

1 MINIMUM STANDARDS

- .1 Materials shall be new and Work shall conform to the minimum applicable standards of the Canadian General Standards Board, the Canadian Standards Association, the National Building Code of Canada 2005 (NBC) and all applicable Provincial and Municipal codes. In the case of conflict or discrepancy the most stringent requirement shall apply.

2 TIME OF COMPLETION

- .1 Commence Work in accordance with notification of acceptance and complete the Work within agreed upon schedule with the Contract Administrator. Include proposed time to complete Work.

3 PRODUCT DATA

- .1 Product data: manufacturers catalogue sheets, Material Safety Data Sheets (MSDS), instructions, limitations, recommended procedures, brochures, literature, performance charts and diagrams, used to illustrate standard manufactured products.
- .2 Submit three (3) copies of product data.
- .3 Delete information not applicable to project.
- .4 Cross-reference product data information to applicable portions of Contract Documents.

4 SHOP DRAWINGS

- .1 Submit for the Contract Administrator's review, five (5) copies of each shop drawing.
- .2 The review is for the sole purpose of ascertaining conformance with the general design concept, and does not mean approval of the design details inherent in the shop drawings, responsibility for which shall remain with the Contractor. Such review shall not relieve the Contractor of responsibility for errors or omissions in the shop drawings or of his responsibility for meeting all requirements of the Contract Documents.
- .3 Do not commence manufacture or order materials before shop drawings are reviewed.
- .4 Make changes in submissions consistent with Contract Documents and resubmit as directed by Contract Administrator.

5 FEES, PERMITS AND CERTIFICATES

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

6 FIRE SAFETY REQUIREMENTS

- .1 Comply with the National Building Code of Canada 2005 (NBC) for fire safety in construction and the National Fire Code of Canada 2005 (NFC) for fire prevention, fire fighting and life safety in building in use.
- .2 Comply with Human Resources and Social Development Canada (HRSDC), Fire Commissioner of Canada (FCC) standards:
 - .1 No. 301: Standard for Construction Operations
 - .2 No. 302: Standard for Welding and Cutting
 - .3 No. 374: Fire Protection Standard for General Storage (Indoor and Outdoor)
 - .4 Available from HRSDC, Fire Protection Services, Policies and Standards, Fire Commissioner of Canada Standards, or the following internet site:
<http://www.hrsdc.gc.ca/asp/gateway.asp?hr=en/lp/lo/fp/standards/commissioner.shtml&hs=fzp>
 - .5 Retain all fire safety documents and standards on Site.

7 FIELD QUALITY CONTROL

- .1 Carry out Work using qualified licenced workers, and in accordance with the applicable specification sections.

8 HAZARDOUS MATERIALS

- .1 Comply with the requirements of the Workplace Hazardous Materials Information System (WHMIS) regarding use, handling, storage, and disposal of hazardous materials; and regarding labelling and the provision of Material Safety Data Sheets (MSDS) acceptable to Human Resources Development Canada, Labour Program.

9 TEMPORARY UTILITIES

- .1 There are no existing services available on Site for the Work. Contractor to supply generator, source of water and all required utilities as necessary.

10 REMOVED MATERIALS

- .1 Unless otherwise specified, materials for removal and disposal become the Contractor's property.
- .2 Immediately take removed materials from Site. Leave no build-up of removed materials on Site.

11 PROTECTION

- .1 Protect finished Work against damage until take-over.
- .2 Protect adjacent work against the spread of dust and dirt beyond the work areas.
- .3 Protect operatives and other users of Site and of cemetery from all hazards.
- .4 Protect all elements within the cemetery from Work related procedures.

- .5 Contractor is responsible for repair or replacement of all landscaping and grounds damage during the course of the Work.
- .6 No discharging of any fluids or chemicals into the adjacent creek. No Work or equipment to be located within 1.8m of the riverbank. This is a naturalized area as per the Rivers Agency.

12 USE OF SITE AND FACILITIES

- .1 Execute Work with least possible interference or disturbance to the normal use of premises. Make arrangements with Contract Administrator to facilitate Work as stated.
- .2 Maintain existing services to the cemetery and provide for personnel and vehicle access.
- .3 Sanitary facilities to be provided by Contractor, for Contractor's personnel. Others shall not be used. Locate where directed by the Contract Administrator.
- .4 Provide and locate Site garbage bins where directed by Contract Administrator.
- .5 Contain deliveries and temporary parking within areas designated by Contract Administrator. No parking permitted outside of designated areas.
- .6 Submit to Contract Administrator list of size (width, height, length), number of axles and weights of all large machinery, vehicles and equipment prior to arrival to Site. Contract Administrator to determine if cemetery grounds accommodation is acceptable for the loading requirements and must approve access of all vehicles and large equipment prior to entering the cemetery.
- .7 All Contractor and delivery vehicles must enter the cemetery via the Logan Avenue entrance. Contractor will be responsible for contacting the authorities having jurisdiction for verifying and abiding by the roadway bridge loading restrictions.
- .8 All routes to be traveled in the cemetery must have prior approval from the Contract Administrator.
- .9 No radios or other entertainment equipment permitted in the cemetery. Radios in vehicles are not to be used in the cemetery.

13 WORKERS' ATTIRE

- .1 Due to the Work Site located within an operating cemetery, strict worker clothing attire shall be adhered to:
 - .1 Shirts shall be worn at all times. Short sleeved, buttoned up or round neck are acceptable, but tank-top/muscle shirts are not be worn.
 - .2 Shorts are not permitted.
 - .3 No clothing shall contain profanities, tears or holes.
 - .4 Traffic safety vests are to be worn by workers at all times.

14 SITE STORAGE

- .1 Maintain storage space assigned by Contract Administrator.
- .2 Do not unreasonably encumber Site with materials or equipment.
- .3 Move stored products or equipment which interfere with operations of Contract Administrator.
- .4 Obtain and pay for use of additional storage or work areas needed for operations.

15 EXAMINATION

- .1 Examine Site and conditions likely to affect Work and be familiar and conversant with existing conditions.
- .2 Provide photographs of surrounding properties, objects and structures liable to be damaged or be the subject of subsequent claims.

16 SIGNS

- .1 Provide common-use signs related to traffic control, information, instruction, use of equipment, public safety devices, etcetera, in both official languages or by the use of commonly understood graphic symbols to the Contract Administrator's approval.
- .2 No advertising is permitted on this project.

17 ACCESS AND EGRESS

- .1 Maintain temporary "access to" and "egress from" Work areas, in accordance with relevant municipal, provincial and other regulations.

18 WASTE MANAGEMENT

- .1 Conduct "waste audit" to determine waste generated during demolition or construction operations, prepare written "waste reduction work plan" and implement procedures to reduce, reuse and recycle materials to the extent possible.
- .2 Provide a "source separation program" to disassemble and collect in an orderly fashion the following "materials designated for alternative disposal" from the "general waste" stream.
 - .1 Existing hollow core concrete beams.
 - .2 Cardboard (corrugated).
 - .3 Soil and landscaping material.
- .3 Submit complete records of all removals from Site for both "materials designated for alternative disposal" and "general waste" including:
 - .1 Time and date of removal
 - .2 Description of material and quantities.

- .3 Proof that materials have been received at an Approved Waste Processing Site or certified Waste Disposal Site as required.

19 RECORDS

- .1 As Work progresses, maintain accurate records to show deviations from Contract drawings. Just prior to Contract Administrator 's inspection for issuance of final certificate of completion, supply to the Contract Administrator two (2) sets of white prints with all deviations neatly inked in. The Contract Administrator will provide two sets of clean white prints for this purpose.

20 GUARANTEES AND WARRANTIES

- .1 Before completion of Work collect all manufacturer's guarantees and warranties and deposit with Contract Administrator.

21 CLEAN UP

- .1 Clean up Work area as Work progresses. At the end of each Work period, and more often if ordered by the Contract Administrator, remove debris from Site, neatly stack material for use, and clean up generally. Contractor to ensure that there is no litter on Site, and that the cemetery garbage receptacles are not used by any construction personnel.
- .2 Upon completion remove temporary protection and surplus materials. Make good defects noted at this stage.
- .3 Clean areas under contract to a condition at least equal to that previously existing and to approval of Contract Administrator.
- .4 Repair damage to landscaping as directed by Contract Administrator.

22 TESTING LABORATORY SERVICES

- .1 Contract Administrator will appoint and pay for costs of inspection and testing services, unless indicated otherwise.
- .2 Provide access to precast concrete fabrication facility, safe working areas and assist with testing procedures, including provisions for materials or services and co-ordination, as required by testing agency and as authorized by Contract Administrator.
- .3 Where tests indicate non-compliance with specifications, Contractor to pay for initial test and all subsequent testing of Work to verify acceptability of corrected Work.

23 SCHEDULING

- .1 On award of contract submit bar chart construction schedule for Work, indicating anticipated progress stages within time of completion. When schedule has been reviewed by Contract Administrator, take necessary measures to complete Work within scheduled time. Do not change schedule without notifying Contract Administrator.
- .2 Carry out Work during "regular hours" Monday to Friday from 08:00 to 16:30 hours.

- .3 Give the Engineer 48 hours notice for Work to be carried out during “off hours”. Contract Administrator must pre-approve all Work to be carried out during “off hours”.
- .4 Work is not permitted on weekends or on holidays.
- .5 Other scheduling restrictions:
 - .1 All Work shall stop when a funeral procession enters the area adjacent to the Site, and Work shall not recommence until notification from the Contract Administrator. Each morning, the Contractor shall confirm with the Contract Administrator a list of funerals for the following day and if the funerals will require a Work stoppage.
 - .2 The Contractor shall record in writing a tracking of all down time due to funeral procession related Work stoppages. The Contractor shall be responsible to coordinate signing of the written record by the Contract Administrator on a weekly basis. Claims for extras related to funeral related Work stoppages will not be accepted without the Contract Administrator’s signed copy of the record.

24 COST BREAKDOWN

- .1 Before submitting first progress claim submit breakdown of Contract amount in detail as directed by Contract Administrator and aggregating the Contract amount. After approval by Contract Administrator, cost breakdown will be used as the basis of progress payments.
- .2 Provide unit rate costs in accordance with the applicable specification sections.

25 RELICS AND ANTIQUITIES

- .1 Protect relics, antiquities and items of historical and scientific interest found during course of the Work, and record location where found before removing. Bring such items to immediate attention of Contract Administrator and await instructions before removing any items, or proceeding with the Work in the location where the items are found.

END OF SECTION