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**Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions Travaux  
publics et Services gouvernementaux Canada**  
1713 Bedford Row  
Halifax, N.S./Halifax, (N.É.)  
Halifax  
Nova Scotia  
B3J 1T3  
Bid Fax: (902) 496-5016

**Revision to a Request for a Standing Offer**

**Révision à une demande d'offre à commandes**

Regional Individual Standing Offer (RISO)  
Offre à commandes individuelle régionale (OCIR)

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Offer remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'offre demeurent les mêmes.

**Comments - Commentaires**

**Vendor/Firm Name and Address**

**Raison sociale et adresse du  
fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**

Atlantic Region Acquisitions/Région de l'Atlantique  
Acquisitions  
1713 Bedford Row  
Halifax, N.S./Halifax, (N.É.)  
Halifax  
Nova Scot  
B3J 1T3

<b>Title - Sujet</b> SO - Rpr/Rpl Windows and Doors	
<b>Solicitation No. - N° de l'invitation</b> W010C-190160/B	<b>Date</b> 2018-12-14
<b>Client Reference No. - N° de référence du client</b> W010C-19-0160	<b>Amendment No. - N° modif.</b> 001
<b>File No. - N° de dossier</b> HAL-8-80023 (203)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$HAL-203-5832	
<b>Date of Original Request for Standing Offer</b> Date de la demande de l'offre à commandes originale	
2018-12-12	
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2019-01-03</b>	
<b>Time Zone</b> Fuseau horaire Atlantic Standard Time AST	
<b>Address Enquiries to: - Adresser toutes questions à:</b> MacDonald (HAL), Isabelle	<b>Buyer Id - Id de l'acheteur</b> hal203
<b>Telephone No. - N° de téléphone</b> (902) 403-9839 ( )	<b>FAX No. - N° de FAX</b> (902) 496-5016
<b>Delivery Required - Livraison exigée</b>	
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	
<b>Security - Sécurité</b> This revision does not change the security requirements of the Offer. Cette révision ne change pas les besoins en matière de sécurité de la présente offre.	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Acknowledgement copy required</b> <b>Accusé de réception requis</b>	<b>Yes - Oui</b> <input type="checkbox"/>	<b>No - Non</b> <input type="checkbox"/>
<b>The Offeror hereby acknowledges this revision to its Offer.</b> <b>Le proposant constate, par la présente, cette révision à son offre.</b>		
<b>Signature</b>	<b>Date</b>	
Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie)		
<b>For the Minister - Pour le Ministre</b>		

Solicitation No.  
W010C-190160/B  
Client Ref. No. - N° de réf. du client  
W010C-190160

Amd. No. - N° de la modif.  
001  
File No. - N° du dossier

Buyer ID - Id de l'acheteur  
HAL203  
CCC No./N° CCC - FMS No./N° VME

### Solicitation Amendment 001

This solicitation amendment is issued to correct type of Standing Offer and to include Annex A, Statement of Work.

Delete:

National Master Standing Offer

Insert:

Regional Individual Standing Offer

Annex A is attached as a separate document.

**All other terms and conditions remain the same.**

Department of National Defence



Specification

Standing Offer Agreement

## **Repair / Replace Windows and Doors**

CFB Halifax, NS

Job No.W010C-19-0160

2018-05-17

<u>Section</u>	<u>Title</u>	<u>Pages</u>
<u>Division 01 - General Requirements</u>		
01 11 00	General Instructions	10
01 35 15	Industrial Security	4
01 35 30	Health and Safety Requirements	8
01 35 35	DND Fire Safety Requirements	5
01 35 36	CFAD Security, Safety and Fire Regulations - Bedford, NS	6
01 35 37	Access to DRDC Atlantic Complex	1
01 61 00	Common Product Requirements	4
01 74 11	Cleaning	2
<u>Division 08 - Openings</u>		
08 50 00	Windows and Doors	7

PART 1 - GENERAL

- 1.1 RELATED SECTIONS
- .1 Section 01 61 00 Common Product Requirements.
  - .2 Section 08 50 00 Windows and Doors.
- 1.2 DESCRIPTION OF WORK
- .1 Work under this Standing Offer Agreement comprises the furnishing of all labour, material, tools, equipment, transportation, and supervision required to carry out the repairs, replacement or installation of windows and doors and accessories to various buildings of CFB Halifax as specified herein.
- 1.3 ENGINEER
- .1 All reference to the Engineer in this specification, who is the Contract Inspector which is representing the Real Property Operations Section - Halifax (RPOS(H)).
  - .2 The Engineer will provide the Contractor with a list of his / her authorized representatives at the pre-job meeting.
- 1.4 WORK INCLUDED
- .1 Work included in this Standing Offer Agreement includes but will not be limited to the following:
    - .1 Conduct repairs or replacement to various types of windows as required.
    - .2 Conduct repairs or replacement to various types of doors as required, to include:
      - .1 automatic door openers and associated controls.
    - .3 Replace hardware as necessary.
    - .4 Perform necessary modifications to accommodate new installs as required.
    - .5 Refinish surfaces to match adjacent finishes.
    - .6 Caulking of doors and windows.
    - .7 Remove and dispose waste and construction debris off DND property.

- 
- 1.4 WORK INCLUDED (Cont'd) .1 (Cont'd)
- .8 Provide an emergency repair service available on a 24 hour, seven (7) day per week basis.
  - .9 Conduct clean up upon work completion.
- 1.5 WORK NOT INCLUDED .1 The following types of work will not be requested under this Standing Offer agreement:
- .1 overhead doors; and
  - .2 doors security access controls.
- 1.6 LOCATIONS OF JOB SITES .1 Areas covered under this specification include but not limited to the following locations:
- .1 Halifax Regional Municipality (HRM) area:
    - .1 Stadacona - Halifax, NS;
    - .2 Windsor Park - Halifax, NS;
    - .3 Willow Park - Halifax, NS;
    - .4 Halifax Armoury - Halifax, NS;
    - .5 Royal Artillery (RA) Park - Halifax, NS;
    - .6 HMC Dockyard - Halifax, NS;
    - .7 Damage Control Division - Herring Cove, NS;
    - .8 Ferguson's Cove - Ferguson's Cove, NS;
    - .9 12 Wing Shearwater - Eastern Passage, NS;
    - .10 Osbourne Head Gunnery Range - Cow Bay, NS;
    - .11 Naval Armament Depot (NAD) - Dartmouth, NS;
    - .12 DRDC Atlantic - Dartmouth, NS;
    - .13 Wright's Cove Degaussing Range - Dartmouth, NS;

1.6 LOCATIONS OF JOB  
SITES  
(Cont'd)

- .1 (Cont'd)
- .1 (Cont'd)
- .14 CFAD Bedford - Bedford, NS;
- .15 Bedford Armoury - Bedford, NS; and
- .16 Bedford Rifle Range - Bedford, NS.
- .2 Outlying areas:
- .1 NRS Mill Cove - Mill Cove, NS;
- .2 NRS Newport Corner - Newport Corner, NS;
- .3 Windsor Armoury - Windsor, NS;
- .4 Truro Armoury - Truro, NS;
- .5 Masstown - Masstown, NS;
- .6 Great Village - Great Village, NS;
- .7 Debert Rifle Range - Debert, NS;
- .8 Springhill Armoury - Springhill, NS;
- .9 Amherst Armoury and Rifle Range - Amherst, NS; and
- .10 Pictou Armoury - Pictou, NS.

1.7 SITE ACCESS

- .1 Access to the site is under the direction of the Department of National Defence. All visitors entering areas issuing a daily pass will be aware of the requirement for search as a condition of issue.
- .2 While within the confines of CFB Halifax all employees and representatives of the Contractor must comply with all of the Standing Orders as promulgated by Base / Unit Authorities.

1.8 PRE-JOB MEETING

- .1 Immediately upon receipt of award of Standing Offer Agreement, the successful Contractor will contact the Engineer to arrange a pre-job meeting prior to commencement of any work.

1.9 CONTRACTOR  
QUALIFICATIONS

- .1 The Contractor must satisfy the Engineer that he / she has adequate and qualified staff to perform the service expected. This includes all service calls within an acceptable time period and having adequate parts on hand to meet the requirements of the job, both during silent and normal working hours.
- .2 Whenever the Contractor uses sub-contractors, they too must perform to and comply with all requirements of this Standing Offer Agreement.

1.10 WORKMANSHIP

- .1 Workmanship must be the best quality executed by workers experienced and skilled in the respective duties for which they are employed.
- .2 Do not employ any unfit person or anyone unskilled in their required duties. The Engineer reserves the right to require the dismissal from the site, workers deemed incompetent, careless, insubordinate or otherwise objectionable.
- .3 Decisions as to the quality or fitness of workmanship in cases of dispute rest solely with the Engineer whose decision is final.
- .4 The Contractor will employ a competent and experienced supervisor with the authority to speak on his behalf on day-to-day routine matters.

1.11 NORMAL WORKING  
HOURS

- .1 Normal working hours will be 0730 to 1600 hours, Monday to Friday. Any work carried out other than normal working hours must be authorized by the Engineer.
- .2 Owner will occupy premises during entire construction period for execution of normal operations.
- .3 Co-operate with Owner in scheduling operations to minimize conflict and to facilitate Owner usage.

1.12 CONTRACTOR'S USE  
OF SITE

- .1 Contractor will be briefed on use of site by the Engineer.
- .2 Do not unreasonably encumber site with materials or equipment.
- .3 Move stored products or equipment which interferes with operations of Engineer or other Contractors.

- 
- 1.12 CONTRACTOR'S USE OF SITE  
(Cont'd)
- .4 The Engineer will brief the Contractor on access to restricted areas.
- 1.13 PARKING
- .1 In limited areas, a parking space will be made available on site for Contractor vehicles to drop off equipment and supplies. Maintain and administer this space as directed.
- .2 The Contractor may have to pay for parking at the following locations:
- .1 Stadacona - Halifax, NS;
  - .2 Windsor Park - Halifax, NS;
  - .3 Willow Park - Halifax, NS;
  - .4 Royal Artillery (RA) Park - Halifax, NS;
  - .5 Halifax Armoury - Halifax, NS;
  - .6 HMC Dockyard - Halifax, NS; and
  - .7 Naval Armament Depot (NAD) - Dartmouth, NS.
- 1.14 CODES AND STANDARDS
- .1 Perform work in accordance with the latest edition of the National Building Code of Canada (NBC), Canadian Electrical Code Part I, Canada Labour Code Part II, National Fire Code of Canada, NS Fall Protection and Scaffold Regulations, DND / CF Asbestos management directives, and any other applicable federal, provincial and municipal regulations and by-laws. In any case of conflict or discrepancy, the more stringent requirements will apply.
- .2 Meet or exceed requirements of Standing Offer Agreement documents, specified standards, codes and referenced documents.
- 1.15 PROTECTION OF EXISTING FACILITIES
- .1 The Contractor must take all necessary precautions to ensure against damage to existing facilities. Any damage to such facilities as a result of the Contractors operations must be repaired or replaced by the Contractor at his / her own expense, as soon as is reasonably possible.

1.15 PROTECTION OF  
EXISTING FACILITIES  
(Cont'd)

- .2 Special coverings and protection must be provided to protect plants, walls, projections and adjacent work where materials are being removed, installed or hoisted.
- .3 The Contractor must protect all occupant owned furnishings and equipment, and the building from damage during execution of this Standing Offer Agreement.
- .4 Where the Engineer considers it necessary, provide and erect warning signs and barriers.

1.16 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 Engineer to facilitate execution of work.
- .2 Where security has been reduced by work of Standing offer Agreement, provide temporary means to maintain security.
- .3 Provide temporary dust control, barriers, warning signs in locations where renovation and alteration work is adjacent to areas used by public or government staff.
- .4 Use only elevators existing in building for moving workers and material.
  - .1 Protect walls of passenger elevators, to approval of Engineer prior to use.
  - .2 Accept liability for damage, safety of equipment and overloading of existing equipment.

1.17 EXISTING SERVICES

- .1 Where Work involves breaking into or connecting to existing services, give 24 hours notice for necessary interruption of mechanical or electrical service throughout course of work. Minimize duration of interruptions. Carry out work at times as directed by governing authorities with minimum disturbance to tenant operations.
- .2 Provide alternative routes for personnel, pedestrian and vehicular traffic.
- .3 Establish location and extent of service lines in area of work before starting Work. Notify Engineer of findings.

1.17 EXISTING SERVICES  
(Cont'd)

- .4 Submit schedule to and obtain approval from Engineer for any shut-down or closure of active service or facility. Adhere to approved schedule and provide notice to affected parties.
- .5 Provide temporary services when directed by Engineer to maintain critical building and tenant systems.
- .6 Where unknown services are encountered, immediately advise Engineer and confirm findings in writing.

1.18 CUTTING, FITTING AND  
PATCHING

- .1 Execute cutting, fitting and patching required to make work fit properly.
- .2 Where new work connects with existing and where existing work is altered, or cut, patch and make good to match.
- .3 Obtain Engineer's approval before cutting, boring or sleeving load-bearing members.
- .4 Make cuts with clean, true, smooth edges. Make patches inconspicuous in final assembly.
- .5 Fit work airtight to pipe, sleeves, ducts and conduits.

1.19 POWER AND WATER  
SUPPLY

- .1 DND may provide, free of charge, temporary electric power and water for construction purposes.
- .2 Engineer will determine delivery points and quantitative limits. Engineer's written permission is required before any connection is made. Connect to existing power supply in accordance with Canadian Electrical Code.
- .3 Provide, at no cost to DND, all equipment and temporary lines to bring these services to project site.
- .4 Supply of temporary services by DND is subject to DND requirements and may be discontinued by DND site representative at any time without notice, without acceptance of any liability for damage or delay caused by such withdrawal of temporary services.
- .5 After the temporary service lines are no longer required, the Contractor must remove all lines and equipment, restore the connection points to their original condition and return the land to its original contour.

1.20 HEATING AND  
VENTILATING

- .1 Provide temporary heat and ventilation as required to:
  - .1 facilitate progress of work;
  - .2 protect work and products against dampness and cold;
  - .3 prevent moisture condensation on surfaces;
  - .4 provide ambient temperatures and humidity levels for storage, installation and curing of materials; and
  - .5 provide adequate ventilation to meet health regulations for safe working environment.
- .2 Maintaining strict supervision of operation of temporary heating and ventilating equipment to:
  - .1 conform with applicable codes and standards;
  - .2 enforce safe practices;
  - .3 prevent abuse of services;
  - .4 prevent damage to finishes; and
  - .5 vent direct-fired combustion units to outside.

1.21 EMERGENCY AND  
SERVICE CALL-UPS

- .1 The Contractor must maintain and provide the Engineer with contact numbers to be able to provide response to request for service from the Engineer or representative on a 24 hours, 7 days per week basis. If the request for service from the after hours Departmental Representative, the Contractor must, immediately upon completion of the service, report back to the Engineer describing the action taken to correct the problem. The following Work priorities and response time will apply:
  - .1 Emergency:
    - .1 A priority of "Emergency" is defined as a deficiency or breakdown that requires immediate attention to reduce the potential for danger to occupants, the general public, the environment, or the facility. Maintenance and repairs identified with this priority must be responded to immediately and must be reported without delay to designated manager.

1.21 EMERGENCY AND  
SERVICE CALL-UPS  
(Cont'd)

- .1 (Cont'd)
  - .1 (Cont'd)
    - .1 Standard response times:
      - .1 Urban / rural: ASAP - 2 hours.
  - .2 Routine:
    - .1 A priority of "Routine" is defined as essential maintenance and repairs which should be rectified at the earliest possible opportunity. It is considered as deficiencies or breakdowns that do not impair current operations or pose any danger to the occupants, the general public, the environment, or the facility.
      - .1 Standard response times:
        - .1 Urban / rural: 4 hours.
- .2 The Contractor will be advised of the personnel authorized to request emergency service. Services undertaken at the request of unauthorized persons will be done at the Contractor's risk, with regards to payment.
- .3 Report service calls executed outside normal working hours to the Engineer, immediately on the next working day.

1.22 INSPECTION

- .1 All work and materials covered by this specification will be subject to inspection at any time by the Engineer or his / her representative.

1.23 REPORTING  
IRREGULARITIES

- .1 The Contractor must notify the Engineer of irregularities in the work area, such as accidents, spills, structural defects, mechanical and / or electrical problems and / or any beyond the scope of work.

PART 2 - PRODUCTS

2.1 NOT USED

- .1 Not used.

PART 3 - EXECUTION

3.1 NOT USED .1 Not used.

PART 1 - GENERAL

1.1 DEFINITIONS

- .1 Canadian Industrial Security Directorate (CISD):
  - .1 A government agency that developed the Industrial Security Manual.
- .2 Company Security Officer (CSO):
  - .1 The CSO is the organization's official point of contact with the Industrial Security Program (ISP). He or she is responsible for monitoring the organization's security profile, addressing security issues, and is accountable to the ISP and to the organization's designated Key Senior Official on all industrial security matters.
- .3 Contractor CSO:
  - .1 The employee of the Contractor's company who is the CSO.
- .4 Industrial Security Manual (ISM):
  - .1 The ISM is a ready and simple reference which tells Company Security Officers what they must know about Canadian government security standards and procedures and how to ensure that their organization meets these security requirements.
- .5 Industrial Security Program (ISP):
  - .1 The Industrial Security Program (ISP) helps industry to participate in Government of Canada and foreign government contracts. CISD provide security screening services needed for contractors before their employees can work with Protected or Classified information and assets.
- .6 Visit Clearance Request (VCR):
  - .1 Is a form that is required to be filled out by an individual who requires access to sensitive DND property, personnel, information, assets and resources so they must be security screened at the appropriate level before commencement of their duties.
- .7 Restricted:

1.1 DEFINITIONS  
(Cont'd)

- .7 (Cont'd)
- .1 Refers to a situation where authorized persons only are allowed access to an area or information.
- .8 Security Requirements Check List (SRCL):
- .1 The Security Requirements Check List (SRCL) is a Treasury Board Secretariat (TBS) form used to define the security requirements for a contract. The SRCL represents an evaluation of security threats and risks that may arise through the contracting process.
- .9 Sensitive:
- .1 Records that are sensitive contain information that can cause different degrees of injury to an individual, a company, or the country if the information were disclosed in an unauthorized manner.

1.2 REFERENCE SITES

- .1 Public Services and Procurement Canada (PSPC) Industrial Security:
- .1 <http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>.

1.3 GENERAL

- .1 Security requirements must form part of the Contract between DND and industry when defined by a Security Requirement Check List (SRCL).
- .2 A Security Requirement Check List (SRCL) is a form that is used to define the security requirements associated with all contracts. The SRCL ensures that the appropriate security clauses are identified so they may be incorporated into the contract, thereby legally binding the parties to meet the contract's security requirements.
- .1 The SRCL must accompany all Contract documents including subcontracts that contain security requirements.
- .3 If multiple levels of screening are required, a Security Classification Guide may have been provided along with the SRCL as a contractual document. This document will provide further information related to security requirements when dealing with multiple levels of clearances within the Contract.

1.4 PRIVATE SECTOR  
ORGANIZATION SCREENING  
AND CLEARANCES

- .1 Companies who will need access to or who will retain controlled goods, Protected or Classified property, information, assets or resources must be cleared as follows:
  - .1 Companies must be cleared to safeguard the highest level of information and asset to be retained.
    - .1 Designated Organization Screening (DOS) is required for access to Protected information, assets and secure work sites, as part of a Contract, and as long they need-to-know (Reliability Status).
    - .2 Facility Security Clearance (FSC) is required for access to Protected or Classified information, assets and secure work sites, as part of a Contract, and as long as they have a need-to-know (Secret status).
    - .3 Document Safeguarding Capability (DSC) is required by Contract to work on Protected and / or Classified information at their own worksite.
    - .4 Companies who will electronically process and / or transmit sensitive electronic data on their information technology systems must have the Authority to Process IT and must obtain the mandatory IT written approval letter from the ISP for the level of security requested.

1.5 PERSONNEL SECURITY  
SCREENING

- .1 Contracts with DND may require employees of the Contractor to access Protected and / or Classified information, assets or work sites. In these cases, the personnel who must have access to information and / or work site must have their personnel security screening completed. Please refer to PSPC website for more information.
- .2 Refer to PSPC website for the process to obtain a security screening.

1.6 VISIT CLEARANCE  
REQUESTS (VCR) APPROVAL

- .1 All individuals (including subcontractors) who will have access to sensitive DND information, assets, resources, or work sites must be security screened before submitting a visit clearance request (VCR).

1.6 VISIT CLEARANCE  
REQUESTS (VCR) APPROVAL  
(Cont'd)

- .2 The VCR process verifies that those who are permitted access onto DND property have the required clearance level as outlined within the Security Requirement Check List (SRCL) for the Contract.
- .3 All employees of the successful bidder who will be working on the Contract require a VCR. The Contractor's CSO must forward the completed form to the Engineer for processing.

1.7 RESPONSIBILITY

- .1 It is the responsibility of the Contractor to have no security breaches while undertaking the work for this Contract.

PART 2 - PRODUCTS

2.1 NOT USED

- .1 Not used.

PART 3 - EXECUTION

3.1 NOT USED

- .1 Not used.

PART 1 - GENERAL

1.1 WORK SAFETY  
MEASURES

- .1 Observe and enforce construction safety measures by complying with the requirements of the following statutes and authorities:
  - .1 Canada Labour Code Part II and the Canada Occupational Health and Safety Regulations;
  - .2 Nova Scotia Occupational Health and Safety Act and supporting Occupational General Safety Regulations as amended from time to time;
  - .3 most recent amendments to the National Building Code of Canada, Part 8 and National Fire Code of Canada.
- .2 Refer to Section 01 35 35 DND Fire Safety Requirements.
- .3 Engineer will provide a copy of any relevant special written instructions to be followed.
- .4 Before Work Begins
  - .1 Bidder / Tender to provide documentation if requested by the Crown, indicating all safety training attained for each person who will be involved with the Standing Offer Agreement.
- .5 The following disciplinary measures will be taken for any violations of safety under this Standing Offer Agreement:
  - .1 First Violation:
    - .1 Verbal warning issued to the Contractor for the first violation of a safety regulation (Violation will be documented on Standing Offer file, copy to Contractor and PSPC.).
  - .2 Second Violation:
    - .1 Written warning to Contractor for second violation of a safety regulation (Violation will be documented on Standing Offer file, copy to Contractor and PSPC.).
  - .3 Third Violation:

1.1 WORK SAFETY  
MEASURES  
(Cont'd)

.5

(Cont'd)

.3 (Cont'd)

.1 A third violation of a safety regulation may result in the termination of the Standing Offer with a recommendation to the Contracting Authority that the Contractor be denied access to Real Property Operations Section - Halifax (RPOS(H)) contracts (Documented to Standing Offer file, copies to Contractor and PSPC.).

.4 Serious Violation:

.1 For a serious violation of a safety regulation as deemed by a regulator, project manager or safety officer a recommendation will be made to the Contracting Authority to immediately terminate the Contract / Standing Offer (Violation documented on Standing Offer file, copy to Contractor and PSPC.).

.5 Charges Laid or Guilty Determination by Courts:

.1 Infractions of safety regulations that result in charges being laid by a regulator against the Contractor or the Contractor being found guilty by the courts may result in that Contractor being denied access to RPOS(H) contracts.

1.2 HAZARD ASSESSMENTS

.1

Contractor must implement and carry out a health and safety hazard assessment program as part of the Work. Program to include:

.1 Initial Hazard Assessment:

.1 Carried out upon notification of Contract award and / or prior to commencement of Work.

.2 On-going Hazard Assessments:

.1 Performed during the progress of Work identifying new or potential health risks and safety hazards not previously known. As a minimum, hazards assessments must be carried out when:

1.2 HAZARD ASSESSMENTS  
(Cont'd)

- .1 (Cont'd)
- .2 (Cont'd)
- .1 new sub-trade work, new sub-contractor (s) or new workers arrive at the site to commence another portion of the Work;
  - .2 the scope of Work has been changed;
  - .3 Work conducted in confined spaces; and / or
  - .4 potential hazard or weakness in current health and safety practices are identified by the Engineer.
- .2 Hazard assessments will be project and site specific, based on review of Standing Offer documents and site.
- .3 Each hazard assessment to be made in writing. Keep copies of all assessments on site for duration of Work. Upon request, make available to Engineer.
- .4 The Contractor must notify the Engineer of suspected hazardous material during work and not apparent from drawings, specifications, or report pertaining to work (e.g. lead, asbestos etc.). Do not disturb such material pending instructions from the Engineer. The Engineer will make the necessary arrangements for testing the material as required.

1.3 ASBESTOS PRODUCT &  
ASBESTOS ACTIVITY

- .1 Within the confines of the Base, the provision of new products containing fibrous asbestos materials is prohibited.
- .2 Demolition or disturbance of spray or trowel-applied asbestos can be hazardous to health. Should material resembling spray or trowel-applied asbestos be encountered in course of work, stop work and notify Engineer immediately. Do not proceed until written instructions have been received from Engineer.

1.4 HAZARDOUS MATERIAL  
SPILL

- .1 The Contractor or sub-contractors must report to the DND fire department and the Engineer for any incident or spill involving hazardous materials (HAZMAT).
- .2 In the event of a hazardous material spill, the following procedures for initial actions must be followed:

1.4 HAZARDOUS MATERIAL SPILL  
(Cont'd)

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- .2 (Cont'd)
- .1 ensure safety of all personnel;
  - .2 assess spill hazards and risks;
  - .3 ventilate area if release is indoors and remove all sources of ignition;
  - .4 stop the spill if safely possible (e.g. shut off pump, replace cap, tip drum upward, patch leaking hole etc.).
  - .5 no matter the volume is, contact the DND fire department and provide the following information:
    - .1 time of the spill;
    - .2 location;
    - .3 special considerations:
      - .1 personal safety;
      - .2 environmental.
    - .4 type and amount of spill;
    - .5 person reporting the spill:
      - .1 name;
      - .2 company; and
      - .3 telephone number.
    - .6 contain the spill;
    - .7 isolate the area as required;
    - .8 provide Material Safety Data Sheets (MSDS) to DND fire department and Engineer;
    - .9 contact the Engineer; and
    - .10 clean up minor spills using appropriate protective equipment and supplies.

1.5 FASTENING DEVICES  
EXPLOSIVE ACTUATED

- .1 Explosive actuated devices must not be used without the approval of the Engineer.
- .2 Operator must have the appropriate training before using the explosive actuated device.
- .3 Follow the manufacturer's safety guidelines and ensure the applicable personal protective equipment is used.

1.6 HOT WORK

- .1 All hot work activity is to take place with Engineer's approval and written permission from the DND fire department (hot work permit). Hot work permits and fire watch requirements will be provided by the DND fire department.
- .2 The ventilation system in the area of any hot work is to be isolated to prevent migration of fumes / smoke and to reduce any possible spread of fire to other areas of the facility.
- .3 Contractor is to employ an employee trained in the use of fire extinguishers as fire watch during any hot work for a minimum of 30 minutes after activity has ceased.

1.7 CONFINED SPACES

- .1 All work in confined spaces will be carried out in compliance with the Canada Occupational Safety and Health Regulations, Part XI.
- .2 The Contractor to provide and maintain all equipment as required by any person to enter and / or perform work in a safe manner, in compliance with the Canada Occupational Safety and Health Regulations, Part XI.
- .3 The Contractor to provide and maintain training, as required by the Canada Occupational Safety and Health Regulations, Part XI.
  - .1 The Contractor and / or his employees must provide proof of training and qualifications when requested by the Engineer.
- .4 The Contractor to provide the Engineer with a copy of an "entry permit" for each and every entry into the confined space to ensure compliance with the Canada Occupational Safety and Health Regulations, Part XI.
- .5 The Contractor to have a hazard assessment of the confined space performed.

1.7 CONFINED SPACES

(Cont'd)

- .5 (Cont'd)
- .1 The Contractor to provide the Engineer with a copy of the hazard assessment.
- .6 The Contractor must have a written rescue plan posted on site.
- .7 Contractor must inform DND fire department and Central Heating plant before entering any service tunnel.

1.8 FALL PROTECTION

- .1 All work carried out above the mandatory height restrictions, from unguarded structure and / or scaffolding, will be done in compliance with the Canada Occupational Safety and Health Regulations, Part XII, Section 12.10.
- .2 The components of a fall protection system must meet the standards as outlined in the Canada Occupational Safety and Health Regulations, Part XII, Section 12.10 (2).
- .3 The Contractor is to ensure fall protection equipment is maintained, inspected and tested by a qualified technician as required by the Canada Occupational Safety and Health Regulations, Part XII, Section 12.3.

1.9 ARC FLASH

- .1 The Contractor is to ensure all electrical equipment such as switchboards, panel boards, motor control centres and meter socket enclosures be marked to warn persons of potential electric shock and arc flash hazards. This labeling is required for all new and modified installations.
- .2 The warning label must also include information regarding "arc flash hazard category (0 to 4)" and the "Flash Protection Boundary" as defined in NFPA 70E. All projects specifications must include short circuit study and flash hazard analysis.
- .3 In accordance with the CSA Standards Z462 Workplace Electrical Safety, electrical Contractors are required to perform a shock and flash hazard analysis to select the appropriate PPE to wear. Electrical contractors are required arc-rated personal protective equipment while troubleshooting and diagnostic testing that cannot be performed unless the electrical conductor or circuit part is energized. All Contractor work practices must protect each employee from arc flash and from contact with live parts directly with any part of the body or indirectly through some other conductive object.

1.10 SAFETY

- .1 It is the Contractor's responsibility to be familiar with all applicable safety acts, regulations, codes and Standing Offer requirements. These must be identified and addressed in the safety plan, by identifying Standard Operating Procedures (SOP) and safe work practices (SWP) which incorporate clear and specific control measures, applicable rules, procedures and practices, all of which will become mandatory.
- .2 The Contractor must ensure all workers and authorized persons entering the work site are notified of and abide by the posted safety plan, safety rules, procedures, safe work practices and applicable safety acts, regulations, and codes. Any person not complying with these will not be permitted on the site.
- .3 Contractor must ensure that all applicable personal protective equipment (PPE) is used.
  - .1 All personnel are required to wear hard hats, in accordance with CSA Z94.1, Industrial Protective Headwear.
  - .2 All personnel are required to wear safety footwear, in accordance with CSA Z195, Protective Footwear.
  - .3 All personnel are required to wear eye and face protection, in accordance with CSA Z94.3.1, Selection, Use, and Care of Protective Eyewear.
  - .4 When and where noise level is above 85 decibels; all personnel are required to wear hearing protection, in accordance with CSA Z94.2, Hearing Protection Devices - Performance, Selection, Care and Use.
  - .5 Where toxic or noxious gas fumes, or oxygen deficiency or excessive dust may occur, so as to create a hazard to life, safety or health; all personnel are required to wear respiratory protection, in accordance with CAN/CSA Z94.4, Selection, Use, and Care of Respirators.
- .4 The Engineer will coordinate arrangements for the Contractor to be briefed on site safety within 14 days of award of Standing Offer Agreement.

1.11 SECURITY INCIDENT RESPONSE

- .1 Security incident can be defined as any fact or event which could affect your personal or organizational security.

<u>1.11 SECURITY INCIDENT RESPONSE (Cont'd)</u>	.2	When Contractor is conducting Work on the premises of CFB Halifax, security incidents or threats could occur at any time such as bomb threats, active intruder, lockdowns etc.
	.3	When a security incident occurs, the Contractor shall: <ul style="list-style-type: none"><li>.1 stop the work safely;</li><li>.2 account for all your personnel in a secure area;</li><li>.3 report to the building main office or facility manager for futher directives to follow; and</li><li>.4 call the Engineer.</li></ul>
	.4	The above actions must be taken also during Base security training exercises.
<u>1.12 SITE SIGNS AND NOTICES</u>	.1	Safety and instruction signs and notices: <ul style="list-style-type: none"><li>.1 Signs and notices for safety and instruction must be in both official languages. Graphic symbols must conform to latest version of "Signs and Symbols for the Workplace".</li></ul>
<u>PART 2 - PRODUCTS</u>		
<u>2.1 NOT USED</u>	.1	Not used.
<u>PART 3 - EXECUTION</u>		
<u>3.1 NOT USED</u>	.1	Not used.

PART 1 - GENERAL

1.1 EMERGENCY  
REPORTING

- .1 Telephone numbers for emergency reporting will be provided by the Engineer at the fire safety briefing.

1.2 FIRE SAFETY  
ENFORCEMENT

- .1 Within the confines the Base / Unit, the prescription and enforcement of mandatory fire safety measures will be exercised under the authority of the DND fire department.
- .2 Comply with and enforce compliance by all Contractor personnel with all requirements of this specification section, and with the most recent edition of the National Building Code of Canada (NBC) and the National Fire Code of Canada (NFC), including all subsequent revisions issued by the National Research Council of Canada.

1.3 FIRE SAFETY BRIEFING

- .1 Prior to commencement of work under this Standing Offer Agreement, the Engineer will arrange a meeting of all parties concerned to review and clarify requirements for fire safety measures. This may involve a briefing by the DND fire department.

1.4 FIRE WATCH

- .1 For hot work activity, the Contractor will provide the service of fire-watch persons on a scale and schedule as prescribed by the DND fire department at the time of issuance of the hot work permit.

1.5 FIRE EXTINGUISHERS

- .1 Supply fire extinguishers, as scaled by the DND fire department, necessary to protect work in progress and Contractor's physical plant on site.

1.6 SMOKING  
PRECAUTIONS

- .1 Smoking not permitted on DND property except in designated smoking areas. This includes smoking in passenger motor vehicles.
- .2 In accordance with these fire safety requirements particular to the work area and site, the Engineer and DND fire department will designate hazardous areas as well as non-restricted areas where smoking may be permitted.
- .3 Smoking is prohibited in all buildings.

1.6 SMOKING  
PRECAUTIONS  
(Cont'd)

- .4 In all other areas, exercise care and comply with written or oral directives of the Engineer for the use of smoking materials.

1.7 REPORTING FIRES

- .1 Report immediately all fire incidents as follows:
- .1 activate nearest fire alarm box; or
  - .2 dial 9-1-1 or designated number given at the time of briefing; and
  - .3 telephone the Engineer.
- .2 Person activating fire alarm must remain at the alarm to direct the fire department to the scene of the fire.
- .3 When reporting fire by telephone, give location of fire, name and number of building and be prepared to direct the fire department to the scene of the fire.

1.8 INTERIOR AND  
EXTERIOR FIRE  
PROTECTION AND ALARM  
SYSTEMS

- .1 Notify DND fire department at least 48 hours prior to scheduling any work that may require fire alarm and / or protection systems to be:
- .1 obstructed in any way;
  - .2 shut-off; and / or
  - .3 left inactive at end of working day or shift without authorization from DND fire department.
- .2 Do not commence any such work until Engineer confirms approval and direction by the DND fire department.
- .3 Fire hydrants, standpipes and hose systems will not be used for other than fire fighting purposes unless authorized by the Engineer and the DND fire department.

1.9 BLOCKAGE OF ACCESS  
FOR FIRE APPARATUS

- .1 Advise DND fire department of work that would impede fire apparatus response. This includes violation of minimum overhead clearance, as prescribed by the DND fire department, erecting of barricades and digging of trenches.

1.10 RUBBISH AND WASTE  
MATERIALS

- .1 Keep rubbish and waste materials at minimum quantities.
- .2 Storage:
  - .1 Where it is necessary to store oily waste in work areas exercise extreme care to ensure maximum possible safety and cleanliness.
  - .2 Deposit greasy or oily rags and materials subject to spontaneous combustion in approved receptacles approved by the DND fire department and removed as directed by the Engineer.
- .3 Burning of rubbish is prohibited.
- .4 Removal:
  - .1 Remove rubbish from work site at end of work day or shift or as directed by the Engineer.

1.11 FLAMMABLE AND  
COMBUSTIBLE LIQUIDS

- .1 Handling, storage and use of flammable and combustible liquids governed by current National Fire Code of Canada and guided by the requirements established by the DND fire department.
- .2 Keep flammable and combustible liquids such as gasoline, kerosene and naphtha for ready use in quantities not exceeding 30 litres provided they are stored in approved safety cans bearing Underwriters' Laboratory of Canada or Factory Mutual seal of approval. Storage of quantities of flammable and combustible liquids exceeding 30 litres for work purposes requires permission of the DND fire department.
- .3 The Engineer reserves the right to require removal from the site any storage containers not acceptable to the DND fire department.
- .4 Transfer of flammable and combustible liquids is prohibited within buildings or jetties.
- .5 Transfer of flammable and combustible liquids will not be carried out in vicinity of open flames or any type of heat producing devices.
- .6 Do not use flammable liquids having flash point below 38 degrees C such as naphtha or gasoline as solvents or cleaning agents.

1.11 FLAMMABLE AND  
COMBUSTIBLE LIQUIDS  
(Cont'd)

- .7 Store flammable and combustible waste liquids, for disposal, in approved containers located in safe ventilated area. Keep quantities minimum and the DND fire department is to be notified when disposal is required.

1.12 HAZARDOUS  
SUBSTANCES

- .1 Work entailing use of toxic or hazardous materials, chemicals and / or explosives, or otherwise creating hazard to life, safety or health, in accordance with National Fire Code of Canada, and measures prescribed by the DND fire department.
- .2 Obtain from DND fire department a "hot work" permit for work involving welding, burning or use of blowtorches and salamanders, in buildings or facilities.
- .3 When Work is carried out in dangerous or hazardous areas involving use of heat, provide fire watchers equipped with sufficient fire extinguishers. Determination of dangerous or hazardous areas along with level of protection necessary for fire watch is at discretion of the DND fire department. Contractors are responsible for providing fire watch service for work on scale established and in conjunction with the DND fire department at pre-work conference.
- .4 Provide ventilation where flammable liquids, such as lacquers or urethanes are used, eliminate sources of ignition. Inform DND fire department prior to and at cessation of such work.

1.13 FIRE INSPECTION

- .1 Co-ordinate site inspections by the DND fire department through Engineer.
- .2 Allow DND fire department unrestricted access to work site.
- .3 Co-operate with DND fire department during routine fire safety inspection of work site.
- .4 Immediately remedy unsafe fire situations observed by fire department.

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 The Contractor must ensure that all their personnel are familiar with these regulations and requirements.
- .2 The following is a summary the security, safety and fire regulations Canadian Forces Ammunition Depot (CFAD) Bedford, as promulgated by the Base Commander of CFB Halifax and administered by the Superintendent CFAD Bedford, NS.
- .3 Contractor's personnel will be subject to all of the regulations while working within confines of CFAD Bedford.

1.2 PRE JOB SECURITY AND SAFETY MEETING

- .1 Prior to commencement of Work, the Contractor must meet with the site security, safety and fire regulations officers. In accordance with direction of Engineer and these site officers, ensure that all employees of the Contractor are given thorough instructions on security, safety and fire precautions peculiar to an ammunition depot and that the regulations are fully complied with, at all times, by all Contractor personnel.

1.3 SECURITY PASSES

- .1 Contractors must report to the NCO I / C Commissionaires at building 153; submit names of all their personnel and description of all their vehicles to arrange the issue of the required temporary passes prior to proceeding to work within the confines of the Depot.

1.4 CONDITIONS FOR ACCESS

- .1 All visitors will be issued a daily and will be required to sign acknowledgement that they are aware of and consent to the following conditions for access.
- .2 The person to whom this pass is issued agrees to return the pass to the security guard at the gate when the Contract or employment at CFAD Bedford expires.
- .3 All vehicles entering and leaving CFAD Bedford may be searched to ensure that no prohibited articles are taken into nor contraband articles are taken out of the ammunition depot.

1.5 FIRE SERVICE CFAD  
BEDFORD

- .1 Fire service at CFAD Bedford is provided by the DND fire service from 0730 until 1600 hours, Monday to Friday. All Contract work will be ended by 1530 hours daily. Fire response at all other times is provided by HRM. Before any work is carried out during silent hours, the Dockyard Platoon Chief must be contacted at 427-0550, local 3500.

1.6 SEARCHES

- .1 The Canadian Corps of Commissionaires may conduct a personal search of individuals at any time within the Ammunition Depot. Vehicles entering or leaving the Depot may be searched to ensure that contraband articles are not taken into the explosives area and that property is not taken out without authorization.

1.7 ALARMS

- .1 Depot Alarms:
- .1 A siren is sounded only in the event of an emergency such as a fire, explosion, thunderstorm or evacuation. A siren is also sounded to signify "All Clear".
- .2 Fire Emergency:
- .1 A series of "Hi-Lo" sounds on the Depot alarm system signifies an emergency in the explosive area. Contractors must cease operations and proceed in their own vehicles to the nearest exit gate out of the explosive area. If no vehicle available proceed to the nearest "Fire Assembly Point" at buildings 169 or 143.
- .3 Thunder and Lightning:
- .1 A series of "Beeps" on the Depot alarm system signifies a thunder / lightning storm warning. Contractors must cease operations and proceed in their own vehicles to the nearest exit gate out of the explosive area. If no vehicle available proceed to the nearest "Fire Assembly Point" at buildings 169 or 143.
- .4 Evacuation:
- .1 A series of "Slow Whoops" on the Depot alarm system signifies that evacuation in the explosive area has been ordered by the Superintendent. The evacuation could be extended to include the non-explosive area as well as so ordered by the Superintendent.

1.7 ALARMS  
(Cont'd)

- .5 All Clear:
- .1 A continuous blast on the Depot alarm system signifies that the emergency situation is "All Clear".

1.8 REPORTING OF FIRES

- .1 All fires, regardless of whether they have been extinguished or not, must be reported immediately to the DND fire department.
- .2 All Contractors and employees must familiarize themselves with the locations of the nearest fire alarm box or telephone.
- .3 Fires may be reported by ringing the nearest street alarm box or by telephoning 9-1-1. Persons reporting the fire must remain at the alarm box or telephone until the fire department arrives and be prepared to direct fire fighters to the scene of the fire.

1.9 PROHIBITED ARTICLES

- .1 The following articles are prohibited and / or controlled from being taken inside the explosive area. Permission by the Superintendent may be granted for certain articles:
- .1 matches or other flame producing equipment (including vehicle lighters);
- .2 pipes, smoking appliances, tobacco products, or smoking materials in any form;
- .3 explosives or chemicals;
- .4 lights, lamps or electrical devices / tools which are not explosion proof;
- .5 cameras;
- .6 food and drink; and
- .7 radio transmitting devices (i.e. mobile radios, cellular phone phones, remote car starters, and garage door openers, etc).
- .2 No persons will introduce, possess or consume alcoholic beverages, narcotics or any intoxicant within the confines of the Ammunition Depot.
- .3 The site security officers will seize and hold at the gate, any such materials found by search.

1.10 SAFETY AND FIRE  
REGULATIONS

- .1 Smoking:
  - .1 Is strictly prohibited in explosive areas.
- .2 Buildings:
  - .1 Smoking is prohibited in all buildings.
- .3 Safety Precautions Electrical / Electronic Equipment:
  - .1 All personnel operating or maintaining electrical / electronic equipment involving the use of voltage higher than 50 V must brief the site safety and fire safety officers concerning all safety rules in the operating and instructional manuals covering the equipment.
- .4 Flammables, Explosives or Chemicals:
  - .1 As required, may be allowed into the explosive area provided that the Depot Safety Officer and the Depot fire department are made aware of this and that approval by the Superintendent is given. These items after approval may be transported by the Contractors provided the transportation route is known by the Depot fire department and adequate fire extinguishers are available.
- .5 Open Flame or Welding:
  - .1 Prior approval must be obtained before commencing any work involving cutting, welding or use of open flame appliances in or around buildings containing explosives. The Fire Safety Officer will check out the work area and ensure that adequate fire extinguishers and first aid appliances are available and that fire watchers have been posted.
- .6 Fuel Dispensing Containers:
  - .1 Contractors must ensure that all of their fuel dispensing containers meet or exceed the following standards:
    - .1 type II safety container, leakproof, Terne plate construction, UL listed and FM approved;
    - .2 container must have spring-operated spout cap which opens to allow vapours to escape and self closes on release of internal pressures;

1.10 SAFETY AND FIRE  
REGULATIONS  
(Cont'd)

- .6 (Cont'd)
- .1 (Cont'd)
- .3 container must have flexible or rigid built-in metal dispensing nozzle to prevent static sparks;
- .4 standard of Acceptance: Protectoseal, model nos. 247, 249, 8410 and 8420;
- .5 other acceptable products: Safe-T-Way; and
- .6 any other model must be approved by the BFC.
- .7 Violation of any of the above regulations will result in immediate cancellation of the offender's security pass and expulsion from the site.

1.11 TRAFFIC REGULATIONS

- .1 Vehicles:
- .1 All operators must adhere strictly to the following rules while proceeding through the Ammunition Depot:
- .1 drivers must not leave the motors of their vehicles running or leave the vehicles unattended when parked between buildings or traverses;
- .2 drivers must not drive vehicles in the direction opposite to that indicated by the "One-way" signs;
- .3 no one will operate a vehicle within the Depot area at a speed greater than 25 kilometres per hour at any time;
- .4 no one will operate a vehicle within the Depot area at a speed greater than 8 kilometres per hour at any time, while passing between blast walls and buildings;
- .5 no one will leave a vehicle unattended within 10 metres of a fire hydrant or within 30 metres of a building containing explosives; and
- .6 all vehicles must be equipped with a fire extinguisher of a suitable size and type so that it may be used to extinguish any fire originating in that vehicle.

1.11 TRAFFIC REGULATIONS  
(Cont'd)

- .1 (Cont'd)
- .2 Violation of any of the above regulations will result in immediate cancellation of the offender's vehicle pass and expulsion from the site.
- .2 Roadways:
- .1 In the event of a fire or emergency all roads and buildings within CFAD Bedford must be accessible at all times. Contractors required to disrupt roadways during the course of their work, must ensure that at least one lane of each roadway is passable, at all times. Vehicles not required to transport personnel to the nearest exit gate must be parked on the side of the road and away from the nearest building.
- .3 Fueling:
- .1 Fueling of vehicles within the explosive areas is prohibited. Small equipment (lawn mowers, chainsaws, etc.) may be re-fueled, but only at sites designated by the Safety Officer and Fire Safety Officer. Comply with all safety practices pertaining to re-fueling hot equipment. Provide adequate fire extinguishers of types prescribed by the Fire Safety Officer. Only approved safety dispensing containers, as specified at sub-paragraph 1.10.6, will be permitted within the confines of the Ammunition Depot.
- .4 Violation of any of the above regulations will result in immediate cancellation of the vehicle pass and expulsion of the offender from the site.

PART 2 - PRODUCTS

2.1 NOT USED

- .1 Not used.

PART 3 - EXECUTION

3.1 NOT USED

- .1 Not used.

PART 1 - GENERAL

1.1 SITE ACCESS .1 Contractor's personnel are required to report to the main desk each morning, sign the register and obtain an identification badge which must be displayed on their person at all times. Upon leaving the Complex at the end of the day, or at lunch time, the Contractor's personnel must report to the main desk, return the badge and be signed off the register.

1.2 PARKING .1 Contractor's vehicles will be allowed into the inner compound only under the following conditions; namely, for short periods of time, to load or unload equipment and supplies and then remove to the upper parking lot adjacent to Windmill Road or to the street. The site supervisor of the contracting firm will be allowed to park his / her vehicle, for short periods of time, in one of the visitor's parking slots or, if filled, he / she will be permitted to park in the inner compound while making periodic progress visits. It is emphasized that contractors' vehicles entering the inner compound can be subject to search by the Commissionaire on duty upon their departure. DRDC Atlantic reserves the right to limit the above-mentioned parking privileges if they are being abused.

PART 2 - PRODUCTS

2.1 NOT USED .1 Not used.

PART 3 - EXECUTION

3.1 NOT USED .1 Not used.

PART 1 - GENERAL

1.1 RELATED SECTIONS

- .1 Section 01 11 00 General Instructions.
- .2 Section 08 50 00 Windows and Doors.

1.2 QUALITY

- .1 Products, materials, equipment and articles incorporated in Work must 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 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.
- .3 Should disputes arise as to quality or fitness of products, decision rests strictly with Engineer based upon requirements of Contract Documents.
- .4 Unless otherwise indicated in specifications, maintain uniformity of manufacture for any particular or like item throughout building.

1.3 AVAILABILITY

- .1 Immediately upon signing Contract, review product delivery requirements and anticipate foreseeable supply delays for items. If delays in supply of products are foreseeable, notify Engineer 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 Engineer at commencement of Work and should it subsequently appear that Work may be delayed for such reason, Engineer reserves right to substitute more readily available products of similar character, at no increase in Contract Price or Contract Time.

1.4 STORAGE, HANDLING  
AND PROTECTION

- .1 Handle and store products in manner to prevent damage, adulteration, deterioration and soiling and in accordance with manufacturer's instructions when applicable.

1.4 STORAGE, HANDLING  
AND PROTECTION  
(Cont'd)

- .2 Store packaged or bundled products in original and undamaged condition with manufacturer's seal and labels intact. Do not remove from packaging or bundling until required in Work.
- .3 Store products subject to damage from weather in weatherproof enclosures.
- .4 Store sheet materials, lumber on flat, solid supports and keep clear of ground. Slope to shed moisture.
- .5 Store and mix paints in heated and ventilated room. Remove oily rags and other combustible debris from site daily. Take every precaution necessary to prevent spontaneous combustion.
- .6 Remove and replace damaged products at own expense and to satisfaction of Engineer.
- .7 Touch-up damaged factory finished surfaces to Engineer's satisfaction. Use touch-up materials to match original. Do not paint over name plates.

1.5 TRANSPORTATION

- .1 Pay costs of transportation of products required in performance of Work.
- .2 Transportation cost of products supplied by Owner will be paid for by Engineer. Unload, handle and store such products.

1.6 MANUFACTURER'S  
INSTRUCTIONS

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

1.7 COORDINATION

- .1 Ensure cooperation of workers in laying out Work. Maintain efficient and continuous supervision.

<u>1.7 COORDINATION (Cont'd)</u>	.2	Be responsible for coordination and placement of openings, sleeves and accessories.
<u>1.8 REMEDIAL WORK</u>	.1	Perform remedial work required to repair or replace parts or portions of Work identified as defective or unacceptable. Co-ordinate adjacent affected Work as required.
	.2	Perform remedial work by specialists familiar with materials affected. Perform in a manner to neither damage nor put at risk any portion of Work.
<u>1.9 LOCATION OF FIXTURES</u>	.1	Consider location of fixtures, outlets, and mechanical and electrical items indicated as approximate.
	.2	Inform Engineer of conflicting installation. Install as directed.
<u>1.10 FASTENINGS</u>	.1	Provide metal fastenings and accessories in same texture, colour and finish as adjacent materials, unless indicated otherwise.
	.2	Prevent electrolytic action between dissimilar metals and materials.
	.3	Use non-corrosive hot dip galvanized steel fasteners and anchors for securing exterior work, unless stainless steel or other material is specifically requested in affected specification Section.
	.4	Space anchors within individual load limit or shear capacity and ensure they provide positive permanent anchorage. Wood, or any other organic material plugs are not acceptable.
	.5	Keep exposed fastenings to a minimum, space evenly and install neatly.
	.6	Fastenings which cause spalling or cracking of material to which anchorage is made are not acceptable.
<u>1.11 ACCEPTABILITY OF MATERIALS</u>	.1	After award of Work, requests for "acceptance" of materials in addition to those presently established as "acceptable" by Contract Documents need be provided to the Engineer.
	.2	Request must be supported with sufficient product information to enable an assessment to be made for approval.

1.12 CONFORMANCE .1 When material or equipment is specified by standard or performance specifications, upon request of Engineer, obtain from manufacturer an independent testing laboratory report, stating that material or equipment meets or exceeds specified requirements.

PART 2 - PRODUCTS

2.1 NOT USED .1 Not used.

PART 3 - EXECUTION

3.1 NOT USED .1 Not used.

PART 1 - GENERAL

1.1 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 Engineer. Do not burn waste materials on site.
- .3 Make arrangements with and obtain permits from authorities having jurisdiction for disposal of waste and debris.
- .4 Solid waste materials that are generated within Halifax Regional Municipality (HRM) and do not require specialized out of county disposal sites must be disposed of within the boundaries of the HRM at a licensed or approved facility as per bylaw S-600.
- .5 Clean interior areas prior to start of finishing work, and maintain areas free of dust and other contaminants during finishing operations.
- .6 Store volatile waste in covered metal containers, and remove from premises at end of each working day.
- .7 Provide adequate ventilation during use of volatile or noxious substances. Use of building ventilation systems is not permitted for this purpose.
- .8 Use only cleaning materials recommended by manufacturer of surface to be cleaned, and as recommended by cleaning material manufacturer.
- .9 Schedule cleaning operations so that resulting dust, debris and other contaminants will not fall on wet, newly painted surfaces nor contaminate building systems.

1.2 FINAL CLEANING

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

1.2 FINAL CLEANING  
(Cont'd)

- .3 Inspect finishes, fitments and equipment and ensure specified workmanship and operation.
- .4 Remove stains, spots, marks and dirt from decorative work, electrical and mechanical fixtures, furniture fitments, walls, and floors.
- .5 Broom clean and wash exterior walks, steps and surfaces; rake clean other surfaces of grounds.
- .6 Remove dirt and other disfiguration from exterior surfaces.
- .7 Sweep and wash clean paved areas.

PART 2 - PRODUCTS

2.1 NOT USED

- .1 Not used.

PART 3 - EXECUTION

3.1 NOT USED

- .1 Not used.

PART 1 - GENERAL

- 1.1 RELATED SECTIONS .1 Section 01 11 00 General Instructions.
- .2 Section 01 61 00 Common Product Requirements.
- 1.2 REFERENCE STANDARDS .1 Canadian Standards Association (CSA)
- .1 AAMA/WDMA/CSA 101/1.S.2/A440-17, NAFS - North American Fenestration Standard / Specification for windows, doors, and skylights.
- .2 CSA A440S1-17, Canadian Supplement to AAMA/WDMA/CSA 101/1.S.2/A440, NAFS - North American Fenestration Standard/Specification for windows, doors, and skylights.
- .3 CAN/CSA A440-00/A440.1-00(R2005), Windows / Special Publication A440.1-00, User Selection Guide to CSA Standard A440-00, Windows.
- .4 CAN/CSA-A440.4-07(R2016), Window, Door, and Skylight Installation.
- .2 Canadian Steel Door Manufacturer's Association (CSDMA).
- .3 National Fire Protection Association (NFPA)
- .1 NFPA 80, Standard for Fire Doors and Other Opening Protectives.
- .4 Master Painters Institute (MPI)
- .1 Architectural Painting Specification Manual - latest edition.
- 1.3 GENERAL STEEL DOOR INSTALLATION .1 Install labelled steel fire rated doors and frames to NFPA 80 except where specified otherwise.
- .2 Install doors and frames to CDSMA installation guide.
- 1.4 PERMITS .1 The Contractor must obtain any permits required by any other non-DND authority that are necessary to complete the Work.

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- 1.4 PERMITS  
(Cont'd)
- .2 The Contractor must pay all costs associated with permits required.
- 1.5 INFORMATIONAL  
SUBMITTALS
- .1 The Contractor must submit a written request in advance of cutting or alteration which affects:
- .1 structural integrity of any element of the project;
  - .2 visual qualities of sight-exposed elements;
  - .3 work of owner or separate Contractor;
  - .4 description of proposed work and products to be used;
  - .5 alternatives to cutting and patching;
  - .6 written permission of affected separate Contractor; and
  - .7 date and time work will be executed.
- .2 Samples:
- .1 Provide samples of all materials proposed for the Work, in finish and colours specified, as requested by the Engineer.
  - .2 Colours must be as indicated on the PWGSC 942 "Call-up Against a Standing Offer".
- 1.6 QUALITY ASSURANCE
- .1 Certifications: product certificates signed by manufacturer certifying materials comply with specified performance characteristics and criteria and physical requirements.
- 1.7 DELIVERY, STORAGE AND HANDLING
- .1 Deliver, store and handle materials in accordance with Section 01 61 00 - Common Product Requirements and with manufacturer's written instructions.
- .2 Delivery and Acceptance Requirements:
- .1 Deliver materials to site in original factory packaging, labelled with manufacturer's name and address.
- .3 Storage and Handling Requirements:

- 1.7 DELIVERY, STORAGE AND HANDLING (Cont'd) .3 (Cont'd)
- .1 Store materials off ground, indoors, and in dry location and accordance with manufacturer's recommendations in clean, dry, well-ventilated area.
  - .2 Store and protect windows and doors from nicks, scratches, and blemishes.
  - .3 Replace defective or damaged materials with new.

## PART 2 - PRODUCTS

- 2.1 MATERIALS .1 Materials to CAN/CSA A440-00/A440.1.
- .2 All windows by same manufacturer.

- 2.2 FABRICATION .1 Fabricate in accordance with AAMA/WDMA/CSA 101/I.S.2/A440 supplemented as follows:
- .2 Fabricate units square and true with maximum tolerance of plus or minus 1.5 mm for units with a diagonal measurement of 1800 mm or less and plus or minus 3 mm for units with a diagonal measurement over 1800 mm.
  - .3 Face dimensions detailed are maximum permissible sizes.
  - .4 Brace frames to maintain squareness and rigidity during shipment and installation.
  - .5 Finish steel clips and reinforcement with shop coat primer to MPI #79, 380 g/m<sup>2</sup> zinc coating to ASTM A123/A123M.

- 2.3 ENAMEL COATING .1 Enamel coating:
- .1 In accordance with AAMA/WDMA/CSA 101/I.S.2/A440, including appendices, supplemented as follows:
    - .1 Standard colour to match aluminum or steel doors and frames, colour to match Engineer's sample.

- 2.4 VINYL FINISHES .1 Vinyl finishes:

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- 2.4 VINYL FINISHES .1 (Cont'd)  
(Cont'd) .1 In accordance with AAMA/WDMA/CSA 101/I.S.2/A440,  
including appendices, supplemented as follows:
- .1 Colour to match Engineer's sample.
- 2.5 ISOLATION COATING .1 Primers, paints and coatings:
- .1 In accordance with manufacturer's recommendations for  
surface conditions.
- .2 Isolate aluminum from following components, by means of  
isolation coating:
- .1 dissimilar metals except stainless steel, zinc, or white bronze  
of small area;
- .2 concrete, mortar and masonry; and
- .3 wood.
- 2.6 GLAZING .1 Glaze windows in accordance with CAN/CSA A440/A440.1.
- 2.7 HARDWARE .1 Hardware:
- .1 Stainless steel or white bronze sash locks and aluminum  
handles to provide security and permit easy operation of  
units.
- .2 Locks:
- .1 Provide operating sash with spring loading locking device, to  
provide automatic locking in closed position.
- .3 Where windows latching devices are located in excess of 1900 mm  
above floor level:
- .1 Equip horizontal or vertical sliding units with hardware or  
design sash to permit pole opening.
- .2 Equip projected or casement units with underscreen stay  
bar assembly and roto operators with locking handle.

2.8 AIR BARRIER AND  
VAPOUR RETARDER

- .1 Equip window frames with factory and site installed air barrier and vapour retarder material for sealing to building air barrier and vapour retarder as follows:
  - .1 Material:
    - .1 Identical to, or compatible with, building air barrier and vapour retarder materials to provide required air tightness and vapour diffusion control throughout exterior envelope assembly.
  - .2 Material width:
    - .1 Adequate to provide required air tightness and vapour diffusion control to building air barrier and vapour retarder from interior.

PART 3 - EXECUTION

3.1 EXAMINATION

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

3.2 INSTALLATION

- .1 Window and door installation:
  - .1 Install in accordance with CAN/CSA A440/A440.1
  - .2 Arrange components to prevent abrupt variation in colour.
  - .3 Fit several parts together to integrate with other work.

3.2 INSTALLATION  
(Cont'd)

- .1 (Cont'd)
- .4 Execute cutting, fitting, and patching to complete work.
  - .5 Uncover work to install ill-timed work.
  - .6 Remove and replace defective and non-conforming work.
  - .7 Remove samples of installed work for testing if directed by Engineer.
  - .8 Provide openings in non-structural elements for penetrations of mechanical and electrical work.
  - .9 Execute work by methods to avoid damage to other work, and which will provide proper surfaces to receive patching and finishing.
  - .10 Employ original installer to perform cutting and patching for moisture-resistant elements, and sight-exposed surfaces.
  - .11 Cut rigid materials using masonry saw or core drill. Pneumatic or impact tools are not allowed on masonry work without prior approval.
  - .12 Restore work with new products in accordance with requirements of Contract documents.
  - .13 Fit work to pipes, sleeves, ducts, conduit, and other penetrations through surfaces to the satisfaction of Engineer.
  - .14 At penetration of fire rated wall, ceiling or floor construction, completely seal voids with firestopping material, full thickness of the construction element.
  - .15 Refinish surfaces to match adjacent finishes:
    - .1 Continuous surfaces:
      - .1 Refinish to nearest intersection.
    - .2 For an assembly:
      - .1 Refinish entire unit.
- .2 Caulking:

3.2 INSTALLATION  
(Cont'd)

- .2 (Cont'd)  
.1 Caulk perimeter of doors and windows between frame and adjacent materials.

3.3 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 Engineer as failing to conform to Standing Offer Agreement documents.
- .2 Make good other Contractor's work damaged by such removals or replacements promptly.
- .3 If in the opinion of the Engineer it is not expedient to correct defective work or work not performed in accordance with Standing Offer Agreement documents, owner may deduct from Contract price difference in value between work performed and that called for by Contract documents, amount of which will be determined by Engineer.

3.4 PROTECTION

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