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DIVISION 01 - GENERAL REQUIREMENTS

SECTION 01900

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SECTION 01900

MISCELLANEOUS PROVISIONS

PART 1 GENERAL

1.1 REFERENCES

The publications listed below form a part of this specification to the extent referenced. The publications are referred to in the text by basic designation only.

CODE OF FEDERAL REGULATIONS (CFR)

| | |
|------------------|--|
| 29 CFR 1910.1001 | Asbestos, Tremolite, Anthophyllite, and Actinolite |
| 29 CFR 1926.1101 | Asbestos, Tremolite, Anthophyllite, Actinolite |

ENGINEERING MANUALS (EM)

| | |
|------------|---|
| EM 385-1-1 | (1996) U.S. Army Corps of Engineers Safety and Health Requirements Manual |
|------------|---|

1.2 SUBMITTALS

Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for information only. When used, a designation following the "G" designation identifies the office that will review the submittal for the Government. The following shall be submitted in accordance with Section 01330 SUBMITTAL PROCEDURES:

SD-01 Pre-Construction Submittals

Organization Plan; G.

Provide a diagram depicting the proposed management organization. The chart shall clearly identify lines of authority and areas of responsibility. Include a narrative description of how the management team will operate, and the specific duties and responsibilities of the key individuals.

The narrative shall describe the Offeror's proposed on-site organization and structure, and shall describe how the Offeror intends to monitor and control timeliness, quality, and safety of the work at the job site, including the work of any subcontractors on all phases of the contract.

Identify the individuals proposed to fill the key management positions: Project Superintendent, Contractor Quality Control System Manager, Safety and Health Manager. Provide resumes for each individual. Resumes must support the individual's qualifications to perform in the selected position.

Provide copies of letters of direction to each key personnel from an appropriate officer of the company.

Accident Prevention Plan; G.

Activity Hazard Analyses; G.

SD-03 Product Data

Equipment Data.

A list of all equipment furnished under this contract. This list shall include, but not be limited to, each piece of equipment with a serial number, and shall include all information shown on the manufacturer's nameplate, so as to positively identify the piece of equipment. This list shall also include the cost of each piece of equipment (less installation costs) F.O.B. construction site. This list shall be furnished as soon as possible after equipment is purchased. The list shall consist of one (1) reproducible and three (3) copies, and shall be furnished to the Contracting Officer not later than thirty (30) calendar days prior to completion of any segment of the contract work that has an incremental completion date.

Recovered Material Report

The Contractor shall provide a report listing all products meeting EPA guidelines for products containing recovered materials and quantity used for this project.

SD-06 Test Reports

Inspection of Existing Conditions.

A written report with color photographs noting the condition of the existing facilities at the time of the inspection. One copy of the report including photographs shall be submitted to the Contracting Officer, prior to construction.

SD-06 Test Records

Dust Control; G.

Method(s) of dust control.

Excavation/Trenching Clearance.

Prior to start of any excavation or trenching work, the

Contractor shall obtain clearance, in writing, from the appropriate communications agency and base or area engineer. Copies of all correspondence shall be provided the Contracting Officer. Normal coordination time for obtaining the necessary permits is approximately fifteen (15) calendar days. The Contractor shall advise the Contracting Officer promptly when it appears that the normal coordination time will be exceeded.

Condition of Contractor's Operation or Storage Area.

The Contractor shall submit to the Contracting Officer photographs and/or videos depicting the condition of the Contractor's Operation or Storage Area.

SD-07 Certificate

Products Containing Recovered Materials.

The Contractor shall submit manufacturer's certification attesting that product meets or exceeds EPA's recovered material guidelines.

1.3 PROJECT MANAGEMENT ORGANIZATION

1.3.1 General

The Contractor is responsible for ensuring that the contract is adequately staffed to manage all of the work in full accordance and compliance with the contract requirements.

1.3.2 Organization Plan

The contractor shall submit an organization plan describing the organization it intends to structure for managing this contract. The plan shall include lines of authority, position responsibilities, and qualifications of the proposed staff. The project staff shall minimally consist of the following key personnel: Project Superintendent, Contractor Quality Control System Manager, Safety and Health Officer. Each of the individuals selected to fill these positions is subject to acceptance by the Contracting Officer.

1.3.3 Organizational Changes

The Contractor shall maintain the project management staff at full strength at all times. When it is necessary to make changes to the staff, the Contractor shall revise the Organization Plan to reflect the changes and submit the changes to the Contracting Officer for acceptance at least fourteen (14) calendar days prior to implementation of the changes.

Substitutions for any accepted key personnel must be submitted for review and acceptance by the Contracting Officer prior to the start of work by that individual. The Contractor is informed that the Government will be allowed at least 30 days to respond. Any delays resulting from this process shall be the responsibility of the contractor and shall not be a

basis for any equitable contract adjustment.

1.3.4 Project Superintendent

The Project Superintendent shall be responsible for the contractor's overall management and coordination of this contract and shall be the central point of contact with the Government for performance of all work under this contract including warranty. The Project Superintendent shall oversee construction accomplishment, administer all instructions, and answer all questions from the Contracting Officer pertaining to the work during the life of the contract, including the warranty period. The Project Superintendent shall be responsible for the complete coordination of all work in this contract. The Project Superintendent will be responsible for ensuring that adequate internal controls and review procedures are followed in order to eliminate conflicts, errors and omissions, and for ensuring that all technical requirements are met. The Project Superintendent shall be on-site at all times during construction activities and shall be assigned no other duties. Another individual may be designated to temporarily act for the Project Superintendent, however, forty-eight (48) hours advance notice in writing of such change shall be requested to the Contracting Officer, and no change shall be made without prior acceptance by the Contracting Officer.

The Project Superintendent shall have at least fifteen (15) years experience in managing and supervising construction projects of similar size and scope, preferably Department of Defense projects.

1.3.5 Contractor Quality Control

To assure compliance with contract requirements, the Contractor shall establish and maintain quality control for materials and work, including design, covered by all sections of the TECHNICAL REQUIREMENTS in accordance with Section 01455 CONTRACTOR QUALITY CONTROL. Records shall be maintained for all operations including sampling and testing.

1.3.6 Safety

1.3.6.1 General

Site activities performed in conjunction with this contract may pose safety hazards that require specialized expertise to effectively address and eliminate. The Contractor shall be responsible for preparing and implementing an effective safety and health program throughout the entire duration of the contract.

1.3.6.2 Accident Prevention Plan (APP)

The contractor shall prepare an Accident Prevention Plan in accordance with the provisions of FAR 52.236-13 (Section 00700) and Section 00800, paragraph S-36.18. The Accident Prevention Plan shall address the contractor's overall safety program for the entire contract. The APP shall consist of the forms and documents listed in Section 00800, S36.18, ACCIDENT PREVENTION PLAN, covering the overall safety considerations for the contract as a whole.

1.3.6.3 Site-Specific Safety and Health Plan (SSHP)

The contractor shall prepare a site-specific safety and health plan addressing the safety aspects specific to the work ordered. Work on a feature of work shall not commence prior to receiving the Contracting Officer's written acceptance of both the contract Accident Prevention Plan and the site-specific safety and health plan.

The SSHP shall be prepared in accordance with the requirements specified in this section and shall comply with all federal, state, and local health and safety requirements, e.g., the Occupational Safety and Health Administration (OSHA) requirements (29 CFR 1910.1001 and 29 CFR 1926.1101) and the U.S. Army Corps of Engineers Safety and Health Requirements Manual (EM 385-1-1). The SSHP shall address those elements that are specific to the feature of work that have potential for negative effects on the safety and health of workers, the public, and other personnel on site.

An Activity Hazard Analysis (AHA), POD Form 184-R, rev 16 Oct 98, shall be submitted for all phases of construction specific to the feature of work and worksite. Work on a construction phase cannot begin until the AHA is submitted and accepted.

The SSHP shall identify the individual responsible for jobsite safety. This individual shall be present at the jobsite at all times during construction. Copies of the accepted SSHP and Accident Prevention Plan shall be available at the jobsite at all times. All workers shall know the location of these plans. All workers shall receive a safety briefing covering applicable sections of these plans prior to the start of construction.

Daily safety and health inspections shall be conducted to determine if site operations are conducted in accordance with the accepted SSHP and contract requirements. Results and observations made during these inspections shall be noted in the contractor's daily report.

1.3.6.4 Safety and Health Manager

The Safety and Health Manager shall have direct responsibility for the overall management of the contractor's Safety Program for the entire contract, as required by the US Army Corps of Engineers Safety and Health Requirements Manual, EM 385-1-1, and other applicable safety standards. This individual shall have a minimum of five (5) years experience in safety on Department of Defense construction projects similar in size and scope to this contract. All members of the safety staff are subject to review and acceptance by the Contracting Officer. The Safety and Health Manager shall have no other duties.

1.4 AS-BUILT DRAWINGS

As-built drawings shall be in accordance with Section 01780 CLOSEOUT SUBMITTALS.

1.5 DUST CONTROL

Dust control shall be in accordance with Section 02220a DEMOLITION.

1.6 PROTECTION

The Contractor shall take all necessary precautions to insure that no damages to private or public property will result from his operations. Any such damages shall be repaired or property replaced by the Contractor in accordance with the CONTRACT CLAUSES entitled "PERMITS AND RESPONSIBILITIES" and "PROTECTION OF EXISTING VEGETATION, STRUCTURES, EQUIPMENT, UTILITIES, AND IMPROVEMENTS", without delay, and at no cost to the Government.

1.6.1 Warning Signs and Barricades

The Contractor shall be responsible for posting warning signs or erecting temporary barricades to provide for safe conduct of work and protection of property.

1.6.2 Protection of Grassed and Landscaped Areas

The Contractor's vehicles shall be restricted to paved roadways and driveways. Vehicles shall not be driven or parked on grassed and/or landscaped areas except when absolutely necessary for the performance of the work and approved in advance by the Contracting Officer. Grassed or landscaped areas damaged by the Contractor shall be restored to their original condition without delay and at no cost to the Government.

1.6.3 Protection of Trees and Plants

Where necessary, tree branches and plants interfering with the work may be temporarily tied back by the Contractor to permit accomplishment of the work in a convenient manner, so long as they will not be permanently damaged thereby. If this is not feasible, the Contracting Officer may prune them, subject to written approval.

1.6.4 Protection of Building

The interior of the building and all materials and equipment shall be protected from the weather at all times.

1.7 RESTORATION WORK

Existing conditions or areas damaged or disturbed by the Contractor's operations shall be restored to their original condition, or near original condition as possible, within 14 days of damage or disturbance, to the satisfaction of the Contracting Officer.

1.8 REMOVAL AND DISPOSAL

The Contractor shall salvage or recycle waste to the maximum extent practical as it relates to the capabilities of local industries. A record of the quantity of salvaged or recycled materials shall be maintained by the Contractor during the length of the project and submitted to the

Contracting Officer at acceptance of the project. Quantities shall be recorded in the unit of measure of the industry. Reuse of materials on the site shall be considered a form of recycling. An example of such reuse would be the use of acceptable excavated materials as fill.

1.8.1 Title to Materials

Title to all materials and equipment to be removed, except as indicated or specified otherwise, is vested in the Contractor upon receipt of notice to proceed. The Government will not be responsible for the condition, loss or damage to such property after the Contractor's receipt of notice to proceed. Items indicated to be removed shall be removed and disposed of by the Contractor outside the limits of Government-controlled property at the Contractor's responsibility and expense before the completion and final acceptance of the work and such materials shall not be sold on the site.

1.8.2 Rubbish and Debris

Rubbish and debris shall be removed from Government-controlled property daily unless otherwise directed, so as not to allow accumulation inside or outside the building. Materials that cannot be removed daily shall be stored in areas designated by the Contracting Officer

1.9 INTERFERENCE WITH GOVERNMENT OPERATIONS

The Contractor shall establish work procedures and methods to prevent interference with existing operations within or adjacent to the construction area. Free passage into adjoining or adjacent buildings not in the contract will not be permitted except as approved by the Contracting Officer. Procedures and methods shall also provide for safe conduct of work and protection of property that is to remain undisturbed.

1.9.1 Coordination

The Contractor shall coordinate all work with the Contracting Officer to minimize interruption and inconvenience to the occupants or to the Government. Scheduling and programming of work will be established during the pre-construction conference.

1.9.2 Materials and Equipment

All materials and equipment required to complete the project shall be on hand before work is started.

1.9.3 Utilities and Facilities

All utilities and facilities within the area shall remain operable and shall not be affected by the Contractor's work, unless otherwise approved in writing in advance by the Contracting Officer.

1.9.4 Staking and Flagging Existing Utilities

The Contractor, prior to start of any excavation or trenching work, shall verify the location of all utility lines shown on the drawings which are

within the areas of work, and shall mark, stake, or flag each utility line along trench alignments and under areas of excavation under this project, as approved. Existing utility lines shall be located by walking trench alignments with approved equipment for locating underground pipes and cables. Utility lines so located shall be noted on the drawings.

1.10 CONTRACTOR'S OPERATIONS OR STORAGE AREA

At the request of the Contractor, an open operations or storage area will be made available within the installation, the exact location of which will be determined by the Government. The Contractor shall be responsible for the security necessary for protection of his equipment and materials, and shall maintain the area free of debris. No rusty or unsightly materials shall be used for providing the secure measure and such measure shall be erected in a workmanlike manner. Before any construction commences on establishing the operation/storage area, Contractor shall take photographs and/or videos of the site in order to establish the original conditions of the site. A duplicate set shall be made and submitted to the Government for its files. Upon completion and prior to the final acceptance of the contract work, the Contractor shall restore the area to its original condition.

1.11 GOVERNMENT PROJECT OFFICE

The Contractor shall provide, for use by Government supervisory and inspection personnel, a job-site office space with a floor area not less than 1000 square feet, with minimum once-per-week janitorial service. This office space may be within the Contractor's project office building if adjacent to the job site and if separated by a solid partition; otherwise a separate facility, adjacent to the job site, shall be provided. The office shall be provided with windows and screens, air conditioning to maintain not more than 22 degrees C, electricity, wall outlets, ceiling lights, (4) telephones and (3) cellular phones, (4) office desks with drawers, (10) layout tables, (10) ergonomic chairs, (10) legal-size five-drawer locking file cabinets, (3) 3-shelf bookcase, (3) plan racks, (1) fire extinguisher, and (4) computers.

Provide potable drinking water and temporary toilet facilities for use by Government personnel only. Contractor's copier and fax machine shall be available for use by Government personnel. Contractor shall provide (4) vehicle parking spaces for Government personnel at the project office. The cost of utilities including two telephone lines with different telephone numbers (one number for the telephone instrument and one for the modem), air conditioning, and operation and maintenance costs of the Government project office shall be borne by the Contractor. The government will be responsible for its long distance calls. Upon completion of the project, the project office and furnishings shall be removed and disposed of by the Contractor.

1.11.1 Computer Requirements

The Contractor shall provide computers for use by Government personnel assigned to this contract. These computers shall be Dell Optiplex GX260 or approved equal (proposed "equal" systems require approval by the Government

prior to contract award), minimally configured as follows:

| Feature | Requirement |
|---|---|
| OptiPlex GX260 Small Minitower Memory: | Pentium ® 4 Processor, 2.40GHz, 533FSB, 512K Cache, Intel Gigabit NIC, 1.0GB DDR Non-ECC SDRAM (2DIMMs) |
| Keyboards: | Dell PS/2 Keyboard in Gray, No Hot Keys |
| Monitors: | Dell 17 inch M782 flat CRT color monitor (16.0 viewable) |
| Video Boards: | 32MB, ATI, Radeon™ 7500 |
| Boot Hard Drives: | 40GB EIDE 7200RPM |
| Card Reader: | 5.25 inch PCMCIA Reader with Required PCI Controller Card |
| Floppy Drives: | Internal 1.44MB 3.5 Inch Floppy Drive |
| Operating System(s): | Windows ® 2000 Professional, SP3 with CD using NTFS |
| Mouse. | Microsoft PS/2 2-Button IntelliMouse with Scroll |
| Network Adapters (NICs): | Integrated Intel Gigabit (10/100/1000) with Alert Standards Format |
| Modems: | Dell V.92 PCI Data/Fax Controllerless Modem for Windows |
| 1st Removable Media and DVD+RW Options: | 48X CD-RW/DVD Combo, with Roxio Easy CD Creator™ and DVD Decode |
| Audio Solutions | Integrated Sound Blaster Compatible |
| Speakers: | Harman Kardon 206 Speakers |
| Documentation: | Resources CD contains Diagnostics and Driver for Dell OptiPlex Systems |
| Additional Hard Drive or ZIP Drive: | Zip 250 Disk Drive |
| Energy Star Label: | Energy Star Label |
| Hardware Support Services: | 3Yr Same Day 4Hr Response Parts + Onsite Labor (M-F 8am-6pm) |
| Optional Support Services | Gold Technical Support, OptiPlex, 3 Years |
| Installation Support: | No Installation |
| Mouse Pad: | Mouse Pad |
| Power Protection: | Surgemaster Gold 9 outlet |
| Additional Software: | Microsoft Office 2000 Adobe Acrobat 5.0 |

The Contractor shall have delivered all required computer hardware and software directly to the Government Project Office in factory-sealed, unopened boxes. Any boxes delivered with damaged or tampered seals will be rejected by the Government and shall be replaced by the Contractor at no additional cost to the Government. The Government will perform set up of the computers in the Government Project Office.

The Contractor shall provide all software licenses and software updates for the duration of the contract. Hardware shall be provided with a 3-year manufacturer's onsite maintenance contract. Should the construction contract last longer than 3 years, at the end of the maintenance contract, the Contractor shall provide new computers, similar to the above, except configured to the standard at that time. The Government will provide

specifications for replacement workstations and hardware.

At the end of the construction contract, the Government will turn over all contractor-provided hardware and software to the Contractor. Hard drives will be wiped clean of all software, including the operating system.

1.11.1.1 Other Devices (minimum requirements)

Printer: Hewlett-Packard Laserjet 5100TN or 5100DTN or approved equal (must be HP PCL compatible), Digital Camera: Kodak LS443 with additional 256 MB memory card, or approved equal.

1.11.1.2 Connectivity Requirements

The Government Project Office shall be provided with one high speed internet connection (RoadRunner™ or DSL) with a minimum download speed of 2 Mbps and a minimum upload speed of 384 kbps, and a static IP address.

1.11.1.3 Networking Requirements

The Government Project Office shall be configured with a local area network that includes a hub with a minimum of five (5) ports. Wiring shall be CAT5 twisted pair cabling terminated with RJ-45 connectors, which will run from the cable-modem/hub to each of the workstations and/or other devices.

1.12 WORKING DIRECTIVES

1.12.1 Working Hours

All work shall be performed between the hours of 0730 to 1600 HST, Monday through Friday. No work shall be accomplished on Saturdays, Sundays, and all federal holidays, without written permission from the Contracting Officer. Such written permission shall be available at the jobsite at all times during construction.

1.13 COMMERCIAL TELEPHONE SERVICE LINES

Availability of existing commercial telephone service lines are extremely limited and/or non-existent. Contractor shall coordinate with Verizon Hawaii to verify the extent of commercial telephone service lines available and what actions may be necessary to obtain said service in the magnitude required to satisfy its operational requirements. Notwithstanding the actual level of commercial telephone service lines available, the Contractor shall be responsible for all costs and necessary actions.

1.14 INSPECTION

1.14.1 Final Inspection and Acceptance

The Contractor shall give the Contracting Officer, a minimum of fourteen (14) calendar days advance notice prior to final inspection for acceptance by the Contracting Officer. The Contractor upon notification by the Contracting Officer shall promptly and satisfactorily correct all deficiencies found on final inspection.

1.15 USE OF PRODUCTS CONTAINING RECOVERED MATERIALS

Recovered materials are materials manufactured from waste material and byproducts that have been recycled or diverted from solid waste. The Contractor shall give preference to products containing recovered material when price, performance, and availability meet project requirements. A listing of products, including the recommended recovered material content, is provided by the Environmental Protection Agency at <http://www.epa.gov/cpg/products.htm>. Only those products having recovered material content equal to or greater than EPA guidelines shall be used to meet this requirement.

1.16 GOVERNMENT FURNISHED/CONTRACTOR INSTALLED ITEMS (GF/CI)

SIPRNET IPS SAFES - The Government shall furnish and deliver GSA approved SIPRNET Information Processing System (IPS) containers (Hamilton Safe Model # IPS 30-39-24). The Government shall arrange for delivery to DOIM/S4 warehouse at east range, Schofield Barracks, Building 6042. Point of contact is Don Fritzler, Phone # 656-0455.

WBR PH 2C1 Contractor shall be responsible to pick-up IPS SAFES from warehouse and transport to and install at new PH 2C1 facilities.

PART 2 PRODUCTS (NOT APPLICABLE)

PART 3 EXECUTION (NOT APPLICABLE)

-- End of Section --