

# Addendum Addenda

No./No  1
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Project Description / Description de projet <b>M50 Lab 148/150 Exhaust / M50 Lab 148/150 Échappement</b>		
Project No./No de projet <b>5946</b>	Departmental Representative / représentant ministériel <b>Allan Smith</b>	Date <b>22-Jan-2021</b>
Solicitation No./N° de sollicitation <b>20-58107</b>		
Notice: This addendum shall form part of the tender documents and all conditions shall apply and be read in conjunction with the original plans and specifications.		
Nota: Cet addenda fait partie intégrale des dossiers d'appel; toutes les conditions énoncées doivent être lues et appliquées en conjonction avec les plans et les devis originaux.		

Item No	Description
1	Remplacer la section 00 15 45 de la spécification anglaise par la section 00 15 45 ci-jointe.
2	<p>Annonce achats et ventes</p> <p>2. Visite du Site obligatoire</p> <p>Remplacer l'adresse électronique de pré-enregistrement par "Mark.O'Connor@nrc-cnrc.gc.ca"</p> <p>Supprimer"Chaque groupe disposera d'environ 20 minutes pour examiner le chantier."</p>

## 1. GENERAL CONSTRUCTION SAFETY REQUIREMENTS

- .1 The Contractor shall take all necessary steps to protect personnel (workers, visitors, general public, etc.) and property from any harm during the course of the contract.
- .2 The Contractor shall be solely responsible for the construction safety of both its employees and those of its sub-contractors at the work site, and for initiating, maintaining and supervising safety precautions, programs and procedures in connection with the performance of the work.
- .3 The Contractor shall comply with all Federal, Provincial and Municipal safety codes and regulations and the Occupational Health and Safety Act and the Workplace Safety and Insurance Board. In the event of any conflict between any provisions in legislation or codes, the most stringent provisions shall apply.
- .4 Periodic review of the Contractor's work by the Departmental Representative, using the criteria of the contract documents, does not relieve the Contractor of his safety responsibilities in carrying out the work in accordance with the contract documents. The Contractor shall consult with the Departmental Representative to ensure that this responsibility is carried out.
- .5 The Contractor shall ensure that only competent personnel are permitted to work on site. Throughout the term of the contract, any person will be removed from the site who is not observing or complying with the safety requirements.
- .6 All equipment shall be in safe operating condition and appropriate to the task.
- .7 Following a project and site hazard assessment, the Contractor shall develop a Site Specific Safety Plan based on the following minimum requirements. Site Specific Safety Plans must also be robust enough to address any abnormal occurrences, such as, but not limited to: pandemics (COVID-19 or a similar), fire, flooding, inclement weather or other environmental anomalies.
  - .1 Provide a safety board mounted in a visible location on the project site, with the following information included thereon:
    - .1 Notice of Project.
    - .2 Site specific Safety Policy.
    - .3 Copy of Ontario Health and Safety Act.
    - .4 Building Schematic showing emergency exits.
    - .5 Building emergency procedures.
    - .6 Contact list for NRC, Contractor and all involved sub-contractors.
    - .7 Any related MSDS sheets.
    - .8 NRC Emergency phone number.
- .8 The Contractor shall provide competent personnel to implement its safety program and those of any Health and Safety Act legislation applicable at this project location, and to ensure they are being complied with.
- .9 The Contractor shall provide safety orientation to all its employees as well as those of any sub-contractors under its jurisdiction.

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

## COVID-19 Construction Site Protocol

To help prevent the spread of COVID-19, NRC requires contractors who are managing construction sites within our buildings or on our grounds to include a COVID-19 Construction Site Protocol as part of their Site Specific Health and Safety Plan. Below you will find the expected actions and requirements that should be included in this protocol. For further information and guidance on prevention of the spreading of the COVID-19 virus on construction sites, please refer to the Canadian Construction Association website (<https://www.cca-acc.com/>).

**All NRC contractors and service providers have a responsibility to report to the NRC departmental representative any confirmed COVID-19 in the workplace.**

**NRC Contractors must provide their COVID-19 Plan as part of their site specific safety plan**

### Part 2 HYGIENE PRACTICES:

- Clean your hands with soap and water for 20 seconds – before you eat, at the end of the workday, during the work shift whenever possible, and when you get home from work.
- Practice physical distancing of two metres (six feet).
- Do not shake hands; avoid physical contact.
- Do not share food, drinks, cigarettes, and personal hand tools.
- Do not touch your face, eyes, nose, and/or mouth with unwashed hands (i.e. when smoking, drinking water, eating, etc.).
- Follow good respiratory etiquette by covering your mouth and nose with a tissue or the crease of your elbow when you sneeze or cough.
- Regularly clean and disinfect commonly touched surfaces and tools.

### Part 3 PROJECT MEETINGS AND ONSITE PRACTICES:

- Maintain a sign-in sheet to record attendance on site each day (sign-in, sign-out)
- Communicate to personnel a muster point with the Departmental Representative in case of building evacuation.

- Limit the number of persons in meetings (kick off meetings, health and safety talks, etc.)
- Ensure there is at least 2 metres one chair spacing between workers. This may require hosting video conferences or teleconferences more often. Where practical, move meetings outdoors and reinforce social distancing.
- Disinfect used pens, tables, chairs, after each meeting.
- Post signage at multiple locations on site.
- During subcontractor orientation meetings, discuss:
  - Muster point location in case of evacuation as determined by the supervisor and the Departmental Representative.
  - Physical distancing of two metres (six feet) at all times.
  - Hygiene and location of hand washing and hand sanitization stations.
  - What the company is doing at the site to promote a safe workplace and remind them that their health is important to you.
  - Where the safety posters are located.
  - The importance of reporting to their supervisor if they are feeling unwell and leaving the project.

#### **Part 4 HEALTH VERIFICATION OF PERSONNEL:**

- Question all site visitors on the current status of their health. At the start of shifts, the supervisor is to confirm the health status of contractor personnel through discussions and notify the Departmental Representative of any issues.
- Document the conversation. This could be as simple as recording answers to the following questions:
  - Have you traveled internationally in the past 14 days?
  - Have you been in contact with someone who has traveled internationally in the past 14 days?
  - In the past 14 days, have you come into close contact (within two metres) with someone who has received a laboratory-confirmed COVID-19 diagnosis?
  - Do you feel ill in any way – sore throat, coughing, fever,runny nose, muscle ache,headache and difficulty breathing ?
- The supervisor, each day, is to ask for updates from workers who have left the site for self-isolation. Document any changes.
- At the end of shifts, the contractor shall confirm the health status of personnel through discussion with the sub-contractor supervisors and notify the Departmental Representative of any issues.

#### **Part 5 RESPONSE TO SUSPECTED OR CONFIRMED COVID-19 CASES:**

- Should an employee develop symptoms of respiratory illness (fever, cough or difficulty breathing), **they should isolate themselves from others as quickly as possible.**

- The employee's direct supervisor should send the employee home (avoiding the use of public transportation) and ask them to follow the advice of the local public health authorities.
- The following actions must immediately be taken by the supervisor if a positive COVID-19 case has been confirmed with an employee:
  - Report the occurrence immediately to the RPPM Departmental Representative on site.
  - Report the occurrence to their management team or appropriate authority representing the contractor of service provider.
  - Report to the local Public Health Authorities.
- The NRC is requiring all Contractors and Service Providers to take this consistent approach when dealing with suspected or confirmed cases of COVID-19 in the workplace.

**PLEASE NOTE:** This will now become an appendix of the Site Specific Health and Safety plan that the National Research Council requires prior to the start of projects.

## **2. FIRE SAFETY REQUIREMENTS**

### **.1 Authorities**

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

### **.2 Smoking**

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

### **.3 Hot Work**

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

**.4 Reporting Fires**

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

**FROM AN NRC PHONE**

**333**

**FROM ANY OTHER PHONE (613) 993-2411**

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

**.5 Interior and Exterior Fire protection & Alarm Systems**

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

**.6 Fire Extinguishers**

- .1 Provide a minimum of 1-20 lb. ABC Dry Chemical Fire Extinguisher at each hot work or open flame location.
- .2 Provide fire extinguishers for hot asphalt and roofing operations as follows:
  1. Kettle area - 1-20 lb. ABC Dry Chemical; and
  2. Roof - 1-20 lb. ABC Dry Chemical at each open flame location.

- .3 Provide fire extinguishers equipped as below:
  1. Pinned and sealed;
  2. With a pressure gauge; and
  3. With an extinguisher tag signed by a fire extinguisher servicing company.
- .4 Carbon Dioxide (CO<sub>2</sub>) extinguishers will not be considered as substitutes for the above.

## **.7 Roofing Operations**

- .1 Kettles:
  - .1 Arrange for the location of asphalt kettles and material storage with the Departmental Representative before moving on site. Do not locate kettles on any roof or structure and keep them at least 10m (30 feet) away from a building.
  - .2 Equip kettles with two (2) thermometers or gauges in good working order; a hand held and a kettle-mounted model.
  - .3 Do not operate kettles at temperatures in excess of 232°C (450°F).
  - .4 Maintain continuous supervision while kettles are in operation and provide metal covers for the kettles to smother any flames in case of fire. Provide fire extinguishers as required in article 2.6.
  - .5 Demonstrate container capacities to Departmental Representative prior to start of work.
  - .6 Store materials a minimum of 6m (20 feet) from the kettle.
- .2 Mops:
  - .1 Use only glass fibre roofing mops.
  - .2 Remove used mops from the roof site at the end of each working day.
- .3 Torch Applied Systems:
  - .1 DO NOT USE TORCHES NEXT TO WALLS.
  - .2 DO NOT TORCH MEMBRANES TO EXPOSED WOOD OR CAVITY.
  - .3 Provide a Fire Watch as required by article 2.9 of this section.
- .4 Store all combustible roofing materials at least 3m (10 feet) away from any structure.
- .5 Keep compressed gas cylinders a minimum of 6m (20 feet) away from the kettle, protected from mechanical damage and secured in an upright position.

## **.8 Welding / Grinding Operations**

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

## **.9 Fire Watch**

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

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

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

**.11 Rubbish and Waste Materials**

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

**.12 Flammable Liquids**

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



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

### **3. QUESTIONS OR CLARIFICATIONS**

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

**END OF SECTION**