

Bankruptcy Court Storage Room, Carpet & Tile Project
Concord, NH

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Concord, NH

April 20, 2017

SECTION 01010 – SUMMARY OF THE WORK

PART 1 – GENERAL

1.01 PROJECT/WORK IDENTIFICATION

A. Project description: Work includes removal of carpet and the installation of granite tile and broadloom flooring. Removal and installation of a suspended ceiling including grid and ceiling tile. Patching and painting of masonry and drywall partitions. Removal of approximately 40 SF of asbestos floor tile and mastic.

B. Project Location:

Rudman Federal Courthouse Building
55 Pleasant Street
Concord, NH 03301

C. Owner:

General Services Administration
Tip O'Neil Federal Building
10 Causeway Street
Boston, MA 02201

D. Contracting Officer (CO):

Kevin J. Morris, Senior Property Management Supervisor
Federal Building USPO & Courthouse
56 South Main Street, St. Albans VT 05478
T. 802-524-6703, F. 802-527-6282,
Email: Kevin.Morris@GSA.GOV

E. GSA Property Manager:

John Perrotte
J.C. Cleveland Federal Building
55 Pleasant Street
Concord, NH 03301
T. 603- 225-1615
Email: john.perrotte@gsa.gov

F. Contracting Officers Technical Representative (COTR):

Harry Vogt, Construction Representative.
J.C. Cleveland Federal Building
55 Pleasant Street, Concord NH 03301
Tele: 603-225-1628
Cell: 617-571-3580
Email: Harry.Vogt@GSA.GOV

1.02 CONTRACTOR USE OF PREMISES

A. General: The contractor shall limit his use of the premises to the work indicated, to allow for Government occupancy and use by the general public.

1. Use of the Site: Confine operations at the site to the areas permitted under the Contract. Portions of the site beyond areas on which work is indicated are not to be disturbed.
2. Work hours are from 8:00 AM – 5:00 PM, Monday – Friday except federal holidays.
3. The Contractor shall notify the Property Manager and Federal Court a minimum of 48 hours prior to interrupting utility services.

1.03 GOVERNMENT OCCUPANCY

A. Full Government Occupancy:

1. The Government will occupy the existing building during the entire period of construction. Cooperate fully with the Government representative during construction operations to minimize conflicts and to facilitate Government usage. Perform the work so as not to interfere with Government operations.
2. The Contractor shall block off the immediate work area to prevent unauthorized entry. The Contractor shall maintain safe building access and egress for tenants.

1.04 MISCELLANEOUS AND GENERAL PROVISIONS

A. Alterations to Existing Work

1. Existing work shall be cut, drilled, altered, removed or temporarily removed

and replaced as necessary for performance of work under the contract. Work that is replaced shall match similar existing work. Structural members shall not be cut or altered, except where noted on drawings, without authorization of the Contracting Officer. Work remaining in place which is damaged or defaced during this contract shall be restored to the condition existing at time of award of contract.

2. Discolored or unfinished surfaces exposed by removal of existing work and indicated to be the final exposed surface shall be refinished or the material shall be replaced as necessary to make contiguous work uniform and harmonious. Work out of alignment where exposed by removal of existing work shall be called to the Contracting Officer's attention. Necessary corrective work directed by the Contracting Officer will be subject to adjustment of the contract in accordance with "Differing Site Conditions" clause of the General Conditions.

End of SECTION 01010 – SUMMARY OF THE WORK

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SECTION 01310 - PROJECT MANAGEMENT AND COORDINATION

PART 1- GENERAL:

1.01

- A. Requests For Information (RFI's): Immediately on discovery of the need for additional information or interpretation of the Contract Documents, Contractor shall prepare and submit an RFI to the Contracting Officer's Technical Representative. The RFI is to include a detailed, legible description of item needing information or interpretation. Coordinate and submit RFIs in a prompt manner so as to avoid delays in Contractor's work or work of subcontractors.
- B. Preconstruction Meeting: The Government will conduct a meeting to discuss administrative procedures with the contractor. This meeting will be scheduled to occur between the Contract Award and the start of construction.
- C. Project Meetings: The Contractor is to conduct weekly project progress meetings with the Government. The Contractor is to record significant discussions and agreements achieved and distribute these meeting minutes to everyone concerned, and all present at the meeting, within three days of the meeting.
- D. Supervisory Personnel: The General Contractor is to have supervisory personnel on-site and available whenever work is being performed on the project.
- E. Parking Facilities: There will be no parking available at the site during normal working hours. The Contractor and his employees shall make their own arrangements for vehicle parking.
- F. Materials on Site: Unless otherwise noted or specified, materials and equipment that are removed and not reused under this contract become the property of the Contractor, and salvage value shall be reflected in the bid.
- G. Storage or Sale of Equipment on Site: Storage or sale of excess salvageable material on the site is not permitted. Salvageable material is to be promptly removed from the site.
- H. Workmanship Standards: Remove and replace work which does not comply with workmanship standards as specified and as recognized in the construction

industry for applications indicated. Remove and replace other work damaged or deteriorated by faulty workmanship or its replacement.

- I. Protection of Materials: The Contractor is responsible for protecting building materials from damage, including exposure to the elements. The Contractor shall repair or replace items damaged as a result of his operations.
- J. Protection of Existing Construction: Protect adjacent rooms, mechanical and electrical systems from construction dust.
- K. Construction Progress Schedule: Submit construction progress schedule for review at the pre-construction meeting with the Government. Schedule is to show significant stages for each division of work
- L. The Contractor shall provide dumpsters as necessary to handle any demolition or excess materials from the project. The location of dumpsters is to be coordinated with Contracting Officer at the start of the project.

END OF SECTION 01310 - PROJECT MANAGEMENT AND COORDINATION

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SECTION 01330 - SUBMITTAL PROCEDURES

PART 1 - GENERAL

1.01 SUMMARY

- A. Section includes requirements for the submittal of Shop Drawings, Product Data, Samples, and other submittals.

1.02 SUBMITTAL ADMINISTRATIVE REQUIREMENTS

A. General:

1. All submittals shall be made to the Contracting Officer or to an individual designated by the Contracting Officer.
2. Failure on the part of the Contractor to indicate approval on submittals prior to submission to the Contracting Officer will result in the submittal being returned to the Contractor without being acted upon.
3. No delays in construction resulting from the Contractor's failure to submit material for approval in a timely manner will be excused.

- B. Identification and Information: Place a permanent label or title block on each paper copy submittal to identify project, date, contractor, subcontractor, submittal name and similar information to distinguish it from other submittals.

- C. Electronic Submittals: Product submittals and plans on paper smaller than 11x17 are to be submitted as PDF electronic files.

- D. Additional copies may be required for each type of submittal in paragraphs below for projects with a Construction Manager or Commissioning Authority.

1. Product Data: Except as otherwise indicated in individual work sections, include the following information for each submittal as applicable:

- a. Manufacturer's catalog cuts.
- b. Manufacturer's product specifications.
- c. Standard color charts.
- d. Statement of compliance with specified referenced standards.
- e. Testing by recognized testing agency.
- f. Application of testing agency labels and seals.

- E. Samples: Submit Samples as requested for review of kind, color, pattern, and texture for a check of these characteristics with other elements and for a comparison of these characteristics between submittal and actual component as delivered and installed.

1.03 DELEGATED-DESIGN SERVICES

- A. Performance and Design Criteria: Where professional design services or certifications by a design professional are specifically required of Contractor by the Contract Documents, provide products and systems complying with specific performance and design criteria indicated.
 - 1. If criteria indicated are not sufficient to perform services or certification required, submit a written request for additional information to COTR.
- B. Delegated-Design Services Certification: In addition to Shop Drawings, Product Data, and other required submittals, submit paper copies of certificate, signed and sealed by the responsible design professional, for each product and system specifically assigned to Contractor to be designed or certified by a design professional.
 - 1. Indicate that products and systems comply with performance and design criteria in the Contract Documents. Include a list of codes, loads, and other factors used in performing these services.

END OF SECTION 01330 - SUBMITTAL PROCEDURES

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SECTION 01700 – PROJECT CLOSEOUT

PART 1.01 PREREQUISITES TO SUBSTANTIAL COMPLETION

- A. General: Prior to requesting inspection for certification of substantial complete the following and list known exceptions in request:
1. In progress payment request, coincident with or first following date claimed, show either 100% completion for portion of work claimed as “substantially complete,” or list incomplete items, value of incomplection , and reasons for being incomplete.
 2. Complete start-up testing of systems, and instructions to Government’s operating/maintenance personnel. Discontinue (or change over) and remove from project site temporary facilities and services, along with construction tools.
- B. Inspection Procedures: Upon receipt of Contractor’s request, the Contracting Officer will either proceed with inspection or advise Contractor of prerequisites not fulfilled. Following initial inspection, the Contracting Officer will note substantial completion, or advise Contractor of work which must be performed and repeat inspection when requested and assured that work has been substantially completed. Results of complete inspection will form initial “punch-list” for final acceptance.

PART 1.02 PREREQUISTES TO FINAL ACCEPTANCE

- A. Prior to requesting final inspection for certification of final acceptance and final payment, complete the following and list know exceptions (if any) in request.
1. Submit specific warranties, workmanship/maintenance bonds, maintenance agreements, final certifications and similar documents.
 2. Deliver tools, spare parts, extra stocks of materials and similar physical items to Government.
 3. Make final change over of locks and transmit keys to the Contracting Officer and advise Government personnel of change-over in security provisions.
 4. Remove all tools, equipment, surplus material, and rubbish.
 5. Restore or refinish, to original condition, surfaces that are damaged due to the work of this contract.
 6. Remove grease, dirt, stains, foreign materials, and labels from finished surfaces.
 7. Thoroughly clean room interiors.

8. Pickup all construction debris from the site.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 FINAL CLEANING

- A. General: Perform final cleaning. Conduct cleaning and waste-removal operations to comply with local laws and ordinances and Federal and local environmental and antipollution regulations.
 - B. Cleaning: Clean each surface or unit to condition expected in an average commercial building cleaning and maintenance program. Comply with manufacturer's written instructions.
1. Complete the following cleaning operations before requesting final acceptance for entire Project or for a portion of Project:
 - a. Clean Project site, in areas disturbed by construction activities of rubbish, waste material, litter, and other foreign substances.
 - b. Remove tools, construction equipment, machinery, and surplus material from Project site.
 - c. Clean hard-surfaced finishes to a dirt-free condition, free of stains, films, and similar foreign substances. Restore reflective surfaces to their original condition.
 - d. Remove debris and surface dust from limited access spaces, including plenums, shafts, and similar spaces.
 - e. Sweep concrete floors broom clean in unoccupied spaces.
 - f. Vacuum carpet and similar soft surfaces, removing debris and excess nap; shampoo if visible soil or stains remain.
 - g. Remove labels that are not permanent.
 - h. Touch up and otherwise repair and restore marred, exposed finishes and surfaces. Replace finishes and surfaces that cannot be satisfactorily repaired or restored or that already show evidence of repair or restoration.
 - 1) Do not paint over "UL" and other required labels and identification, including mechanical and electrical nameplates.
 - i. Wipe surfaces of mechanical and electrical equipment and similar equipment. Remove excess lubrication, paint, and other foreign substances.
 - j. Replace parts subject to operating conditions during construction that may impede operation or reduce longevity.
 - k. Leave Project clean and ready for occupancy.

END OF SECTION 01700 – PROJECT CLOSEOUT

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Section 02 82 1342: ASBESTOS ABATEMENT

PART 1 - GENERAL

1.1 DESCRIPTION

- A. GENERAL: The project includes but is not limited to the removal of ACM floor tiles and floor mastic in approximately 30 ft²

PART 2 - PROJECT PERFORMANCE CRITERIA

2.1 TASKS

The work tasks are summarized briefly as follows:

- A. Pre-abatement activities including pre-abatement meeting(s), inspection(s), notifications, permits, submittal approvals, work-site preparations, emergency procedures arrangements, and standard operating procedures for asbestos abatement work.
- B. Abatement activities including removal, clean-up and disposal of ACM waste, recordkeeping, security, monitoring, and inspections.

1. Removal of ACM Floor Tiles

- a. Negative air machine shall be used to effect some negative pressure in the regulated area. A spare machine shall be available.
- b. Mechanical chipping or sanding is not allowed.
- c. Wet clean and HEPA vacuum the floor before and after removal of flooring.
- d. Place a 6 mil poly layer 4' by 10' adjacent to the regulated area for use as a decontaminated area. All waste must be contained in the regulated area.
- e. Package all waste in 6 mil poly lined fiberboard drums.

2. Removal of Mastic

- a. The mastic removal material must be a "low odor" or "no odor" material.
- b. Package all waste in 6 mil poly lined fiberboard drums.
- c. Prior to application of any liquid material, check the floor for penetrations and seal before removing mastic.
- d. The use of any solvents is prohibited in the removal of mastic.

- C. Cleaning and decontamination activities including final visual inspection, air monitoring and certification of decontamination .

- D. Prior to construction start date the contractor shall provide the government with a comprehensive work plan. The work plan shall include contractor's containment plan including but not limited to the contractor's plan to prevent dust from becoming airborne. Once approved by the government the contractor shall strictly adhere to the work plan.

2.2 MONITORING, INSPECTION AND TESTING

- A. The Contractor shall provide a licensed Industrial Hygienist (CIH) throughout abatement work monitoring, inspection and testing inside and around the regulated area in accordance with the OSHA requirements and these specifications. The CIH shall continuously inspect and monitor conditions inside the regulated area to ensure compliance with these specifications. In addition, the CIH shall personally manage air sample collection, analysis, and evaluation for personnel, regulated area, and adjacent area samples to satisfy OSHA requirements.

PART 3 - CODES, STANDARDS, and REGULATIONS

3.1 Codes and Standards

- A. The Contractor shall assume full responsibility and liability for the compliance with all applicable Federal, State and local regulations pertaining to work practices, hauling and disposal of hazardous waste, protection of workers and visitors to the site, and persons occupying areas adjacent to the site. The Contractor shall hold the Government and Contracting Officer harmless for failure to comply with any applicable work, hauling, disposal, safety, health or regulation on the part of himself, his workers or his subcontractors.
- B. The Contractor is required to ensure the protection of workers performing any work that will disturb and/or damage any ACM as well as protecting the public and the environment from exposure to ACM.
- C. All work shall conform to the standards set by applicable Federal, State and local laws, regulations, ordinances, and guidelines in such form in which they exist at the time of the work on the contract and as may be required by subsequent regulations.
- D. The Contractor shall at his own cost and expense comply with all laws, ordinances, rules and regulations of Federal, State, Regional and Local Authorities regarding handling and storing of ACM. Including, but not limited to, any and all reporting requirements.

3.2 Regulations and Guidelines

- A. The following regulations and guidelines are cited for the information and guidance of the Contractor. The list below is not all-inclusive; the Contractor shall be responsible for a thorough knowledge and full implementation of all requirements for the removal, transport and disposal of ACM.
 - 1. Occupational Safety and Health Administration (OSHA)
 - a. Title 29 CFR 1926.1101 - Construction Standard for Asbestos

ACM TILE / MASTIC ABATEMENT

- b. Title 29 CFR 1910.132 - Personal Protective Equipment
 - c. Title 29 CFR 1910.134 - Respiratory Protection
 - d. Title 29 CFR 1926 - Construction Industry Standards
 - e. Title 29 CFR 1910.20 - Access to Employee Exposure and Medical Records
 - f. Title 29 CFR 1910.1200 - Hazard Communication
 - g. Title 29 CFR 1910.151 - Medical and First Aid
- 2. Environmental Protection Agency (EPA)
 - a. 40 CFR 61 Subpart A and M (Revised Subpart B) - National Emission Standard for Hazardous Air Pollutants - Asbestos.
 - b. 40 CFR 763.80 - Asbestos Hazard Emergency Response Act (AHERA)
 - 3. Department of Transportation (DOT)
 - a. Title 49 CFR 100 - 185 - Transportation
- B. All regulations by the above and other governing agencies in their most current version are applicable throughout this project. It is the Contractor's responsibility to know, understand, and abide by all such regulations and practices. Where there is a conflict between this Specification and the cited State, Federal, or local regulations, the more restrictive or stringent requirements shall prevail.
- C. The contractor shall apply for and have all required permits and licenses to perform asbestos abatement work as required by Federal, State, and Local regulations.

PART 4 - GENERAL ADMINISTRATION

- 4.1 **Release of Claims:** Prior to final payment, the contractor shall furnish the Contracting Officer with a release of all claims against the Government under this portion of the contract, other than such claims as the contractor may except by description and stated amount of each claim.

END OF SECTION