

Part 1 General

1.1 TAXES

- .1 Pay all taxes properly levied by law (including Federal, Provincial and Municipal).

1.2 FEES, PERMITS and CERTIFICATES

- .1 Pay all fees and obtain all permits. Provide authorities with plans and information for acceptance certificates. Provide inspection certificates as evidence that work conforms to requirements of Authority having jurisdiction.

1.3 CONSTRUCTION PROGRESS SCHEDULE

- .1 Schedule and execute work with least possible interference or disturbance to the normal use of premises and as follows:
 - .1 System must be operational before heating season start-up, mid-October.
- .2 On award of contract submit bar chart construction schedule for work, indicating anticipated progress stages within time of completion. When the Departmental Representative has reviewed schedule, take necessary measures to complete work within scheduled time. Do not change schedule without notifying Departmental Representative. Refer to section 01 32 16.07 for details as to project schedule.
- .3 Carry out work during "regular hour", Monday to Friday from 07:00 to 18:00 hours
- .4 Give the Departmental Representative 48 hours' notice for work to be carried out during "off hours".

1.4 FIRE SAFETY REQUIREMENTS

- .1 Comply with both the National Building Code of Canada 2010 and the National Fire Code of Canada 2010 for safety of persons in buildings in the event of a fire and the protection of buildings from the effects of fire, as follows;
 - .1 The National Building Code (NBC): for fire safety and fire protection features that are required to be incorporated in a building during construction.
 - .2 The National Fire Code (NFC):
 - .1 The on-going maintenance and use of the fire safety and fire protection features incorporated in buildings.
 - .2 The conduct of activities that might cause fire hazards in and around buildings.
 - .3 Limitations on hazardous contents in and around buildings.
 - .4 The establishment of fire safety plans.
 - .5 Fire safety at construction and demolition sites.
- .2 Welding and cutting:
 - .1 Before welding, soldering, grinding and/or cutting work, obtain a permit as directed by the Departmental Representative. Store flammable liquids in approved CSA containers.
 - .2 At least one week prior to commencing cutting, welding or soldering procedure, provide to Departmental Representative:

- .1 Notice of intent, indicating devices affected, time and duration of isolation or bypass.
 - .2 Completed welding permit as defined in NFC.
 - .3 Return welding permit to Departmental Representative immediately upon completion of procedures for which permit was issued.
- .3 “Fire Watchers” as described in NFC shall be assigned when welding or cutting operations are carried out in areas where combustible materials within 15m may be ignited by conduction or radiation.
- .3 Where work requires interruption or cause activation of fire alarms or fire suppression, extinguishing or protection systems:
 - .1 Retain services of manufacturer for fire protection systems on daily basis or as approved by Departmental Representative, to isolate and protect all devices relating to:
 - .1 modification of fire alarms, fire suppression, extinguishing or protection systems; and/or
 - .2 cutting, welding, soldering or other construction activities that might activate fire protection systems.
 - .2 Immediately upon completion of work, restore fire protection systems to normal operation and verify that all devices are fully operational.
 - .3 Inform fire alarm system monitoring agency and local Fire Department immediately prior to isolation and immediately upon restoration of normal operation.

1.5 HAZARDOUS MATERIALS

- .1 Hazardous Materials: product, substance, or organism that may cause adverse impact to environment or adversely affect health of persons, animals, or plant life when released into the environment.
- .2 Comply with the requirements of the Workplace Hazardous Materials Information System (WHMIS-2015) regarding use, handling, storage, and disposal of hazardous materials; and regarding labelling and the provision of Material Safety Data Sheets (MSDS).
- .3 For work in occupied buildings, give the Department Representative one week notice for work involving [designated substances (Ontario Bill 208),] hazardous substances (Canada Labour Code Part II Section 10), and before painting, caulking, installing carpet or using adhesives and other materials, that cause off gassing.

1.6 EXAMINATION and PREPARATION

- .1 Examine site and conditions likely to affect work and be familiar and conversant with existing conditions.
- .2 Before commencing work, establish location and extent of services lines in area of work and notify Departmental Representative of findings.

1.7 WASTE MANAGEMENT

- .1 Comply with Environmental Protection Act, Ontario Regulations: O. Reg. 102/94 – Waste Audits and Waste Reduction Work Plans; and O. Reg. 103/94 – Industrial,

Commercial and Institutional Source Separation Programs; for waste management on construction and demolition projects.

- .2 Conduct "waste audit" to determine what waste will be generated during construction and demolition operations. Prepare written "waste reduction work plan" and implement the principles to reduce, reuse and recycle materials to the extent that is possible.
- .3 Provide a "source separation program" to disassemble and collect in an orderly fashion the following "materials designated for alternative disposal" from the "general waste" stream:
 - .1 brick and Portland cement concrete;
 - .2 cardboard (corrugated);
 - .3 gypsum board (unfinished);
 - .4 steel; and
 - .5 wood (not including painted, treated or laminated wood).
- .4 Submit complete records of all removals from site for both "materials designated for alternative disposal" and "general waste" including:
 - .1 time and date of removal;
 - .2 description of material and quantities; and
 - .3 proof that materials have been received at an approved Waste Processing Site or certified Waste Disposal Site as required.

1.8 SECURITY CHECK

- .1 All personnel employed on this project will be subject to security check. Obtain requisite clearance, as instructed, for each individual required to enter the premises.
- .2 Personnel will be checked daily at start of work shift and given a pass, which must be worn at all times. Pass must be returned at end of work shift and personnel checked out.

1.9 SECURITY ESCORT

- .1 Personnel shall be escorted in all areas after normal working hours.
- .2 Submit an escort request to Departmental Representative at least 14 days before the service is needed. For requests submitted within the time mentioned above, the Departmental Representative will pay for the costs of the security escort. The cost incurred by a late request will be charged to the Contractor.
- .3 Any escort request may be cancelled free of charge if notification of cancellation is given at least 24 hours before the scheduled time of the escort. The cost incurred by a late cancellation will be charged to the Contractor.
- .4 The calculation of costs will be based on the average hourly rate of a security officer for a minimum of 8 hours per day for a late service request and 4 hours for late cancellations.

1.10 COST BREAKDOWN

- .1 Before submitting first progress claim, submit breakdown of Contract Amount in detail as directed by Departmental Representative and aggregating the Contract Amount. After approval by Departmental Representative cost breakdown will be used as the basis of progress payments.

1.11 PRECEDENCE

- .1 For Federal Government projects, Division 01 Sections take precedence over technical specification sections in other Divisions of this Project Manual

Part 2 Products

2.1 NOT USED

- .1 Not used.

Part 3 Execution

3.1 NOT USED

- .1 Not used.

END OF SECTION