 Surrounding steep terrain/cliffs/risk of falling.
- .2 Above items shall not be construed as being complete and inclusive of potential health, and safety hazards encountered during work.
- .3 Include above items into hazard assessment process.

1.11 GENERAL REQUIREMENTS

- .1 Develop written site-specific Health and Safety Plan based on hazard assessment prior to beginning site Work and continue to implement, maintain, and enforce plan until final demobilization from site. Health and Safety Plan must address project specifications.
- .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, marshaling 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.
- .4 On-site Communication Plan:
 - .1 Procedures for sharing of work related safety information to workers and subcontractors, including emergency and evacuation measures.
- .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 may respond in writing, where deficiencies or concerns are noted and may request re-submission with correction of deficiencies or concerns.
- .8 Keep documentation on site for duration of the Work.

1.12 RESPONSIBILITY

- .1 Be responsible for health and safety of persons on site, safety of property on site and for protection of persons adjacent to site and environment to extent that they may be affected by conduct of Work.
- .2 Comply with and enforce compliance by employees with safety requirements of Contract Documents, applicable federal, provincial, territorial and local statutes, regulations, and ordinances, and with site-specific Health and Safety Plan.

1.13 COMPLIANCE REQUIREMENTS

- .1 Comply with the Occupational Health and Safety Act for the Province of Newfoundland and Labrador, and the Occupational Health and Safety Regulations made pursuant to the Act..
- .2 Comply with Canada Labour Code Part II, (entitled Occupational Health and Safety) and the Canada Occupational Health and Safety Regulations (COSH) as well as any other regulations made pursuant to the Act.
 - .1 The Canada Labour Code can be viewed at: [www.http://laws.justice.gc.ca/en/L-2/](http://laws.justice.gc.ca/en/L-2/)
 - .2 COSH can be viewed at: [www.http://laws.justice.gc.ca/eng/SOR-86-304/ne.html](http://laws.justice.gc.ca/eng/SOR-86-304/ne.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 any specified requirements, the more stringent shall apply.
- .5 Maintain Workers Compensation Coverage in good standing for duration of Contract. Provide proof through submission of Certificate of Clearance from Workplace Health, Safety and Compensation Commission (Assessment Services Department) of Newfoundland and Labrador.
- .6 Obtain and maintain worker medical surveillance documentation where prescribed by legislation or regulation.

1.14 UNFORSEEN HAZARDS

- .1 When unforeseen or peculiar safety-related factor, 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 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.

1.16 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 Provide safety orientation session to persons granted access to Work Site. Advise of hazards and safety rules to be observed while on site.
- .4 Ensure persons granted site access wear appropriate PPE. Supply PPE to inspection authorities who require access to conduct tests or perform inspections.
- .5 Secure Work Site against entry when inactive or unoccupied and to protect persons against harm. Provide security guard where adequate protection cannot be achieved by other mean

1.17 PROTECTION

- .1 Should unforeseen or peculiar safety related hazard or condition become evident during performance of Work, immediately take measures to rectify situation and prevent damage or harm. Advise Departmental Representative verbally and in writing.

1.18 PERMITS

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

1.19 SAFETY SUPERVISION

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

- .2 Conduct Formal Inspections on a minimum monthly basis. Use standardized safety inspection forms. Distribute to subcontractors.
- .3 Follow-up and ensure corrective measures are taken.
- .6 Keep inspection reports and supervision related documentation site.

1.20 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.
- .4 All workers dealing with hazardous materials are required to provide evidence of training, in accordance with Provincial regulations.

1.21 MINIMUM SITE SAFETY RULES

- .1 Notwithstanding requirement to abide by federal and provincial health and safety regulations; ensure the following minimum safety rules are obeyed by persons granted access to Work Site:
 - .1 Wear appropriate PPE pertinent to the Work or assigned task; minimum being hard hat, safety footwear, safety glasses safety vest 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.

1.22 SITE RECORDS

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

1.23 POSTING OF DOCUMENTS

- .1 Ensure applicable items, articles, notices and orders are posted in conspicuous location on site in accordance with Acts and Regulations of Province having jurisdiction, and in consultation with Departmental Representative.
- .2 Post other documents as specified herein, including:

- .1 Site specific Health and Safety Plan.
- .2 WHMIS data sheets.

1.24 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 may stop Work if non-compliance of health and safety regulations is not corrected.

1.25 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.
- .2 Submit report in writing.

1.26 WORK STOPPAGE

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

Part 2 Products

2.1 NOT USED

- .1 Not used.

Part 3 Execution

3.1 NOT USED

- .1 Not used.

END OF SECTION

1.1 DEFINITIONS

- .1 Hazardous Material: Product, substance, or organism that is used for its original purpose; and that is either dangerous goods or a material that may cause adverse impact to the environment or adversely affect health of persons, animals, or plant life when released into the environment.

1.2 DISPOSAL OF WASTES AND HAZARDOUS MATERIALS

- .1 Do not bury rubbish and waste materials on site.
- .2 Do not dispose of hazardous waste or volatile materials, such as mineral spirits, paints, thinners, oil or fuel into waterways, storm or sanitary sewers or waste landfill sites.
- .3 Store, handle and dispose of hazardous materials and hazardous waste in accordance with applicable federal and provincial laws, regulations, codes and guidelines.
- .4 Dispose of construction waste materials and demolition debris, resulting from work, at approved landfill sites only. Carryout such disposal in strict accordance with provincial and municipal rules and regulations. Separate out and prevent improper disposal of items banned from landfills.
- .5 Establish methods and undertake construction practices which will minimize waste and optimize use of construction materials. Separate at source all construction waste materials, demolition debris and product packaging and delivery containers into various waste categories in order to maximize recycling abilities of various materials and avoid disposal of debris at landfill site(s) in a "mixed state". Where recycling firms, specializing in recycling of specific materials exist, transport such materials to the recycling facility and avoid disposal at landfill sites.
- .6 Communicate with landfill operator prior to commencement of work, to determine what specific construction, demolition and renovation waste materials have been banned from disposal at the landfill and at transfer stations.

1.3 DRAINAGE

- .1 Provide temporary drainage and pumping as necessary to keep excavations and site free from water.
- .2 Do not pump water containing suspended materials into waterways, sewer or drainage systems.
- .3 Control disposal or runoff of water containing suspended materials or other harmful substances in accordance with governing regulations and requirements.
- .4 Pumped water must meet applicable federal, provincial, and municipal standards before it can be discharged to a surface water body. If regulatory guidelines exceedences are noted, the Departmental Representative has the right to issue stop pumping instructions to the Contractor. Contractor will not be compensated for any delays associated with retrofitting equipment to meet guidelines.

1.4 PERMITS

- .1 All guidelines and instructions stated on permits must be strictly adhered to.

1.5 WORK ADJACENT TO WATERWAYS

- .1 Do not operate construction equipment in waterways.
- .2 Do not use waterway beds for borrow material.
- .3 Do not dump excavated fill, waste material or debris in waterways.
- .4 At borrow sites, design and construct temporary crossings to minimize erosion to waterways in strict conformance with provincial and federal environmental regulations.
- .5 Do not skid logs or construction materials across waterways.
- .6 Ensure refueling of any type of equipment does not, either directly or indirectly, create pollution by causing or permitting any leaks or spills.
- .7 Maintain equipment in good working condition with no fluid leaks, loose hoses or fittings.

1.6 POLLUTION CONTROL

- .1 Maintain temporary erosion and pollution control features installed under this contract.
- .2 Control emissions from equipment and plant to local authorities emission requirements.
- .3 Cover or wet down dry materials and rubbish to prevent blowing dust and debris.
- .4 Have emergency spill response equipment and rapid clean-up kit, appropriate to work, at site. Locate adjacent to work and where hazardous materials are stored. Provide personal protective equipment as required for clean-up.
- .5 Report, to Federal and Provincial Department of the Environment, spills of petroleum and other hazardous materials as well as accidents having potential of polluting the environment. Also notify Departmental Representative and submit a written spill report to Departmental Representative within 24 hours of occurrence.

1.7 WILDLIFE PROTECTION

- .1 Should sea bird nests be encountered during work, immediately notify Departmental Representative for directives to be followed.
 - .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.

END OF SECTION

Part 1 General

1.1 INSPECTION

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

1.2 ACCESS TO WORK

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

1.3 REJECTED WORK

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

1.4 EQUIPMENT AND SYSTEMS

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

Part 2 Products

2.1 NOT USED

.1 Not Used.

Part 3 Execution

3.1 NOT USED

.1 Not Used.

END OF SECTION

Part 1 General

1.1 RELATED SECTIONS

- .1 Section 01 33 00.

1.2 SUBMITTALS

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

1.3 INSTALLATION AND REMOVAL

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

1.4 SCAFFOLDING

- .1 Scaffolding in accordance with CAN/CSA-S269.2.
- .2 Provide and maintain scaffolding, ladders as required to complete the work.

1.5 HOISTING

- .1 Provide, operate and maintain hoists cranes as required for moving of workers, materials and equipment.
- .2 Hoists cranes to be operated by qualified operator.

1.6 SITE STORAGE/LOADING

- .1 Do not unreasonably encumber premises with products.

1.7 CONSTRUCTION PARKING

- .1 Parking will be permitted on site provided it does not disrupt performance of Work.
- .2 Provide and maintain adequate access to project site.
- .3 Clean runways and taxi areas where used by Contractor's equipment.

1.8 SECURITY

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

1.9 CONSTRUCTION SIGNAGE

- .1 No signs or advertisements, other than warning signs, are permitted on site.
- .2 Signs and notices for safety and instruction in both official languages Graphic symbols to CAN/CSA-Z321.
- .3 Maintain approved signs and notices in good condition for duration of project, and dispose of off site on completion of project or earlier if directed by Departmental Representative.

1.10 CLEAN-UP

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

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 INSTALLATION AND REMOVAL

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

1.2 HOARDING

- .1 Erect temporary site enclosures using construction grade lumber framing and exterior grade fir plywood to CSA O121.
- .2 Apply plywood panels vertically.

1.3 GUARD RAILS AND BARRICADES

- .1 Provide secure, rigid guard rails and barricades around deep excavations, open shafts, open stair wells, open edges of floors and roofs.

1.4 WEATHER ENCLOSURES

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

1.5 DUST TIGHT SCREENS

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

1.6 ACCESS TO SITE

- .1 Provide and maintain access to adjacent facilities.

1.7 PUBLIC TRAFFIC FLOW

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

1.8 FIRE ROUTES

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

1.9 CONSTRUCTION SIGN AND NOTICES

- .1 Contractor or subcontractor advertisement signboards are not permitted on site.
- .2 Only notices of safety or instructions are permitted on site.
- .3 Maintenance and Disposal of Site Signs: Maintain approved signs and notices in good condition for duration of project and dispose of off-site on completion of project earlier if directed by Departmental Representative.

1.10 REMOVAL OF TEMPORARY FACILITIES

- .1 Remove temporary facilities from site when directed by Departmental Representative.

Part 2 Products

2.1 NOT USED

- .1 Not Used.

Part 3 Execution

3.1 NOT USED

- .1 Not Used.

END OF SECTION

Approved: 2006-03-31

Part 1 General

1.1 QUALITY

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

1.2 AVAILABILITY

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

1.3 STORAGE, HANDLING AND PROTECTION

- .1 Handle and store products in manner to prevent damage, adulteration, deterioration and soiling and in accordance with manufacturer's instructions when applicable.
- .2 Store packaged or bundled products in original and undamaged condition with manufacturer's seal and labels intact. Do not remove from packaging or bundling until required in Work.

- .3 Remove and replace damaged products at own expense and to satisfaction of Departmental Representative.
- .4 Touch-up damaged factory finished surfaces to Consultant's satisfaction. Use touch-up materials to match original. Do not paint over name plates.

1.4 TRANSPORTATION

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

1.5 MANUFACTURER'S INSTRUCTIONS

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

1.6 QUALITY OF WORK

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

1.7 CO-ORDINATION

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

1.8 CONCEALMENT

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

Part 2 Products

2.1 NOT USED

.1 Not Used.

Part 3 Execution

3.1 NOT USED

.1 Not Used.

END OF SECTION

Part 1 General

1.1 RELATED SECTIONS

- .1 Section 01 74 21.

1.2 PROJECT CLEANLINESS

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

1.3 FINAL CLEANING

- .1 When Work is Substantially Performed remove surplus products, tools, construction machinery and equipment not required for performance of remaining Work.
- .2 Remove waste products and debris other than that caused by others, and leave Work clean and suitable for occupancy.
- .3 Prior to final review remove surplus products, tools, construction machinery and equipment.

- .4 Remove waste products and debris other than that caused by Owner or other Contractors.
- .5 Remove waste materials from site at regularly scheduled times or dispose of as directed by Departmental Representative. Do not burn waste materials on site, unless approved by Departmental Representative.
- .6 Make arrangements with and obtain permits from authorities having jurisdiction for disposal of waste and debris.
- .7 Clean and polish glass, mirrors, hardware, wall tile, stainless steel, chrome, porcelain enamel, baked enamel, plastic laminate, and mechanical and electrical fixtures. Replace broken, scratched or disfigured glass.
- .8 Remove stains, spots, marks and dirt from decorative work, electrical and mechanical fixtures, furniture fitments, walls and floors.
- .9 Clean lighting reflectors, lenses, and other lighting surfaces.
- .10 Vacuum clean and dust building interiors, behind grilles, louvres and screens.
- .11 Inspect finishes, fitments and equipment and ensure specified workmanship and operation.
- .12 Clean equipment and fixtures to sanitary condition; clean or replace filters of mechanical equipment.

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 WASTE MANAGEMENT GOALS

- .1 Prior to start of Work conduct meeting with Departmental Representative to review and discuss Waste Management Plan and Goals.
- .2 Accomplish maximum control of solid construction waste.
- .3 Preserve environment and prevent pollution and environment damage.

1.2 MATERIALS SOURCE SEPARATION PROGRAM (MSSP)

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

1.3 STORAGE, HANDLING AND PROTECTION

- .1 Store, materials to be reused, recycled and salvaged in locations as directed by Departmental Representative.
- .2 Unless specified otherwise, materials for removal become Contractor's property.
- .3 Protect, stockpile, store and catalogue salvaged items.
- .4 Separate non-salvageable materials from salvaged items. Transport and deliver non-salvageable items to licensed disposal facility.

1.4 DISPOSAL OF WASTES

- .1 Do not bury rubbish or waste materials.
- .2 Do not dispose of waste into waterways, storm, or sanitary sewers.

- .3 Remove materials from deconstruction as deconstruction/disassembly Work progresses.

Part 2 Products

2.1 NOT USED

- .1 Not Used.

Part 3 Execution

3.1 NOT USED

- .1 Not Used.

END OF SECTION

Part 1 General

1.1 RELATED REQUIREMENTS

- .1 Section 01 31 19
- .2 Section 01 33 00
- .3 Section 01 45 00
- .4 Section 01 79 00.

1.2 ADMINISTRATIVE REQUIREMENTS

- .1 Pre-warranty Meeting:
 - .1 Convene meeting 2 weeks prior to contract completion with Departmental Representative in accordance with Section 01 31 19 - Project Meetings to:
 - .1 Verify Project requirements.
 - .2 Review manufacturer's installation instructions and warranty requirements.
 - .2 Departmental Representative to establish communication procedures for:
 - .1 Notifying construction warranty defects.
 - .2 Determine priorities for type of defects.
 - .3 Determine reasonable response time.
 - .3 Contact information for bonded and licensed company for warranty work action: provide name, telephone number and address of company authorized for construction warranty work action.
 - .4 Ensure contact is located within local service area of warranted construction, is continuously available, and is responsive to inquiries for warranty work action.

1.3 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Provide submittals in accordance with Section 01 33 00 - Submittal Procedures.
- .2 Two weeks prior to Substantial Performance of the Work, submit to the Consultant, one electronic copy of operating and maintenance manuals in English.
- .3 Provide spare parts, maintenance materials and special tools of same quality and manufacture as products provided in Work.
- .4 Provide evidence, if requested, for type, source and quality of products supplied.

1.4 FORMAT

- .1 Organize data as instructional manual.
- .2 Electronic.

- .3 When multiple binders are used correlate data into related consistent groupings.
 - .1 Identify contents of each binder on spine.
- .4 Cover: identify title 'Project Record Documents'; list title of project and identify subject matter of contents.
- .5 Arrange content by systems under Section numbers and sequence of Table of Contents.
- .6 Text: manufacturer's printed data, or typewritten data.
- .7 Drawings: electronic.

1.5 CONTENTS - PROJECT RECORD DOCUMENTS

- .1 Table of Contents for Each Volume: provide title of project;
 - .1 Date of submission; names.
 - .2 Addresses, and telephone numbers of Consultant and Contractor with name of responsible parties.
 - .3 Schedule of products and systems, indexed to content of volume.
- .2 For each product or system:
 - .1 List names, addresses and telephone numbers of subcontractors and suppliers, including local source of supplies and replacement parts.
- .3 Product Data: mark each sheet to identify specific products and component parts, and data applicable to installation; delete inapplicable information.
- .4 Drawings: supplement product data to illustrate relations of component parts of equipment and systems, to show control and flow diagrams.
- .5 Typewritten Text: as required to supplement product data.
 - .1 Provide logical sequence of instructions for each procedure, incorporating manufacturer's instructions specified in Section 01 45 00 - Quality Control.
- .6 Training: refer to Section 01 79 00 - Demonstration and Training.

1.6 AS -BUILT DOCUMENTS AND SAMPLES

- .1 Maintain, in addition to requirements in General Conditions, at site for Consultant one record copy of:
 - .1 Contract Drawings.
 - .2 Specifications.
 - .3 Addenda.
 - .4 Change Orders and other modifications to Contract.
 - .5 Reviewed shop drawings, product data, and samples.
 - .6 Field test records.
 - .7 Inspection certificates.
 - .8 Manufacturer's certificates.

- .2 Label record documents and file in accordance with Section number listings in List of Contents of this Project Manual.
 - .1 Label each document "PROJECT RECORD" in neat, large, printed letters.
- .3 Maintain record documents in clean, dry and legible condition.
 - .1 Do not use record documents for construction purposes.
- .4 Keep record documents and samples available for inspection by Consultant.

1.7 RECORDING INFORMATION ON PROJECT RECORD DOCUMENTS

- .1 Record information on set of black line opaque drawings, and in copy of Project Manual provided by Consultant.
- .2 Use felt tip marking pens, maintaining separate colours for each major system, for recording information.
- .3 Record information concurrently with construction progress.
 - .1 Do not conceal Work until required information is recorded.
- .4 Contract Drawings and shop drawings: mark each item to record actual construction, including:
 - .1 Field changes of dimension and detail.
 - .2 Changes made by change orders.
 - .3 Details not on original Contract Drawings.
 - .4 References to related shop drawings and modifications.
- .5 Specifications: mark each item to record actual construction, including:
 - .1 Manufacturer, trade name, and catalogue number of each product actually installed, particularly optional items and substitute items.
 - .2 Changes made by Addenda and change orders.
- .6 Other Documents: maintain manufacturer's certifications, inspection certifications, field test records, required by individual specifications sections.
- .7 Provide digital photos, if requested, for site records.

1.8 EQUIPMENT AND SYSTEMS

- .1 For each item of equipment and each system include description of unit or system, and component parts.
 - .1 Give function, normal operation characteristics and limiting conditions.
 - .2 Include performance curves, with engineering data and tests, and complete nomenclature and commercial number of replaceable parts.
- .2 Panel board circuit directories: provide electrical service characteristics, controls, and communications.
- .3 Include installed colour coded wiring diagrams.

- .4 Operating Procedures: include start-up, break-in, and routine normal operating instructions and sequences.
 - .1 Include regulation, control, stopping, shut-down, and emergency instructions.
 - .2 Include summer, winter, and any special operating instructions.
- .5 Maintenance Requirements: include routine procedures and guide for trouble-shooting; disassembly, repair, and reassembly instructions; and alignment, adjusting, balancing, and checking instructions.
- .6 Provide servicing and lubrication schedule, and list of lubricants required.
- .7 Include manufacturer's printed operation and maintenance instructions.
- .8 Include sequence of operation by controls manufacturer.
- .9 Provide original manufacturer's parts list, illustrations, assembly drawings, and diagrams required for maintenance.
- .10 Provide installed control diagrams by controls manufacturer.
- .11 Provide list of original manufacturer's spare parts, current prices, and recommended quantities to be maintained in storage.
- .12 Include test and balancing reports as specified in Section 01 45 00 - Quality Control.
- .13 Additional requirements: as specified in individual specification sections.

1.9 MAINTENANCE MATERIALS

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

1.10 WARRANTIES AND BONDS

- .1 Develop warranty management plan to contain information relevant to Warranties.
- .2 Submit warranty management plan, 14 days before planned pre-warranty conference, to Departmental Representative approval.
- .3 Warranty management plan to include required actions and documents to assure that Departmental Representative receives warranties to which it is entitled.
- .4 Provide plan in narrative form and contain sufficient detail to make it suitable for use by future maintenance and repair personnel.

- .5 Submit, warranty information made available during construction phase, to Departmental Representative for approval prior to each monthly pay estimate.
- .6 Assemble approved information in binder, submit upon acceptance of work and organize binder as follows:
 - .1 Separate each warranty or bond with index tab sheets keyed to Table of Contents listing.
 - .2 List subcontractor, supplier, and manufacturer, with name, address, and telephone number of responsible principal.
 - .3 Obtain warranties and bonds, executed in duplicate by subcontractors, suppliers, and manufacturers, within ten days after completion of applicable item of work.
 - .4 Verify that documents are in proper form, contain full information, and are notarized.
 - .5 Co-execute submittals when required.
 - .6 Retain warranties and bonds until time specified for submittal.
- .7 Except for items put into use with Owner's permission, leave date of beginning of time of warranty until Date of Substantial Performance is determined.
- .8 Conduct joint 9 month warranty inspection, measured from time of acceptance, by Departmental Representative.
- .9 Include information contained in warranty management plan as follows:
 - .1 Roles and responsibilities of personnel associated with warranty process, including points of contact and telephone numbers within the organizations of Contractors, subcontractors, manufacturers or suppliers involved.
 - .2 Listing and status of delivery of Certificates of Warranty for extended warranty items.
 - .3 Provide list for each warranted equipment, item, feature of construction or system indicating:
 - .1 Name of item.
 - .2 Model and serial numbers.
 - .3 Location where installed.
 - .4 Name and phone numbers of manufacturers or suppliers.
 - .5 Names, addresses and telephone numbers of sources of spare parts.
 - .6 Warranties and terms of warranty: include one-year overall warranty of construction. Indicate items that have extended warranties and show separate warranty expiration dates.
 - .7 Cross-reference to warranty certificates as applicable.
 - .8 Starting point and duration of warranty period.
 - .9 Summary of maintenance procedures required to continue warranty in force.
 - .10 Cross-Reference to specific pertinent Operation and Maintenance manuals.
 - .11 Organization, names and phone numbers of persons to call for warranty service.

- .12 Typical response time and repair time expected for various warranted equipment.
- .4 Contractor's plans for attendance 9 month post-construction warranty inspections.
- .5 Procedure and status of tagging of equipment covered by extended warranties.
- .6 Post copies of instructions near selected pieces of equipment where operation is critical for warranty and/or safety reasons.
- .10 Respond in timely manner to oral or written notification of required construction warranty repair work.
- .11 Written verification to follow oral instructions.
- .1 Failure to respond will be cause for the Departmental Representative to proceed with action against Contractor.

Part 2 Products

2.1 NOT USED

- .1 Not Used.

Part 3 Execution

3.1 NOT USED

- .1 Not Used.

END OF SECTION

Part 1 General

1.1 RELATED REQUIREMENTS

- .1 Section 01 33 00.

1.2 ADMINISTRATIVE REQUIREMENTS

- .1 Demonstrate operation and maintenance of equipment and systems to Owner's personnel 2 weeks prior to date of substantial performance.
- .2 Owner: provide list of personnel to receive instructions, and co-ordinate their attendance at agreed-upon times.
- .3 Preparation:
 - .1 Verify conditions for demonstration and instructions comply with requirements.
 - .2 Verify designated personnel are present.
 - .3 Ensure equipment has been inspected and put into operation.
 - .4 Ensure testing, adjusting, and balancing has been performed.
- .4 Demonstration and Instructions:
 - .1 Demonstrate start-up, operation, control, adjustment, trouble-shooting, servicing, and maintenance of each item of equipment at agreed upon times, at the designated location.
 - .2 Instruct personnel in phases of operation and maintenance using operation and maintenance manuals as basis of instruction.
 - .3 Review contents of manual in detail to explain aspects of operation and maintenance.
 - .4 Prepare and insert additional data in operations and maintenance manuals when needed during instructions.

1.3 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Provide submittals in accordance with Section 01 33 00 - Submittal Procedures.
- .2 Submit schedule of time and date for demonstration of each item of equipment and each system two weeks prior to designated dates, for Departmental Representative's approval.
- .3 Submit reports within one week after completion of demonstration, that demonstration and instructions have been satisfactorily completed.
- .4 Give time and date of each demonstration, with list of persons present.
- .5 Provide copies of completed operation and maintenance manuals for use in demonstrations and instructions.

1.4 QUALITY ASSURANCE

- .1 When specified in individual Sections requiring manufacturer to provide authorized representative to demonstrate operation of equipment and systems:
 - .1 Instruct Owner's personnel.
 - .2 Provide written report that demonstration and instructions have been completed.

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 GENERAL

- .1 This section covers items common to sections of Division 26. This section also supplements requirements of Division 1 and Division 23. Refer to Section 01 00 00 – Bid Depository Sections where applicable for bid depository.

1.2 RELATED REQUIREMENTS

- .1 Section 01 33 00 – Submittal Procedures.
- .2 Section 01 45 00 – Quality Control.
- .3 Section 01 61 00 – Common Product Requirements
- .4 Section 01 74 11 – Cleaning.
- .5 Section 01 78 00 – Closeout Submittals.

1.3 REFERENCES

- .1 Definitions:
 - .1 Electrical and electronic terms: unless otherwise specified or indicated, terms used in these specifications, and on drawings, are those defined by IEEE SP1122.
- .2 Reference Standards:
 - .1 CSA Group
 - .1 CSA C22.1, Canadian Electrical Code, Part 1 (23rd Edition), Safety Standard for Electrical Installations.
 - .2 CSA C22.2, General Requirements, Canadian Electrical Code, Part 2 (23rd Edition).
 - .3 CAN3-C235, Preferred Voltage Levels for AC Systems, 0 to 50,000 V.
 - .2 Institute of Electrical and Electronics (IEEE)/National Electrical Safety Code Product Line (NESC)
 - .1 IEEE SP1122, The Authoritative Dictionary of IEEE Standards Terms, 7th Edition.

1.4 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Submit in accordance with Section 01 33 00 - Submittal Procedures.
- .2 Product Data:
 - .1 Submit manufacturer's instructions, printed product literature and data sheets for equipment and materials and include product characteristics, performance criteria, physical size, finish and limitations.
- .3 Shop drawings:
 - .1 Submit drawings stamped and signed by professional engineer registered or licensed in Province of Newfoundland and Labrador, Canada.

- .2 Submit wiring diagrams and installation details of equipment indicating proposed location, layout and arrangement, control panels, accessories, piping, ductwork, and other items that must be shown to ensure co-ordinated installation.
- .3 Identify on wiring diagrams circuit terminals and indicate internal wiring for each item of equipment and interconnection between each item of equipment.
- .4 Indicate of drawings clearances for operation, maintenance, and replacement of operating equipment devices.
- .4 Certificates:
 - .1 Provide CSA certified equipment and material.
 - .2 Where CSA certified equipment and material is not available, submit such equipment and material to Authority having Jurisdiction for approval before delivery to site.
 - .3 Submit test results of installed electrical systems.
 - .4 Permits and fees: in accordance with General Conditions of contract.
 - .5 Submit, upon completion of Work, load balance report as described in PART 3 - LOAD BALANCE.
 - .6 Submit certificate of acceptance from Authority having Jurisdiction upon completion of Work to Owner's Representative.
- .5 Manufacturer's Field Reports: submit to Owner's Representative manufacturer's written report, within seven (7) days of review, verifying compliance of Work and electrical system and instrumentation testing, as described in PART 3 - FIELD QUALITY CONTROL.

1.5 CARE, OPERATION AND START-UP

- .1 Instruct Owner's Representative and operating personnel in the operation, care and maintenance of systems, system equipment and components.
- .2 Operating instructions to include following:
 - .1 Wiring diagrams, control diagrams, and control sequence for each principal system and item of equipment.
 - .2 Start up, proper adjustment, operating, lubrication, and shutdown procedures.
 - .3 Safety precautions.
 - .4 Procedures to be followed in event of equipment failure.
 - .5 Other items of instruction as recommended by manufacturer of each system or item of equipment.
- .3 Arrange and pay for services of manufacturer's factory service engineer to supervise start-up of installation, check, adjust, balance and calibrate components and instruct operating personnel.
- .4 Provide these services for such period, and for as many visits as necessary to put equipment in operation, and ensure that operating personnel are conversant with all aspects of its care and operation.

1.6 PERMITS, FEES AND INSPECTION

- .1 Submit to Electrical Inspection Division and Supply Authority necessary number of drawings and specifications for examination and approval prior to commencement of work.
- .2 Pay associated fees.
- .3 Owner's Representative will provide drawings and specifications required by Electrical Inspection Division and Supply Authority at no cost.
- .4 Notify Owner's Representative of changes required by Electrical Inspection Division prior to making changes.
- .5 Furnish Certificates of Acceptance from Electrical Inspection Division or Authorities having Jurisdiction on completion of work to Owner's Representative.

1.7 CO-ORDINATION

- .1 Co-ordinate work with work of other divisions to avoid conflict.
- .2 Locate distribution systems, equipment, and materials to provide minimum interference and maximum usable space.
- .3 Locate all existing underground services and make all parties aware of their existence and location.
- .4 Where interference occurs, Owner's Representative must approve relocation of equipment and materials regardless of installation order.
- .5 Notwithstanding the review of shop drawings, this division may be required to relocate electrical equipment which interferes with the equipment of other trades, due to lack of co-ordination by this Division. The cost of this relocation shall be the responsibility of this Division. The Owner's Representative shall decide the extent of relocation required.

1.8 CUTTING AND PATCHING

- .1 Inform all other divisions in time, concerning required openings. Where this requirement is not met, bear the cost of all cutting. Openings of 200 mm or smaller shall be the responsibility of Division 26. Openings larger than 200 mm shall be the responsibility of Division 1. Obtain written approval of Structural Engineer before drilling any beams or floors.

1.9 PROTECTION

- .1 Protect exposed live equipment during construction for personnel safety.
- .2 Shield and mark all live parts "LIVE 120 VOLTS", or with appropriate voltage in English.
- .3 Arrange for installation of temporary doors for rooms containing electrical distribution equipment. Keep these doors locked except when under direct supervision of electrician.

1.10 RECORD DRAWINGS

- .1 Obtain and pay for three sets of white prints. As the job progresses, mark these prints to accurately indicate installed work. Have the white prints available for inspection at the site at all times and present for scrutiny at each job meeting.

- .2 Show on the record drawings the installed inverts of all services entering and leaving the building and the property. Dimension underground services at key points of every run in relation to the structure and building.
- .3 Indicate exact location of all services for future work. Show and dimension all work embedded in the structure.
- .4 Submit record drawings within 30 days prior to start of commissioning.

1.11 INSPECTION OF WORK

- .1 The Owner will make periodic visits to the site during construction to ascertain reasonable conformity to plans and specifications but will not execute quality control. The Contractor shall be responsible for the execution of his work in conformity with the construction documents and with the requirements of the inspection authority.

1.12 SCHEDULING OF WORK

- .1 Work shall be scheduled in phases as per other divisions of the architectural specifications.
- .2 Become familiar with the phasing requirements for the work and comply with these conditions.
- .3 No additional monies will be paid for contractor's requirement to comply with work phasing conditions.

1.13 CLOSEOUT SUBMITTALS

- .1 Submit in accordance with Section 01 78 00 - Closeout Submittals.
- .2 Operation and Maintenance Data: submit operation and maintenance data for equipment and material for incorporation into manual.
 - .1 Provide for each system and principal item of equipment as specified in technical sections for use by operation and maintenance personnel.
 - .2 Operating instructions to include following:
 - .1 Wiring diagrams, control diagrams, and control sequence for each principal system and item of equipment.
 - .2 Start up, proper adjustment, operating, lubrication, and shutdown procedures.
 - .3 Safety precautions.
 - .4 Procedures to be followed in event of equipment failure.
 - .5 Other items of instruction as recommended by manufacturer of each system or item of equipment.
 - .3 Print or engrave operating instructions and frame under glass or in approved laminated plastic.
 - .4 Post instructions where directed.
 - .5 For operating instructions exposed to weather, provide weather-resistant materials or weatherproof enclosures.
 - .6 Ensure operating instructions will not fade when exposed to sunlight and are secured to prevent easy removal or peeling.

1.14 DELIVERY, STORAGE AND HANDLING

- .1 Deliver, store and handle equipment and materials in accordance with Section 01 61 00 - Common Product Requirements and with manufacturer's written instructions.
- .2 Delivery and Acceptance Requirements: deliver equipment and materials to site in original factory packaging, labelled with manufacturer's name and address.
- .3 Storage and Handling Requirements:
 - .1 Store equipment and materials in dry location and in accordance with manufacturer's recommendations in clean, dry, well-ventilated area.
 - .2 Store and protect equipment and materials from nicks, scratches, and blemishes.
 - .3 Replace defective or damaged equipment and materials with new.

Part 2 Products

2.1 DESIGN REQUIREMENTS

- .1 Operating voltages: to CAN3-C235.
- .2 Motors, electric heating, control and distribution devices and equipment to operate satisfactorily at 60 Hz within normal operating limits established by above standard.
 - .1 Equipment to operate in extreme operating conditions established in above standard without damage to equipment.
- .3 Language operating requirements: provide identification nameplates for control items in English.

2.2 MATERIALS AND EQUIPMENT

- .1 Provide material and equipment in accordance with Section 01 61 00 - Common Product Requirements.
- .2 Material and equipment to be CSA certified. Where CSA certified material and equipment is not available, obtain special approval from authority having jurisdiction before delivery to site and submit such approval as described in PART 1 - ACTION AND INFORMATIONAL SUBMITTALS.
- .3 Factory assemble control panels and component assemblies.

2.3 ELECTRIC MOTORS, EQUIPMENT AND CONTROLS

- .1 Supplier and installer responsibility is indicated in Motor Starter and Control List on electrical drawings and related mechanical responsibility is indicated on Mechanical Equipment Schedule on mechanical drawings, where applicable.

2.4 WARNING SIGNS

- .1 Warning Signs: in accordance with requirements of Electrical Inspection Department and Owner's Representative.
- .2 Porcelain enamel decal signs, minimum size 175 x 250 mm.

2.5 WIRING TERMINATIONS

- .1 Ensure lugs, terminals, screws used for termination of wiring are suitable for either copper or aluminum conductors.

2.6 EQUIPMENT IDENTIFICATION

- .1 Identify electrical equipment with nameplates and labels as follows:
 - .1 Nameplates: lamicoid 3 mm thick plastic engraving sheet, white face, black core, mechanically attached with self tapping screws.
 - .2 Sizes as follows:

NAMEPLATE SIZES

Size 1	10 x 50 mm	1 line	3 mm high letters
Size 2	12 x 70 mm	1 line	5 mm high letters
Size 3	12 x 70 mm	2 lines	3 mm high letters
Size 4	20 x 90 mm	1 line	8 mm high letters
Size 5	20 x 90 mm	2 lines	5 mm high letters
Size 6	25 x 100 mm	1 line	12 mm high letters
Size 7	25 x 100 mm	2 lines	6 mm high letters

- .2 Labels: embossed plastic labels with 6 mm high letters unless specified otherwise.
- .3 Wording on nameplates and labels to be approved by Owner's Representative prior to manufacture.
- .4 Allow for minimum of twenty-five (25) letters per nameplate and label.
- .5 Nameplates for junction and pull boxes to indicate system and/or voltage characteristics.
- .6 Disconnects: indicate equipment being controlled and voltage.

2.7 WIRING IDENTIFICATION

- .1 Identify wiring with permanent indelible identifying markings, 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.
- .3 Colour coding: to CSA C22.1.
- .4 Use colour coded wires in communication cables, matched throughout system.

2.8 CONDUIT AND CABLE IDENTIFICATION

- .1 Colour code conduits, boxes and metallic sheathed cables.
- .2 Code with plastic tape or paint at points where conduit or cable enters wall, ceiling, or floor, and at 15 m intervals.
- .3 Colours: 25 mm wide prime colour and 20 mm wide auxiliary colour.

Conduit System
up to 250 V

Prime Colour
Yellow

Auxiliary Colour

2.9 FINISHES

- .1 Shop finish metal enclosure surfaces by application of rust resistant primer inside and outside, and at least two coats of finish enamel.
 - .1 Paint outdoor electrical equipment "equipment green" finish to EEMAC 1Y-1.
 - .2 Paint indoor switchgear and distribution enclosures light gray to EEMAC 2Y-1.

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 equipment and material installation in accordance with manufacturer's written instructions.
 - .1 Visually inspect substrate in presence of Owner's Representative.
 - .2 Inform Owner's 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 Owner's Representative.

3.2 INSTALLATION

- .1 Do complete installation in accordance with CSA C22.1 except where specified otherwise.

3.3 NAMEPLATES AND LABELS

- .1 Ensure manufacturer's nameplates, CSA labels and identification nameplates are visible and legible after equipment is installed.

3.4 CONDUIT AND CABLE INSTALLATION

- .1 Install conduit and sleeves prior to pouring of concrete.
 - .1 Sleeves through concrete: schedule 40 steel pipe, sized for free passage of conduit, and protruding 50 mm.
- .2 Install cables, conduits and fittings embedded or plastered over, close to building structure so furring can be kept to a minimum.

3.5 LOCATION OF OUTLETS

- .1 Locate outlets in accordance with Section 26 05 32 – Outlet Boxes, Conduit Boxes and Conduit Fittings.
- .2 Do not install outlets back-to-back in wall; allow minimum 150 mm horizontal clearance between boxes.
- .3 Change location of outlets at no extra cost or credit, providing distance does not exceed 3000 mm, and information is given before installation.

3.6 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 specified or indicated, verify before proceeding with installation.
- .3 Install electrical equipment at following heights unless indicated otherwise.
 - .1 Panelboards: as required by Code or as indicated.

3.7 CO-ORDINATION OF PROTECTIVE DEVICES

- .1 Ensure circuit protective devices such as overcurrent trips, relays and fuses are installed to required values and settings.

3.8 FIELD QUALITY CONTROL

- .1 Load Balance:
 - .1 Measure phase current to panelboards with normal loads (lighting) operating at time of acceptance; adjust branch circuit connections as required to obtain best balance of current between phases and record changes.
 - .2 Measure phase voltages at loads and adjust transformer taps to within 2% of rated voltage of equipment.
 - .3 Provide upon completion of work, load balance report as directed in PART 1 - ACTION AND INFORMATIONAL SUBMITTALS, phase and neutral currents on panelboards operating under normal load, as well as hour and date on which each load was measured, and voltage at time of test.
- .2 Conduct following tests in accordance with Section 01 45 00 - Quality Control.
 - .1 Power distribution system including phasing, voltage, grounding and load balancing.
 - .2 Circuits originating from branch distribution panels.
 - .3 Lighting.
 - .4 Motors, heaters and associated control equipment including sequenced operation of systems where applicable.
 - .5 Insulation resistance testing:
 - .1 Megger circuits, feeders and equipment up to 350 V with a 500 V instrument.
 - .2 Check resistance to ground before energizing.
- .3 Carry out tests in presence of Owner's Representative.
- .4 Provide instruments, meters, equipment and personnel required to conduct tests during and at conclusion of project.
- .5 Manufacturer's Field Services:
 - .1 Obtain written report from manufacturer verifying compliance of Work, in handling, installing, applying, protecting and cleaning of product and submit Manufacturer's Field Reports as described in PART 1 - ACTION AND INFORMATIONAL SUBMITTALS.

- .2 Provide manufacturer's field services consisting of product use recommendations and periodic site visits for inspection of product installation in accordance with manufacturer's instructions.

3.9 SYSTEM STARTUP

- .1 Instruct Owner's Representative and operating personnel in operation, care and maintenance of systems, system equipment and components.
- .2 Arrange and pay for services of manufacturer's factory service engineer to supervise start-up of installation, check, adjust, balance and calibrate components and instruct operating personnel.
- .3 Provide these services for such period, and for as many visits as necessary to put equipment in operation, and ensure that operating personnel are conversant with aspects of its care and operation.

3.10 CLEANING

- .1 Progress Cleaning: clean in accordance with Section 01 74 11 - 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 01 74 11 - Cleaning.

END OF SECTION

Part 1 General

1.1 RELATED REQUIREMENTS

- .1 Section 01 33 00 – Submittal Procedures.
- .2 Section 01 45 00 – Quality Control.
- .3 Section 01 61 00 – Common Product Requirements.

1.2 REFERENCES

- .1 American National Standards Institute/Institute of Electrical and Electronics Engineers (ANSI/IEEE)
 - .1 ANSI/IEEE C62.41, Recommended Practice for Surge Voltages in Low-Voltage AC Power Circuits.
- .2 ASTM International Inc.
 - .1 ASTM F1137-00, Standard Specification for Phosphate/Oil and Phosphate/Organic Corrosion Protective Coatings for Fasteners.
- .3 Canadian Standards Association (CSA International)
- .4 ICES-005-07, Radio Frequency Lighting Devices.
- .5 Underwriters' Laboratories of Canada (ULC)

1.3 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Provide submittals in accordance with Section 01 33 00 - Submittal Procedures.
- .2 Product Data:
 - .1 Provide manufacturer's printed product literature, specifications and datasheet and include product characteristics, performance criteria, physical size, finish and limitations.
 - .2 Provide complete photometric data prepared by independent testing laboratory for luminaires where specified, for review by Owner's Representative.
 - .3 Photometric data to include: VCP Table where applicable, spacing criterion and luminaire coefficient of utilization (CU) tables.
- .3 Quality assurance submittals: provide following in accordance with Section 01 45 00 - Quality Control.
 - .1 Manufacturer's instructions: provide manufacturer's written installation instructions and special handling criteria, installation sequence, cleaning procedures and re-lamping schedule.

1.4 DELIVERY, STORAGE AND HANDLING

- .1 Deliver, store and handle materials in accordance with Section 01 61 00 - Common Product Requirements.

- .2 Deliver materials to site in original factory packaging, labelled with manufacturer's name, address.
- .3 Divert unused metal materials from landfill to metal recycling facility.
- .4 Disposal and recycling of fluorescent lamps as per local regulations.
- .5 Disposal of old PCB filled ballasts.

1.5 ACCEPTABLE PRODUCTS

- .1 Luminaires described in the Lighting Fixture Schedule identify quality, performance criteria and other parameters, as indicated for this project. Named fixtures are acceptable with modifications and accessories, as indicated.
- .2 Fixtures from other manufacturers may be acceptable provided:
 - .1 Appearance and lighting performance are similar.
 - .2 Quality is equal or better.
 - .3 LED driver criteria remain the same.
 - .4 The fixture is provided with modifications and accessories to provide a complete product in keeping with the intent of the project.
 - .5 Approval in writing is obtained from the Owner's Representative to the supplier/manufacturer 5 days prior to tender closing date.
- .3 Acceptable manufacturers: Eaton, Lithonia, Philips and Stanpro.

Part 2 Products

2.1 LED DRIVER

- .1 LED driver shall be installed in an electrical enclosure.
- .2 Wiring inside enclosure shall comply with 600V/105 degrees rating or higher.
- .3 LED driver shall comply with UL standard UL1012.
- .4 LED driver shall have Class A sound rating.
- .5 LED driver shall be UL certified for use in a dry or damp location.
- .6 LED driver shall tolerate sustained open circuit and short circuit output conditions without damage.
- .7 LED driver shall comply with the requirements of the FCC rules and regulations, Title 47 CFR Part 15 Non-Consumer (Class A)

2.2 LIGHT EMITTING DIODE (LED) FIXTURES

- .1 Luminaires shall be controlled by photocells or automatic profile dimming and motion response override as required by the design.
- .2 Outdoor luminaires shall have provisions for house side shield to prevent glare to uphill neighbours.
- .3 Luminaire shall have door frame and lens with LED arrays.

- .4 The light distribution pattern pattern of the luminaires shall be suitable for a S/H ratio of approximately 1.8.
- .5 The lighting systems shall consist of the type and manufacturer as shown on the drawings or approved equivalent. If other than fixture shown is submitted, complete illumination calculations are required to show equivalency.

2.3 FINISHES

- .1 Light fixture finish and construction to meet ULC listing[s] and CSA certification[s] related to intended installation.

2.4 LUMINAIRES

- .1 As indicated in luminaire schedules.

Part 3 Execution

3.1 INSTALLATION

- .1 Locate and install luminaires as indicated.

3.2 WIRING

- .1 Connect luminaires to lighting circuits:
 - .1 Install flexible conduit for vertical supply drop to luminaires as indicated.
 - .2 Horizontal wiring using flexible conduit not permitted.

3.3 LUMINAIRE SUPPORTS

- .1 For suspended ceiling installations support luminaires from ceiling grid in accordance with local inspection requirements.

3.4 LUMINAIRE ALIGNMENT

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

3.5 FIELD QUALITY CONTROL

- .1 Perform tests in accordance with Section 26 05 00 – Common Work Results for Electrical.

END OF SECTION