

Part 1 General

1.1 WORK COVERED BY CONTRACT DOCUMENTS

- .1 Work of this Contract comprises replacement of fire pump and some accessories at St. Anthony Airport; The scope of work includes, but is not limited to:
 - .1 Replacement of the fire pump and associated equipment, including fuel system, and associated piping and accessories.
 - .2 Installation of fuel polishing system.
 - .3 Installation of new water storage tank.
 - .4 Provide fire alarm system and monitoring upgrades.
 - .5 Provide ventilation system and lighting upgrades for Fire Pump House.
 - .6 Provide modification, replacements and configurations to fire protection and domestic water systems as required; and
 - .7 Provide electrical system upgrades to Fire Pump House.

1.2 CONTRACT METHOD

- .1 Construct Work under lump sum price contract.

1.3 SUBMITTALS

- .1 Submit in accordance with Section 01 33 00 - Submittal Procedures.
- .2 Submit Project construction progress schedule in accordance with Section 01 32 16.19 - Construction Progress Schedule - Bar (GANTT) Chart.
- .3 Sustainable Design Submittals:
 - .1 Construction Waste Management:
 - .1 Submit project Waste Management Plan highlighting recycling and salvage requirements.
- .4 Submit site-specific and Work Plan Health and Safety Plan in accordance with Section 01 35 29.06 - Health and Safety Requirements.

1.4 WORK BY OTHERS

- .1 Co-operate with other Contractors in carrying out their respective works and carry out instructions from Departmental Representative.
- .2 Co-ordinate work with other contractors. If any part of work under this Contract depends for its proper execution or result upon work of another contractor, report promptly to Departmental Representative, in writing, any defects which may interfere with proper execution of Work.

1.5 WORK SEQUENCE

- .1 Construct Work in stages to accommodate Departmental Representative's continued use of premises during construction.

- .2 Co-ordinate Progress Schedule and co-ordinate with Departmental Representative Occupancy during construction.
- .3 Construct Work in stages to provide for continuous public usage. Do not close off public usage of facilities until use of one stage of Work will provide alternate usage.
- .4 Maintain fire access/control.
- .5 Protect workers and public safety.

1.6 CONTRACTOR USE OF PREMISES

- .1 Limit use of premises for Work, for access, and for storage, to allow:
 - .1 Partial Departmental Representative occupancy.
 - .2 Work by other contractors.
 - .3 Public usage.
- .2 Co-ordinate use of premises under direction of Departmental Representative.
- .3 Obtain and pay for use of additional storage or work areas needed for operations under this Contract.
- .4 Refer to Section 01 51 00 - Temporary Utilities, Section 01 52 00 - Construction Facilities and Section 01 56 00 - Temporary Barriers and Enclosures, for temporary facilities, access roads and parking areas, traffic regulations, and utilities.
- .5 Remove or alter existing work to prevent injury or damage to portions of existing work which remain.
- .6 Repair or replace portions of existing work which have been altered during construction operations to match existing or adjoining work, as directed by Departmental Representative.
- .7 Ensure that operations conditions of exiting work at completion are still the same, equal to or better than that which existed before new work started.

1.7 DEPARTMENTAL REPRESENTATIVE OCCUPANCY

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

1.8 ALTERATIONS, ADDITIONS OR REPAIRS TO EXISTING BUILDING

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

1.9 EXISTING SERVICES

- .1 Notify, Departmental Representative and utility companies of intended interruption of services and obtain required permission.

- .2 Where Work involves breaking into or connecting to existing services, give Departmental Representative 48 hours 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
- .3 Where work involves down time of fire alarm/fire protection system, give 48 hours notice for necessary interruption throughout course of work. While fire alarm/fire protection system is not available, Departmental Representative to provide necessary fire watch.
- .4 Provide alternative routes for personnel and vehicular traffic.
- .5 Establish location and extent of service lines in area of work before starting Work. Notify Departmental Representative of findings.
- .6 Submit schedule for approval by Departmental Representative for any shut-down or closure of active service or facility including power and communications services. Adhere to approved schedule and provide notice to affected parties.
- .7 Provide temporary services when directed by Departmental Representative to maintain critical building and tenant services.
- .8 Provide adequate bridging over trenches which cross sidewalks or roads to permit normal traffic.
- .9 Where unknown services are encountered, immediately advise Departmental Representative and confirm findings in writing.
- .10 Protect, relocate or maintain existing active services. When inactive services are encountered, cap off in manner approved by authorities having jurisdiction.
- .11 Record locations of maintained, re-routed and abandoned service lines.
- .12 Construct barriers, as required, in accordance with Section 01 56 00 - Temporary Barriers and Enclosures.

1.10 DOCUMENTS REQUIRED

- .1 Maintain at job site, one copy of each document as follows:
 - .1 Contract Drawings.
 - .2 Specifications.
 - .3 Addenda.
 - .4 Reviewed Shop Drawings.
 - .5 List of Outstanding Shop Drawings.
 - .6 Change Orders.
 - .7 Other Modifications to Contract.
 - .8 Field Test Reports.
 - .9 Copy of Approved Work Schedule.
 - .10 Health and Safety Plan and Other Safety Related Documents.
 - .11 Other documents as specified.

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 ACCESS AND EGRESS

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

1.2 USE OF SITE AND FACILITIES

- .1 Execute work with least possible interference or disturbance to normal use of premises. Make arrangements with Departmental Representative to facilitate work as stated.
- .2 Maintain existing services to building and provide for personnel and vehicle access.
- .3 Where security is reduced by work provide temporary means to maintain security.
- .4 Contractor responsible for supplying and maintaining portable washroom for duration of construction.
- .5 Closures: protect work temporarily until permanent enclosures are completed.

1.3 ALTERATIONS, ADDITIONS OR REPAIRS TO EXISTING BUILDING

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

1.4 EXISTING SERVICES

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

1.5 SPECIAL REQUIREMENTS

- .1 Submit schedule in accordance with Section 01 32 16.19 - Construction Progress Schedule - Bar (GANTT) Chart.
- .2 Ensure Contractor's personnel employed on site become familiar with and obey regulations including safety, fire, traffic and security regulations.
- .3 Keep within limits of work and avenues of ingress and egress.

1.6 SECURITY

- .1 Where security has been reduced by Work of Contract, provide temporary means to maintain security.

1.7 BUILDING SMOKING ENVIRONMENT

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

Part 2 Products

2.1 NOT USED

- .1 Not Used.

Part 3 Execution

3.1 NOT USED

- .1 Not Used.

END OF SECTION

Part 1 General

1.1 GENERAL REQUIREMENTS OF THE TENDER FORM

- .1 A LUMP SUM price bid is for full compensation of the Work necessary to complete the Contract and in combination for all Work necessary to complete the Work as a whole.

1.2 MEASUREMENT FOR PAYMENT

- .1 The Contractor shall provide a LUMP SUM price to complete the Work as indicated within the Contract Documents.

Part 2 Products

2.1 NOT USED

- .1 Not Used.

Part 3 Execution

3.1 NOT USED

- .1 Not Used.

END OF SECTION

Part 1 General

1.1 ADMINISTRATIVE

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

1.2 PRECONSTRUCTION MEETING

- .1 Within 15 days after award of Contract, request a meeting of parties in contract to discuss and resolve administrative procedures and responsibilities.
- .2 Departmental Representative, Contractor, major Subcontractors, field inspectors and supervisors will be in attendance.
- .3 Establish time and location of meeting and notify parties concerned minimum 5 days before meeting.
- .4 Incorporate mutually agreed variations to Contract Documents into Agreement, prior to signing.
- .5 Agenda to include:
 - .1 Appointment of official representative of participants in the Work.
 - .2 Schedule of Work: in accordance with Section 01 32 16.19 - Construction Progress Schedule - Bar (GANTT) Chart.
 - .3 Schedule of submission of shop drawings, samples, colour chips. Submit submittals in accordance with Section 01 33 00 - Submittal Procedures.
 - .4 Requirements for temporary facilities, site sign, offices, storage sheds, utilities, fences in accordance with Section 01 52 00 - Construction Facilities.
 - .5 Delivery schedule of specified equipment
 - .6 Site security in accordance with Section 01 56 00 - Temporary Barriers and Enclosures.
 - .7 Proposed changes, change orders, procedures, approvals required, mark-up percentages permitted, time extensions, overtime, administrative requirements.
 - .8 Record drawings in accordance with Section 01 33 00 - Submittal Procedures.
 - .9 Maintenance manuals in accordance with Section 01 78 00 - Closeout Submittals.

- .10 Take-over procedures, acceptance, warranties in accordance with Section 01 78 00 - Closeout Submittals.
- .11 Monthly progress claims, administrative procedures, photographs, hold backs.
- .12 Appointment of inspection and testing agencies or firms.
- .13 Insurances, transcript of policies.

1.3 PROGRESS MEETINGS

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

Part 2 Products

2.1 NOT USED

- .1 Not Used.

Part 3 Execution

3.1 NOT USED

- .1 Not Used.

END OF SECTION

Part 1 General

1.1 DEFINITIONS

- .1 Activity: element of Work performed during course of Project. Activity normally has expected duration and expected cost and expected resource requirements. Activities can be subdivided into tasks.
- .2 Bar Chart (GANTT Chart): graphic display of schedule-related information. In typical bar chart, activities or other Project elements are listed down left side of chart, dates are shown across top, and activity durations are shown as date-placed horizontal bars. Generally, Bar Chart should be derived from commercially available computerized project management system.
- .3 Baseline: original approved plan (for project, work package, or activity), plus or minus approved scope changes.
- .4 Construction Work Week: Monday to Friday, inclusive, will provide five-day work week and define schedule calendar working days as part of Bar (GANTT) Chart submission.
- .5 Duration: number of work periods (not including holidays or other nonworking periods) required to complete activity or another project element. Usually expressed as workdays or workweeks.
- .6 Master Plan: summary-level schedule that identifies major activities and key milestones.
- .7 Milestone: significant event in project, usually completion of major deliverable.
- .8 Project Schedule: planned dates for performing activities and the planned dates for meeting milestones. Dynamic, detailed record of tasks or activities that must be accomplished to satisfy Project objectives. Monitoring and control process involves using Project Schedule in executing and controlling activities and is used as basis for decision making throughout project life cycle.
- .9 Project Planning, Monitoring and Control System: overall system operated by Departmental Representative to enable monitoring of project work in relation to established milestones.

1.2 REQUIREMENTS

- .1 Ensure Master Plan and Detail Schedules are practical and remain within specified Contract duration.
- .2 Plan to complete Work in accordance with prescribed milestones and time frame.
- .3 Limit activity durations to maximum of approximately 10 working days, to allow for progress reporting.
- .4 Ensure that it is understood that Award of Contract or time of beginning, rate of progress, Interim Certificate and Final Certificate as defined times of completion are of essence of this contract.

1.3 ACTION AND INFORMATIONAL SUBMITTALS

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

- .2 Submit to Departmental Representative within 10 working days of Award of Contract Bar (GANTT) Chart as Master Plan for planning, monitoring and reporting of project progress.
- .3 Submit Project Schedule to Departmental Representative within 5 working days of receipt of acceptance of Master Plan.

1.4 MASTER PLAN

- .1 Structure schedule to allow orderly planning, organizing and execution of Work as Bar Chart (GANTT).
- .2 Departmental Representative will review and return revised schedules within 5 working days.
- .3 Revise impractical schedule and resubmit within 5 working days.
- .4 Accepted revised schedule will become Master Plan and be used as baseline for updates.

1.5 PROJECT SCHEDULE

- .1 Develop detailed Project Schedule derived from Master Plan.
- .2 Ensure detailed Project Schedule includes as minimum milestone and activity types as follows:
 - .1 Award.
 - .2 Shop Drawings, Samples.
 - .3 Permits.
 - .4 Mobilization.
 - .5 Excavation.
 - .6 Backfill.
 - .7 Plumbing.
 - .8 Lighting.
 - .9 Electrical.
 - .10 Piping.
 - .11 Controls.
 - .12 Heating, Ventilating, and Air Conditioning.
 - .13 Fire Systems.
 - .14 Testing and Commissioning.
 - .15 Supplied equipment long delivery items.

1.6 PROJECT SCHEDULE REPORTING

- .1 Update Project Schedule on bi-weekly basis reflecting activity changes and completions, as well as activities in progress.
- .2 Include as part of Project Schedule, narrative report identifying Work status to date, comparing current progress to baseline, presenting current forecasts, defining problem areas, anticipated delays and impact with possible mitigation.

1.7 PROJECT MEETINGS

- .1 Discuss Project Schedule at regular site meetings, identify activities that are behind schedule and provide measures to regain slippage. Activities considered behind schedule are those with projected start or completion dates later than current approved dates shown on baseline schedule.
- .2 Weather related delays with their remedial measures will be discussed and negotiated.

Part 2 Products

2.1 NOT USED

- .1 Not used.

Part 3 Execution

3.1 NOT USED

- .1 Not used.

END OF SECTION

Part 1 General

1.1 ADMINISTRATIVE

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

1.2 SHOP DRAWINGS AND PRODUCT DATA

- .1 Refer to CCDC 2 GC 3.11.
- .2 The term "shop drawings" means drawings, diagrams, illustrations, schedules, performance charts, brochures and other data which are to be provided by Contractor to illustrate details of a portion of Work.
- .3 Indicate materials, methods of construction and attachment or anchorage, erection diagrams, connections, explanatory notes and other information necessary for completion of Work. Where articles or equipment attach or connect to other articles or equipment, indicate that such items have been co-ordinated, regardless of Section under which adjacent items will be supplied and installed. Indicate cross references to design drawings and specifications.
- .4 Allow 10 days for Departmental Representative review of each submission.
- .5 Adjustments made on shop drawings by Departmental Representative are not intended to change Contract Price. If adjustments affect value of Work, state such in writing to Departmental Representative prior to proceeding with Work.

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

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

1.3 SAMPLES

- .1 Submit for review samples as requested in respective specification Sections. Label samples with origin and intended use.

- .2 Deliver samples prepaid to Departmental Representative's business address.
- .3 Notify Departmental Representative in writing, at time of submission of deviations in samples from requirements of Contract Documents.
- .4 Where colour, pattern or texture is criterion, submit full range of samples.
- .5 Adjustments made on samples by Departmental Representative are not intended to change Contract Price. If adjustments affect value of Work, state such in writing to Departmental Representative prior to proceeding with Work.
- .6 Make changes in samples which Departmental Representative may require, consistent with Contract Documents.
- .7 Reviewed and accepted samples will become standard of workmanship and material against which installed Work will be verified.

1.4 PHOTOGRAPHIC DOCUMENTATION

- .1 Submit electronic colour digital photography in jpg format, standard resolution as directed by Departmental Representative.
- .2 Project identification: name and number of project and date of exposure indicated.
- .3 Frequency of photographic documentation: as directed by Departmental Representative.
 - .1 Upon completion of: of Work as directed by Departmental Representative.

1.5 CERTIFICATES AND TRANSCRIPTS

- .1 Immediately after award of Contract, submit Workers' Compensation Board status.
- .2 Submit transcription of insurance immediately after award of Contract.

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 PROTECTION

- .1 Do not disrupt airport business except as permitted by Departmental Representative.
- .2 Provide temporary protection for safe handling of public, personnel, pedestrians and vehicular traffic: to Section 01 56 00 - Temporary Barriers and Enclosures.
- .3 Provide barricades and lights where directed by Departmental Representative.
- .4 Install and maintain temporary fencing around work site for duration of construction. Fencing to be supplied by Transport Canada. Refer to Appendix B for fence details.

1.2 MOVEMENT OF EQUIPMENT AND PERSONNEL

- .1 In areas of airport not closed to aircraft traffic:
 - .1 Obtain Departmental Representative approval on scheduling of Work.
 - .2 Control movements of equipment and personnel as directed by Departmental Representative.
 - .3 Provide qualified field personnel at locations designated by Departmental Representative to relay signals from airport traffic control tower to equipment and personnel wishing to cross live traffic areas.
 - .4 Immediately obey signals from airport traffic control tower.

1.3 UNSERVICEABLE AREAS

- .1 Mark off areas made unserviceable for aircraft by Work of this Contract by providing highly visible danger markings by day and red lights by night.
- .2 Open flames and flammable fuels are not permitted.

1.4 TRENCHING

- .1 Obtain Departmental Representative written permission to undertake trenching on pavements open to aircraft traffic which cannot be completed, backfilled and sealed within [1] working day.

1.5 AIRPORT FACILITIES

- .1 Departmental Representative will stake or indicate location of underground facilities such as cables, pipes, ducts and other services and utilities.
- .2 Notify Departmental Representative of work areas 48 hours minimum in advance of operations to allow sufficient time for underground facilities and service to be located.

Part 2 Products

2.1 TEMPORARY FENCE

- .1 Refer to Appendix B

Part 3 Execution

3.1 NOT USED

.1 Not Used.

END OF SECTION

Part 1 General

1.1 COORDINATION

- .1 Prior to start of work Departmental Representative will arrange for briefing of all Contractor's personnel by Airport Authority on procedures for movement of equipment and personnel, and work on, or adjacent to active runways, taxiways or parking aprons.
- .2 All Contractor's personnel authorized to use airport for accessing the work site will be issued a special area visitor's pass. This pass must be kept on one person at all times during working hours.
 - .1 All Contractor's personnel will be escorted by Airport Authority Commissionaire.
- .3 The Contractor must be prepared to evacuate all personnel and equipment from operational surfaces and runway strip on 30 minutes notice to move. Contractor to coordinate with airport operations staff to ensure evacuated areas are approved by Departmental Representative as made safe for air operations within required timeline.

1.2 PROTECTION

- .1 Do not disrupt airport operations except as permitted by Departmental Representative.
- .2 Provide temporary protection to permit safe passage of all personnel, vehicles and aircraft in vicinity of Work.
- .3 Provide barricades and signs, lighted by night or during poor visibility and flags by day where directed by the Departmental Representative. These provisions shall prevent airport personnel from inadvertently crossing into construction areas and construction personnel from crossing into operational areas.
- .4 Provide containers for debris and clean-up is performed as work progresses and at a daily rate to prevent FOD (Foreign Object Damage to Aircraft). Be diligent in preventing refuse, from Work on this project, from being windblown across the airport.
- .5 Provide wetting down of surfaces and areas to prevent FOD or dusting hazards (such as ingestion into the aircraft engine or visibility to aircraft risks).

1.3 CLOSURE OF AIRSIDE FACILITIES

- .1 Carry out work requiring interruption of airport operations at time directed, with minimum of disturbance to airport operations.
- .2 Submit schedule to and obtain approval from Departmental Representative of interruptions or closure of active airport facilities. Adhere strictly to approved schedule.

1.4 COORDINATION OF MOVEMENT IN OPERATION AREAS

- .1 Brief Departmental Representative every day prior to starting work in area adjacent to or on active airport facilities.
- .2 Obtain Departmental Representative's approval on scheduling of Work.

- .3 Control movements of equipment and personnel as directed by Departmental Representative.
- .4 Obey signals from Airport Authority Commissionaire immediately.

1.5 FLIGHT SAFETY

- .1 Prior to permitting personnel to work adjacent to an active runway, taxiways, parking aprons, or working within 60 m of active facility, establish contact with Department Representative and obtain specific clearances. Once established on airport, maintain radio contact on work site with the Commissionaires at all times. Obey all instructions promptly and explicitly.
- .2 The contractor shall obey the direction of the Commissionaires with regards to pullbacks.
- .3 Obey all instructions promptly and explicitly.
- .4 Prior to starting work obtain necessary closure of adjacent facilities.
- .5 During working hours, supply flagmen at crossings of active facilities.
- .6 All Contractor's vehicles used on the airport must be equipped with an orange rotary beacon or must be escorted by a vehicle equipped with a beacon.

1.6 UNSERVICABLE AREAS

- .1 Mark off areas made unserviceable for aircraft by work of this Contract by providing plainly visible danger markings by day and red lights by night. Open flames in flammable fuels not permitted.
- .2 Coordinate demolition of unserviceable areas in accordance with Phasing Plan over course of construction.
- .3 Park equipment not in use and stockpile materials in areas approved by Departmental Representative so that equipment:
 - .1 Tops are below a 50 (horizontal) to 1 (vertical) ratio from ends of useable landing strip.
 - .2 Is below 20 (horizontal) to 1 (vertical) ratio from sides of aircraft traffic areas.
 - .3 Is outside limits of pullback zones as indicated on Drawings.
- .4 Where directed, mark equipment tops with red lights.

1.7 CLEANING FOD

- .1 Foreign Object Damage (FOD) can occur anytime a foreign object comes in contact with an aircraft. Foreign objects are anything foreign to the airfield, including but not limited to: construction dust, hats, rags, pen caps, paper, rocks or mud from vehicle tires, etc.
- .2 Foreign Object Damage (FOD) control procedures will be enforced by the Departmental Representative at all times in the construction and operational area. Keeping active taxiways and aprons adjacent to the work clean during the Work will be the responsibility of the Contractor.
- .3 Maintain at the construction site a Departmental Representative approved, sufficiently sized and powered:

- .1 Street sweeper tractor with power broom or similar vehicle, fitted with a non-metallic motorized rotary sweeper broom, minimum width 2.4m, for FOD control and clean-up of adjacent operational surfaces affected by construction activities. Site FOD sweeps shall be conducted at the end of each working day and when directed by the Departmental Representative.
- .2 Water truck capable of supplying enough water for dust control as well as construction needs.
- .4 Where access routes cross active runways, taxiways or parking aprons, keep crossings free of FOD mud and debris at all times. Broom clean immediately.
- .5 Routinely inspect and clean equipment as necessary to remove rocks, dirt and mud that may accumulate. Inspection and cleaning of equipment shall occur before equipment enters the airfield and before equipment transitions from airfield soil surfaces to runway, ramp or associated concrete or asphalt surfaces.

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 SECTION INCLUDES

- .1 Fire Safety Requirements.
- .2 Hot Work Permit.
- .3 Existing Fire Protection and Alarm Systems.

1.2 RELATED SECTIONS

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

1.3 REFERENCES

- .1 National Fire Code 2015
- .2 National Building Code 2015
- .3 CAN/CSA-W117.2, "Safety in Welding, Cutting and Allied Processes."
- .4 Applicable OHS legislation

1.4 DEFINITIONS

- .1 Hot Work - applies to hot works involving open flames or producing heat or sparks, including, without being limited to, cutting, welding, soldering, brazing, grinding, adhesive bonding, thermal spraying and thawing pipes.

1.5 SUBMITTALS

- .1 Submit copy of Hot Work Procedures and sample of Hot Work permit to Departmental Representative for review, within 14 calendar days of acceptance of bid.
- .2 Submit in accordance with section 01 33 00.

1.6 FIRE SAFETY REQUIREMENTS

- .1 Implement and follow fire safety measures during Work. Comply with following:
 - .1 National Fire Code 2015.
 - .2 National Building Code 2015.
 - .3 Provincial OHS Acts and Regulations.
 - .4 CAN/CSA-W117.2, "Safety in Welding, Cutting and Allied Processes."
- .2 In event of conflict between any provisions of above authorities the most stringent provision will apply. Should a dispute arise in determining the most stringent requirement, Departmental Representative will advise on the course of action to be followed.

1.7 HOT WORK AUTHORIZATION

- .1 Obtain Departmental Representative's written "Authorization to Proceed" before conducting any form of Hot Work on site.
- .2 To obtain authorization submit to Departmental Representative:
 - .1 Contractor's typewritten Hot Work Procedures to be followed on site as specified below.
 - .2 Description of the type and frequency of Hot Work required.
 - .3 Sample Hot Work Permit to be used.
- .3 Upon review and confirmation that effective fire safety measures will be implemented and followed during performance of hot work, Departmental Representative will give authorization to proceed as follows:
 - .1 Issue one written "Authorization to Proceed" covering the entire project for duration of work or;
 - .2 Subdivide the work into pre-determined, individual activities, each activity requiring a separately written authorization to proceed.
- .4 Requirement for individual authorization will be based on:
 - .1 Nature or phasing of work;
 - .2 Risk to Facility operations;
 - .3 Quantity of various trades needing to perform hot work on project or;
 - .4 Other situation deemed necessary by Departmental Representative to ensure fire safety on premises.
- .5 Do not perform any Hot Work until receipt of Departmental Representative's written "Authorization to Proceed" for that portion of work.
- .6 In tenant occupied Facility, coordinate performance of Hot Work with Facility Manager through the Departmental Representative. When directed, perform Hot Work only during non-operative hours of the Facility. Follow Departmental Representative's directives in this regard.
- .7 Hot works shall be performed only by personnel trained in the safe use of equipment in conformance with this Section

1.8 FIRE SAFETY REQUIREMENTS

- .1 Maintenance
 - .1 Hot work equipment shall be maintained in good operating condition.
- .2 Inspection
 - .1 Hot work equipment shall be examined for leakage or defects prior to each use.
 - .2 Leaks or defects found in hot work equipment shall be repaired prior to use.
- .3 Equipment Not in Use
 - .1 All valves shall be closed and gas lines bled when Class 2 gas hot work equipment is not in use.
 - .2 Electric hot work equipment shall be de-energized when not in use.
- .4 Compressed Gas Equipment

- .1 The design and installation of oxygen-fuel gas equipment shall conform to NFPA 51, "Design and Installation of Oxygen-Fuel Gas Systems for Welding, Cutting, and Allied Processes."
- .2 Unalloyed copper piping shall not be used for acetylene gas.
- .3 Oil or grease shall not be used with equipment for oxygen.
- .4 Cylinders of Class 2 gases shall conform to Part 3.

1.9 PREVENTION OF FIRES

- .1 Location of Operations
 - .1 Except as provided in Sentence (2), hot work shall be carried out in an area free of combustible and flammable contents, with walls, ceilings and floors of *non-combustible construction* or lined with non-combustible materials.
 - .2 When it is not practicable to undertake hot work in an area described in Sentence (1),
 - .1 combustible and flammable materials within a 15 m distance from the hot work shall be protected against ignition in conformance with Article 4 below
 - .2 a fire watch shall be provided during the hot work and for a period of not less than 60 min after its completion.
 - .3 a final inspection of the hot work area shall be conducted 4 h after completion of work.
 - .3 When there is a possibility of sparks leaking onto combustible materials in areas adjacent to the area where hot work is carried out,
 - .1 openings in walls, floors or ceilings shall be covered or closed to prevent the passage of sparks to such adjacent areas, or
 - .2 Sentence (2) shall apply to such adjacent areas.
 - .4 Protection of Combustible and Flammable Materials
 - .1 Any combustible and flammable material, dust or residue shall be:
 - .1 removed from the area where hot work is carried out, or
 - .2 protected against ignition by the use of non-combustible materials.
- .2 Combustible materials or *building* surfaces that cannot be removed or protected against ignition as required in Sentence (1) shall be thoroughly wetted where hot work is carried out. Any process or activity that produces flammable gases or vapours, *combustible dusts* or *combustible fibres* in quantities sufficient to create a fire or explosion hazard shall be interrupted and the hazardous conditions shall be removed before any hot work is carried out.

1.10 HOT WORK PROCEDURES

- .1 Develop and implement safety procedures and work practices to be followed during the performance of Hot Work.
- .2 Hot Work Procedures to include:
 - .1 Requirement to perform hazard assessment of site and immediate work area beforehand for each hot work event in accordance with Safety Plan specified in section 01 35 29.
 - .2 Use of a Hot Work Permit system with individually issued permit by Contractor's Superintendent to worker or subcontractor granting permission to proceed with Hot Work.

- .3 Permit required for each Hot Work event.
- .4 Designation of a competent person on site as a Fire Safety Watcher responsible to conduct a fire safety watch for a minimum duration of 60 minutes immediately following the completion of the Hot Work.
- .5 Compliance with fire safety codes, standards and occupational health and safety regulations specified.
- .6 Site specific rules and procedures in force at the site as provided by the Facility Manager.
- .3 Generic procedures, if used, must be edited and supplemented with pertinent information tailored to reflect specific project conditions. Label document as being the Hot Work Procedures for this contract.
- .4 Procedures shall clearly establish responsibilities of:
 - .1 Worker performing hot work,
 - .2 Person issuing the Hot Work Permit,
 - .3 Fire Safety Watcher,
 - .4 Subcontractor(s) and Contractor.
- .5 Brief all workers and subcontractors on Hot Work Procedures and of Permit system. Stringently enforce compliance.

1.11 HOT WORK PERMIT

- .1 Hot Work Permit to include the following:
 - .1 Project name and project number;
 - .2 Building name and specific room or area where hot work will be performed;
 - .3 Date of issue;
 - .4 Description of hot work type needed;
 - .5 Special precautions to be followed, including type of fire extinguisher needed;
 - .6 Name and signature of permit issuer.
 - .7 Name of worker to which the permit is issued.
 - .8 Permit validity period not to exceed 8 hours. Indicate start time/date and termination time/date.
 - .9 Worker's signature with time/date of hot work completion.
 - .10 60 minute – minimum time period of fire watch.
 - .11 Fire Safety Watcher's signature with time/date.
- .2 Permit to be typewritten form. Industry Standard forms shall only be used if all data specified above is included on form.
- .3 Each Hot Work Permit to be completed in full, signed and returned to Contractor's Superintendent for safe keeping on site.

1.12 FIRE PROTECTION AND ALARM SYSTEMS

- .1 Fire protection and alarm systems shall not be:
 - .1 Obstructed.

- .2 Shut-off, unless approved by Departmental Representative.
- .3 Left inactive at the end of a working day or shift.
- .2 Do not use fire hydrants, standpipes and hose systems for purposes other than firefighting
- .3 Costs incurred, from the fire department, Facility owner and tenants, resulting from negligently setting off false alarms will be charged to the Contractor in the form of financial progress payment reductions and holdback assessments against the Contract.

1.13 DOCUMENTS ON SITE

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

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 SECTION INCLUDES

- .1 Procedures to isolate and lockout electrical facility and other equipment from energy sources.

1.2 RELATED SECTIONS

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

1.3 REFERENCES

- .1 CSA C22.1- 15, Canadian Electrical Code,
- .2 CAN/CSA-C22.3 No.1-06, Overhead Systems.
- .3 CSA C22.3 No.7-06, Underground Systems.
- .4 COSH: Canada Occupational Health and Safety Regulations made under Part II of the Canada Labour Code.

1.4 DEFINITIONS

- .1 Electrical Facility: means any system, equipment, device, apparatus, wiring, conductor, assembly or part thereof that is used for the generation, transformation, transmission, distribution, storage, control, measurement or utilization of electrical energy, and that has an amperage and voltage that is dangerous to persons.
- .2 Guarantee of Isolation: means a guarantee by a competent person in control or in charge that a particular facility or equipment has been isolated.
- .3 De-energize: in the electrical sense, that a piece of equipment is isolated and grounded, e.g. if the equipment is not grounded, it cannot be considered de-energized (DEAD).
- .4 Guarded: means that an equipment or facility is covered, shielded, fenced, enclosed, inaccessible by location, or otherwise protected in a manner that, to the extent that is reasonably practicable, will prevent or reduce danger to any person who might touch or go near such item.
- .5 Isolate: means that an electrical facility, mechanical equipment or machinery is separated or disconnected from every source of electrical, mechanical, hydraulic, pneumatic or other kind of energy that is capable of making it dangerous.
- .6 Live/alive: means that an electrical facility produces, contains, stores or is electrically connected to a source of alternating or direct current of an amperage and voltage that is dangerous or contains any hydraulic, pneumatic or other kind of energy that is capable of making the facility dangerous to persons.

1.5 COMPLIANCE REQUIREMENTS

- .1 Comply with the following in regards to isolation and lockout of electrical facilities and equipment:
 - .1 Canadian Electrical Code 2015.
 - .2 Federal and Provincial Occupational Health and Safety Acts and Regulations.

- .3 Regulations and code of practice as applicable to mechanical equipment or other machinery being de-energized.
- .4 Procedures specified herein.
- .5 CSA Z 460-13 (R2018) Control of Hazardous Energy – Lock out and other methods
- .6 CSA Z 462-18 Workplace Electrical Safety
- .2 In event of conflict between any provisions noted above, the most stringent provision will apply.

1.6 SUBMITTALS

- .1 Submit copy of lockout procedures, sample of lockout permit and lockout tags proposed for use in accordance with Section 01 33 00. Submit within 14 calendar days of acceptance of bid.

1.7 ISOLATION OF EXISTING SERVICES

- .1 Obtain Departmental Representative's written authorization prior to working on existing live or active electrical facilities and equipment and before proceeding with isolation of such item.
- .2 To obtain authorization, submit to Departmental Representative the following documentation:
 - .1 Written request to isolate the particular service or facility and;
 - .2 Copy of Contractor's Lockout Procedures.
- .3 Make a Request for Isolation for each event, unless directed otherwise by Departmental Representative, as follows:
 - .1 Fill-out standard form in current use at the Facility as provided by Departmental Representative or;
 - .2 Where no form exist, make written request indicating:
 - .1 The equipment, system or service to be isolated and it's location;
 - .2 Duration of isolation period (ie: start time & date and completion time & date).
 - .3 Voltage of service feed to system or equipment being isolated.
 - .4 Name of person making the request.
- .4 Do not proceed with isolation until receipt of written notification from Departmental Representative granting the Isolation Request and authorizing to proceed with the work.
 - .1 Note that Departmental Representative may designate another person at the Facility being authorized to grant the Isolation Request.
- .5 Conduct safe, orderly shutdown of equipment or facility. De-energize, isolate and lockout power and other sources of energy feeding the equipment or facility.
- .6 Determine in advance, as much as possible, in cooperation with the Departmental Representative, the type and frequency of situations which will require isolation of existing services.
- .7 Plan and schedule shut down of existing services in consultation with the Departmental Representative and the Facility Manager. Minimize impact and downtime of Facility operations. Follow Departmental Representative's directives in this regard. Provide temporary power to other equipment that needs to be remain operational if a shutdown is not possible.

- .8 Conduct hazard assessment as part of the process in accordance with health and safety requirements specified Section 01 35 29.
- .9 When entire sections of the facility need to be locked-out to do full demolition a separate temporary construction power distribution is to be provided for this purpose.

1.8 LOCKOUTS

- .1 De-energize, isolate and lockout electrical facility, mechanical equipment and machinery from all potential sources of energy prior to working on such items.
- .2 Develop and implement clear and specific lockout procedures to be followed as part of the Work.
- .3 Prepare typed written Lockout Procedures describing safe work practices, procedures, worker responsibilities and sequence of activities to be followed on site by workforce to safely isolate an active piece of equipment or electrical facility and effectively lockout and tagout it's sources of energy.
- .4 Include as part of the Lockout Procedures a system of lockout permits managed by Contractor's Superintendent or other qualified person designated by him/her as being "in-charge" at the site.
 - .1 A lockout permit shall be issued to specific worker providing a Guarantee of Isolation before each event when work must be performed on a live equipment or electrical facility.
 - .2 Duties of person managing the permit system to include:
 - .1 Issuance of permits and lockout tags to workers.
 - .2 Determining permit duration.
 - .3 Maintaining record of permits and tags issued.
 - .4 Making a Request for Isolation to Departmental Representative when required as specified above.
 - .5 Designating a Safety Watcher, when one is required based on type of work.
 - .6 Ensuring equipment or facility has been properly isolated.
 - .7 Collecting and safekeeping lockout tags returned by workers as a record of the event.
- .5 Clearly establish, describe and allocate responsibilities of:
 - .1 Workers.
 - .2 Person managing the lockout permit system.
 - .3 Safety Watcher.
 - .4 Subcontractor(s) and General Contractor.
- .6 Generic procedures, if used, must be edited and supplemented with pertinent information to reflect specific project requirements.
 - .1 Incorporate site specific rules and procedures in force at site as provided by Facility Manager through the Departmental Representative.
 - .2 Clearly label the document as being the Lockout procedures applicable to work of this contract.
- .7 Use energy isolation lockout devices specifically designed and appropriate for type of facility or equipment being locked out.

- .8 Use industry standard lockout tags.
- .9 Provide appropriate safety grounding and guards as required.

1.9 CONFORMANCE

- .1 Brief all workers and subcontractors on requirements of this section. Stringently enforce use and compliance.

1.10 DOCUMENTS ON SITE

- .1 Post Lockout Procedures on site in common location for viewing by workers.
- .2 Keep copies of Request for Isolation forms and lockout permits and tags issued to workers on site for full duration of Work.
- .3 Upon request, make available to Departmental Representative or to authorized safety representative for inspection.

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 REFERENCE STANDARDS

- .1 Canada Labour Code, Part 2, Canada Occupational Safety and Health Regulations
- .2 Province of Newfoundland and Labrador
 - .1 Occupational Health and Safety Act, R.S.N. - Updated 2012.

1.2 DEFINITIONS

- .1 Competent Person: means a person who is:
 - .1 Qualified by virtue of personal knowledge, training and experience to perform assigned work in a manner that will ensure the health and safety of persons in the workplace, and;
 - .2 Knowledgeable about the provisions of occupational health and safety statutes and regulations that apply to the Work and;
 - .3 Knowledgeable about potential or actual danger to health or safety associated with the Work.
- .2 Medical Aid Injury: any injury for which medical treatment was provided and the cost of which is covered by Workers' Compensation Board of the province in which the injury was incurred.
- .3 PPE: personal protective equipment.
- .4 Work Site: where used in this section shall mean areas, located at the premises where Work is undertaken, used by Contractor to perform all of the activities associated with the performance of the Work.
- .5 Incident - occurrence, condition, or situation arising in the course of work that resulted in or could have resulted in injury, illness, property damage, environmental issues or fatality.

1.3 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Submit in accordance with Section 01 33 00 - Submittal Procedures.
- .2 Submit site-specific Health and Safety Plan within 7 days after date of Notice to Proceed and prior to commencement of Work. Health and Safety Plan must include:
 - .1 Name of the designated Site Safety Rep showing proof of his/her competence and reporting relationship in Contractor's company. This person is expected to be on site during all work execution.
 - .2 A copy of a current WCB Letter of Good Standing
 - .3 Details as to how WHMIS 2015 / GHS will be managed on site.
 - .4 Details as to how the Project work areas will be delineated /protected from other areas of the premises. (fences, signs). Must be project specific.
 - .5 Details as to how Safety orientations will be managed. Include a summary of what topics are covered in the safety orientation described in this section?

- .6 A copy of a Notice of Project that was sent to the Provincial OHS regulator.
- .7 Project site specific hazard assessment.
- .8 Details as to how tool box and safety meetings will be held and recorded.
- .9 An organizational chart illustrating supervision and subs (if available) that are assigned to this Project?
- .10 On-site Emergency Response Plans that cover all potential emergency situations that could arise. This should harmonize with the facility if possible. Emergency Contacts: name and telephone number of officials from:
 - .1 General Contractor and subcontractors. (key personnel)
 - .2 Pertinent Federal and Provincial Departments and Authorities having jurisdiction.
 - .3 Local emergency resource organizations.
- .11 List of critical work activities which have a risk of endangering health and safety of Facility users and/or others.
- .12 Details as to how the subcontractors documented safety program will be reviewed and managed prior to allowing them to work on site.
- .13 Details as to how the site safety inspection program will be managed. Include frequency, assignment of responsibility as well as standard inspection form to be used.
- .14 Basic PPE requirements as well as specialized PPE requirements; minimum being hard hat, safety footwear, safety glasses and high-vis vest.
- .15 General safety rules as well as the disciplinary protocols to be taken for noncompliance.
- .16 Details as to how Incident investigations will be managed. Include procedure and incident form.
- .3 Submit electronic copies of Contractor's authorized representative's work site health and safety inspection reports to daily Departmental Representative.
- .4 Submit copies of reports or directions issued by Federal, Provincial and Territorial health and safety inspectors.
- .5 Submit name of designated Health and Safety Site Representative and support documentation specified in the Safety Plan.
- .6 Submit building permit, compliance certificates and other permits obtained.
- .7 Submit copies of incident reports (incident, accident, injury, near-miss, fire, explosion, chemical spill or damage to property occurring at the work site) 24 hours after the event to the Departmental Representative.
- .8 Submit copy of Letter in Good Standing from Provincial Workers Compensation or other Department of Labour organization.
 - .1 Submit update of Letter of Good Standing whenever expiration date occurs during the period of Work.
- .9 Submit copies of reports or directions issued by Federal or Provincial authorities within 24 hours after the visit to the Departmental Rep.

- .10 Departmental Representative will review Contractor's site-specific Health and Safety Plan and provide comments to Contractor within 10 days after receipt of plan. Revise plan as appropriate and resubmit plan to Departmental Representative within 5 days after receipt of comments from Departmental Representative.
- .11 Departmental Representative review of Contractor's final Health and Safety plan should not be construed as approval and does not reduce the Contractor's overall responsibility for construction Health and Safety.
- .12 Medical Surveillance: where prescribed by legislation, regulation or safety program, submit certification of medical surveillance for site personnel prior to commencement of Work, and submit additional certifications for any new site personnel to Departmental Representative.
- .13 On-site Contingency and Emergency Response Plan: address standard operating procedures to be implemented during emergency situations.

1.4 FILING OF NOTICE

- .1 File Notice of Project with Provincial authorities prior to beginning of Work.
- .2 Contractor shall be responsible and assume the Principal Contractor role for each work zone location and not the entire complex. Contractor shall provide a written acknowledgement of this responsibility with 3 weeks of contract award. Contractor to submit written acknowledgement to CSST along with Ouverture de Chantier Notice.
- .3 Contractor shall agree to install proper site separation and identification in order to maintain time and space at all times throughout life of project.

1.5 SAFETY ASSESSMENT

- .1 Perform a documented site specific Project hazard assessment for the Work. Include any site issues / hazards / concerns identified arising from the site visit that must be considered.
- .2 Carryout initial assessment prior to commencement of Work with further assessments completed and documented as needed during progress of work, [including when new trades and subcontractors arrive on site].
- .3 Record results and address in Health and Safety Plan.
- .4
- .5 Share information and controls identified from original and updated Project hazard assessments with project workers. Record this information sharing complete with names and dates. Keep documentation on site for entire duration of the Work.

1.6 MEETINGS

- .1 Attend pre-construction health and safety meeting, convened and chaired by Departmental Representative, prior to commencement of Work, at time, date and location determined by Departmental Representative. Ensure attendance of:
 - .1 Superintendent of Work.
 - .2 Designated Health & Safety Site Representative.
 - .3 Subcontractors.

- .2 Conduct pre shift tool box talks with the crew and conduct regularly scheduled (minimum bi-weekly) safety meetings during the Work.
- .3 Keep documents on site for review by DR or their authorized rep.

1.7 REGULATORY REQUIREMENTS

- .1 Do Work in accordance with Section 01 41 00 - Regulatory Requirements.

1.8 GENERAL REQUIREMENTS

- .1 Develop written site-specific Health and Safety Plan based on hazard assessment prior to beginning site Work and continue to implement, maintain, and enforce plan until final demobilization from site. Health and Safety Plan must address project specifications.
- .2 Departmental Representative may respond in writing, where deficiencies or concerns are noted and may request re-submission with correction of deficiencies or concerns.

1.9 RESPONSIBILITY

- .1 Be responsible for health and safety of persons on site, safety of property on site and for protection of persons adjacent to site and environment to extent that they may be affected by conduct of Work.
- .2 Contractor will be responsible and assume the role Constructor as described in the Ontario Occupational Health and Safety Act and Regulations for Construction Projects.
- .3 Contractor shall be the Principal Contractor as described in the Quebec Act Respecting Health and Safety code for the Construction for only their scope and areas of work as defined and described this project specification.
- .4 Comply with and enforce compliance by employees with safety requirements of Contract Documents, applicable federal, provincial, territorial and local statutes, regulations, and ordinances, and with site-specific Health and Safety Plan.

1.10 COMPLIANCE REQUIREMENTS

- .1 Comply with Occupational Health and Safety Act, Occupational Health and Safety Regulations, C. Nfld. Reg.
- .2 Comply with Occupational Health and Safety Regulations, 1996.
- .3 Comply with Occupational Health and Safety Act, General Safety Regulations, O.I.C.
- .4 Comply with Canada Labour Code, Canada Occupational Safety and Health Regulations.

1.11 UNFORSEEN HAZARDS

- .1 When unforeseen or peculiar safety-related factor, hazard, or condition occur during performance of Work, follow procedures in place for Employee's Right to Refuse Work in accordance with Acts and Regulations of Province having jurisdiction and advise Departmental Representative verbally and in writing.
- .2 When unforeseen or peculiar safety-related factor, hazard, or condition occur during performance of Work, advise Health and Safety co-ordinator and follow procedures in accordance with Acts and Regulations of Province having jurisdiction and advise Departmental Representative verbally and in writing.

1.12 SAFETY SUPERVISION

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

1.13 TRAINING

- .1 Use only skilled workers on Work Site who are deemed competent and are trained in occupational health and safety procedures and practices pertinent to their assigned task.
- .2 Permit employees registered in Provincial apprenticeship program to perform specific tasks only if under direct supervision of qualified licensed workers. Determine permitted activities and tasks by apprentices, based on level of training attended and demonstration of ability to perform specific duties.
- .3 Maintain employee records and evidence of training received. Make data available to Departmental Representative upon request.
- .4 When unforeseen or peculiar safety-related hazard, or condition occur during performance of Work, follow procedures in place for Employee's Right to Refuse Work in accordance with Acts and Regulations of Province having jurisdiction and advise Departmental Representative verbally and in writing.

1.14 MINIMUM SITE SAFETY RULES

- .1 Notwithstanding requirement to abide by federal and provincial health and safety regulations; the company shall establish rules to govern the conduct and actions of their employees. These rules should leave no room for discretion and argument. The rules must be enforced and action should be taken every time a rule is violated.
- .2 Brief persons of the documented disciplinary protocols to be taken for noncompliance.

1.15 INCIDENT REPORTING

- .1 Investigate and report all incidents to Departmental Representative.
- .2 Notify the Departmental representative as soon as reasonably practicable following the incident.
- .3 Ensure the Authority having Jurisdiction is notified as prescribed by applicable legislation.
- .4 Submit report in writing.

1.16 CORRECTION OF NON-COMPLIANCE

- .1 Immediately address health and safety non-compliance issues identified by authority having jurisdiction or by Departmental Representative.
- .2 Provide Departmental Representative with written report of action taken to correct non-compliance of health and safety issues identified.
- .3 Departmental Representative may stop Work if non-compliance of health and safety regulations is not corrected.

1.17 BLASTING

- .1 Blasting or other use of explosives is not permitted without prior receipt of written instruction by Departmental Representative.

1.18 POWDER ACTUATED DEVICES

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

1.19 PERMITS

- .1 Contractor:
 - .1 Is responsible to pay all fees to obtain all permits required to conduct the work.
 - .2 Is responsible to provide authorities with plans and information for acceptance certificates and the costs arising from same.
 - .3 Is responsible to provide inspections certificates as evidence that work conforms to requirements of Authorities Having Jurisdiction (AHJ)
- .2 Post permits, licenses and compliance certificates, specified in section 01 10 10, at Work Site.

- .3 Where a particular permit or compliance certificate cannot be obtained, notify Departmental Representative in writing and obtain approval to proceed before carrying out applicable portion of work.

1.20 SITE RECORDS

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

1.21 HAZARDOUS PRODUCTS

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

1.22 POSTING OF DOCUMENTS

- .1 Ensure applicable items, articles, notices and orders are posted in a conspicuous location on the Work Site in accordance with Acts and Regulations of Province. See local legislation for specifics.

1.23 PROTECTION

- .1 Give precedence to safety and health of persons and protection of environment over cost and schedule considerations for Work.
- .2 Should unforeseen or peculiar safety related hazard or condition become evident during performance of Work, immediately take measures to rectify situation and prevent damage or harm. Advise Departmental Representative verbally and in writing.

1.24 WORK STOPPAGE

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

Part 2 Products

2.1 NOT USED

- .1 Not used.

Part 3 Execution

3.1 NOT USED

.1 Not used.

END OF SECTION

Part 1 General

1.1 DEFINITIONS

- .1 Environmental Pollution and Damage: presence of chemical, physical, biological elements or agents which adversely affect human health and welfare; unfavourably alter ecological balances of importance to human life; affect other species of importance to humans; or degrade environment aesthetically, culturally and/or historically.
- .2 Environmental Protection: prevention/control of pollution and habitat or environment disruption during construction.

1.2 REFERENCE STANDARDS

- .1 Canadian Society of Landscape Architects (CSLA)/Canadian Nursery Landscape Association (CNLA)
 - .1 Canadian Landscape Standard 2016, First Edition
 - .2 Canadian Nursery Stock Standard 2017, Ninth Edition
- .2 United States Environmental Protection Agency (EPA), Office of Water
 - .1 EPA-833-R-06-004, Developing Your Stormwater Pollution Prevention Plan: A Guide for Construction Sites

1.3 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Submit in accordance with Section 01 33 00 - Submittal Procedures.
- .2 Product Data:
 - .1 Submit manufacturer's instructions, printed product literature and data sheets for equipment and materials and include product characteristics, performance criteria, physical size, finish and limitations.
 - .2 Submit WHMIS Safety Data Sheets (SDS).
- .3 Submit Environmental Protection Plan (EPP) for review and approval by Departmental Representative before delivering materials to site or commencing construction activities.
- .4 EPP shall include comprehensive overview of known or potential environmental issues to be addressed on site during construction.
- .5 Address topics at level of detail commensurate with environmental issue and required construction task[s].
- .6 Include in Environmental Protection Plan (EPP):
 - .1 Name[s] of person[s] responsible for ensuring adherence to EPP.
 - .2 Name[s] and qualifications of person[s] responsible for manifesting hazardous waste to be removed from site.
 - .3 Name[s] and qualifications of person[s] responsible for training site personnel.
 - .4 Descriptions of environmental protection personnel training program.
 - .5 Submit a site-specific Stormwater Pollution Prevention Plan (SPPP) in accordance with EPA-833-R-06-004. Include the site-specific Erosion and Sediment Control Plan (ESCP) identifying the type and location of erosion and

- sediment control measures to be provided on site. Include monitoring and reporting requirements to ensure that ESC control measures are in compliance with erosion and sediment control plan, Federal and Provincial regulations, and Municipal by-laws.
- .6 Submit drawings indicating locations of proposed temporary excavations or embankments for haul roads, stream crossings, material storage areas, structures, sanitary facilities, and stockpiles of excess or spoil materials including methods to control runoff and to contain materials on site.
- .7 Submit a site-specific Traffic Control Plan (TCP) including measures to reduce erosion of existing roadbeds by construction traffic, especially during wet weather.
- .1 TCP to include measures to minimize amount of material transported onto paved public roads by vehicles or runoff.
- .8 Submit a Site Work Plan (SWP) showing work areas for proposed activities in each portion of area and identifying areas of limited use or non-use.
- .1 SWP to include measures for marking limits of use areas and methods for protection of features to be preserved within authorized work areas.
- .9 Submit a Spill Control Plan (SCP) including procedures, instructions, and reports to be used in event of unforeseen spill of regulated substance.
- .10 Submit a Solid Waste Disposal Plan (SWDP) for non-hazardous solid wastes identifying methods and locations for solid waste disposal including clearing debris.
- .11 Submit an Air Pollution Control Plan (APCP) detailing provisions to ensure that dust, debris, materials, and trash, are contained within the project site.
- .12 Submit a site-specific Contaminant Prevention Plan (CPP) identifying the proper procedures and actions to be implemented to prevent potentially or expected hazardous substances due to the presence of any hazardous substances within the project site. The intent of the CPP is to:
- .1 Prevent introduction of designated substances (DS) into air, water, or ground;
- .13 Submit a Wastewater Management Plan (WMP) identifying methods and procedures for management of discharge of waste waters which are directly derived from construction activities, such as concrete curing water, clean-up water, dewatering of ground water, disinfection water, hydrostatic test water, and water used in flushing of lines.
- .14 Submit an Identification and Protection Plan (IPP) that defines procedures for identifying and protecting historical, archaeological, cultural and biological resources and wetlands.
- .15 Submit a Pesticide Treatment Plan (PTP) identifying the presence of any pesticides within the site. PTP to be updated as required.

1.4 FIRES

- .1 Fires and burning of rubbish on site is not permitted.
- .2 Provide supervision, attendance and fire protection measures as directed.

1.5 DRAINAGE

- .1 Ensure that the ESCP measures are provided and that its recommendations are followed on site, in accordance with the site-specific SPPP, at all times during construction.
- .2 Provide temporary drainage and pumping as required to keep excavations on site free of standing water.
 - .1 Obtain Departmental Representative approval before pumping standing water, which is free of suspended materials, into waterways, sewer or drainage systems.
 - .2 Control disposal or runoff of water containing suspended materials or other harmful substances in accordance with the site-specific SPPP in compliance with the requirements of authorities having jurisdiction.
- .3

1.6 POLLUTION CONTROL

- .1 Maintain temporary erosion and pollution control features installed under this Contract in accordance with site-specific SPPP.
- .2 Control emissions from equipment and plant in accordance with local authorities' emission requirements. Check with local authorities for any environmental compliance requirements.
- .3 Prevent sandblasting and other extraneous materials from contaminating air and waterways beyond application area.
 - .1 Provide temporary enclosures where directed by Departmental Representative].
- .4 Cover or wet down dry materials and rubbish to prevent blowing dust and debris. Provide dust control for temporary roads.

1.7 NOTIFICATION

- .1 Departmental Representative will notify Contractor in writing of observed noncompliance with Federal, Provincial environmental laws and regulations or Municipal environmental bylaws, permits, and other elements of site-specific plans.
- .2 Contractor after receipt of such notice, shall inform Departmental Representative of proposed corrective action and take such action to obtain the approval of Departmental Representative.
 - .1 Take action only after receipt of written approval by Departmental Representative.
- .3 Departmental Representative will issue stop order of work until satisfactory corrective action has been taken.
- .4 No time extensions granted, or equitable adjustments allowed to Contractor for such suspensions.

Part 2 Products

2.1 NOT USED

- .1 Not Used.

Part 3 Execution

3.1 CLEANING

- .1 Progress Cleaning: clean in accordance with Section 01 74 00 - Cleaning.
 - .1 Leave Work area clean at end of each day.
- .2 Bury rubbish and waste materials on site is nor permitted unless approved in writing by Departmental Representative.
- .3 Ensure public waterways, storm and sanitary sewers remain free of waste and volatile materials disposal.
- .4 Proceed with final cleaning upon completion and removal of surplus materials, rubbish, tools and equipment in accordance with Section 01 74 00 - Cleaning.
- .5 Waste Management: separate waste materials for recycling in accordance with Section 01 74 19 - Waste Management and Disposal.
 - .1 Remove recycling containers and bins from site and dispose of materials at appropriate facility.

END OF SECTION

Part 1 General

1.1 SUMMARY

- .1 This Section references to laws, by laws, ordinances, rules, regulations, codes, orders of Authority Having Jurisdiction, and other legally enforceable requirements applicable to Work and that are; or become, in force during performance of Work.

1.2 REFERENCES TO REGULATORY REQUIREMENTS

- .1 Department of Justice Canada (Jus)
 - .1 SOR/2018-196 Prohibition of Asbestos and Products Containing Asbestos Regulations.
- .2 Perform Work in accordance with National Building Code of Canada (NBC)2015, National Fire Code of Canada, 2015, National Fire Protection Association, and National Energy Code of Canada for Buildings, including amendments up to tender closing date and other codes of provincial or local application provided that in case of conflict or discrepancy, more stringent requirements apply.
- .3 Specific design and performance requirements listed in specifications or indicated on Drawings may exceed minimum requirements established by referenced Building Code; these requirements will govern over the minimum requirements listed in Building Code
 - .1 Meet or exceed requirements of:
 - .1 Contract documents.
 - .2 Specified standards, codes and referenced documents.

1.3 HAZARDOUS MATERIAL DISCOVERY

- .1 Asbestos: demolition of spray or trowel-applied asbestos is hazardous to health. Stop work immediately when material resembling spray or trowel-applied asbestos is encountered during demolition work. Notify Departmental Representative.
- .2 PCB: Polychlorinated Biphenyl: stop work immediately when material resembling Polychlorinated Biphenyl is encountered during demolition work. Notify Departmental Representative
- .3 Mould: stop work immediately when material resembling mould is encountered during demolition work. Notify Departmental Representative

1.4 BUILDING SMOKING ENVIRONMENT

- .1 Comply with smoking restrictions and municipal by-laws.

1.5 QUALITY ASSURANCE

- .1 Regulatory Requirements: Except as otherwise specified, Constructor shall apply for, obtain, and pay fees associated with, permits, licenses, certificates, and approvals required by regulatory requirements and Contract Documents, based on General Conditions of Contract and the following:
 - .1 Regulatory requirements and fees in force on date of Bid submission, and

- .2 A change in regulatory requirements or fees scheduled to become effective after date of tender submission and of which public notice has been given before date of tender submission

Part 2 Products

2.1 NOT USED

- .1 Not Used.

2.2 EASEMENTS AND NOTICES

- .1 Departmental Representative will obtain permanent easements and rights of servitude that may be required for performance of Work.
- .2 Constructor shall give notices required by regulatory requirements.

2.3 PERMITS

- .1 Development Permit: Departmental Representative has applied for, obtained, and paid for development permit.
- .2 Building Permit:
 - .1 Constructor shall apply for, obtain and pay for building permit on behalf of Departmental Representative, and other permits required for Work and its various parts.
 - .2 Constructor shall display building permit and other permits in a conspicuous location at Place of Work.
- .3 Occupancy Permits:
 - .1 Constructor shall apply for, obtain, and pay for occupancy permits, including partial occupancy permits where required by authority having jurisdiction.
 - .2 Departmental Representative will issue appropriate instructions to Constructor for correction to Work where Contract Document deficiencies are required to be corrected in order to obtain occupancy permits, including partial occupancy permits.
 - .3 Constructor shall correct deficiencies in accordance with Departmental Representatives instructions. Where deficiency is not corrected, Departmental Representative reserves the right to make correction and charge Constructor for costs incurred.
 - .4 Constructor shall turn occupancy permits over to Departmental Representative.

Part 3 Execution

3.1 NOT USED

- .1 Not Used.

END OF SECTION

Part 1 General

1.1 REFERENCE STANDARDS

- .1 Canadian Construction Documents Committee (CCDC)
 - .1 CCDC 2-94, Stipulated Price Contract.
- .2 NACE International
 - .1 NACE International
 - .1 ANSI/NACE No. 13/SSPC-ACS-1-[2016] -SG, Industrial Coating and Lining Application Specialist Qualification and Certification.

1.2 DEFINITIONS

- .1 Application Specialist: An individual who performs surface preparation and application of protective coatings and linings to steel and concrete surfaces of complex industrial structures.

1.3 INSPECTION

- .1 Refer to CCDC 2, GC 2.3.
- .2 Allow Departmental Representative access to Work. If part of Work is in preparation at locations other than Place of Work, allow access to such Work whenever it is in progress.
- .3 Give timely notice requesting inspection if Work is designated for special tests, inspections or approvals by Departmental Representative instructions, or law of Place of Work.
- .4 If Contractor covers or permits to be covered Work that has been designated for special tests, inspections or approvals before such is made, uncover such Work, have inspections or tests satisfactorily completed and make good such Work.
- .5 Departmental Representative will order part of Work to be examined if Work is suspected to be not in accordance with Contract Documents. If, upon examination such work is found not in accordance with Contract Documents, correct such Work and pay cost of examination and correction. If such Work is found in accordance with Contract Documents, Departmental Representative will pay cost of examination and replacement.

1.4 PROCEDURES

- .1 Notify appropriate agency and Departmental Representative in advance of requirement for tests, in order that attendance arrangements can be made.
- .2 Submit samples and/or materials required for testing, as specifically requested in specifications. Submit with reasonable promptness and in orderly sequence to not cause delays in Work.
- .3 Provide labour and facilities to obtain and handle samples and materials on site. Provide sufficient space to store and cure test samples.

1.5 REJECTED WORK

- .1 Refer to CCDC, GC 2.4.
- .2 Remove defective Work, whether result of poor workmanship, use of defective products or damage and whether incorporated in Work or not, which has been rejected by Departmental Representative as failing to conform to Contract Documents. Replace or re-execute in accordance with Contract Documents.
- .3 Make good other Contractor's work damaged by such removals or replacements promptly.
- .4 If in opinion of Departmental Representative, it is not expedient to correct defective Work or Work not performed in accordance with Contract Documents, Departmental Representative will deduct from Contract Price difference in value between Work performed and that called for by Contract Documents, amount of which will be determined by Departmental Representative.

1.6 REPORTS

- .1 Submit electronic copies of inspection and test reports to Departmental Representative.
- .2 Provide copies to manufacturer or fabricator of material being inspected or tested and subcontractor of work being inspected or tested.

1.7 CERTIFICATES

- .1 Submit certifications for Application Specialists to demonstrate compliance to the requirements of ANSI/NACE No.13.

1.8 QUALIFICATIONS

- .1 Ensure that 50% of specialists, who perform concrete and steel surfaces preparation and coating applications, are certified by a recognized Applicator Certification Agency, in accordance with NACE 13/SSPC ACS-I, Applicator Certification Standard (ACS).
- .2 Maintain a current and valid ACS certification during project period.
 - .1 Application specialists who perform surface preparation and coating application work on this project must have a current ACS.
- .3 Notify Departmental Representative of any change in application specialist certification status.
 - .1 Any delays to the completion of the Project due to invalid certifications will not be considered, and liquidated damages shall not be waived for any non-performance by Contractor.

1.9 TESTS AND MIX DESIGNS

- .1 Furnish test results and mix designs as requested.
- .2 Cost of tests and mix designs beyond those called for in Contract Documents or beyond those required by law of Place of Work will be appraised by Departmental Representative and may be authorized as recoverable.

1.10 EQUIPMENT AND SYSTEMS

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

Part 2 Products

2.1 NOT USED

- .1 Not Used.

Part 3 Execution

3.1 NOT USED

- .1 Not Used.

END OF SECTION

Part 1 General

1.1 REFERENCE STANDARDS

- .1 United States Environmental Protection Agency (EPA)/Office of Water
 - .1 EPA 832R92005, Storm Water Management for Construction Activities: Developing Pollution Prevention Plans and Best Management Practices.

1.2 ACTION AND INFORMATIONAL SUBMITTALS

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

1.3 INSTALLATION AND REMOVAL

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

1.4 DEWATERING

- .1 Provide temporary drainage and pumping facilities to keep excavations and site free from standing water.

1.5 WATER SUPPLY

- .1 Departmental Representative will provide supply of potable water during site water disruptions for purposes of construction.
- .2 Contractor required to provide potable water for filling reservoirs throughout construction.

1.6 TEMPORARY POWER AND LIGHT

- .1 Departmental Representative will pay for temporary power during construction for temporary lighting and operating of power tools.
- .2 Provide and maintain temporary lighting throughout project. Ensure level of illumination on all floors and stairs is not less than 162 lx.
- .3 Electrical power and lighting systems installed under this Contract may be used for construction requirements only with prior approval of Departmental Representative provided that guarantees are not affected.
 - .1 Repair damage to electrical system caused by use under this Contract.

1.7 FIRE PROTECTION

- .1 Provide and maintain temporary fire protection equipment during performance of Work required by insurance companies having jurisdiction governing codes, regulations and bylaws.
- .2 Burning rubbish and construction waste materials is not permitted on Site.

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 REFERENCE STANDARDS

- .1 Canadian Construction Documents Committee (CCDC)
 - .1 CCDC 2-1994, Stipulated Price Contract.
- .2 CSA Group (CSA)
 - .1 CSA-A23.1/A23.2-[04], Concrete Materials and Methods of Concrete Construction/Methods of Test and Standard Practices for Concrete.
 - .2
 - .3 CAN/CSA-S269.2-[M1987 (R2003)], Access Scaffolding for Construction Purposes.
 - .4 CAN/CSA-Z321-[96 (R2001)], Signs and Symbols for the Occupational Environment.
- .3 United States Environmental Protection Agency (EPA)/Office of Water
 - .1 EPA 832R92005, Storm Water Management for Construction Activities: Developing Pollution Prevention Plans and Best Management Practices.

1.2 ACTION AND INFORMATIONAL SUBMITTALS

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

1.3 INSTALLATION AND REMOVAL

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

1.4 SCAFFOLDING

- .1 Scaffolding in accordance with CAN/CSA-S269.2.
- .2 Provide and maintain scaffolding.

1.5 SITE STORAGE/LOADING

- .1 Refer to CCDC 2, GC 3.12.
- .2 Confine work and operations of employees by Contract Documents. Do not unreasonably encumber premises with products.
- .3 Do not load or permit to load any part of Work with weight or force that will endanger Work.

1.6 CONSTRUCTION PARKING

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

1.7 SECURITY

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

1.8 OFFICES

- .1 Provide office heated to 22 degrees C, lighted 750 lx and ventilated, of sufficient size to accommodate site meetings and furnished with drawing laydown table.
- .2 Provide marked and fully stocked first-aid case in a readily available location.
- .3 Subcontractors to provide their own offices as necessary. Direct location of these offices.

1.9 EQUIPMENT, TOOL AND MATERIALS STORAGE

- .1 Provide and maintain, in clean and orderly condition, lockable weatherproof sheds for storage of tools, equipment and materials.
- .2 Locate materials not required to be stored in weatherproof sheds on site in manner to cause least interference with work activities.

1.10 SANITARY FACILITIES

- .1 Contractor responsible for supplying and maintaining portable washroom for duration of construction.

1.11 CONSTRUCTION SIGNAGE

- .1 Provide and erect project sign, within three weeks of signing Contract, in a location designated by Departmental Representative.
- .2 Indicate on sign, name of Departmental Representative, Contractor of design style established by Departmental Representative.
- .3 No other signs or advertisements, other than warning signs, are permitted on site.
- .4 Provide project identification site sign comprising framing, and one 1200 x 2400 mm signboard as detailed and as described below.
 - .1 Framework and battens: SPF, pressure treated minimum 89 x 89 mm.
 - .2 Signboard: 19 mm Medium Density Overlaid Douglas Fir Plywood to CSA O121.
 - .3 Paint: alkyd enamel to CAN/CGSB-1.59 over exterior alkyd primer to CAN/CGSB 1.189.
 - .4 Fasteners: hot-dip galvanized steel nails and carriage bolts.
 - .5 Vinyl sign face: printed project identification, self adhesive, vinyl film overlay, supplied by Departmental Representative.

- .5 Locate project identification sign as directed by Departmental Representative and construct as follows:
 - .1 Erect framework, and attach signboard to framing.
 - .2 Paint surfaces of signboard and framing with one coat primer and two coats enamel. Colour white on signboard face, black on other surfaces.
 - .3 Apply vinyl sign face overlay to painted signboard face in accordance with installation instruction supplied.
- .6 Signs and notices for safety and instruction in both official languages Graphic symbols to CAN/CSA-Z321.
- .7 Maintain approved signs and notices in good condition for duration of project, and dispose of off site on completion of project or earlier if directed by Departmental Representative.

1.12 PROTECTION AND MAINTENANCE OF TRAFFIC

- .1 Provide access and temporary relocated roads as necessary to maintain traffic.
- .2 Maintain and protect traffic on affected roads during construction period except as otherwise specifically directed by Departmental Representative.
- .3 Provide measures for protection and diversion of traffic, including provision of watch-persons and flag-persons, erection of barricades, placing of lights around and in front of equipment and work, and erection and maintenance of adequate warning, danger, and direction signs
- .4 Protect travelling public from damage to person and property.
- .5 Contractor's traffic on roads selected for hauling material to and from site to interfere as little as possible with public traffic.
- .6 Verify adequacy of existing roads and allowable load limit on these roads. Contractor: responsible for repair of damage to roads caused by construction operations.
- .7 Construct access and haul roads necessary.
- .8 Provide necessary lighting, signs, barricades, and distinctive markings for safe movement of traffic.
- .9 Dust control: adequate to ensure safe operation at all times.
- .10 Provide snow removal during period of Work.

1.13 CLEAN-UP

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

Part 2 Products

2.1 NOT USED

- .1 Not Used.

Part 3 Execution

3.1 TEMPORARY EROSION AND SEDIMENTATION CONTROL

- .1 Provide temporary erosion and sedimentation control measures to prevent soil erosion and discharge of soil-bearing water runoff or airborne dust to adjacent properties and walkways, according to requirements of authorities having jurisdiction
- .2 Inspect, repair, and maintain erosion and sedimentation control measures during construction until permanent vegetation has been established.
- .3 Remove erosion and sedimentation controls and restore and stabilize areas disturbed during removal.

END OF SECTION

Part 1 General

1.1 PROTECTION OF PUBLIC TRAFFIC

- .1 Comply with requirements of Acts, Regulations and By-Laws in force for regulation of traffic or use of roadways upon or over which it is necessary to carry out Work or haul materials or equipment.
- .2 When working on travelled way:
 - .1 Place equipment in position to minimize interference and hazard to travelling public.
 - .2 Keep equipment units as close together as working conditions permit and preferably on same side of travelled way.
 - .3 Do not leave equipment on travelled way overnight.
- .3 Close lanes of road only after receipt of written approval from Departmental Representative.
- .4 Keep travelled way graded, free from pot holes and of sufficient width for required number of lanes of traffic.
 - .1 Provide 7 m wide minimum temporary roadway for traffic in two-way sections through Work and on detours.
 - .2 Provide 5 m wide minimum temporary roadway for traffic in one-way sections through Work and on detours.
- .5 Provide and maintain road access and egress to property fronting along Work under Contract and in other areas as indicated, except where other means of road access exist that meet approval of Departmental Representative.

1.2 INFORMATIONAL AND WARNING DEVICES

- .1 Provide and maintain signs, and other devices required to indicate construction activities or other temporary and unusual conditions resulting from Project Work which requires road user response.
- .2 Meet with Departmental Representative prior to commencement of Work to prepare list of signs and other devices required for project. If situation on site changes, revise list to approval of Departmental Representative.
- .3 Continually maintain traffic control devices in use:
 - .1 Check signs daily for legibility, damage, suitability and location. Clean, repair or replace to ensure clarity and reflectance.
 - .2 Remove or cover signs which do not apply to conditions existing from day to day.

1.3 CONTROL OF PUBLIC TRAFFIC

- .1 Provide competent flag personnel, trained in accordance with, and properly equipped for situations as follows:

- .1 When public traffic is required to pass working vehicles or equipment that block all or part of travelled roadway.
- .2 When it is necessary to institute one-way traffic system through construction area or other blockage where traffic volumes are heavy, approach speeds are high and traffic signal system is not in use.
- .3 When workmen or equipment are employed on travelled way over brow of hills, around sharp curves or at other locations where oncoming traffic would not otherwise have adequate warning.
- .4 Where temporary protection is required while other traffic control devices are being erected or taken down.
- .5 For emergency protection when other traffic control devices are not readily available.
- .6 In situations where complete protection for workers, working equipment and public traffic is not provided by other traffic control devices.
- .7 At each end of restricted sections where pilot cars are required.
- .8 Delays to public traffic due to contractor's operators: 15 minutes maximum.
- .9 Area Traffic Control Manual.

1.4 OPERATIONAL REQUIREMENTS

- .1 Maintain existing conditions for traffic throughout period of contract except that, when required for construction under contract and when measures have been taken as specified and approved by Departmental Representative to protect and control public traffic.
- .2 Maintain existing conditions for traffic crossing right-of-way.
- .3 Maintain existing conditions for traffic crossing right-of-way except when required for construction. With approval of Departmental Representative.

1.5 NOT USED

- .1 Not Used.

Part 2 Execution

2.1 NOT USED

- .1 Not Used.

END OF SECTION

Part 1 General

1.1 INSTALLATION AND REMOVAL

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

1.2 GUARD RAILS AND BARRICADES

- .1 Provide secure, rigid guard rails and barricades around deep excavations
- .2 Provide as required by governing authorities.

1.3 WEATHER ENCLOSURES

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

1.4 DUST TIGHT SCREENS

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

1.5 ACCESS TO SITE

- .1 Provide and maintain access roads, sidewalk crossings, ramps and construction runways as may be required for access to Work.

1.6 PUBLIC TRAFFIC FLOW

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

1.7 FIRE ROUTES

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

1.8 PROTECTION FOR OFF-SITE AND PUBLIC PROPERTY

- .1 Protect surrounding private and public property from damage during performance of Work.
- .2 Be responsible for damage incurred.

1.9 PROTECTION OF BUILDING FINISHES

- .1 Provide protection for finished and partially finished building finishes and equipment during performance of Work.
- .2 Provide necessary screens, covers, and hoardings.
- .3 Confirm with Departmental Representative locations and installation schedule 3 days prior to installation.
- .4 Be responsible for damage incurred due to lack of or improper protection.

1.10 WASTE MANAGEMENT AND DISPOSAL

- .1 Separate waste materials for recycling in accordance with Section 01 74 19 - Waste Management and Disposal.

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 REFERENCE STANDARDS

- .1 Canadian Construction Documents Committee (CCDC)
 - .1 CCDC 2-94, Stipulated Price Contract.
- .2 Conform to these reference standards, in whole or in part as specifically requested in specifications.
- .3 If there is question as to whether products or systems are in conformance with applicable standards, Departmental Representative reserves right to have such products or systems tested to prove or disprove conformance.
- .4 Cost for such testing will be born by Departmental Representative in event of conformance with Contract Documents or by Contractor in event of non-conformance.

1.2 QUALITY

- .1 Refer to CCDC 2.
- .2 Products, materials, equipment and articles incorporated in Work shall be new, not damaged or defective, and of best quality for purpose intended. If requested, furnish evidence as to type, source and quality of products provided.
- .3 Procurement policy is to acquire, in cost effective manner, items containing highest percentage of recycled and recovered materials practicable consistent with maintaining satisfactory levels of competition. Make reasonable efforts to use recycled and recovered materials and in otherwise utilizing recycled and recovered materials in execution of work.
- .4 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.
- .5 Should disputes arise as to quality or fitness of products, decision rests strictly with Departmental Representative based upon requirements of Contract Documents.
- .6 Unless otherwise indicated in specifications, maintain uniformity of manufacture for any particular or like item throughout building.
- .7 Permanent labels, trademarks and nameplates on products are not acceptable in prominent locations, except where required for operating instructions, or when located in mechanical or electrical rooms.

1.3 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 Departmental Representative 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 Departmental Representative at commencement of Work and should it subsequently appear that Work may be delayed for such reason, Departmental Representative reserves right to substitute more readily available products of similar character, at no increase in Contract Price or Contract Time.

1.4 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.
- .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 cementitious products clear of earth or concrete floors, and away from walls.
- .5 Keep sand, when used for grout or mortar materials, clean and dry. Store sand on wooden platforms and cover with waterproof tarpaulins during inclement weather.
- .6 Store sheet materials and lumber on flat, solid supports and keep clear of ground. Slope to shed moisture.
- .7 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.
- .8 Remove and replace damaged products at own expense and to satisfaction of Departmental Representative.
- .9 Touch-up damaged factory finished surfaces to Departmental Representative'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 Departmental Representative. 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 Departmental Representative in writing, of conflicts between specifications and manufacturer's instructions, so that Departmental Representative will establish course of action.
- .3 Improper installation or erection of products, due to failure in complying with these requirements, authorizes Departmental Representative to require removal and re-installation at no increase in Contract Price or Contract Time.

1.7 QUALITY OF WORK

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

1.8 CO-ORDINATION

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

1.9 CONCEALMENT

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

1.10 REMEDIAL WORK

- .1 Refer to Section 01 73 00 - Execution Requirements.
- .2 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.
- .3 Perform remedial work by specialists familiar with materials affected. Perform in a manner to neither damage nor put at risk any portion of Work.

1.11 LOCATION OF FIXTURES

- .1 Consider location of fixtures, outlets, and mechanical and electrical items indicated as approximate.
- .2 Inform Departmental Representative of conflicting installation. Install as directed.

1.12 FASTENINGS

- .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.

1.13 FASTENINGS - EQUIPMENT

- .1 Use fastenings of standard commercial sizes and patterns with material and finish suitable for service.
- .2 Use heavy hexagon heads, semi-finished unless otherwise specified. Use No. 304 stainless steel for exterior areas.
- .3 Bolts may not project more than one diameter beyond nuts.
- .4 Use plain type washers on equipment, sheet metal and soft gasket lock type washers where vibrations occur. Use resilient washers with stainless steel.

1.14 PROTECTION OF WORK IN PROGRESS

- .1 Prevent overloading of parts of building. Do not cut, drill or sleeve load bearing structural member, unless specifically indicated without written approval of Departmental Representative.

1.15 EXISTING UTILITIES

- .1 When breaking into or connecting to existing services or utilities, execute Work at times directed by local governing authorities, with minimum of disturbance to Work and/or building occupants.
- .2 Protect, relocate or maintain existing active services. When services are encountered, cap off in manner approved by authority having jurisdiction. Stake and record location of capped service.

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 REFERENCE STANDARDS

- .1 Canadian Construction Documents Committee (CCDC)
 - .1 CCDC 2-94, Stipulated Price Contract.
- .2 of existing survey control points and property limits.

1.2 QUALIFICATIONS OF SURVEYOR

- .1 Qualified registered land surveyor, licensed to practise in Place of Work, acceptable to Departmental Representative.

1.3 SURVEY REFERENCE POINTS

- .1 Existing base horizontal and vertical control points are designated on drawings.
- .2 Locate, confirm and protect control points prior to starting site work. Preserve permanent reference points during construction.
- .3 Make no changes or relocations without prior written notice to Departmental Representative.
- .4 Report to Departmental Representative when reference point is lost or destroyed, or requires relocation because of necessary changes in grades or locations.
- .5 Require surveyor to replace control points in accordance with original survey control.

1.4 SURVEY REQUIREMENTS

- .1 Establish two permanent bench marks on site, referenced to established bench marks by survey control points. Record locations, with horizontal and vertical data in Project Record Documents.
- .2 Establish lines and levels, locate and lay out, by instrumentation.
- .3 Stake for grading, fill and topsoil placement and landscaping features.
- .4 Stake slopes and berms.
- .5 Establish pipe invert elevations.
- .6 Establish lines and levels for mechanical and electrical work.

1.5 EXISTING SERVICES

- .1 Before commencing work, establish location and extent of service lines in area of Work and notify Departmental Representative of findings.
- .2 Remove abandoned service lines within 2 m of structures. Cap or otherwise seal lines at cut-off points as directed by Departmental Representative.

1.6 LOCATION OF EQUIPMENT AND FIXTURES

- .1 Location of equipment, fixtures and outlets indicated or specified are to be considered as approximate.

- .2 Locate equipment, fixtures and distribution systems to provide minimum interference and maximum usable space and in accordance with manufacturer's recommendations for safety, access and maintenance.
- .3 Inform Departmental Representative of impending installation and obtain approval for actual location.
- .4 Submit field drawings to indicate relative position of various services and equipment when required by Departmental Representative.

1.7 RECORDS

- .1 Maintain a complete, accurate log of control and survey work as it progresses.
- .2 On completion of foundations and major site improvements, prepare a certified survey showing dimensions, locations, angles and elevations of Work.
- .3 Record locations of maintained, re-routed and abandoned service lines.

1.8 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Submit name and address of Surveyor to Departmental Representative.
- .2 On request of Departmental Representative, submit documentation to verify accuracy of field engineering work.
- .3 Submit certificate signed by surveyor certifying those elevations and locations of completed Work that conform and do not conform with Contract Documents.

1.9 SUBSURFACE CONDITIONS

- .1 Promptly notify Departmental Representative in writing if subsurface conditions at Place of Work differ materially from those indicated in Contract Documents, or a reasonable assumption of probable conditions based thereon.
- .2 After prompt investigation, should Departmental Representative determine that conditions do differ materially, instructions will be issued for changes in Work as provided in Changes and Change Orders.

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 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Submittals: in accordance with Section 01 33 00 - Submittal Procedures.
- .2 Submit written request in advance of cutting or alteration which affects:
 - .1 Structural integrity of elements of project.
 - .2 Integrity of weather-exposed or moisture-resistant elements.
 - .3 Efficiency, maintenance, or safety of operational elements.
 - .4 Visual qualities of sight-exposed elements.
 - .5 Work of Departmental Representative or separate contractor.
- .3 Include in request:
 - .1 Identification of project.
 - .2 Location and description of affected Work.
 - .3 Statement on necessity for cutting or alteration.
 - .4 Description of proposed Work, and products to be used.
 - .5 Alternatives to cutting and patching.
 - .6 Effect on Work of Departmental Representative or separate contractor.
 - .7 Written permission of affected separate contractor.
 - .8 Date and time work will be executed.

1.2 MATERIALS

- .1 Required for original installation.
- .2 Change in Materials: Submit request for substitution in accordance with Section 01 33 00 - Submittal Procedures.

1.3 PREPARATION

- .1 Inspect existing conditions, including elements subject to damage or movement during cutting and patching.
- .2 After uncovering, inspect conditions affecting performance of Work.
- .3 Beginning of cutting or patching means acceptance of existing conditions.
- .4 Provide supports to assure structural integrity of surroundings; provide devices and methods to protect other portions of project from damage.
- .5 Provide protection from elements for areas which are to be exposed by uncovering work; maintain excavations free of water.

1.4 EXECUTION

- .1 Execute cutting, fitting, and patching, including excavation and fill, to complete Work.
- .2 Fit several parts together, to integrate with other Work.
- .3 Uncover Work to install ill-timed Work.

- .4 Remove and replace defective and non-conforming Work.
- .5 Provide openings in non-structural elements of Work for penetrations of mechanical and electrical Work.
- .6 Execute Work by methods to avoid damage to other Work, and which will provide proper surfaces to receive patching and finishing.
- .7 Employ original installer to perform cutting and patching for weather-exposed and moisture-resistant elements, and sight-exposed surfaces.
- .8 Cut rigid materials using masonry saw or core drill. Pneumatic or impact tools not allowed on masonry work without prior approval.
- .9 Restore work with new products in accordance with requirements of Contract Documents.
- .10 Fit Work airtight to pipes, sleeves, ducts, conduit, and other penetrations through surfaces.
- .11 Provide firestopping to maintain the integrity of fire separations, including:
 - .1 Protecting penetrations at fire-resistance rated wall, ceiling or floor construction.
 - .2 Using construction joint fire stops and building perimeter fire stops to protect gaps at fire separations and between fire separations and other construction assemblies.
- .12 Refinish surfaces to match adjacent finishes: Refinish continuous surfaces to nearest intersection. Refinish assemblies by refinishing entire unit.
- .13 Conceal pipes, ducts and wiring in floor, wall and ceiling construction of finished areas except where indicated otherwise.

1.5 WASTE MANAGEMENT AND DISPOSAL

- .1 Separate waste materials for recycling in accordance with Section 01 74 19 - Waste Management and Disposal.

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 REFERENCE STANDARDS

- .1 Canadian Construction Documents Committee (CCDC)
 - .1 CCDC 2-2008, Stipulated Price Contract.

1.2 PROJECT CLEANLINESS

- .1 Maintain Work in tidy condition, free from accumulation of waste products and debris, including that caused by other Contractors.
- .2 Remove waste materials from site at daily regularly scheduled times or dispose of as directed by Departmental Representative. Do not burn waste materials on site.
- .3 Clear snow and ice from access to building, bank/pile snow in designated areas only .
- .4 Make arrangements with and obtain permits from authorities having jurisdiction for disposal of waste and debris.
- .5 Provide on-site containers for collection of waste materials and debris.
- .6 Provide and use marked separate bins for recycling. Refer to Section 01 74 19 - Waste Management and Disposal.
- .7 Dispose of waste materials and debris off site.
- .8 Clean interior areas prior to start of finishing work and maintain areas free of dust and other contaminants during finishing operations.
- .9 Store volatile waste in covered metal containers and remove from premises at end of each working day.
- .10 Provide adequate ventilation during use of volatile or noxious substances. Use of building ventilation systems is not permitted for this purpose.
- .11 Use only cleaning materials recommended by manufacturer of surface to be cleaned, and as recommended by cleaning material manufacturer.
- .12 Schedule cleaning operations so that resulting dust, debris and other contaminants will not fall on wet, newly painted surfaces nor contaminate building systems.

1.3 FINAL CLEANING

- .1 Refer to CCDC 2, GC 3.14.
- .2 When Work is Substantially Performed remove surplus products, tools, construction machinery and equipment not required for performance of remaining Work.
- .3 Remove waste products and debris other than that caused by others and leave Work clean and suitable for occupancy.
- .4 Prior to final review remove surplus products, tools, construction machinery and equipment.
- .5 Remove waste products and debris including that caused by other Contractors.

- .6 Remove waste materials from site at regularly scheduled times or dispose of as directed by Departmental Representative. Do not burn waste materials on site.
- .7 Make arrangements with and obtain permits from authorities having jurisdiction for disposal of waste and debris.
- .8 Clean and polish glass, mirrors, hardware, wall tile, stainless steel, chrome, porcelain enamel, baked enamel, plastic laminate, and mechanical and electrical fixtures. Replace broken, scratched or disfigured glass.
- .9 Remove stains, spots, marks and dirt from decorative work, electrical and mechanical fixtures, furniture fitments, walls, and floors.
- .10 Clean lighting reflectors, lenses, and other lighting surfaces.
- .11 Vacuum clean and dust building interiors, inside electrical panels, behind grilles, louvres and screens.
- .12 Wax, seal, shampoo or prepare floor finishes, as recommended by manufacturer.
- .13 Inspect finishes, fitments and equipment and ensure specified workmanship and operation.
- .14 Broom clean and wash exterior walks, steps and surfaces; rake clean other surfaces of grounds.
- .15 Remove dirt and other disfiguration from exterior surfaces.
- .16 Clean and sweep roofs, gutters, areaways, and sunken wells.
- .17 Sweep and wash clean paved areas.
- .18 Clean equipment and fixtures to sanitary condition; clean or replace filters of mechanical equipment.
- .19 Clean roofs, downspouts, and drainage systems.
- .20 Remove debris and surplus materials from crawl areas and other accessible concealed spaces.
- .21 Remove snow and ice from access to building.

1.4 WASTE MANAGEMENT AND DISPOSAL

- .1 Separate waste materials for recycling in accordance with Section 01 74 19 - Waste Management and Disposal.

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 SUMMARY

- .1 This Section includes requirements for management of construction waste and disposal, which forms the Contractor's commitment to reduce and divert waste materials from landfill and includes the following:
 - .1 Preparation of a Draft Construction Waste Management Plan that will be used to track the success of the Construction Waste Management Plan against actual waste diversion from landfill.
 - .2 Preparation of a Construction Waste Management Plan that provides guidance on a logical progression of tasks and procedures to be followed in a pollution prevention program to reduce or eliminate the generation of waste, the loss of natural resources, and process emissions through source reduction, reuse, recycling, and reclamation.
 - .3 Preparation of monthly progress reports indicating cumulative totals representing progress towards achieving diversion and reduction goals of waste materials away from landfill and identifying any special programs, landfill options or alternatives to landfill used during construction.
 - .4 Preparation of a Construction Waste Management Report containing detailed information indicating total waste produced by the project, types of waste material and quantity of each material, and total waste diverted and diversion rates indicated as a percentage of the total waste produced.
- .2 Departmental Representative has established that this project shall generate the least amount of waste possible and that processes that ensure the generation of as little waste as possible due to error, poor planning, breakage, mishandling, contamination, or other factors be employed by the Contractor.

1.2 REFERENCE STANDARDS

- .1 ASTM International (ASTM)
 - .1 ASTM E1609 01, Standard Guide for Development and Implementation of a Pollution Prevention Program
- .2 Recycling Certification Institute (RCI):
 - .1 RCI Certification Construction and Demolition Materials Recycling

1.3 DEFINITIONS

- .1 Clean Waste: Untreated and unpainted; not contaminated with oils, solvents, sealants or similar materials.
- .2 Construction and Demolition Waste: Solid wastes typically including building materials, packaging, trash, debris, and rubble resulting from construction and demolition operations.
- .3 Hazardous: Exhibiting the characteristics of hazardous substances including properties such as ignitability, corrosiveness, toxicity or reactivity.

- .4 Non hazardous: Exhibiting none of the characteristics of hazardous substances, including properties such as ignitability, corrosiveness, toxicity, or reactivity.
- .5 Non toxic: Not poisonous to humans either immediately or after a long period of exposure.
- .6 Recyclable: The ability of a product or material to be recovered at the end of its life cycle and remanufactured into a new product for reuse by others.
- .7 Recycle: To remove a waste material from the project site to another site for remanufacture into a new product for reuse by others.
- .8 Recycling: The process of sorting, cleansing, treating and reconstituting solid waste and other discarded materials for the purpose of using the altered form; recycling does not include burning, incinerating, or thermally destroying waste.
- .9 Return: To give back reusable items or unused products to vendors for credit.
- .10 Reuse: To reuse a construction waste material in some manner on the project site.
- .11 Salvage: To remove a waste material from the project site to another site for resale or reuse by others.
- .12 Sediment: Soil and other debris that has been eroded and transported by storm or well production run off water.
- .13 Source Separation: The act of keeping different types of waste materials separate beginning from the first time they become waste.
- .14 Toxic: Poisonous to humans either immediately or after a long period of exposure.
- .15 Trash: Any product or material unable to be reused, returned, recycled, or salvaged.
- .16 Volatile Organic Compounds (VOC's): Chemical compounds common in and emitted by many building products over time through outgassing:
 - .1 Solvents in paints and other coatings;
 - .2 Wood preservatives; strippers and household cleaners;
 - .3 Adhesives in particleboard, fiberboard, and some plywood; and foam insulation.
 - .4 When released, VOC's can contribute to the formation of smog and can cause respiratory tract problems, headaches, eye irritations, nausea, damage to the liver, kidneys, and central nervous system, and possibly cancer.
- .17 Waste: Extra material or material that has reached the end of its useful life in its intended use. Waste includes salvageable, returnable, recyclable, and reusable material.
- .18 Construction Waste Management Plan: A project related plan for the collection, transportation, and disposal of the waste generated at the construction site; the purpose of the plan is to ultimately reduce the amount of material being landfilled.

1.4 ADMINISTRATIVE REQUIREMENTS

- .1 Coordination: Coordinate waste management requirements with all Divisions of the Work for the project and ensure that requirements of the Construction Waste Management Plan are followed.
- .2 Preconstruction Meeting: Arrange a pre-construction meeting in accordance with Section 01 31 19- Project Meetings before starting any Work of the Contract attended by the

Departmental Representative and Departmental Representative to discuss the Contractor's Construction Waste Management Plan and to develop mutual understanding of the requirements for a consistent policy towards waste reduction and recycling.

1.5 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Provide required information in accordance with Section 01 33 00- Submittal Procedures.
- .2 Action Submittals: Provide the following submittals before starting any work of this Section:
 - .1 Draft Construction Waste Management Plan (Draft CWM Plan): Submit to Departmental Representative a preliminary analysis of anticipated site generated waste by listing a minimum of five (5) construction or demolition waste streams that have potential to generate the most volume of material indicating methods that will be used to divert construction waste from landfill and source reduction strategies; Departmental Representative will provide commentary before development of Contractor's Construction Waste Management Plan.
 - .2 Construction Waste Management Plan (CWM Plan): Submit a CWM Plan for this project prior to any waste removal from site and that includes the following information:
 - .1 and three (3) material streams that will be targeted for alternative waste disposal methods.
 - .2 Material Streams: Analysis of the proposed jobsite waste being generated, including material types and quantities forming a part of identified material streams in the Draft CWM Plan materials removed from site destined for alternative daily cover at landfill sites and land clearing debris cannot be considered as contributing to waste diversion and will be included as a component of the total waste generated for the site.
 - .3 Recycling Haulers and Markets: Investigate local haulers and markets for recyclable materials, and incorporate into CWM Plan.
 - .4 Alternative Waste Disposal: Prepare a listing of each material proposed to be salvaged, reused, recycled or composted during the course of the project, and the proposed local market for each material.
 - .5 Landfill Materials: Identify materials that cannot be recycled, reused or composted and provide explanation or justification; energy will be considered as a viable alternative diversion strategy for these materials where facilities exist and are operated in accordance with LEED Construction and Demolition Waste Management requirements.
 - .6 Landfill Options: The name of the landfill where trash will be disposed of; landfill materials will form a part of the total waste generated by the project.
 - .7 Materials Handling Procedures: A description of the means by which any recycled waste materials will be protected from contamination, and a description of the means to be employed in recycling the above materials consistent with requirements for acceptance by designated facilities.
 - .8 Transportation: A description of the means of transportation of the recyclable materials, whether materials will be site separated and self

hauled to designated centers, or whether mixed materials will be collected by a waste hauler and removed from the site, and destination of materials.

1.6 PROJECT CLOSEOUT SUBMISSIONS

- .1 Record Documentation: Submit as constructed information in accordance with Section 01 78 00- Closeout Submittals as follows:
 - .1 Construction Waste Management Report (CWM Report): Submit a CWM Report for this project in a format acceptable to LEED submittal requirements and that includes the following information:
 - .1 Accounting: Submit information indicating total waste produced by the project.
 - .2 Composition: Submit information indicating types of waste material and quantity of each material.
 - .3 Diversion Rate: Submit information indicating total waste diverted from landfill as a percentage of the total waste produced by the project.
 - .4 Transportation Documentation: Submit copies of transportation documents or shipping manifests indicating weights of materials, and other evidence of disposal indicating final location of waste diverted from landfill and waste sent to landfill.
 - .5 Alternative Daily Cover (ADC): Submit quantities of material that were used as ADC at landfill sites, and that form a part of the total waste generated by the project.
 - .6 Multiple Waste Hauling: Compile all information into a single CWM Report where multiple waste hauling and diversion strategies were used for the project.
 - .7 Photographs: Submit photographs of waste diversion facilities documenting location and signage describing usage of waste separation containers.

1.7 QUALITY ASSURANCE

- .1 Resources for Development of Construction Waste Management Report (CWM Report): The following sources may be useful in developing the Draft Construction Waste Management Plan:
 - .1 Recycling Haulers and Markets: Investigate local haulers and markets for recyclable materials and incorporate into CWM Plan.
 - .2 Waste-to-Energy Systems: Investigate local waste-to-energy incentives where systems for diverting materials from landfill for reuse or recycling are not available.
- .2 Certifications: Provide proof of the following during the course of the Work:
 - .1 Compliance Certification: Provide proof that recycling center is third party verified and is listed as a Certified Facility through the registration and certification requirements of the Recycling Certification Institute.

1.8 DELIVERY, STORAGE AND HANDLING

- .1 Storage Requirements: Implement a recycling/reuse program that includes separate collection of waste materials as appropriate to the project waste and the available recycling and reuse programs in the project area.
- .2 Handling Requirements: Clean materials that are contaminated before placing in collection containers and ensure that waste destined for landfill does not get mixed in with recycled materials:
 - .1 Deliver materials free of dirt, adhesives, solvents, petroleum contamination, and other substances deleterious to recycling process.
 - .2 Arrange for collection by or delivery to the appropriate recycling or reuse facility.
- .3 Hazardous Waste and Hazardous Materials: Handle in accordance with applicable regulations.

Part 2 Products

2.1 NOT USED

- .1 Not Used.

Part 3 Execution

3.1 (CWM PLAN) IMPLEMENTATION

- .1 Manager: Contractor is responsible for designating an on site party or parties responsible for instructing workers and overseeing and documenting results of the CWM Plan for the project.
- .2 Distribution: Distribute copies of the CWM Plan to the job site foreman, each Subcontractor, the Departmental Representative, the Departmental Representative and other site personnel as required to maintain CWM Plan.
- .3 Instruction: Provide on-site instruction of appropriate separation, handling, and recycling, salvage, reuse, composting and return methods being used for the project to Subcontractor's at appropriate stages of the project.
- .4 Separation Facilities: Lay out and label a specific area to facilitate separation of materials for potential recycling, salvage, reuse, composting and return:
 - .1 Recycling and waste bin areas are to be kept neat and clean and clearly marked in order to avoid contamination of materials.
 - .2 Hazardous wastes shall be separated, stored, and disposed of in accordance with local regulations.
- .5 Progressive Documentation: Submit a monthly summary of waste generated by the project to ensure that waste diversion goals are on track with project requirements:

- .1 Submission of waste summary can coincide with application for progress payment, or similar milestone event as agreed upon between the Departmental Representative, Contractor and Departmental Representative.
- .2 Monthly waste summary shall contain the following information:
 - .1 The amount in tonnes or m³ and location of material landfilled,
 - .2 The amount in tonnes or m³ and location of materials diverted from landfill, and
 - .3 Indication of progress based on total waste generated by the project with materials diverted from landfill as a percentage.

3.2 SUBCONTRACTOR'S RESPONSIBILITY

- .1 Subcontractor's shall cooperate fully with the Contractor to implement the CWM Plan.
- .2 Failure to cooperate may result in the Departmental Representative not achieving their environmental goals, and may result in penalties being assessed by the Contractor to the responsible Subcontractor's.

3.3 SAMPLE CONSTRUCTION WASTE MANAGEMENT FORMS

- .1 Sample waste tracking form below can be used by the Contractor to establish their own forms for recording management of construction waste:

SAMPLE [WASTE MANAGEMENT FORM]							
Material Stream	Diverted Waste by Report Date	Total	Units				
Sept	Oct	Nov	Dec				
Material Streams Contributing to Credit	Plastic	1.25	2.5	10	5	18.75	m ³
Carpet	2.5	2.5	2.5	0	7.5	m ³	
Paper/Cardboard	5	2.5	2.5	5	15	m ³	
Clean Wood	0	25	0	1.25	26.25	m ³	
Metal	1.25	2.5	5.5	7	16.25	m ³	
Gypsum Board	2.5	2.5	4	5	14	m ³	
Brick/Concrete	10.5	2.5	5.5	8.75	27.25	m ³	
Asphalt Shingles	10	0	0	0	10	m ³	
Total Diverted Waste	135	m ³					
Material Streams not Contributing to Credit	Landfill	10.75	7.5	15	10	43.25	m ³
Screen Fines (ADC)	5	1.25	0	2.5	8.75	m ³	

150 mm Minus (ADC	1.25	1.25	5	5.5	13	m ³			
Total Landfill/ADC Waste	65			m ³					
Total Waste	200	m ³							
Percent Diverted	67.5	%							

END OF SECTION

Part 1 General

1.1 REFERENCE STANDARDS

- .1 Canadian Construction Documents Committee (CCDC)
 - .1 CCDC 2-2008, Stipulated Price Contract.
- .2 Canadian Environmental Protection Act (CEPA)
 - .1 SOR/2008-197, Storage Tank Systems for Petroleum Products and Allied Petroleum Products Regulations.

1.2 ADMINISTRATIVE REQUIREMENTS

- .1 Acceptance of Work Procedures:
 - .1 Contractor's Inspection: Contractor: conduct inspection of Work, identify deficiencies and defects, and repair as required to conform to Contract Documents.
 - .1 Notify Departmental Representative in writing of satisfactory completion of Contractor's inspection and submit verification that corrections have been made.
 - .2 Request Departmental Representative inspection.
 - .2 Departmental Representative Inspection:
 - .1 Departmental Representative and Contractor to inspect Work and identify defects and deficiencies.
 - .2 Contractor to correct Work as directed.
 - .3 Completion Tasks: submit written certificates in English that tasks have been performed as follows:
 - .1 Work: completed and inspected for compliance with Contract Documents.
 - .2 Defects: corrected and deficiencies completed.
 - .3 Equipment and systems: tested, balanced, adjusted and fully operational.
 - .4 Certificates required by Fire Commissioner: submitted.
 - .5 Operation of systems: demonstrated to Departmental Representative's personnel.
 - .6 Commissioning of mechanical systems: completed in accordance with 01 91 13 - GENERAL COMMISSIONING REQUIREMENTS and copies of final Commissioning Report submitted to Departmental Representative.
 - .7 Underground storage tank inspection documentation, registration, forms, decommissioning and removal in accordance with CEPA SOR/2008-197.
 - .8 Work: complete and ready for final inspection.
- .4 Final Inspection:
 - .1 When completion tasks are done, request final inspection of Work by Departmental Representative, and Contractor.

- .2 When Work incomplete according to Departmental Representative, complete outstanding items and request re-inspection.
- .5 Declaration of Substantial Performance: when Departmental Representative considers deficiencies and defects corrected and requirements of Contract substantially performed, make application for Certificate of Substantial Performance.
- .6 Commencement of Lien and Warranty Periods: date of Departmental Representative 's acceptance of submitted declaration of Substantial Performance to be date for commencement for warranty period and commencement of lien period unless required otherwise by lien statute of Place of Work.
- .7 Final Payment:
 - .1 When Departmental Representative considers final deficiencies and defects corrected and requirements of Contract met, make application for final payment.
- .8 Payment of Holdback: after issuance of Certificate of Substantial Performance of Work, submit application for payment of holdback amount in accordance with contractual agreement.

1.3 FINAL CLEANING

- .1 Clean in accordance with Section 01 74 00 - Cleaning.
 - .1 Remove surplus materials, excess materials, rubbish, tools and equipment.
- .2 Waste Management: separate waste materials for recycling in accordance with Section 01 74 19 - Waste Management and Disposal.

Part 2 Products

2.1 NOT USED

- .1 Not Used.

Part 3 Execution

3.1 NOT USED

- .1 Not Used.

END OF SECTION

Part 1 General

1.1 ADMINISTRATIVE REQUIREMENTS

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

1.2 ACTION AND INFORMATIONAL SUBMITTALS

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

1.3 FORMAT

- .1 Organize data as instructional manual.
- .2 Binders: vinyl, hard covered, 3 'D' ring, loose leaf 219 x 279 mm with spine and face pockets.
- .3 When multiple binders are used correlate data into related consistent groupings.
 - .1 Identify contents of each binder on spine.
- .4 Cover: identify each binder with type or printed title 'Project Record Documents'; list title of project and identify subject matter of contents.
- .5 Arrange content by systems, under Section numbers and sequence of Table of Contents.
- .6 Provide tabbed fly leaf for each separate product and system, with typed description of product and major component parts of equipment.
- .7 Text: manufacturer's printed data, or typewritten data.
- .8 Drawings: provide with reinforced punched binder tab.

- .1 Bind in with text; fold larger drawings to size of text pages.
- .9 Provide 1:1 scaled CAD files in dwg format on CD.

1.4 CONTENTS - PROJECT RECORD DOCUMENTS

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

1.5 AS -BUILT DOCUMENTS AND SAMPLES

- .1 Maintain, at site Departmental Representative one record copy of:
 - .1 Contract Drawings.
 - .2 Specifications.
 - .3 Addenda.
 - .4 Change Orders and other modifications to Contract.
 - .5 Reviewed shop drawings, product data, and samples.
 - .6 Field test records.
 - .7 Inspection certificates.
 - .8 Manufacturer's certificates.
- .2 Store record documents and samples in field office apart from documents used for construction.
 - .1 Provide files, racks, and secure storage.
- .3 Label record documents and file in accordance with Section number listings in List of Contents of this Project Manual.
 - .1 Label each document "PROJECT RECORD" in neat, large, printed letters.
- .4 Maintain record documents in clean, dry and legible condition.
 - .1 Do not use record documents for construction purposes.

- .5 Keep record documents and samples available for inspection by Departmental Representative.

1.6 RECORDING INFORMATION ON PROJECT RECORD DOCUMENTS

- .1 Record information on set of blue line opaque drawings, provided by Departmental Representative.
- .2 Use felt tip marking pens, maintaining separate colours for each major system, for recording information.
- .3 Record information concurrently with construction progress.
 - .1 Do not conceal Work until required information is recorded.
- .4 Contract Drawings and shop drawings: mark each item to record actual construction, including:
 - .1 Measured depths of elements of foundation in relation to finish first floor datum.
 - .2 Measured horizontal and vertical locations of underground utilities and appurtenances, referenced to permanent surface improvements.
 - .3 Measured locations of internal utilities and appurtenances, referenced to visible and accessible features of construction.
 - .4 Field changes of dimension and detail.
 - .5 Changes made by change orders.
 - .6 Details not on original Contract Drawings.
 - .7 Referenced Standards to related shop drawings and modifications.
- .5 Specifications: mark each item to record actual construction, including:
 - .1 Manufacturer, trade name, and catalogue number of each product actually installed, particularly optional items and substitute items.
 - .2 Changes made by Addenda and change orders.
- .6 Other Documents: maintain field test records, inspection certifications, and manufacturer's certifications, required by individual specifications sections.
- .7 Provide digital photos, if requested, for site records.

1.7 FINAL SURVEY

- .1 Submit final site survey certificate in accordance with Section 01 71 00 - Examination and Preparation, certifying that elevations and locations of completed Work are in conformance, or non-conformance with Contract Documents.

1.8 EQUIPMENT AND SYSTEMS

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

- .3 Include installed colour coded wiring diagrams.
- .4 Operating Procedures: include start-up, break-in, and routine normal operating instructions and sequences.
 - .1 Include regulation, control, stopping, shut-down, and emergency instructions.
 - .2 Include summer, winter, and any special operating instructions.
- .5 Maintenance Requirements: include routine procedures and guide for trouble-shooting; disassembly, repair, and reassembly instructions; and alignment, adjusting, balancing, and checking instructions.
- .6 Provide servicing and lubrication schedule, and list of lubricants required.
- .7 Include manufacturer's printed operation and maintenance instructions.
- .8 Include sequence of operation by controls manufacturer.
- .9 Provide original manufacturer's parts list, illustrations, assembly drawings, and diagrams required for maintenance.
- .10 Provide installed control diagrams by controls manufacturer.
- .11 Provide Contractor's coordination drawings, with installed colour coded piping diagrams.
- .12 Provide charts of valve tag numbers, with location and function of each valve, keyed to flow and control diagrams.
- .13 Provide list of original manufacturer's spare parts, current prices, and recommended quantities to be maintained in storage.
- .14 Include test and balancing reports as specified in Section 01 45 00 - Quality Control and 01 91 13 - GENERAL COMMISSIONING REQUIREMENTS.
- .15 Additional requirements: as specified in individual specification sections.

1.9 MATERIALS AND FINISHES

- .1 Building products, applied materials, and finishes: include product data, with catalogue number, size, composition, and colour and texture designations.
 - .1 Provide information for re-ordering custom manufactured products.
- .2 Instructions for cleaning agents and methods, precautions against detrimental agents and methods, and recommended schedule for cleaning and maintenance.
- .3 Moisture-protection and weather-exposed products: include manufacturer's recommendations for cleaning agents and methods, precautions against detrimental agents and methods, and recommended schedule for cleaning and maintenance.
- .4 Additional requirements: as specified in individual specifications sections.

1.10 MAINTENANCE MATERIALS

- .1 Spare Parts:
 - .1 Provide spare parts, in quantities specified in individual specification sections.
 - .2 Provide items of same manufacture and quality as items in Work.
 - .3 Deliver to site; place and store.
 - .4 Receive and catalogue items.

- .1 Submit inventory listing to Departmental Representative.
 - .2 Include approved listings in Maintenance Manual.
 - .5 Obtain receipt for delivered products and submit prior to final payment.
- .2 Extra Stock Materials:
 - .1 Provide maintenance and extra materials, in quantities specified in individual specification sections.
 - .2 Provide items of same manufacture and quality as items in Work.
 - .3 Deliver to site; place and store.
 - .4 Receive and catalogue items.
 - .1 Submit inventory listing to Departmental Representative.
 - .2 Include approved listings in Maintenance Manual.
 - .5 Obtain receipt for delivered products and submit prior to final payment.
- .3 Special Tools:
 - .1 Provide special tools, in quantities specified in individual specification section.
 - .2 Provide items with tags identifying their associated function and equipment.
 - .3 Deliver to site; place and store.
 - .4 Receive and catalogue items.
 - .1 Submit inventory listing to Departmental Representative.
 - .2 Include approved listings in Maintenance Manual.

1.11 DELIVERY, STORAGE AND HANDLING

- .1 Store spare parts, maintenance materials, and special tools in manner to prevent damage or deterioration.
- .2 Store in original and undamaged condition with manufacturer's seal and labels intact.
- .3 Store components subject to damage from weather in weatherproof enclosures.
- .4 Store paints and freezable materials in a heated and ventilated room.
- .5 Remove and replace damaged products at own expense and for review by Departmental Representative.

1.12 WARRANTIES AND BONDS

- .1 Develop warranty management plan to contain information relevant to Warranties.
- .2 Submit warranty management plan, 30 days before planned pre-warranty conference, to Departmental Representative approval.
- .3 Warranty management plan to include required actions and documents to assure that Departmental Representative receives warranties to which it is entitled.
- .4 Provide plan in narrative form and contain sufficient detail to make it suitable for use by future maintenance and repair personnel.
- .5 Submit, warranty information made available during construction phase, to Departmental Representative for approval prior to each monthly pay estimate.

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

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

1.13 WARRANTY TAGS

- .1 Tag, at time of installation, each warranted item. Provide durable, oil and water resistant tag approved by Departmental Representative.
- .2 Attach tags with copper wire and spray with waterproof silicone coating.
- .3 Leave date of acceptance until project is accepted for occupancy.
- .4 Indicate following information on tag:
 - .1 Type of product/material.
 - .2 Model number.
 - .3 Serial number.
 - .4 Contract number.
 - .5 Warranty period.
 - .6 Inspector's signature.
 - .7 Construction Contractor.

Part 2 Products

2.1 NOT USED

- .1 Not Used.

Part 3 Execution

3.1 NOT USED

- .1 Not Used.

END OF SECTION

Part 1 General

1.1 SUMMARY

- .1 Section Includes:
 - .1 This Section specifies roles and responsibilities of Commissioning Training.
 - .2 Commissioning to be completed in compliance with CSA Z320 Building Commissioning standard which will provide a comprehensive, integrated and coherent process for achieving and documenting the optimal performance of a complete building and its major systems to meet the basis of design and operational requirements of the Departmental Representative.
 - .3 Ensure Generator System and its components are tested at 100% full load in accordance with the NFPA requirements onsite. This testing period must ensure sufficient timing to allow conformance of the operational and performance of the new Diesel Engine Fire Pump.
- .2 Trainees: personnel selected for operating and maintaining this facility. Includes Facility Manager, building operators, maintenance staff, security staff, and technical specialists as required.
- .3 Trainees will be available for training during later stages of construction for purposes of familiarization with systems.

1.2 INSTRUCTORS

- .1 Departmental Representative will provide:
 - .1 Descriptions of systems.
 - .2 Instruction on design philosophy, design criteria, and design intent.
- .2 Contractor and certified factory-trained manufacturers' personnel: to provide instruction on the following:
 - .1 Start-Up, operation, shut-down of equipment, components and systems.
 - .2 Control features, reasons for, results of, implications on associated systems of, adjustment of set points of control and safety devices.
 - .3 Instructions on servicing, maintenance and adjustment of systems, equipment and components.
- .3 Contractor and equipment manufacturer to provide instruction on:
 - .1 Start-up, operation, maintenance and shut-down of equipment they have certified installation, started up and carried out PV tests.

1.3 TRAINING OBJECTIVES

- .1 Training to be detailed and duration to ensure:
 - .1 Safe, reliable, cost-effective, energy-efficient operation of systems in normal and emergency modes under all conditions.
 - .2 Effective on-going inspection, measurements of system performance.
 - .3 Proper preventive maintenance, diagnosis and trouble-shooting.

- .4 Ability to update documentation.
- .5 Ability to operate equipment and systems under emergency conditions until appropriate qualified assistance arrives.

1.4 TRAINING MATERIALS

- .1 Instructors to be responsible for content and quality.
- .2 Training materials to include:
 - .1 "As-Built" Contract Documents.
 - .2 Operating Manual.
 - .3 Maintenance Manual.
 - .4 Management Manual.
 - .5 TAB and PV Reports.
- .3 Project Manager, Commissioning Manager and Facility Manager will review training manuals.
- .4 Training materials to be in a format that permits future training procedures to same degree of detail.
- .5 Supplement training materials:
 - .1 Transparencies for overhead projectors.
 - .2 Multimedia presentations.
 - .3 Manufacturer's training videos.
 - .4 Equipment models.

1.5 SCHEDULING

- .1 Include in Commissioning Schedule time for training.
- .2 Deliver training during regular working hours, training sessions to be 3 hours in length.
- .3 Training to be completed prior to acceptance of facility.

1.6 RESPONSIBILITIES

- .1 Be responsible for:
 - .1 Implementation of training activities,
 - .2 Coordination among instructors,
 - .3 Quality of training, training materials,
- .2 Departmental Representative will evaluate training and materials.
- .3 Upon completion of training, provide written report, signed by Instructors, witnessed by Departmental Representative.

1.7 TRAINING CONTENT

- .1 Training to include demonstrations by Instructors using the installed equipment and systems.
- .2 Content includes:

- .1 Review of facility and occupancy profile.
 - .2 Functional requirements.
 - .3 System philosophy, limitations of systems and emergency procedures.
 - .4 Review of system layout, equipment, components and controls.
 - .5 Equipment and system start-up, operation, monitoring, servicing, maintenance and shut-down procedures.
 - .6 System operating sequences, including step-by-step directions for starting up, shut-down, operation of valves, dampers, switches, adjustment of control settings and emergency procedures.
 - .7 Maintenance and servicing.
 - .8 Trouble-shooting diagnosis.
 - .9 Inter-Action among systems during integrated operation.
 - .10 Review of O&M documentation.
- .3 Provide specialized training as specified in relevant Technical Sections of the construction specifications.

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 SUMMARY

- .1 Section Includes:
 - .1 Description of overall structure of Plan and roles and responsibilities of commissioning team.

1.2 REFERENCE STANDARDS

- .1 Public Works and Government Services Canada (PWGSC)
 - .1 PWGSC - Commissioning Guidelines CP.4 -3rd edition-03.
- .2 CAN/ULC-S1991 Standard for Integrated Systems Testing
- .3 2015 National Building Code

1.3 GENERAL

- .1 Provide a fully functional facility:
 - .1 Systems, equipment and components meet user's functional requirements before date of acceptance and operate consistently at peak efficiencies and within specified energy budgets under normal loads.
 - .2 Facility user and O&M personnel have been fully trained in aspects of installed systems.
 - .3 Optimized life cycle costs.
 - .4 Complete documentation relating to installed equipment and systems.
- .2 Term "Cx" in this section means "Commissioning".
- .3 Use this Cx Plan as master planning document for Cx:
 - .1 Outlines organization, scheduling, allocation of resources, documentation, pertaining to implementation of Cx.
 - .2 Communicates responsibilities of team members involved in Cx Scheduling, documentation requirements, and verification procedures.
 - .3 Sets out deliverables relating to O&, process and administration of Cx.
 - .4 Describes process of verification of how built works meet Owner design requirements.
 - .5 Produces a complete functional system prior to issuance of Certificate of Occupancy.
 - .6 Management tool that sets out scope, standards, roles and responsibilities, expectations, deliverables, and provides:
 - .1 Overview of Cx.
 - .2 General description of elements that make up Cx Plan.
 - .3 Process and methodology for successful Cx.
- .4 Acronyms:

- .1 Cx - Commissioning.
- .2 BMM - Building Management Manual.
- .3 EMCS - Energy Monitoring and Control Systems.
- .4 WHMIS Safety Data Sheets (SDS).
- .5 PI - Product Information.
- .6 PV - Performance Verification.
- .7 TAB - Testing, Adjusting and Balancing.
- .8 WHMIS - Workplace Hazardous Materials Information System.
- .5 Commissioning terms used in this Section:
 - .1 Bumping: short term start-up to prove ability to start and prove correct rotation.
 - .2 Deferred Cx - Cx activities delayed for reasons beyond Contractor's control due to lack of occupancy, weather conditions, need for heating/cooling loads.

1.4 DEVELOPMENT OF 100% CX PLAN

- .1 Cx Plan to be 95% completed before added into Project Specifications.
- .2 Cx Plan to be 100% completed within 8 weeks of award of contract to take into account:
 - .1 Approved shop drawings and product data.
 - .2 Approved changes to contract.
 - .3 Contractor's project schedule.
 - .4 Cx schedule.
 - .5 Contractor's, sub-contractor's, suppliers' requirements.
 - .6 Project construction team's and Cx team's requirements.
- .3 Submit completed Cx Plan to Departmental Representative and obtain written approval.

1.5 REFINEMENT OF CX PLAN

- .1 During construction phase, revise, refine and update Cx Plan to include:
 - .1 Changes resulting from Client program modifications.
 - .2 Approved design and construction changes.
- .2 Revise, refine and update every month during construction phase. At each revision, indicate revision number and date.
- .3 Submit each revised Cx Plan to Departmental Representative for review and obtain written approval.
- .4 Include testing parameters at full range of operating conditions and check responses of equipment and systems.

1.6 COMPOSITION, ROLES AND RESPONSIBILITIES OF CX TEAM

- .1 Departmental Representative to maintain overall responsibility for project and is sole point of contact between members of commissioning team.
- .2 Project Manager will select Cx Team consisting of following members:

- .1 PWGSC Design Quality Review Team: during construction, will conduct periodic site reviews to observe general progress.
- .2 PWGSC Quality Assurance Commissioning Manager: ensures Cx activities are carried out to ensure delivery of a fully operational project including:
 - .1 Review of Cx documentation from operational perspective.
 - .2 Review for performance, reliability, durability of operation, accessibility, maintainability, operational efficiency under conditions of operation.
 - .3 Protection of health, safety and comfort of occupants and O&M personnel.
 - .4 Monitoring of Cx activities, training, development of Cx documentation.
 - .5 Work closely with members of Cx Team.
- .3 Departmental Representative is responsible for:
 - .1 Organizing Cx.
 - .2 Monitoring operations Cx activities.
 - .3 Witnessing, certifying accuracy of reported results.
 - .4 Witnessing and certifying TAB and other tests.
 - .5 Developing BMM.
 - .6 Ensuring implementation of final Cx Plan.
 - .7 Performing verification of performance of installed systems and equipment.
 - .8 Implementation of Training Plan.
- .4 Construction Team: contractor, subcontractors, suppliers and support disciplines, is responsible for construction/installation in accordance with Contract Documents, including:
 - .1 Testing.
 - .2 TAB.
 - .3 Performance of Cx activities.
 - .4 Delivery of training and Cx documentation.
 - .5 Assigning one person as point of contact with Departmental Representative and PWGSC Cx Manager for administrative and coordination purposes.
- .5 Contractor's Cx agent implements specified Cx activities including:
 - .1 Demonstrations.
 - .2 Training.
 - .3 Testing.
 - .4 Preparation, submission of test reports.
- .6 Property Manager: represents lead role in Operation Phase and onwards and is responsible for:
 - .1 Receiving facility.
 - .2 Day-To-Day operation and maintenance of facility.

1.7 CX PARTICIPANTS

- .1 Employ the following Cx participants to verify performance of equipment and systems:
 - .1 Installation contractor/subcontractor:
 - .1 Equipment and systems except as noted.
 - .2 Equipment manufacturer: equipment specified to be installed and started by manufacturer.
 - .1 To include performance verification.
 - .3 Specialist subcontractor: equipment and systems supplied and installed by specialist subcontractor.
 - .4 Specialist Cx agency:
 - .1 Possessing specialist qualifications and installations providing environments essential to client's program but are outside scope or expertise of Cx specialists on this project.
 - .5 Client: responsible for intrusion and access security systems.
 - .6 Ensure that Cx participant:
 - .1 Could complete work within scheduled time frame.
 - .2 Available for emergency and troubleshooting service during first year of occupancy by user for adjustments and modifications outside responsibility of O&M personnel, including:
 - .1 Modify ventilation rates to meet changes in off-gassing.
 - .2 Changes to heating or cooling loads beyond scope of EMCS.
 - .3 Changes to EMCS control strategies beyond level of training provided to O&M personnel.
 - .4 Redistribution of electrical services.
 - .5 Modifications of fire alarm systems.
 - .6 Modifications to voice communications systems.
 - .7 Provide names of participants to Departmental Representative and details of instruments and procedures to be followed for Cx 3 months prior to starting date of Cx for review and approval.

1.8 EXTENT OF CX

- .1 Cx Structural and Architectural Systems:
 - .1 Architectural and structural:
 - .1 Exterior systems:
 - .2 Accessibility and operational safety:
 - .3 Doors, windows, related hardware:
 - .1 door and window hardware.
 - .2 Commission mechanical systems and associated equipment:
 - .1 Plumbing systems:

- .1 Domestic CWS and HWS.
 - .2 Sump pumps.
 - .3 Pneumatic tube conveying systems.
 - .2 HVAC and exhaust systems:
 - .1 HVAC systems.
 - .2 General exhaust systems.
 - .3 Exhaust systems and related systems .
 - .3 Fire and life safety systems:
 - .1 Fire pumps , including transfer switches and controllers.
 - .2 Wet pipe sprinkler systems.
 - .3 Dry pipe sprinkler systems.
 - .4 Standpipe and hose systems.
- .3 Commission electrical systems and equipment:
 - .1 Low voltage equipment.
 - .2 Low voltage distribution systems.
- .2 Lighting systems:
 - .1 Lighting equipment.
 - .2 Distribution systems.
 - .3 Emergency lighting systems, including battery packs.
 - .4 Fire exit emergency signage.
- .3 Fire alarm systems, equipment:
 - .1 Annunciators.
 - .2 Control panels.
 - .3 Fire alarm battery banks.

1.9 DELIVERABLES RELATING TO O&M PERSPECTIVES

- .1 General requirements:
 - .1 Compile English documentation.
 - .2 Documentation to be computer-compatible format ready for inputting for data management.
- .2 Provide deliverables:
 - .1 Warranties.
 - .2 Project record documentation.
 - .3 Inventory of spare parts, special tools and maintenance materials.
 - .4 Maintenance Management System (MMS) identification system used.
 - .5 WHMIS information.
 - .6 WHMIS Safety Data Sheets (SDS).
 - .7 Electrical Panel inventory containing detailed inventory of electrical circuitry for each panel board. Duplicate of inventory inside each panel.

1.10 DELIVERABLES RELATING TO THE CX PROCESS

- .1 General:
 - .1 Start-up, testing and Cx requirements, conditions for acceptance and specifications form part of relevant technical sections of these specifications.
- .2 Definitions:
 - .1 Cx as used in this section includes:
 - .1 Cx of components, equipment, systems, subsystems, and integrated systems.
 - .2 Factory inspections and performance verification tests.
- .3 Deliverables: provide:
 - .1 Cx Specifications.
 - .2 Startup, pre-Cx activities and documentation for systems, and equipment.
 - .3 Completed installation checklists (ICL).
 - .4 Completed product information (PI) report forms.
 - .5 Completed performance verification (PV) report forms.
 - .6 Results of Performance Verification Tests and Inspections.
 - .7 Description of Cx activities and documentation.
 - .8 Description of Cx of integrated systems and documentation.
 - .9 Tests of following witnessed by PWGSC Design Quality Review Team:
 - .10 Training Plans.
 - .11 Cx Reports.
 - .12 Prescribed activities during warranty period.
- .4 Departmental Representative to witness and certify tests and reports of results provided to Departmental Representative.
- .5 Departmental Representative to participate.

1.11 PRE-CX ACTIVITIES AND RELATED DOCUMENTATION

- .1 Items listed in this Cx Plan include the following:
 - .1 Pre-Start-Up inspections: by Departmental Representative prior to permission to start up and rectification of deficiencies to Departmental Representative satisfaction.
 - .2 Departmental Representative to use approved check lists.
 - .3 Departmental Representative will monitor all of these pre-start-up inspections.
 - .4 Include completed documentation with Cx report.
 - .5 Conduct pre-start-up tests: conduct pressure, static, flushing, cleaning, and "bumping" during construction as specified in technical sections. To be witnessed and certified by Departmental Representative and does not form part of Cx specifications.
 - .6 Departmental Representative will monitor all of these inspections and tests.
 - .7 Include completed documentation in Cx report.

- .2 Pre-Cx activities - MECHANICAL:
 - .1 Plumbing systems:
 - .1 "Bump" each item of equipment in its "stand-alone" mode.
 - .2 Complete pre-start-up checks and complete relevant documentation.
 - .3 After equipment has been started, test related systems in conjunction with control systems on a system-by-system basis.
 - .2 HVAC equipment and systems:
 - .1 "Bump" each item of equipment in its "stand-alone" mode.
 - .2 At this time, complete pre-start-up checks and complete relevant documentation.
 - .3 After equipment has been started, test related systems in conjunction with control systems on a system-by-system basis.
 - .4 Perform TAB on systems. TAB reports to be approved by Departmental Representative.
- .3 Pre-Cx activities - LIFE SAFETY SYSTEMS
 - .1 Include equipment and systems identified above.
 - .2 Reports of test results to be witnessed and certified by Departmental Representative before verification.
- .4 Pre-Cx activities - ELECTRICAL:
 - .1 Low voltage distribution systems under 750 V:
 - .1 Requires independent testing agency to perform pre- energization and post-energization tests.
 - .2 Lighting systems: .
 - .1 Lighting systems:
 - .1 Tests to include verification of lighting levels and coverage, initially by disrupting normal power.
 - .3 Fire alarm systems: test after other safety and security systems are completed. Testing to include a complete verification in accordance with ULC requirements. Departmental Representative has witnessed and certified report, demonstrate devices and zones to Departmental Representative.

1.12 START-UP

- .1 Start up components, equipment and systems.
- .2 Equipment manufacturer, supplier, installing specialist sub-contractor, as appropriate, to start-up, under Contractor's direction, following equipment, systems:
 - .1 Fire Pump.
- .3 Departmental Representative to monitor all of these start-up activities.
 - .1 Rectify start-up deficiencies to satisfaction of Departmental Representative.
- .4 Performance Verification (PV):
 - .1 Approved Cx Agent to perform.

- .1 Repeat when necessary until results are acceptable to Departmental Representative.
- .2 Use procedures modified generic procedures to suit project requirements.
- .3 Departmental Representative to witness and certify reported results using approved PI and PV forms.
- .4 Departmental Representative to approve completed PV reports and provide to Departmental Representative.
- .5 Failure of randomly selected item shall result in rejection of PV report or report of system Startup and testing.

1.13 CX ACTIVITIES AND RELATED DOCUMENTATION

- .1 Perform Cx by specified Cx agency using procedures developed by Departmental Representative and approved by Departmental Representative.
- .2 Departmental Representative to monitor Cx activities.
- .3 Upon satisfactory completion, Cx agency performing tests to prepare Cx Report using approved PV forms.
- .4 Departmental Representative to witness, certify reported results of, Cx activities and forward to Departmental Representative.
- .5 Departmental Representative reserves right to verify a percentage of reported results at no cost to contract.

1.14 CX OF INTEGRATED SYSTEMS AND RELATED DOCUMENTATION

- .1 Cx to be performed by specified Cx specialist, using procedures developed by Departmental Representative and approved by Departmental Representative.
- .2 Tests to be witnessed by Departmental Representative and documented on approved report forms.
- .3 Upon satisfactory completion, Cx specialist to prepare Cx Report, to be certified by Departmental Representative and submitted to Departmental Representative for review.
- .4 Departmental Representative reserves right to verify percentage of reported results.
- .5 Integrated systems to include:
 - .1 HVAC and associated systems forming part of integrated HVAC systems.
 - .2 Fire alarm systems
 - .3 Fire pumps and controllers
- .6 Identification:
 - .1 In later stages of Cx, before hand-over and acceptance Departmental Representative, and Cx Manager to co-operate to complete inventory data sheets and provide assistance to PWGSC in full implementation of MMS identification system of components, equipment, sub-systems, systems.

1.15 INSTALLATION CHECK LISTS (ICL)

- .1 Refer to Section 01 91 13.16 - Commissioning Forms: Installation Check Lists and Product Information (PI)/Performance Verification (PV) Forms.

1.16 PRODUCT INFORMATION (PI) REPORT FORMS

- .1 Refer to Section 01 91 13.16 - Commissioning Forms: Installation Check Lists and Product Information (PI)/Performance Verification (PV) Forms.

1.17 PERFORMANCE VERIFICATION (PV) REPORT

- .1 Refer to Section 01 91 13.16 - Commissioning Forms: Installation Check Lists and Product Information (PI)/Performance Verification (PV) Forms.

1.18 DELIVERABLES RELATING TO ADMINISTRATION OF CX

- .1 General:
 - .1 Because of risk assessment, complete Cx of occupancy, weather and seasonal-sensitive equipment and systems in these areas before building is occupied.

1.19 CX SCHEDULES

- .1 Prepare detailed Cx Schedule and submit to Departmental Representative for review and approval same time as project Construction Schedule. Include:
 - .1 Milestones, testing, documentation, training and Cx activities of components, equipment, subsystems, systems and integrated systems, including:
 - .1 Design criteria, design intents.
 - .2 Pre-TAB review: 28 days after contract award, and before construction starts.
 - .3 Cx agents' credentials: 60 days before start of Cx.
 - .4 Cx procedures: 1 months after award of contract.
 - .5 Cx Report format: 1 months after contract award.
 - .6
 - .7 Notification of intention to start TAB: 21 days before start of TAB.
 - .8 TAB: after successful start-up, correction of deficiencies and verification of normal and safe operation.
 - .9 Notification of intention to start Cx: 14 days before start of Cx.
 - .10 Notification of intention to start Cx of integrated systems: after Cx of related systems is completed 14 days before start of integrated system Cx.
 - .11 Identification of deferred Cx.
 - .12 Implementation of training plans.
 - .13 Cx reports: immediately upon successful completion of Cx.
 - .2 Detailed training schedule to demonstrate no conflicts with testing, completion of project and hand-over to Facility Manager.
- .2 After approval, incorporate Cx Schedule into Construction Schedule.

- .3 , Contractor, Contractor's Cx agent, and Departmental Representative will monitor progress of Cx against this schedule.

1.20 CX REPORTS

- .1 Submit reports of tests, witnessed and certified by Departmental Representative to Departmental Representative who will verify reported results.
- .2 Include completed and certified PV reports in properly formatted Cx Reports.
- .3 Before reports are accepted, reported results to be subject to verification by Departmental Representative.

1.21 ACTIVITIES DURING WARRANTY PERIOD

- .1 Cx activities must be completed before issuance of Interim Certificate, it is anticipated that certain Cx activities may be necessary during Warranty Period, including:
 - .1 Fine tuning of HVAC systems.

1.22 TRAINING PLANS

- .1 Refer to Section 01 79 00.13 - Demonstration and Training for Building Commissioning.

1.23 FINAL SETTINGS

- .1 Upon completion of Cx to satisfaction of Departmental Representative lock control devices in their final positions, indelibly mark settings marked and include in Cx Reports.

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 SUMMARY

- .1 Section Includes:
 - .1 Commissioning forms to be completed for equipment, system and integrated system.

1.2 INSTALLATION/START-UP CHECK LISTS

- .1 Include the following data:
 - .1 Product manufacturer's installation instructions and recommended checks.
 - .2 Special procedures as specified in relevant technical sections.
 - .3 Items considered good installation and engineering industry practices deemed appropriate for proper and efficient operation.
- .2 Equipment manufacturer's installation/start-up check lists are acceptable for use. As deemed necessary by Departmental Representative supplemental additional data lists will be required for specific project conditions.
- .3 Use check lists for equipment installation. Document check list verifying checks have been made, indicate deficiencies and corrective action taken.
- .4 Installer to sign check lists upon completion, certifying stated checks and inspections have been performed. Return completed check lists to Departmental Representative. Check lists will be required during Commissioning and will be included in Building Maintenance Manual (BMM) at completion of project.
- .5 Use of check lists will not be considered part of commissioning process but will be stringently used for equipment pre-start and start-up procedures.

1.3 PRODUCT INFORMATION (PI) REPORT FORMS

- .1 Product Information (PI) forms compiles gathered data on items of equipment produced by equipment manufacturer, includes nameplate information, parts list, operating instructions, maintenance guidelines and pertinent technical data and recommended checks that is necessary to prepare for start-up and functional testing and used during operation and maintenance of equipment. This documentation is included in the BMM at completion of work.
- .2 Prior to Performance Verification (PV) of systems complete items on PI forms related to systems and obtain Departmental Representative approval.

1.4 PERFORMANCE VERIFICATION (PV) FORMS

- .1 PV forms to be used for checks, running dynamic tests and adjustments carried out on equipment and systems to ensure correct operation, efficiently and function independently and interactively with other systems as intended with project requirements.
- .2 PV report forms include those developed by Contractor records measured data and readings taken during functional testing and Performance Verification procedures.

- .3 Prior to PV of integrated system, complete PV forms of related systems and obtain Departmental Representative approval.

1.5 SAMPLES OF COMMISSIONING FORMS

- .1 Departmental Representative will develop and provide to Contractor required project-specific Commissioning forms in electronic format complete with specification data.
- .2 Revise items on Commissioning forms to suit project requirements.
- .3 Samples of Commissioning forms and a complete index of produced to date will be attached to this section.

1.6 CHANGES AND DEVELOPMENT OF NEW REPORT FORMS

- .1 When additional forms are required, but are not available from Departmental Representative develop appropriate verification forms and submit to Departmental Representative for approval prior to use.
 - .1 Additional commissioning forms to be in same format as provided by Departmental Representative.

1.7 COMMISSIONING FORMS

- .1 Use Commissioning forms to verify installation and record performance when starting equipment and systems.
- .2 Strategy for Use:
 - .1 Departmental Representative provides Contractor project-specific Commissioning forms with Specification data included.
 - .2 Contractor will provide required shop drawings information and verify correct installation and operation of items indicated on these forms.
 - .3 Confirm operation as per design criteria and intent.
 - .4 Identify variances between design and operation and reasons for variances.
 - .5 Verify operation in specified normal and emergency modes and under specified load conditions.
 - .6 Record analytical and substantiating data.
 - .7 Verify reported results.
 - .8 Form to bear signatures of recording technician and reviewed and signed off by Departmental Representative.
 - .9 Submit immediately after tests are performed.
 - .10 Reported results in true measured SI unit values.
 - .11 Provide Departmental Representative with originals of completed forms.
 - .12 Maintain copy on site during start-up, testing and commissioning period.
 - .13 Forms to be both hard copy and electronic format with typed written results in Building Management Manual in accordance with Section 01 92 00 - Facility Operation.

1.8 LANGUAGE

- .1 To suit the language profile of the awarded contract.

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 SUMMARY

- .1 Section Includes:
 - .1 General requirements relating to commissioning of project's components and systems, specifying general requirements to PV of components, equipment, sub-systems, systems, and integrated systems.
- .2 Acronyms:
 - .1 AFD - Alternate Forms of Delivery, service provider.
 - .2 BMM - Building Management Manual.
 - .3 Cx - Commissioning.
 - .4 EMCS - Energy Monitoring and Control Systems.
 - .5 O&M - Operation and Maintenance.
 - .6 PI - Product Information.
 - .7 PV - Performance Verification.
 - .8 TAB - Testing, Adjusting and Balancing.

1.2 GENERAL

- .1 Cx is a planned program of tests, procedures and checks carried out systematically on systems and integrated systems of the finished Project. Cx is performed after systems and integrated systems are completely installed, functional and Contractor's Performance Verification responsibilities have been completed and approved. Objectives:
 - .1 Verify installed equipment, systems and integrated systems operate in accordance with Contract Documents and design criteria and intent.
 - .2 Ensure appropriate documentation is compiled into the BMM.
 - .3 Effectively train O& M staff.
- .2 Contractor assists in Cx process, operating equipment and systems, troubleshooting and making adjustments as required.
 - .1 Systems to be operated at full capacity under various modes to determine if they function correctly and consistently at peak efficiency. Systems to be interactively with each other as intended in accordance with Contract Documents and design criteria.
 - .2 During these checks, adjustments to be made to enhance performance to meet environmental or user requirements.
- .3 Design Criteria: as per client's requirements or determined by designer. To meet Project functional and operational requirements.
- .4 AFD managed projects the term Departmental Representative in Cx specifications to be interpreted as AFD Service Provider.

1.3 COMMISSIONING OVERVIEW

- .1 Section 01 91 13.13 - Commissioning Plan.
- .2 For Cx responsibilities refer to Section 01 91 13.13 - Commissioning Plan.
- .3 Cx to be a line item of Contractor's cost breakdown.
- .4 Cx activities supplement field quality and testing procedures described in relevant technical sections.
- .5 Cx is conducted in concert with activities performed during stage of project delivery. Cx identifies issues in Planning and Design stages which are addressed during Construction and Cx stages to ensure the work is completed and proven to operate satisfactorily under weather, environmental and occupancy conditions to meet functional and operational requirements. Cx activities includes transfer of critical knowledge to facility operational personnel.
- .6 Departmental Representative will issue Interim Acceptance Certificate when:
 - .1 Completed Cx documentation has been received, reviewed for suitability and approved by Departmental Representative.
 - .2 Equipment, components and systems have been commissioned.
 - .3 O&M training has been completed.

1.4 NON-CONFORMANCE TO PERFORMANCE VERIFICATION REQUIREMENTS

- .1 Should equipment, system components, and associated controls be incorrectly installed or malfunction during Cx, correct deficiencies, re-verify equipment and components within the unfunctional system, including related systems as deemed required by Departmental Representative, to ensure effective performance.
- .2 Costs for corrective work, additional tests, inspections, to determine acceptability and proper performance of such items to be borne by Contractor. Above costs to be in form of progress payment reductions or hold-back assessments.

1.5 PRE-CX REVIEW

- .1 Before Construction:
 - .1 Review Contract Documents confirm by writing to Departmental Representative.
 - .1 Adequacy of provisions for Cx.
 - .2 Aspects of design and installation pertinent to success of Cx.
- .2 During Construction:
 - .1 Co-ordinate provision, location and installation of provisions for Cx.
- .3 Before start of Cx:
 - .1 Have completed Cx Plan up-to-date.
 - .2 Ensure installation of related components, equipment, sub-systems, systems is complete.
 - .3 Fully understand Cx requirements and procedures.
 - .4 Have Cx documentation shelf-ready.

- .5 Understand completely design criteria and intent and special features.
- .6 Submit complete start-up documentation to Departmental Representative.
- .7 Have Cx schedules up-to-date.
- .8 Ensure systems have been cleaned thoroughly.
- .9 Complete TAB procedures on systems, submit TAB reports to Departmental Representative for review and approval.
- .10 Ensure "As-Built" system schematics are available.
- .4 Inform Departmental Representative in writing of discrepancies and deficiencies on finished works.

1.6 CONFLICTS

- .1 Report conflicts between requirements of this section and other sections to Departmental Representative before start-up and obtain clarification.
- .2 Failure to report conflict and obtain clarification will result in application of most stringent requirement.

1.7 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Submittals: in accordance with Section 01 33 00 - Submittal Procedures.
 - .1 Submit no later than 4 weeks after award of Contract:
 - .1 Name of Contractor's Cx agent.
 - .2 Draft Cx documentation.
 - .3 Preliminary Cx schedule.
 - .2 Request in writing to Departmental Representative for changes to submittals and obtain written approval at least 8 weeks prior to start of Cx.
 - .3 Submit proposed Cx procedures to Departmental Representative where not specified and obtain written approval at least 8 weeks prior to start of Cx.
 - .4 Provide additional documentation relating to Cx process required by Departmental Representative.

1.8 COMMISSIONING DOCUMENTATION

- .1 Refer to Section 01 91 13.16 - Commissioning Forms: Installation Check Lists and Product Information (PI)/Performance Verification (PV) Forms for requirements and instructions for use.
- .2 Departmental Representative to review and approve Cx documentation.
- .3 Provide completed and approved Cx documentation Departmental Representative.

1.9 COMMISSIONING SCHEDULE

- .1 Provide detailed Cx schedule as part of construction schedule in accordance with Section 01 32 16.19 - Construction Progress Schedule - Bar (GANTT) Chart.
- .2 Provide adequate time for Cx activities prescribed in technical sections and commissioning sections including:
 - .1 Approval of Cx reports.

- .2 Verification of reported results.
- .3 Repairs, retesting, re-commissioning, re-verification.
- .4 Training.

1.10 COMMISSIONING MEETINGS

- .1 Convene Cx meetings following project meetings: Section 01 32 16.19 - Construction Progress Schedule - Bar (GANTT) Chart and as specified herein.
- .2 Purpose: to resolve issues, monitor progress, identify deficiencies, relating to Cx.
- .3 Continue Cx meetings on regular basis until commissioning deliverables have been addressed.
- .4 At 75% construction completion stage, Departmental Representative to call a separate Cx scope meeting to review progress, discuss schedule of equipment start-up activities and prepare for Cx. Issues at meeting to include:
 - .1 Review duties and responsibilities of Contractor and subcontractors, addressing delays and potential problems.
 - .2 Determine the degree of involvement of trades and manufacturer's representatives in the commissioning process.
- .5 Thereafter Cx meetings to be held until project completion and as required during equipment start-up and functional testing period.
- .6 Meeting will be chaired by Departmental Representative who will record and distribute minutes.
- .7 Ensure subcontractors and relevant manufacturer representatives are present at 75% and subsequent Cx meetings and as required.

1.11 STARTING AND TESTING

- .1 Contractor assumes liabilities and costs for inspections. Including disassembly and re-assembly after approval, starting, testing and adjusting, including supply of testing equipment.

1.12 WITNESSING OF STARTING AND TESTING

- .1 Provide 14 days notice prior to commencement.
- .2 Departmental Representative to witness of start-up and testing.
- .3 Contractor's Cx Agent to be present at tests performed and documented by sub-trades, suppliers and equipment manufacturers.

1.13 MANUFACTURER'S INVOLVEMENT

- .1 Factory testing: manufacturer to:
 - .1 Coordinate time and location of testing.
 - .2 Provide testing documentation for approval by Departmental Representative.
 - .3 Arrange for Departmental Representative to witness tests.

- .4 Obtain written approval of test results and documentation from Departmental Representative before delivery to site.
- .2 Obtain manufacturers installation, start-up and operations instructions prior to start-up of components, equipment and systems and review with Departmental Representative
 - .1 Compare completed installation with manufacturer's published data, record discrepancies, and review with manufacturer.
 - .2 Modify procedures detrimental to equipment performance and review same with manufacturer before start-up.
- .3 Integrity of warranties:
 - .1 Use manufacturer's trained start-up personnel where specified elsewhere in other divisions or required to maintain integrity of warranty.
 - .2 Verify with manufacturer that testing as specified will not void warranties.
- .4 Qualifications of manufacturer's personnel:
 - .1 Experienced in design, installation and operation of equipment and systems.
 - .2 Ability to interpret test results accurately.
 - .3 To report results in clear, concise, logical manner.

1.14 PROCEDURES

- .1 Verify that equipment and systems are complete, clean, and operating in normal and safe manner prior to conducting start-up, testing and Cx.
- .2 Conduct start-up and testing in following distinct phases:
 - .1 Included in delivery and installation:
 - .1 Verification of conformity to specification, approved shop drawings and completion of PI report forms.
 - .2 Visual inspection of quality of installation.
 - .2 Start-up: follow accepted start-up procedures.
 - .3 Operational testing: document equipment performance.
 - .4 System PV: include repetition of tests after correcting deficiencies.
 - .5 Post-substantial performance verification: to include fine-tuning.
- .3 Correct deficiencies and obtain approval from Departmental Representative after distinct phases have been completed and before commencing next phase.
- .4 Document require tests on approved PV forms.
- .5 Failure to follow accepted start-up procedures will result in re-evaluation of equipment by an independent testing agency selected by Departmental Representative. If results reveal that equipment start-up was not in accordance with requirements, and resulted in damage to equipment, implement following:
 - .1 Minor equipment/systems: implement corrective measures approved by Departmental Representative.
 - .2 Major equipment/systems: if evaluation report concludes that damage is minor, implement corrective measures approved by Departmental Representative.

- .3 If evaluation report concludes that major damage has occurred, Departmental Representative shall reject equipment.
 - .1 Rejected equipment to be remove from site and replace with new.
 - .2 Subject new equipment/systems to specified start-up procedures.

1.15 START-UP DOCUMENTATION

- .1 Assemble start-up documentation and submit to Departmental Representative for approval before commencement of commissioning.
- .2 Start-up documentation to include:
 - .1 Factory and on-site test certificates for specified equipment.
 - .2 Pre-start-up inspection reports.
 - .3 Signed installation/start-up check lists.
 - .4 Start-up reports,
 - .5 Step-by-step description of complete start-up procedures, to permit Departmental Representative to repeat start-up at any time.

1.16 OPERATION AND MAINTENANCE OF EQUIPMENT AND SYSTEMS

- .1 After start-up, operate and maintain equipment and systems as directed by equipment/system manufacturer.
- .2 With assistance of manufacturer develop written maintenance program and submit Departmental Representative for approval before implementation.
- .3 Operate and maintain systems for length of time required for commissioning to be completed.
- .4 After completion of commissioning, operate and maintain systems until issuance of certificate of interim acceptance.

1.17 TEST RESULTS

- .1 If start-up, testing and/or PV produce unacceptable results, repair, replace or repeat specified starting and/or PV procedures until acceptable results are achieved.
- .2 Provide manpower and materials, assume costs for re-commissioning.

1.18 START OF COMMISSIONING

- .1 Notify Departmental Representative at least 21 days prior to start of Cx.
- .2 Start Cx after elements of building affecting start-up and performance verification of systems have been completed.

1.19 INSTRUMENTS/EQUIPMENT

- .1 Submit to Departmental Representative for review and approval:
 - .1 Complete list of instruments proposed to be used.
 - .2 Listed data including, serial number, current calibration certificate, calibration date, calibration expiry date and calibration accuracy.

- .2 Provide the following equipment as required:
 - .1 2-way radios.
 - .2 Ladders.
 - .3 Equipment as required to complete work.

1.20 COMMISSIONING PERFORMANCE VERIFICATION

- .1 Carry out Cx:
 - .1 Under actual operating conditions, over entire operating range, in all modes.
 - .2 On independent systems and interacting systems.
- .2 Cx procedures to be repeatable and reported results are to be verifiable.
- .3 Follow equipment manufacturer's operating instructions.
- .4 EMCS trending to be available as supporting documentation for performance verification.

1.21 WITNESSING COMMISSIONING

- .1 Departmental Representative to witness activities and verify results.

1.22 AUTHORITIES HAVING JURISDICTION

- .1 Where specified start-up, testing or commissioning procedures duplicate verification requirements of authority having jurisdiction, arrange for authority to witness procedures so as to avoid duplication of tests and to facilitate expedient acceptance of facility.
- .2 Obtain certificates of approval, acceptance and compliance with rules and regulation of authority having jurisdiction.
- .3 Provide copies to Departmental Representative within 5 days of test and with Cx report.

1.23 EXTRAPOLATION OF RESULTS

- .1 Where Cx of weather, occupancy, or seasonal-sensitive equipment or systems cannot be conducted under near-rated or near-design conditions, extrapolate part-load results to design conditions when approved by Departmental Representative in accordance with equipment manufacturer's instructions, using manufacturer's data, with manufacturer's assistance and using approved formulae.

1.24 REPEAT VERIFICATIONS

- .1 Assume costs incurred by Departmental Representative for third and subsequent verifications where:
 - .1 Verification of reported results fail to receive Departmental Representative approval.
 - .2 Repetition of second verification again fails to receive approval.
 - .3 Departmental Representative deems Contractor's request for second verification was premature.

1.25 SUNDRY CHECKS AND ADJUSTMENTS

- .1 Make adjustments and changes which become apparent as Cx proceeds.
- .2 Perform static and operational checks as applicable and as required.

1.26 DEFICIENCIES, FAULTS, DEFECTS

- .1 Correct deficiencies found during start-up and Cx to satisfaction of Departmental Representative.
- .2 Report problems, faults or defects affecting Cx to Departmental Representative in writing. Stop Cx until problems are rectified. Proceed with written approval from Departmental Representative.

1.27 COMPLETION OF COMMISSIONING

- .1 Upon completion of Cx leave systems in normal operating mode.
- .2 Except for warranty and seasonal verification activities specified in Cx specifications, complete Cx prior to issuance of Interim Certificate of Completion.
- .3 Cx to be considered complete when contract Cx deliverables have been submitted and accepted by Departmental Representative.

1.28 ACTIVITIES UPON COMPLETION OF COMMISSIONING

- .1 When changes are made to baseline components or system settings established during Cx process, provide updated Cx form for affected item.

1.29 TRAINING

- .1 In accordance with Section 01 79 00.13 - Demonstration and Training for Building Commissioning.

1.30 MAINTENANCE MATERIALS, SPARE PARTS, SPECIAL TOOLS

- .1 Supply, deliver, and document maintenance materials, spare parts, and special tools as specified in contract.

1.31 OCCUPANCY

- .1 Cooperate fully with Departmental Representative during stages of acceptance and occupancy of facility.

1.32 INSTALLED INSTRUMENTATION

- .1 Use instruments installed under Contract for TAB and PV if:
 - .1 Accuracy complies with these specifications.
 - .2 Calibration certificates have been deposited with Departmental Representative.
- .2 Calibrated EMCS sensors may be used to obtain performance data provided that sensor calibration has been completed and accepted.

1.33 PERFORMANCE VERIFICATION TOLERANCES

- .1 Application tolerances:
 - .1 Specified range of acceptable deviations of measured values from specified values or specified design criteria. Except for special areas, to be within +/- 10 % of specified values.
- .2 Instrument accuracy tolerances:
 - .1 To be of higher order of magnitude than equipment or system being tested.
- .3 Measurement tolerances during verification:
 - .1 Unless otherwise specified actual values to be within +/- 2 % of recorded values.

1.34 OWNER'S PERFORMANCE TESTING

- .1 Performance testing of equipment or system by Departmental Representative will not relieve Contractor from compliance with specified start-up and testing procedures.

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 SUMMARY

- .1 Section Includes:
 - .1 This section is limited to portions of the Building Management Manual (BMM) provided to Departmental Representative by Contractor.
- .2 Acronyms:
 - .1 BMM - Building Management Manual.
 - .2 Cx - Commissioning.
 - .3 HVAC - Heating, Ventilation and Air Conditioning.
 - .4 PI - Product Information.
 - .5 PV - Performance Verification.
 - .6 TAB - Testing, Adjusting and Balancing.
 - .7 WHMIS - Workplace Hazardous Materials Information System.

1.2 GENERAL REQUIREMENTS

- .1 Standard letter size paper 216 mm x 279 mm.
- .2 Methodology used to facilitate updating.
- .3 Drawings, diagrams and schematics to be professionally developed.
- .4 Electronic copy of data to be in a format accepted and approved by Departmental Representative.

1.3 APPROVALS

- .1 Prior to commencement, co-ordinate requirements for preparation, submission and approval with Departmental Representative.

1.4 GENERAL INFORMATION

- .1 Provide Departmental Representative the following for insertion into appropriate Part and Section of BMM:
 - .1 Complete list of names, addresses, telephone and fax numbers of contractor, sub-contractors that participated in delivery of project - as indicated in Section 1.2 of BMM.
 - .2 Summary of architectural, structural, fire protection, mechanical and electrical systems installed and commissioned - as indicated in Section 1.4 of BMM.
 - .1 Including sequence of operation as finalized after commissioning is complete as indicated in Section 2.0 of BMM.
 - .3 Description of building operation under conditions of heightened security and emergencies as indicated in Section 2.0 of BMM.
 - .4 System, equipment and components Maintenance Management System (MMS) identification - Section 2.1 of BMM.
 - .5 Information on operation and maintenance of architectural systems and equipment installed and commissioned - Section 2.0 of BMM.

- .6 Information on operation and maintenance of fire protection and life safety systems and equipment installed and commissioned - Section 2.0 of BMM.
- .7 Information on operation and maintenance of mechanical systems and equipment installed and commissioned - Section 2.0 of BMM.
- .8 Operating and maintenance manual - Section 3.2 of BMM.
- .9 Final commissioning plan as actually implemented.
- .10 Completed commissioning checklists.
- .11 Commissioning test procedures employed.
- .12 Completed Product Information (PI) and Performance Verification (PV) report forms, approved and accepted by Departmental Representative.
- .13 Commissioning reports.

1.5 CONTENTS OF OPERATING AND MAINTENANCE MANUAL

- .1 For detailed requirements refer to Section 01 78 00 - Closeout Submittals.
- .2 Departmental Representative to review and approve format and organization within 12 weeks of award of contract.
- .3 Include original manufactures brochures and written information on products and equipment installed on this project.
- .4 Record and organize for easy access and retrieval of information contained in BMM.
- .5 Include completed PI report forms, data and information from other sources as required.
- .6 Inventory directory relating to information on installed systems, equipment and components.
- .7 Approved project shop-drawings, product and maintenance data.
- .8 Manufacturer's data and recommendations relating: manufacturing process, installation, commissioning, start-up, O&M, shutdown and training materials.
- .9 Inventory and location of spare parts, special tools and maintenance materials.
- .10 Warranty information.
- .11 Inspection certificates with expiration dates, which require on-going re-certification inspections.
- .12 Maintenance program supporting information including:
 - .1 Recommended maintenance procedures and schedule.
 - .2 Information to removal and replacement of equipment including, required equipment, points of lift and means of entry and egress.

1.6 SUPPORTING DOCUMENTATION FOR INSERTION INTO SUPPORTING APPENDICES

- .1 Provide Departmental Representative supporting documentation relating to installed equipment and system, including:
 - .1 General:
 - .1 Finalized commissioning plan.
 - .2 WHMIS information manual.
 - .3 Approved "as-built" drawings and specifications.

- .4 Procedures used during commissioning.
 - .5 Cross-Reference to specification sections.
 - .2 Fire prevention, suppression and protection:
 - .1 Test reports.
 - .2 PV reports.
 - .3 Mechanical:
 - .1 Installation permits, inspection certificates.
 - .2 Piping pressure test certificates.
 - .3 Ducting leakage test reports.
 - .4 TAB and PV reports.
 - .5 Charts of valves and steam traps.
 - .6 Copies of posted instructions.
 - .4 Electrical:
 - .1 Installation permits, inspection certificates.
 - .2 Electrical work log book.
 - .3 Charts and schedules.
 - .4 Locations of cables and components.
 - .5 Copies of posted instructions.
 - .2 Assist Departmental Representative with preparation of BMM.
- 1.7 USE OF CURRENT TECHNOLOGY**
- .1 Use current technology for production of documentation. Emphasis on ease of accessibility at all times, maintain in up-to-date state, compatibility with user's requirements.
 - .2 Obtain Departmental Representative approval before starting Work.

Part 2 Products

2.1 NOT USED

- .1 Not used.

Part 3 Execution

3.1 NOT USED

- .1 Not used.

END OF SECTION