

**DEPARTMENT OF HOMELAND SECURITY
UNITED STATES COAST GUARD YARD**

**SPECIFICATIONS
FOR
CPOP REPAIR WEST WHARF CG YARD (FY19)
PROJECT NUMBER: 8617883
U.S. COAST GUARD YARD
BALTIMORE, MARYLAND**

NOVEMBER 2018

**COMMANDING OFFICER
UNITED STATES COAST GUARD YARD
BUILDING 4 MAIL STOP 10
2401 HAWKINS POINT ROAD
BALTIMORE, MARYLAND 21226**

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DIV 1 //Final//

TABLE OF CONTENTS

<u>SECTION</u>	<u>TITLE</u>	<u>PAGE</u>
01 11 00	SCOPE OF WORK.....	3
01 11 16	WORK BY OTHERS	5
01 12 16	PROJECT PHASING	6
01 14 00	CONTRACTOR WORK HOURS.....	6
01 14 13	PRE-BID SITE VISITS	8
01 14 14	PRE-CONSTRUCTION SITE CONDITIONS	9
01 14 16	COORDINATION.....	9
01 14 19	FIELD ADJUSTMENTS.....	10
01 18 13	UTILITY PERMITS	10
01 18 14	BUILDING PERMITS	10
01 18 17	ENVIRONMENTAL PERMITS	10
01 26 13	REQUESTS FOR INFORMATION	10
01 31 19	PROJECT MEETINGS	12
01 32 16	CONSTRUCTION SCHEDULE, SCHEDULE OF VALUES, AND PROGRESS SCHEDULE.....	13
01 32 26	CONSTRUCTION DAILY REPORTS.....	14
01 33 00	SUBMITTAL PROCEDURES.....	15
01 35 29	SAFETY PROGRAM.....	17
01 42 00	SOURCES FOR REFERENCE PUBLICATIONS	18
01 51 00	TEMPORARY UTILITIES	18
01 51 13	EQUIPMENT/UTILITY LOCKOUT & TAGOUT REQUIREMENTS	19
01 51 16	TEMPORARY FIRE PROTECTION	19
01 54 30	CONFINED ENTRY.....	20
01 55 00	ACCESS ROADS AND PARKING	20
01 55 29	STAGING AREAS AND ACCESS	20
01 56 00	LIGHTS, SIGNS & BARRICADES	21
01 57 13	EROSION AND SEDIMENT CONTROL	21
01 57 20	ENVIRONMENTAL PROTECTION	22
01 57 23	POLLUTION CONTROL	23
01 58 00	MARINE LIGHTS AND SIGNALS	24
01 65 00	RECOVERED MATERIALS NOTICE.....	24
01 66 13	HAZARDOUS WASTE.....	25
01 66 16	MATERIAL SAFETY DATA SHEETS AND MATERIAL HANDLING PROCEDURES	25
01 71 33	PROTECTION FROM WEATHER & CONSTRUCTION OPS	26
01 74 00	GENERAL CLEANUP & SITE RESTORATION OF WORK AREAS.....	26
01 78 00	AS BUILT DRAWINGS	27
01 78 23	OPERATING INSTRUCTIONS AND TRAINING.....	27
	LIST OF SUBMITTALS.....	29
	CONTRACT ITEM ACCEPTANCE REQUEST	30
06 05 23	TIMBER CONNECTORS.....	32
31 32 19	GEOTEXTILE FABRIC.....	33
31 62 00	WOOD PILE WRAP.....	35
31 62 19	MARINE WOOD	34
32 00 00	ASPHALT.....	36

DIVISION 1

01 11 00 SCOPE OF WORK

- 1.0 **WORK INCLUDED:** The Contractor shall provide all labor, equipment, materials, and supervision necessary to complete the work described herein. Unless otherwise stated, the contractor shall execute the work in accordance with all applicable federal, state, and local codes, regulations, and laws. Contractor shall field verify all existing conditions. Personal floatation devices must be worn anytime personnel are working over or near water on the West Wharf. Major items of work shall include the following:
- 1.1 The total area of work is approximately 300 linear feet by 30 feet wide by 5 feet deep to be excavated as indicated on C/01 & C/04. Remove and replace existing deteriorated timber decking, repair piles and pile caps (approx. 38), repair damaged pile caps and dislocated timbers shown on drawing C/03. Each pile repair shall be wrapped with a Carbon Wrap system. All pile cap repairs shall use marine grade shims and fasteners. Replace disturbed area with fill, new crush and run, asphalt surface and bollards. Contractor must use ground-penetrating radar system to locate all utilities and permanently mark them. A final location drawing must be turned in to the USCG.
- 1.2 All repairs must be coordinated with USCG Yard's Facilities Department so as not to conflict with industrial operations.
- 1.3 All equipment shall be contained within the work area (indicated on drawings) to conduct and complete construction work on the West Wharf to maintain USCG operations and to utilize all available work area efficiently. All contractor equipment and materials shall be kept close to the site in a designated staging area.
- 1.4 Provide highly visible concrete barriers with yellow flashers to prevent both equipment and pedestrians from traversing into the active work areas. Refer to section 01 56 00 (LIGHTS, SIGNS & BARRICADES) for additional information.
- 2.0 **DEMOLITION:** Place a turbidity curtain in the water in front of the construction area prior to any demolition. Remove existing asphalt, general fill, existing abandoned steam lines, and bollards, in the work area. Retain the general fill for replacement. Remove only deteriorated timber decking. See Drawing C/01 for details. All existing utilities must remain in place. Any utilities damaged during construction will be the responsibility of the contractor.

3.0 NEW WORK:

After demolition, clean off the timber decking to expose all of the defects in the area.

- a. Remove and replace any deteriorated 6"x12"x12' timber decking as shown on drawing C/03.
- b. Repair any pile or pile cap as indicated on the drawing C/03 with marine treated timber and fasteners.
- c. All pile repair hardware and fasteners must be galvanized for marine use.
- d. All type 2 pile repairs must be wrapped with a Carbon Wrap system.
- e. Once all of the pile, pile caps, and deck repairs are complete cover the entire area of 6"x12"x12' timber with 600 lb filter fabric.
- f. Place and fasten new marine treated 2"x12"16' marine lumber on top of new fabric. All timber must be staggered when installed as indicated on the drawing C/02.
- g. All timbers must be secured using hot dipped galvanized fasteners for marine applications.
- h. Replace general fill that was removed on top of new lumber, in 12" compacted lifts.
- i. Place new 10" of crusher run and compact in two 5" lifts. Recycled material will not be accepted.
- j. Place new asphalt with a 3" base course and a 2" top course to match the existing surface level.
- k. Install new bollards in a concrete base 2'x2'x3'D and paint to match existing.
 - i. All underwater repairs must be photographed, documented and submitted to the USCG Yard via a submittal.

3.1 REPAIR TYPES

Repair Type #1:

Pile and pile cap repair will require hardware banding, strapping, fasteners, and marine grade wood shims.

Repair Type #2:

Pile repair with a Carbon Wrap System. The wrap system is to extend a minimum of twelve inches past the repair area around the pile.

Repair Type #3:

Pile cap repair with either new wood cap and or hardware fasteners.

*Note: Each level of repair will be individually unique to each situation and may differ from the listed repairs.

- 3.2 Prior to start of each section of work, meet with COR or USCG Inspector to review each area of work and mark-up extent of area to be repaired with OSHA colored spray paint to signify repair location for USCG awareness.

- 3.3 All repair areas must be cleared of debris at the end of each workday.

- 3.4 The construction area must be protected at all times from all debris.
- 3.5 A documented as-built report of all repairs shall be provided for all areas that are repaired.
- 3.6 The contractor must have each phase of work inspected by a USCG Inspector and COR prior to enclosing the area.
- 3.7 Work associated with these items is described in the following specification sections and/or are shown on the contract drawings. Incidental work items not listed above and necessary for completing the project shall be included.
- 4.0 **DRAWINGS:** Drawings and the accompanying specifications are the property of the Government and comprise legal documentation that pertains exclusively to this project. Drawings will be made available in a format determined by the solicitation method.
- 4.1 Construction Drawings:

Sheet Number	Drawing Number	Sheet Title
1 of 8	YWBW8617883G01	GENERAL SHEET
2 of 8	YWBW8617883C01	CIVIL SITE PLAN
3 of 8	YWBW8617883C02	CIVIL SITE PLAN
4 of 8	YWBW8617883C03	PILE & CAP REPAIR DETAILS
5 of 8	YWBW8617883C04	EROSION SEDIMENT CONTROL
6 of 8	YWBW8617883C05	EROSION SEDIMENT CONTROL
7 of 8	YWBW8617883C06	EROSION SEDIMENT CONTROL

- 4.3 Reference Drawings:

Sheet Number	Drawing Number	Sheet Title
8 OF 8	RE/01	REFERNCE (A/2-A/5)
SK-1		UNDER GROUND UTLILITES

01 11 16 WORK BY OTHERS

- 1.0 **WORK NOT INCLUDED IN THE CONTRACT:** Non-contractor personnel will accomplish the following work items necessary for completion of the project. However, the contractor must coordinate accomplishment of these work items with the appropriate parties noted below in accordance with Section 01 14 16, "Coordination".
- 1.1 Work by Coast Guard Personnel: Coast Guard personnel (or other parties acting

on the behalf of the Coast Guard) will install and connect communications/security and electronic equipment/radios/telephone and antennas, and pull wiring for these systems.

- 1.2 Work by Utility Companies: Utility company service crews will perform all electrical, water, natural gas, and/or sewer connections to main service lines. The contractor shall ensure that all main electrical service panels and accompanying feeders /sewer and water line drops are completed and ready for service prior to coordinating any tie in as indicated on the drawings.
- 1.3 Work by other Contractors or Service Companies: Contractor personnel and equipment associated with another construction contract in progress may require access to the site during execution of this contract. The contractor shall coordinate work and ensure that work operations do not interfere with the contract currently in progress. The contractor shall allow service contract personnel access to the site for trash removal, snow removal, grounds maintenance or the performance of other related service contracts. The Coast Guard will advise the contractor of the trash removal, grounds maintenance or other recurring maintenance schedules.

01 12 16 PROJECT PHASING

- 1.0 Phasing for this project shall be coordinated with the Contracting Officer's Representative (COR) and CG Yard personnel affected by the work. Work must be phased to prevent obstruction of occupant work activities and traffic inside and outside of buildings. Adjacent lots and delivery areas must be kept obstruction free and may not be used as a staging area unless previously approved by the COR.
- 2.0 All work must be coordinated in advance with the CG Yard's Industrial Office. The work area for this project is a high traffic industrial shipbuilding area with multiple movements of ships and heavy equipment. The contractor will be required to conduct their work in segments so as to allow the continuation of work with little interruptions. Due to the CG Yard's industrial schedule, this project will not mobilize on site until approximately May 2018.

01 14 00 CONTRACTOR WORK HOURS

- 1.0 WORK HOURS: Accomplish work during normal unit operational hours of 7:30 a.m. to 4:30 p.m., Monday through Friday unless otherwise approved by the COR. Note any departures from these work hours on the Daily Reports.
- 2.0 SATURDAY, SUNDAY AND HOLIDAYS: The contractor shall provide the Contracting Officer's Representative at least forty-eight hours advance notice prior to working on weekends or Federal holidays. The Government may reject any such request without impacting the completion time of the contract.
- 3.0 CONTRACT COMPLETION: The contractor shall complete work within the time frame indicated upon issuance of the Notice to Proceed. Limitations imposed by these work hours will not entitle the Contractor additional time to complete the

project. Refer to FAR Clause 52.211-10 "Commencement, Prosecution and Completion of Work".

4.0 **RAPIDGATE PROGRAM:** US Coast Guard Yard has implemented the RAPIDGate Program for their security protocol. The contractor shall register with RAPIDGate and obtain security passes in accordance with the instructions below prior to commencing any on site work.

4.1 To enroll your company in the *RAPIDGate* Program, please go to the following web address to fill out the enrolment forms, <https://eform.rapidgate.com/> or by calling 1-877-727-4342). On the enrollment forms you will need to provide your USCG Yard Sponsor Contracting Officer Representative (COR) point of contact, including a name, phone number, and e-mail address [Mr. Dave Andrese, 410-636-3618, david.andrese@uscg.mil]. USCG Yard must authorize your request to participate in the *RAPIDGate* Program. The minimum elapsed time from company enrollment to an employee receiving his or her *RAPIDGate* Credential is approximately two weeks. If you would like additional information please call Eid Passport at 1-877- *RAPIDGate* (1-877-727-4341). A customer service representative will give you all the necessary information regarding the *RAPIDGate* Program.

If your company is already enrolled in the *RAPIDGate* Program at another installation, it may request access for its employees at this installation by calling 1-877-RAPIDGate (1-877-727-4341). Once your company is approved by USCG Yard, your employee who already holds a *RAPIDGate* Credential may be able to use the same credentials at the additional installation.

4.2 Once your company has been approved for the enrollment and paid the enrollment fee your company will receive an email with you company's *RAPIDGate* Company Code. **Instruct your employees who need access to the USCG Yard to register at the self-service registration station located at the USCG Yard.** Each employee should be ready to provide your company's *RAPIDGate* company code, his or her address, phone number, date of birth, and Social Security Number. The registration station will capture the employee's photograph for credentialing and fingerprints for identity verification. **Assisted registration at your company's location may be available if you have 50 or more employees to register.** Call 1-877-RAPIDGate (1-877-727-4341) for details.

4.3 Once your company has approved each employee for participation and paid the registration fee, the *RAPIDGate* Program performs identity authorization and background screening. Your company will be notified when qualified employees may pick up their personalized *RAPIDGate* Credentials at the USCG Yard security office. Each employee must show proof of identity by presenting one form of identification from List A, or two forms of identification from List B (next page) to retrieve their credentials.

Forms of acceptable identification for picking up your credentials:
List A – one needed
<ul style="list-style-type: none"> • U.S. Passport (unexpired) • Permanent Resident Card or Alien Registration Receipt Card (Form I-551) • Unexpired foreign passport, with I551 stamp or attached form I-94 indicating unexpired employment authorization • Unexpired employment authorization document that contains a photograph (Form I-766, I-688, I-688A, or I668B)
List B – two needed
<ul style="list-style-type: none"> • Driver’s License or ID card issued by a state • ID card issued by federal, state, or local government agencies or entities • School ID card with a photograph • Voter’s registration card • U.S. Military or draft record • Military dependent’s ID card • U.S. Coast Guard Merchant Mariner Card • Native American Tribal Document • Drivers License issued by a Canadian government authority • U.S. Social Security card issued by the Social Security Administration • Certificate of Birth Abroad issued by the Department of State (Form FS-545 or DS 1350) • Original or certified copy of a birth certificate issued by a state, country, municipal authority or outlying possession of the Unites States bearing an official seal. • U.S. Citizen ID Card (Form I-197) • ID Card for use of resident citizen in the United States (Form I-179) • Unexpired employment authorization document issued by DHS (other than those listed in list A)

After activating their *RAPIDGate* Credentials, employees present their credentials to request entry to USCG Yard, and must wear and display the credentials at all times while on the installation. Questions about the USCG Yard *RAPIDGate* Program should be addressed to info@rapidgate.com with the subject line RE: *RAPIDGate* Program.

01 14 13 PRE-BID SITE VISITS

- 1.0 **GENERAL**: Bidders are responsible for visiting the site to field verify existing conditions and determine actual dimensions and the nature of the work required. Failure to visit the site does not relinquish the bidder from determining the extent and scope of the work required and estimating the difficulty and cost to complete the project. Requests for equitable adjustments, in either time or money, arising from failing to field verify site conditions may be denied. Provisions regarding the site visit requirements are outlined in FAR Clause 52.236-3 “Site Investigation and Conditions Affecting the Work”

- 2.0 SITE VISIT: Arrange pre-bid site visits to verify existing conditions with the Coast Guard Yard Facilities Engineering POC, Lt. Constantino at (410) 636-4098. The Commanding Officer may limit hours of access or levy certain restrictions regarding visits to the site.

01 14 14 PRE-CONSTRUCTION SITE CONDITIONS

- 1.0 SITE CONDITION VERIFICATION: The Contractor shall verify the conditions of the existing site, equipment and facilities potentially affected by the work under this contract and photograph and/or videotape the conditions in order to document their pre-construction condition. Copies of the photos and videos shall be submitted to the Contracting Officer prior to starting work.
- 2.0 UTILITIES: The contractor shall use proactive measures such as digging, metering, testing, underground utility location devices, and utility company location services to locate all underground utilities identified in the area of work at no additional expense to the Government. Additional cost of unplanned outages and repair of damaged utilities, including emergency repairs by others, not properly identified by the Contractor shall be the Contractor's responsibility.

01 14 16 COORDINATION

- 1.0 INTERFERENCE WITH COAST GUARD OPERATIONS: Accomplish work in a manner that causes minimal impact on normal operations. Coast Guard operational and industrial activities must remain fully capable unless approved by the COR. The Contractor shall notify the COR at least seven working days in advance of any planned outages of water, electrical, telephone, or sanitary facilities. Notify the COR at least two weeks prior to beginning construction.
- 2.0 MILITARY STATION REGULATIONS:
- 2.1 The Contractor, his employees, and subcontractors shall become familiar with and obey all station regulations. All personnel employed on the project shall keep within the limits of the work and avenues of ingress and egress, and shall not enter any other areas outside of the site of the work unless required to do so in the performance of their duties. The Contractor's equipment shall be conspicuously marked for identification.
- 2.2 There shall be NO SMOKING in any Coast Guard building.
- 2.3 Storage Areas: The COR will determine the exact location and boundaries of staging areas. Under no circumstances shall materials be stored in areas that will interfere with Industrial operations.

- 2.4 Storm Protection: If a gale force wind warning or higher is issued, take precautions to minimize any danger to persons and protect the work and nearby Government property. Precautions shall include, but not be limited to, closings, removing loose materials, tools and equipment, from exposed locations. Remove and secure scaffolding and temporary work. Close openings in the work area if storms of lesser intensity are imminent.

01 14 19 FIELD ADJUSTMENTS

- 1.0 The COR may authorize field adjustments. Field adjustments are those alterations that do not affect time, price, or intent of the contract documents. All field adjustments shall be documented in the Daily Reports and on the As-Built Drawings.

01 18 13 UTILITY PERMITS

- 1.0 The Contractor is responsible for obtaining all permits required for connection to all public or private utility systems. This shall include all permit, inspection, administrative and accessory costs normally charged of customers by the utility.
- 1.1 All Tie-in and/or connection fees will be paid by the Contractor.

01 18 14 BUILDING PERMITS

- 1.0 NO BUILDING PERMITS from state or local governments are required for work performed on federal property. Courtesy permits may be obtained at the Contractor's option. No payment will be made to the Contractor for any permit cost. Design changes to obtain courtesy permits, even at no cost, will not be allowed without written approval of the Contracting Officer.

01 18 17 ENVIRONMENTAL PERMITS

- 1.0 Unless directed by other sections of this specification, the Contractor will not be responsible for obtaining environmental permits.

01 26 13 REQUESTS FOR INFORMATION

1.0 SUMMARY:

- a. Section Includes: Administrative requirements for requests for information.

2.0 DEFINITIONS:

- a. *Request for Information:* A document submitted by the Contractor requesting clarification of a portion of the contract documents, hereinafter referred to as RFI (Request for Information).

b. *Proper RFI*: A properly prepared request for information shall include a detailed written statement that indicates the specific Drawings or Specification in need of clarification and the nature of the clarification requested and:

1. Be sequentially numbered.
2. Drawings shall be identified by drawing number and location on the drawing sheet.
3. Specifications shall be identified by Section number, page and paragraph.

c. *Improper RFI*: An RFI that is not properly prepared. Improperly prepared RFIs will not be processed by the Contracting Officer, but will be returned unprocessed.

d. *Frivolous RFI*: RFIs that request information that is clearly shown on the Contract Documents. Frivolous RFIs may be returned unprocessed.

3.0 CONTRACTOR'S REQUESTS FOR INFORMATION:

a. When the Contractor is unable to determine from the Contract Documents, the material, process or system to be installed, the KO shall be requested to make a clarification of the indeterminate item. Wherever possible after contract award, such clarification shall be requested at the next site visit by the COR, with the response entered on the daily reports. When clarification at the COR's site visit is not possible either because of the urgency of the need, or the complexity of the item, Contractor shall prepare and submit an RFI to the Contracting Officer.

b. The Contractor shall endeavor to minimize the number of RFIs. In the event that the process becomes unwieldy, in the opinion of the Contracting Officer because of the number and frequency of the RFIs submitted, the Contracting Officer may require the Contractor to abandon the process and submit future requests as either submittals, substitutions, or requests for change.

c. RFIs shall be submitted on the form provided by the Contracting Officer. Forms completely filled in, and if prepared by hand, shall be fully legible after photocopying or fax transmission. Each page of the attachments to RFIs shall bear the RFI number in the upper right corner.

d. RFIs shall be originated by the Primary Contractor. RFIs from subcontractors or material suppliers shall be submitted through, reviewed by, and signed by the Primary Contractor prior to submitting to the Contracting Officer. The Contracting Officer will neither act on nor respond to RFIs received directly from subcontractors or suppliers.

e. The Contractor shall carefully study the Contract Documents to assure that the requested information is not available therein. RFIs which request information available in the Contract Documents will be deemed either Improper or Frivolous as defined above.

f. In cases where RFIs are issued to request clarification of coordination issues, for example, pipe and duct routing, clearances, specific locations of work shown diagrammatically, and similar items when feasible, the Contractor shall fully lay out a suggested solution using drawings or sketches drawn to scale, and submit with the RFI.

g. RFIs shall not be used for the following purposes:

1. To request approval of submittals.
2. To request approval of substitutions.
3. To request changes which entail additional cost or credit.
4. To request different methods of performing work than those drawn and specified.

h. In the event the Contractor believes that a clarification by the Contracting Officer results in additional cost or time, the Contractor shall not proceed with the work indicated by the RFI until a modification is prepared and approved. RFIs do not automatically justify a cost increase in the work or a change in the project schedule. Answered RFIs shall not be construed as approval to perform extra work.

i. Contractor shall prepare and maintain a log of RFIs, and at any time requested by the KO, Contractor shall furnish copies of the log showing outstanding RFIs. Contractor shall note unanswered RFIs in the log.

j. Contractor shall allow up to 14 days review and response time for RFIs, however, the KO will endeavor to respond in a timely fashion to RFIs.

k. The Government reserves the right to issue a change order to expedite the work per FAR Clause 52.243-4, Changes.

4.0 CONTRACTING OFFICER'S RESPONSE TO RFIs:

a. Answers to properly prepared RFIs may be made directly upon the RFI form with supplementary instructions as necessary. Contracting Officer will respond to RFIs on one of the following forms:

1. Proper RFIs:
 - a. Change Order
 - b. Request for Proposal
2. Improper or Frivolous RFIs:
 - a. Unprocessed RFIs will be returned with a stamp or notation: Not Reviewed.

01 31 19 PROJECT MEETINGS

1.0 LOCATION: Project meetings will be conducted either on-site or with a conference call. The following meetings may be held:

- 1.1 Pre-Construction Conference: After award of a contract, the Coast Guard will arrange a conference with the Contractor, and necessary Coast Guard personnel. The purpose of this conference is to orient the Contractor to Government procedures for wage rates, contractual and administrative matters, and to discuss specific issues regarding actual construction.
- 1.2 Progress and Technical Review Meetings: These meetings generally take place at the project site. Either party may request a meeting to review the progress of the project and/or review or clarify the technical requirements of the specifications.

01 32 16 CONSTRUCTION SCHEDULE, SCHEDULE OF VALUES, AND PROGRESS SCHEDULE

- 1.0 In accordance with the Notice to Proceed letter, the Contractor shall submit the following:
 - a. Construction Schedule: This schedule shall be prepared using a horizontal bar graph with time scale. It shall be in an industry accepted Project Management format and shall accurately display:
 1. All major categories of work to be performed within the required contract completion date broken out in sufficient detail to track progress throughout the life of the contract. Major work categories should include but are not limited to mobilization, carpentry, plumbing, mechanical, electrical, roofing, concrete, site work, and demobilization. In addition to construction activities, procurement times for critical items, submittal turnaround time, mobilization, final inspection, punch list work, and demobilization shall be shown on the schedule.
 2. The duration of each work category.
 3. Any concurrent work categories.
 - b. Schedule of Values: This schedule shall be prepared as a **detailed** cost breakdown of the contract price and be submitted with the Construction Schedule. This schedule shall include but not be limited to costs of materials, equipment, and labor for all major work categories shown on the Construction Schedule. The Contractor shall adhere to the following guidelines when developing the Schedule of Values.
 1. Format: The line items in the Schedule of Values **shall** be the same as that of the Construction Schedule.
 2. Bonds: Bonding costs will only be paid in a lump sum if they are broken out separately and included with the schedule of values. The Contractor shall provide evidence that he has furnished full payment to the surety.

3. Materials: To request progress payments for materials delivered to the construction or fabrication site, the particular category of work associated with the materials must be broken down into separate material and labor costs.

2.0 Updates: Each month and /or with each progress payment request, the Contractor **shall** submit the following:

a. Progress Schedule: This schedule shall be an update of the Construction Schedule. It shall show the current schedule of all work.

b. Modifications - If modifications are made to the contract, the work added shall be tracked separately from the original Construction Schedule and shall maintain its individuality on the Progress Schedule throughout the life of the contract. Progress Payment requests shall not lump modification costs into the original contract price.

01 32 26 CONSTRUCTION DAILY REPORTS

1.0 **GENERAL**: **The Contractor shall complete a Daily Report for each and every day after mobilization.** The importance of an accurate, fully detailed Daily Report, promptly delivered to the designated On-Site Representative cannot be overemphasized. The report shall provide an accurate cumulative summary of the history and performance of the work. The Daily Report shall document weather; work hours; work in-place; inspections and tests conducted, and their results; dimensional checks; equipment and material checks; data on workers by classification; the mobilization and demobilization of construction equipment; materials delivered to the site; and any other pertinent noteworthy event; e.g., personnel injury, site visit by Coast Guard personnel, etc.

2.0 **RESPONSIBILITY**: The Daily Reports play an important role in settling disputes and claims for both parties. For this reason the On-Site Representative and the Contractor's Superintendent, together, should review the report to ensure its completeness and accuracy. **Each day's report shall be submitted to the On-Site Representative no later than 10:00 a.m. the following morning.** The maximum allowable retainage will be enforced for late, sporadic or non-submission of Daily Reports. In the absence of an On-Site Representative the Contractor shall mail the Daily Reports directly to the Contracting Officer every Friday. Should the Daily Report indicate an accident, environmental issue, OSHA violation or any crisis the On-Site Representative deems important, the Report should be faxed immediately to the Contracting Officer at (216) 902-6278.

- 3.0 DESIGNATED ON-SITE REPRESENTATIVE RESPONSIBILITY: After a Notice to Proceed for site work has been issued the On-Site Representative shall complete a Daily Report for each day until the Contractor mobilizes. After the Contractor is at the site, the On-Site Representative shall ensure that the Contractor completes the Daily Report in accordance with Paragraphs 1 and 2 above. Any items of dispute or other notes the On-Site Representative feels appropriate shall be added to the Daily Report. The On-Site Representative is also responsible for informing the COR when the contractor fails to submit daily reports.

01 33 00 SUBMITTAL PROCEDURES

- 1.0 GENERAL: The Contractor shall submit to the Contracting Officer (4) copies of submittals required by this specification and/or itemized on the "**List of Submittals**" found at the end of this division.
- 2.0 REQUEST: A "**CONTRACT ITEM ACCEPTANCE REQUEST**" shall accompany all submittals. All items shall be individually listed and clearly identified, referencing the applicable Section and Paragraph. A copy of this form is located at the end of this division and may be reproduced as needed.
- 2.1 Up to eight (8) items may be listed on an individual acceptance request. Number each Contract Item Acceptance Request consecutively (*Submittals # 1, 2, etc.*) and re-submittals with letters (*Submittal #1A is the first re-submittal of Submittal #1*).
- 2.2 Submittals shall be forwarded to the Contracting Officer. The contractor **shall allow 14 calendar days**, excluding mailing time, for the review process in the Construction Schedule and all project planning. In instances where submittal review must be expedited, the Contractor may annotate the Contract Item Acceptance Request as "Urgent" and provide a FAX number or email address for prompt return. The Coast Guard will make every effort to accelerate the review of each urgent submittal; however, the Contractor should not anticipate a reduced time schedule and shall plan project progress accordingly.
- 3.0 ACCEPTANCE: Submittals will be stamped "Accepted," "Accepted with Comments" or "Resubmit". Acceptance, Acceptance with Comments, or Resubmit for each item will be indicated on the Contract Item Acceptance Request form and one copy returned to the Contractor.
- 3.1 **Prompt re-submittal of items is required.** The Contractor shall furnish a new Contract Item Acceptance Request numbered in accordance with the requirements of paragraph 2.1.

3.0 DEVIATIONS

3.1 Deviation from specification:

- 3.1.1 The Contracting Officer will consider requests for deviations/substitutions only if submitted within fifteen (15) calendar days after award.

3.1.2 Deviations may be considered when a product becomes unavailable through no fault of the Contractor.

3.1.3 The Contractor shall document each request with complete data substantiating compliance of proposed deviation with the Contract documents. *Request for deviation shall not be submitted on a Request for Information (RFI) form.*

3.1.4 A request constitutes a representation that the Contractor:

3.1.4.1 Has investigated proposed product and determined that it meets or exceeds quality level of specified product.

3.1.4.2 Will provide the same warranty for deviation as for specified product.

3.1.4.3 Will coordinate installation and make changes to other work which may be required for the work to be completed at no additional cost to the Government.

3.1.4.4 Waives claims for additional costs or time extension which may subsequently become apparent.

3.1.4.5 Will reimburse the Government for review or redesign services associated with re-approval by the Contracting Officer.

3.1.5 If the deviation has a lesser value than the product originally specified, the Contractor shall provide a credit to the Government.

3.1.6 Deviations will not be considered when they are indicated or implied on Shop Drawings or Product Data submittals, without a separate written request, or when acceptance will require revisions to the Contract documents.

3.2 Deviation submittal procedures:

3.2.1 The Contractor shall mark the “Deviation” block on the Contract Item Acceptance Request (CIAR) form and provide the information stated in Paragraph 3.1.

3.2.2 The Contractor shall submit shop drawings, product data, and certified test results attesting to proposed product equivalence. Burden of proof is on the Contractor.

3.2.3 The Contracting Officer will then review the “deviation” request and either accept or reject the deviation. The Contracting Officer’s acceptance of the deviation signifies that the Contractor has provided the information required in Paragraph 3.1. If a credit is due the government, the Contracting Officer will notify the Contract Specialist and the deviation will be processed utilizing the Change Request procedures for a modification to the contract/task order.

- 3.2.4 The Contracting Officer will notify the Contractor of acceptance/rejection of the deviation via an accepted or rejected CIAR. The Contracting Officer will notify the Contractor, in writing, if a modification to the contract is required.
- 3.2.5 If a request for deviation is received without the documentation stated above, the Contracting Officer will return the submittal to the contractor for the required information.
- 4.0 ACCEPTANCE: Submittals will be stamped "Accepted," "Accepted with Comments" or "Resubmit". Acceptance, Acceptance with Comments or Resubmit for each item will be indicated on the Contract Item Acceptance Request form and one copy returned to the Contractor.
- 4.1 **Prompt re-submittal of items is required.** The Contractor shall furnish a new Contract Item Acceptance Request numbered in accordance with the requirements of paragraph 2.1.
- 5.0 DEFECTIVE WORK: Acceptance of Submittals **does not** restrict the Government's right to reject departures from contract requirements, use of damaged or improperly installed items/materials, or latent defects, nor does it prejudice the Government's rights of rejecting any work found defective at Final Inspection and Acceptance.
- 4.1 Work started or completed prior to submittal acceptance is **solely** at Contractor's risk and may jeopardize contract performance.
- 4.0 DEFECTIVE WORK: Acceptance of Submittals **does not** restrict the Government's right to reject departures from contract requirements, use of damaged or improperly installed items/materials, or latent defects, nor does it prejudice the Government's rights of rejecting any work found defective at Final Inspection and Acceptance.
- 4.1 Work started or completed prior to submittal acceptance is **solely** at Contractor's risk and may jeopardize contract performance.

01 35 29 SAFETY PROGRAM

- 1.0 GENERAL: The Contractor is wholly responsible for work site safety. The Contractor shall implement a safety program that protects the lives and health of personnel in the construction area, prevents damage to property, and avoids work interruptions. The Contractor shall provide appropriate safety barricades, signs, signal lights, etc. (see Section 01 56 00, "**Lights, Signs & Barricades**") as well as complying with the requirements of all applicable Federal, State and Local safety laws, rules and regulations.

- 2.0 **COMPLIANCE:** The Contractor is specifically required to comply with the requirements of the U. S. Army Corps of Engineers "Safety and Health Requirements Manual" (EM 385-1-1, *latest version available*) and the "Accident Prevention" clause (FAR 52.236-13). Once accepted, this safety plan shall become part of the contract requirements. *Note: This review/acceptance does not in any way relinquish the Contractor from responsibility for work site safety nor the obligation to comply with the OSHA regulations found in 29 CFR 1910 & 1926 or any other State or Local safety law, rule or regulation applicable to the contract work. The Coast Guard will cooperate fully with the Department of Labor (Occupational Safety and Health Administration) in their enforcement of OSHA regulations.*
- 3.0 **SAFETY PLAN:** The Contractor **shall submit a written safety plan.** At a minimum, this plan shall describe the Contractor's general safety program and identify specific safety provisions for hazards incidental to the contract work; e.g., elevated working surfaces, working over water, working from floating work platforms, overhead crane operations, etc.

01 42 00 SOURCES FOR REFERENCE PUBLICATIONS

- 1.0 **GENERAL:** Various publications are referenced in other sections of the specifications to establish requirements for the work. These references are identified in each section by document number, date and title. The document number used in the citation is the number assigned by the standards producing organization, (e.g. ASTM B564 Nickel Alloy Forgings). However, when the standards producing organization has not assigned a number to a document, an identifying number has been assigned for reference purposes. Documents listed in the specifications may be obtained by contacting the organization by Internet Address.

01 51 00 TEMPORARY UTILITIES

- 1.0 **GENERAL:** All temporary utility connections shall be compatible with existing materials and equipment to provide safe and efficient installation, operation and removal.
- 2.0 **ELECTRICITY AND WATER:** Electrical power and water are available on the site. The Contractor will be permitted to utilize these utilities in performing the work, provided that the existing systems are not overloaded. The Contractor is responsible for installing and removing all connections to existing systems and shall ensure work and materials are in accordance with local codes. The use of the electricity shall be limited to tools that can be operated on 60 Hertz, single phase, 20 ampere, 120 volt circuits.
- 3.0 **TELEPHONE:** Telephone services will not be available for use by the Contractor.

- 4.0 WATER HOOKUP: All connections to the water system shall be equipped with back flow protection. Temporary potable water pipes and hoses shall be sterilized before being placed in operation and every time the system is opened to the atmosphere for repair or relocation.
- 5.0 SANITARY FACILITIES: It shall be the Contractor's responsibility to furnish and maintain approved portable toilet facilities for all Contractor personnel. The On-Site Representative will designate the physical location for the facility and the Contractor shall maintain the toilet facility to the satisfaction of the Government. Contractor personnel are forbidden to use toilet facilities within existing buildings.

01 51 13 EQUIPMENT/UTILITY LOCKOUT & TAGOUT REQUIREMENTS

- 1.0 GENERAL: The Contractor shall comply with OSHA 29 CFR 1910.147, "The Control of Hazardous Energy" (Lockout/Tagout). The Contractor shall provide a Lockout/Tagout Plan to the Contracting Officer prior to starting any work affected by the energy in the equipment/utility system.
- 2.0 APPLICATION: The Contractor shall be responsible for locking out and tagging out of service, all equipment/utility systems involved in the work under this contract. After the Contracting Officer's Representative has approved an outage, Government personnel and the Contractor shall independently secure the equipment/utility system and tag the respective system out of service. The Contractor shall provide their own locks and chains that are required to secure the equipment/utility systems; e.g., steam, water, air, and/or electricity.

01 51 16 TEMPORARY FIRE PROTECTION

- 1.0 TEMPORARY FIRE PROTECTION: Install and maintain temporary fire-protection facilities to protect against predictable and controllable fire loss. Comply with NFPA 10 "Standard for Portable Fire Extinguishers" and NFPA 241 "Standard for Safeguarding Construction, Alterations and Demolition Operations".
 - 1.1 Locate fire extinguishers where convenient and effective for their intended purpose, but not less than one extinguisher at each floor stairwell and one at each building construction opening for personnel egress.
 - 1.2 Maintain unobstructed access to fire extinguishers, fire hydrants, temporary fire-protection facilities, stairways and other access routes for fighting fires.
 - 1.3 Provide independent supervision of welding, flame cutting and other open flame work. Provide each fire supervisor with an appropriate fire extinguisher. **ALL HOTWORK** shall require written notification of the Yard Fire Department and the COR. Forms for hotwork shall be obtained from the COR and submitted 48 hours in advance.

- 1.4 Provide training for all personnel on-site in the proper operation of each type of fire extinguisher provided. Provide all personnel with the proper notification procedure to summon the local fire department or emergency medical service.
- 1.5 There shall be NO SMOKING or unsupervised open flame permitted inside any structure, temporary or permanent; nor within 25 feet of combustible material or within 50 feet of flammable liquids or compressed gasses.

01 54 30 CONFINED ENTRY

- 1.0 COMPLIANCE: The Contractor shall comply with OSHA 29 CFR 1910.146, Permit-Required Confined Space. The Contractor shall provide a Confined Space Entry Plan to the Contracting Officer prior to entering, or starting any work, in a confined space. The Contractor shall provide all equipment and materials as required to comply with OSHA and complete the work under this contract.

01 55 00 ACCESS ROADS AND PARKING

- 1.0 ACCESS: Access to the site is available from government owned roads. Any damage to these roads by the Contractor's vehicles shall be repaired without cost to the Government.
- 2.0 PARKING: Vehicular operations and parking shall comply with all applicable government orders and regulations. All driveways and entrances serving the Government shall be kept clear and available to emergency vehicles at all times. Contractor will be issued three (3) parking passes to be used by construction vehicles. Personal vehicles and additional vehicles must be parked in the North Lot.
- 3.0 VEHICLE AND VEHICLE OPERATION: All vehicles, owned by the Contractor or employees of the Contractor, and operators of these vehicles, shall meet all state regulations for safety, noise, loading and minimum liability insurance. All vehicle operators demonstrating reckless or careless operation in the opinion of the Government shall not be allowed to operate vehicles on government property for the duration of the contract.
- 4.0 VISITORS: No visiting vehicles will be permitted on government property unless the operator is employed by a subcontractor or supplier.

01 55 29 STAGING AREAS AND ACCESS

- 1.0 LOCATION: The Contractor shall store materials and operate equipment within the confines of the staging area identified by the Government. Storage of materials outside of the staging area will not be permitted.
- 2.0 COORDINATION: Two weeks prior to construction, the Contractor shall contact the Project Manager Lt. Constantino, at (410) 636-4098, to verify the staging area.

- 3.0 ADJACENT AREAS: The Contractor shall ensure that all land and vegetation adjacent to the staging area and access drive remain undisturbed and undamaged; all damages shall be repaired at no cost to the Government.

01 56 00 LIGHTS, SIGNS & BARRICADES

- 1.0 GENERAL: The contractor shall provide and maintain all warning lights, sign, and concrete barriers to insure the safety of pedestrians or vehicles traveling near or through any hazardous area caused by the execution of the Contract work.
- 2.0 LIGHTING: All lighting requirements shall meet table 7-1 in the US Army Corps of Engineers Safety and Health Requirements Manual (EM 385-1-1).
- 3.0 BARRICADES: Hard concrete barricades shall completely encompass all exterior work areas. Space all barriers shall be set at 3 feet intervals with yellow flashers on each section.
- 4.0 HAZARD FENCING: Special fencing 4 foot high shall be installed to prevent small children or pets from entering the work area when within 300 feet of family housing or for special hazards as shown on the drawings.

01 57 13 EROSION AND SEDIMENT CONTROL

- 1.0 GENERAL: The Contractor shall plan and execute all earthwork to minimize the duration of exposure of unprotected soils. Temporary protection shall be provided on side and back slopes as soon as rough grading is completed or when sufficient soil is exposed to require protection to prevent erosion. All earthwork brought to final grade shall be finished immediately.
- 2.0 METHODS: The Contractor shall prevent erosion, control sedimentation, and prevent waterborne soil from entering surface waters, ditches, and storm drain inlets by use of any or all of the following methods.
- 2.1 Mechanical Control: Divert runoff by constructing ditches or berms. Filter runoff using straw bale dikes, filter fabric dams or other methods.
- 2.2 Sediment Basins: Trap sediment in temporary basins sized to accommodate the runoff of a local 25-year storm. Pump basins dry and remove accumulated sediment after each storm. Use a paved weir or vertical overflow pipe for overflow. Establish effluent quality monitoring programs as required by federal, state, and local regulations.
- 2.3 Vegetation and Mulch: Protect slopes by accelerated growth of vegetation, mulching, or netting. Stabilize slopes by hydroseeding, sodding, anchoring mulch or netting in place.

- 2.4 Geotextiles: Protect and stabilize slopes by anchoring geotextile fabric or matting. The Contractor shall use a geotextile designed and sized for the particular application.
- 3.0 OTHER METHODS: Other erosion and sediment control methods may be used, as authorized by the Contracting Officer.

01 57 20 ENVIRONMENTAL PROTECTION

- 1.0 GENERAL: Protect the environment & preserve natural resources during construction.
- 2.0 ENVIRONMENTAL PROTECTION PLAN: Develop an Environmental Protection Plan for the project. The Environmental Protection Plan shall address each of the following items and discuss measures that will be used to meet the requirements. Submit 2 copies of the Environmental Protection Plan to the Contracting Officer and the COR for approval prior to the start of any site work and should be submitted within 10 days after NTP.
- 2.1 Repair, restore, or replace scarred or damaged features upon completing the work. The Contractor shall obtain written approval from the KO for the repair or restoration method prior to performing work.
- a. Protection: Protect elevation monuments, bench-marks, markers, historic buildings, and works of art.
 - b. Temporary Construction: Remove traces of temporary construction such as haul roads, staging areas, office trailers, work areas, and stockpiles of materials.
 - c. Water Resources: Perform work in a manner that minimizes adverse environmental impacts on water resources.
 - d. Seeding: Grade, till, and seed all areas disturbed by construction. Include topsoil and nutriment during seeding.
- 2.2 The Contractor shall notify the KO and the COR immediately upon discovery of contaminated soil or suspected contaminated soil and receive a copy of the submittal. All large amounts of contaminated soil shall be covered with heavy black 8-mil poly or stored in covered, lined, gasket roll-off containers. Small amounts of contaminated soil shall be stored in 55 gallon steel drums. Contaminated soil shall be placed in the roll-offs or drums immediately upon excavation. Roll-offs & drums shall be covered when not in use.
- 2.3 Burn-off of ground cover and soil is not permitted.
- 2.4 All borrowed soil & backfill shall be from off-site (off Coast Guard Property). Manage & control borrow areas to prevent sediment from entering surface waters. Storage of borrowed material on-site is permitted. Cover all soil with at least 8-mil black poly plastic covering. Provide hay bales or silt fence around soil storage.

- 2.5 Earthwork brought to final grade shall be immediately finished. Finish with either hay bales, straw & seed, erosion control fabric and seed, sod, or similar erosion prevention materials. Plan & conduct earthwork to minimize the duration of exposure of unprotected soils.
- 2.6 Divert runoff by constructing temporary ditches or berms, and then filter runoff using a filter cloth, silt fence and storm drain inlet protection.
 - a. Sediment Basins: Trap sediment in temporary basins.
 - b. Silt Fence Or Hay Bales: Install silt fences or hay bales around all unstable soil & around all nearby storm drains prior to work.
- 2.7 Pick up waste, trash and construction debris resulting from work and place in contractor supplied containers. Empty containers and remove waste from Coast Guard property to prevent overflow or windblown debris. Remove waste without spilling on contaminating streets, the site & other areas. Do not dispose of waste materials or in existing Coast Guard dumpsters, trash cans, or roll-off containers.
- 2.8 Prevent hazardous materials & wastes from entering the ground, catch basins, drains, drainage areas & surface waters. Fuel and lubricate equipment in a manner that protects against spills and evaporation. Clean up all spills immediately. Surround temporary petroleum and liquid chemical storage tanks with a temporary berm of size and strength to contain the tank contents in the event of a leak or spill. Immediately notify the KO and the COR of hazardous material spills. The Contractor shall be responsible for all costs associated with cleanup of material spills both hazardous and non-hazardous.

01 57 23 POLLUTION CONTROL

- 1.0 VOLATILE ORGANIC COMPOUND (VOC) REGULATIONS: Contractors are required to comply with local, state and federal VOC compliance laws and regulations in the foregoing order of precedence. In order to comply with the provisions of the Clean Air Act, each state must have a State Implementation Plan. Some contractors may be required to abide by the provisions of a Title V Permit. Some contractors may be required by state or local law to operate under the terms of a Compliance Plan to reduce VOC Emissions.
 - 1.1 In accordance with the Notice to Proceed Letter, the contractor will submit copies of any local, state or federal implementation plans, permits or compliance plans required/applicable to the use/application of VOCs at contractor's facility or offsite work places.
 - 1.2 If no local, state or federal implementation plans, permits or compliance plans are required/applicable to the use/application of VOCs, then the contractor shall submit to the designated Contracting Officer a letter, notarized under oath, that such documents are not required.

- 1.3 If the use of paint is required the contractor shall submit to the Contracting Officer and in accordance with the Notice to Proceed Letter, certificates, specifications or manufacturing data verifying the VOC rating.
- 2.0 **SPILL RESPONSE PLAN:** The Contractor shall submit a Spill Response Plan covering all regulated materials brought to the site for execution of work and all wastes generated as a result of the work to the Contracting Officer. The plan shall include, at a minimum, the following: types and quantity of all substances covered under this plan; the reportable quantity (RQ) for each substance; the onsite storage location of each substance; the Contractor's spill response equipment, if applicable; procedures to be followed for responding to a spill, including initial responses to be taken; procedures to be followed in reporting a spill, including the names and telephone numbers for all federal, state, and local agencies/authorities to be notified; and the name, address, and telephone number (work, home, cell and pager) of all Contractor response and media relations personnel.
- 2.1 In the event of a spill or release, the Contractor shall be responsible for immediate implementation of the spill response plan and restoration of the site to pre-spill condition at no cost to the Government. The Contractor shall also immediately notify the Contracting Officer to coordinate further notifications.

01 58 00 MARINE LIGHTS AND SIGNALS

- 1.0 **GENERAL:** The Contractor's Marine equipment shall display such lights and day signals as may be required under applicable Navigation Rules. The Contractor shall inquire at the nearest Coast Guard Marine Safety Office for specific information on these rules. The Contractor to the satisfaction of the Contracting Officer shall mark offshore structures during all phases of construction and removal. Contractor shall provide any lights, daymarkers or buoys required. Contractor shall contact Commander, Fifth Coast Guard District (dpw) at (757) 398-6486 for issuance of "Notice to Mariners" a minimum of 10 (ten) days in advance of commencing any work.

01 65 00 RECOVERED MATERIALS NOTICE

- 1.0 **GENERAL:** It is the intent of CG Yard to comply with the requirements of Section 6002 of the Solid Waste Disposal Act as amended by the Resource Conservation and Recovery Act (RCRA or the Act) as amended, 42 U.S.C. 6962 and Executive Order 12873 as they apply to the procurement of the materials designated in paragraph 2.
- 2.0 **DESIGNATED RECOVERED MATERIALS:** It is the purpose of this section to designate items that are or can be made with recovered materials. These designated items can be found at <http://www.epa.gov/epaoswer/non-hw/procure/products.htm>
- 3.0 **CONTRACTOR RESPONSIBILITY:** The contractor should provide recycled materials to the extent practical, provided the materials meet all other requirements of the applicable specification section.

01 66 13 HAZARDOUS WASTE

- 1.0 GENERAL: The Contractor shall comply with all federal, state, and local environmental regulations dealing with the generation, management, storage, and disposal of solid, toxic, and hazardous wastes. The Contractor shall ensure that all wastes are properly containerized, labeled and placarded, managed, tested, stored, transported and disposed of in accordance with all applicable regulations.
- 2.0 USED ELECTRIC LAMPS: 40 CFR 273 requires that electric lamps, including incandescent, fluorescent, neon and high intensity discharge (mercury vapor, high/low pressure sodium, metal halide) lamps that are no longer of use be recycled or treated as hazardous waste. The Contractor shall not dispose of any used electric lamps as solid waste. The Contractor shall recycle all waste electric lamps generated as a result of this work only at a licensed recycling facility
- 3.0 METALS: Unless noted otherwise, scrap metal shall not be land filled or treated as hazardous waste. Recycle all scrap metal by smelting or any other acceptable recycling process. Scrap metal includes ductwork, light fixture housings, pipe, mechanical and electrical equipment, doors and frames, etc.
- 4.0 SUBMITTALS: The Contractor shall provide the KO with signed and fully executed originals of all hazardous waste profiles, test results, hazardous waste manifests and/or other shipping papers, electric lamp disposal documents and all other required documentation. Maximum payment retention shall be withheld until this documentation is received.

01 66 16 MATERIAL SAFETY DATA SHEETS AND MATERIAL HANDLING PROCEDURES

- 1.0 DATA SHEETS: Submit a Material Safety Data Sheet (MSDS) for all materials containing hazardous substances required for contract execution. Information provided in MSDS's shall meet the requirements of 29 CFR 1910.1200. MSDS's require KO review and acceptance prior to bringing these materials on site.
- 2.0 MATERIAL STORAGE: Limit the quantity of these materials stored on site to the amount needed for execution of work. Storage of excess materials will not be permitted. Assure that the storage of these materials comply with all applicable federal, state, and local laws and regulations and provide additional storage facilities (paint lockers, etc.) as required for the storage of such materials. Coordinate the physical location of storage areas with the On-site Representative prior to bringing these materials on site.

- 3.0 PROTECTIVE MEASURES: The contractor shall take all protective measures outlined on the MSDS's and as required by federal, state, and local regulations to protect all personnel in the vicinity of the work area from exposure to these materials. The Contractor shall submit a separate plan outlining the measures required. The KO shall review protective measures prior to allowing use of these materials.
- 4.0 DISPOSAL OF EXCESS MATERIAL: The Contractor shall dispose of all excess hazardous materials as required by the MSDS and all applicable federal, state, and local laws and regulations.

01 71 33 PROTECTION FROM WEATHER & CONSTRUCTION OPS

- 1.0 TEMPORARY ENCLOSURES: Protect existing facilities/equipment and new construction, whether in progress or newly completed, from the adverse effects of the weather and construction operations. Provide temporary enclosures, coverings and barriers as required to afford protection against exposure, weather and wind damage and from construction operations which could degrade, stain, age, or reduce the finished quality of new work or damage existing facilities and equipment.
- 2.0 REAPPLICATION: All temporary closures or enclosures shall be made ready for immediate re-application in the event of sudden storms or man-made conditions requiring protection of existing facilities or completed construction.
- 3.0 CLIMATE CONTROL: Where temporary heat is required during construction to protect work completed or to heat facilities in operation by the Coast Guard, all openings shall be made weather tight to allow the maintenance of 68 degrees F heat minimum with the existing or temporary heating equipment or 78 degrees F. maximum with existing or temporary cooling.
NOTE TO OFFEROR: CLIMATE CONTROL SPECIFICALLY REQUIRED BY THIS CONTRACT WILL BE SPECIFIED IN THE STATEMENT OF WORK AND/OR ASSOCIATED DRAWINGS.
- 4.0 PIPING: Prevent water-filled pipes or tanks from freezing for both interior and exterior systems installed or in storage.

01 74 00 GENERAL CLEANUP & SITE RESTORATION OF WORK AREAS

- 1.0 GENERAL: The Contractor shall remove and properly dispose of all trash and debris incidental to the contract work from the limits of government property, as well as all adjacent affected areas. The COR shall determine the extent and interval of these cleanups.
- 2.0 WORK AREA CLEANUP: At the end of each day the entire work area and all adjacent affected areas shall be thoroughly cleaned by removing all trash, debris, dust, etc. caused by the contract work. Any floor, wall or ceiling surfaces that may have been stained or soiled by the contract work shall be restored to pre-construction condition.

- 3.0 **SITE RESTORATION**: If at any time while performing the contract the Contractor causes damage or destruction to any portion of any Government facility or grounds; e.g., bulkheads, pavement, lawns, shrubbery, etc., it shall be the Contractor's responsibility to replace and/or restore the damage as approved by the COR at no additional cost to the Government.
- 4.0 **POST CONSTRUCTION CLEANUP**: Upon completion of the job, the Contractor shall clean up the job site, returning it to a state of cleanliness equal to or exceeding that in which it was found. The Contractor shall properly dispose of any trash, extra materials, dirt, debris, or other litter that remains. If the job site appearance is not to the satisfaction of the Contracting Officer's Representative, final acceptance will not be approved.

01 78 00 AS BUILT DRAWINGS

- 1.0 **GENERAL**: Maintain one full size set of contract drawings to record variations from the original design. **All deviations shall be neatly and clearly marked in RED** on these drawings to show work and/or materials actually provided. As Built drawings shall be **updated** as work progresses and kept at the work site for the duration of the contract. These drawings shall be available for Contracting Officer Representative review upon request.
- 2.0 **DISCOVERED UTILITIES**: Indicate the exact location of any **underground utility lines discovered in the course of the work** on the As-Built drawings.
- 3.0 **PERMITTED VARIATIONS**: As Built drawings shall reflect the actual construction and materials provided when alternative materials or work methods are allowed in the specifications and/or drawings or if the scope is altered by award of bid items, subsequent changes or modifications.
- 4.0 **STANDARDS**: Variations shown on As Built drawings shall be neat, clear and conform to standard drafting practices. Mark-ups shall include supplementary notes, legends, and details necessary to convey the exact representation of construction actually provided. **To comply with Computer Assisted Design (CAD) practices, only full size AS BUILT drawings are acceptable.**
- 5.0 **SUBMITTAL**: Submit As Built drawings for Contracting Officer acceptance upon completion of the contract. **Final payment will not be until all required As-Built drawings are accepted.** Maximum retention shall be withheld for late or incomplete As Built drawings.

01 78 23 OPERATING INSTRUCTIONS AND TRAINING

- 1.0 **MANUALS**: Upon completion of the work, but before the work is accepted by the Government, the Contractor must furnish two complete bound sets of instructions, tabbed and identified for reference, for all equipment and/or systems provided under this contract. The instructions shall include component parts, manufacturer's

certificates, warranty slips, parts lists, descriptive brochures, and manufacturer's maintenance and operating instructions.

- 2.0 TRAINING: The Contractor shall sufficient training which shall explain to the Government's personnel all procedures necessary to operate and maintain all equipment and systems on a continuing basis. A verification of training shall be provided.

LIST OF SUBMITTALS

Section Number Paragraph	Paragraph	Specifications	Pre-Construction	Shop Drawings	Product Data & MSDS	Samples and Colors	Design Data	Test Reports	Certifications	Manufacturer's	Manufacturer's Field	Specifications & Details	Applicator's Quals	OP & Maintenance	Closeout Submittals
01 11 00	3.0.i	New Work													x
01 12 16	1.0	Phasing and Laydown Plan	X												
01 14 14	1.0	Pre-Con Site Conditions Documentation	X												
01 32 16	1.0	Construction Schedule	X												
01 32 16	1.0	Initial Schedule of Values	X												
01 35 29	3.0	Written Safety Plan	X												
01 51 13	1.0	Lock Out/Tag Out Plan	X												
01 54 30	1.0	Confined Entry Plan	X												
01 57 20	2.0	Environmental Protection Plan	X												
01 57 23	1.0	VOC Plan	X												
01 57 23	2.0	Spill Response Plan	X												
01 65 00	3.0	Manufacturer's Certifications for Products Containing Recovered Materials	X						X			X			
01 66 13	4.0	Hazardous Waste Plan	X												
01 66 16	1.0	Material Safety Data Sheets (MSDS)	X												
01 66 16	2.0	Material Storage	X												
01 66 16	3.0	Protective Measures	X												
01 66 16	4.0	Disposal of Excess Material	X												X
01 78 00	5.0	Full sized red lined drawings & 2 sets electronic files													X
06 05 23	1.1 a-d	Timber Connectors	X		X		X					X			
31 32 19	1.1 a-c	Geotextile Fabric	X		X		X					X			
31 62 00	1.1a-c	Wood Pile Wrap	X		X		X			X		X			
31 62 19	1.1a-d, 2.0	Marine Wood	X		X		X			X		X			
32 00 00	2.0	Asphalt	X		X		X					X			

CONTRACT ITEM ACCEPTANCE REQUEST

Contract Number: HSCG83-

DO/TO: HSCG83-

Contract Specialist:

Project Number:

Contractor Name:

URGENT YES NO (if yes) CONTRACTOR FAX #: _____

Submittal # _____ Job Location: _____

NOTE: Contractor must mark Deviation column if submittal deviates from contract requirements

Item No.	Spec Section and Paragraph	Description of Material Include Type, Model #, Manufacturer, Etc.	Deviation	Status

STATUS ABBREVIATION GUIDE:

- AC - Accepted
- AC w/ CMT - Accepted with Comment
- R-Resubmit

Comments:

Typed Name & Title	Signature	Date
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NOTE: Review and acceptance of submittals by the Government is intended to verify general conformance with the design intent as shown on the contract drawings and in the specifications. Acceptance by the Contracting Officer’s Representative does not relieve the Contractor of responsibility for any errors and/or omissions in the submittals, nor from the responsibility for complying with the requirements of the contract, except with respect to variations described and approved in accordance with FAR 52.243-4 CHANGES.

06 05 23 TIMBER CONNECTORS

1.0 GENERAL:

1.1 SUBMITTALS: Submit the following regarding all galvanized fasteners

- a. Meet ASTM F 2329 for zinc coating, hot dip for all alloys.
- b. Meet ASTM A 153, ASTM A123 for zinc coating, hot dip for iron and steel.
- c. Hot dip galvanize standard ZMAX G185.
- d. Material for Ocean/Water front severe conditions for corrosive resistance.

1.2 PREPARATION

- a. Prepare surface to receive materials as directed by the manufacture.

INSTALLATION

- b. Install in accordance with manufactures written instructions.
- c. When installing in marine applications it shall be in accordance with the Manufactures recommendations.
- d. Fasteners shall be installed such a manner that they will not be damaged during placement.

END OF SECTION

31 32 19 GEOTEXTILE FABRIC

1.0 GENERAL:

1.1 SUBMITTALS: Submit the following regarding Geotextile Fabric.

- a. Product data.
- b. Fabric weight of 600 lb minimum.
- c. Meet ASTM D-1682

1.2 PREPARATION

- e. Prepare surface to receive materials as indicted on the drawings.

INSTALLATION

- f. Install in accordance with manufactures written instructions.
- g. When lapping is required it shall be in accordance with the Manufactures recommendations.
- h. Backfilling around the filter fabric shall be done in such a manner that the material will not be damaged during placement.

END OF SECTION

31 62 00 WOOD PILE WRAP

1.0 GENERAL:

1.1 SUBMITTALS: Submit the following regarding under water Carbon Wrap for wood piles:

- a. System to meet ASTM E84, ASTM E108.
- b. Meet ASTM D3039 thickness of .073”.
- c. Meet ASTM E1640 210 degrees Fahrenheit.

1.2 PREPARATION

- i. Prepare surface to receive materials as directed by the manufacture instructions.

INSTALLATION

- j. Install in accordance with manufactures written instructions.
- k. When lapping is required it shall be in accordance with the Manufactures recommendations.

END OF SECTION

31 62 19 WOOD MARINE

1.0 GENERAL:

1.1 SUBMITTALS: Submit the following regarding marine grade #2 timber and lumber:

- a. Marine wood product data.
- b. MSDS for marine wood.

1.2 QUALITY ASSURANCE:

1.2.1 Preservative Treated Timber

The Contractor shall be responsible for the quality of treated wood products. The Contractor shall provide the Contracting Officer's Representative (COR) with the inspection report of an independent inspection agency that offered products comply with applicable AWWA standards. Identify treatment on each piece by the quality mark of an agency accredited by the Board of Review of the American Lumber Standard Committee. Inspect all preservative-treated wood visually to ensure there are no excessive residual materials or preservative deposits. Materials shall be clean and dry or it will be rejected because of environmental concerns.

1.2.2 MSDS and CIS:

Provide Materials and Safety Data Sheets (MSDS) and Consumer Information Sheets (CIS) associated with timber pile preservative treatment. Contractor shall comply with all safety precautions indicated on MSDS and CIS.

1.2.3 Pesticide Applicators:

Provide certifications for all individuals (applicators) who will be working with creosote products on site. All applicators shall be certified by the State or Environmental Protection Agency (EPA) (under the provisions of 40 CFR 171) to use wood preservatives, and have completed an approved EPA training program on the use of creosote products.

1.2.4 Best Management Practices (BMPs):

The producer of the treated wood products shall provide certification that Best Management Practices (BMPs) for the use of Treated Wood in Aquatic Environments were utilized including a written description and appropriate documentation of the BMPs utilized.

1.3 DELIVERY, STORAGE, AND HANDLING:

Handle and store wood in accordance with AWWA M4. Comply with paragraph entitled "MSDS and CIS." Special care shall be taken in supporting timber to prevent the including of excessive bending stresses in the timber. Timber shall be carefully handled without dropping, breaking of outer fibers, and penetrating the surface with tools. Peaveys, cant hooks, pikes, and other pointed tools shall not be used in handling treated timber.

2.0 PRODUCTS:

- 2.1 **MATERIALS:** Provide Douglas fir or Southern pine clean-peeled, treated timber conforming to ASTM D25 and other requirements as specified. Timber shall be in one piece of the lengths as shown. Splices will not be permitted. Each treated timber shall be branded by the producer, in accordance with AWWA M6.
- 2.2 **PRESERVATIVE TREATMENT:** Treat piles by the full-cell pressure process in accordance with AWWA C1 and AWWA C3 to the retention and penetration for marine piling and produce in accordance with WWPI Mgt Practices, as follows:
 - a. Bearing Timber: creosote solution for marine timbers.
- 2.2.1 Creosote: Creosote for brush treatment of timber shall conform to ASTM D390.
- 2.2.2 Coal-Tar Pitch: Coal-Tar pitch for brush treatment of timber shall conform to ASTM D450, Type A.

3.0 EXECUTION:

- 3.1 **RECORDS:** Keep a complete and accurate driving record of each pile driven. Indicate pile location, deviations from design location, diameter, original length, mudline elevation, tip elevation, cutoff elevation, penetration in blows per foot for the last 10 feet for job piles, hammer data including rate of operation, make, and size, and unusual pile behavior or circumstances experienced during driving such as re-driving, heaving, weaving, obstructions, and unanticipated interruptions. Make pile driving records available to the COR at the job site, a minimum of 24 hours after each day of pile driving. Include in the construction records the wood species, preservative type, retention, and producer of installed treated timber.
- 3.2 **PROTECTION:**
 - 3.2.1 Protection of Timber: Handle, protect, and field treat timber in accordance with AWWA M4.
 - 3.2.2 Damaged Timbers: Timbers which are damaged, split, or broken by reason of internal defects or by improper use for the purpose intended shall be removed and replaced. The COR may require the Contractor to pull certain selected timbers after installation for test and inspection to determine the conditions of the timber.
 - 3.2.3 On Site Application of Wood Preservatives: All on site application of wood preservatives must be performed by a person certified through an EPA approved training program for the application of wood treatment products in accordance with 40 CFR 171, regulated under 7 U.S.C.A. Sections 136 to 136y, Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA). On site treatment shall also be in accordance with AWWA M4, Sections 1.5, 2.2, 2.3, and 3.1.

END OF SECTION

32 00 00 ASPHALT

- 1.0 GENERAL: All pavement materials shall be designed and constructed to meet Maryland State Highway Administration (SHA) Standard Specifications for Construction and Materials, Latest Edition and as amended for:
 - a. Aggregate base - crusher run CR-6, min. 10” base
 - b. Bituminous Asphalt Base Course – min. 3”.
 - c. Bituminous Asphalt Surface Course – min. 2”

- 2.0 SUBMITTALS: Submit the design mix criteria in accordance with Maryland State Highway Administration.

END OF SPECIFICATION