

**1. GENERAL INSTRUCTIONS****1.1 Codes & Standards**

- .1 Execute Work in accordance with all applicable, federal, provincial and local codes and all standards specified within the rest of this specification.

**1.2 Workplace Hazardous Materials Information System**

- .1 The Contractor shall comply with the Government of Canada Occupational Health and Safety Act, Hazardous Products, Transportation of Dangerous Goods Act including the requirements of Labour Canada.

**1.3 Safety Requirements**

- .1 Observe and enforce all construction safety measures by the Canadian Construction Safety Code supplemented to the National Building Code of Canada, applicable Worker Compensation Board requirements and Province of Manitoba Statutes and bylaws.

**1.4 Layout of Work**

- .1 Prior to commencing with Work, check and examine site conditions including existing services; obtain and confirm site dimensions. Notify the Contract Administrator, in writing, of any and all matters which could prejudice proper execution of the Work.
- .2 Commencement of Work, or any part thereof, constitutes acceptance of site conditions and indicates that dimensions and conditions have been verified and are acceptable.
- .3 Lay out main lines and levels of work, (as required) in relation to designated grade stakes, reference points and bench marks established by the Contract Administrator.
- .4 The Contractor shall be responsible for relocating all moved or damaged reference points and bench marks brought about by the Contractor's own operations. Repair such damage as directed by the Contract Administrator.

**1.5 Working Limits / Temporary Easements**

- .1 Confine all operations of Work within the property, on designated operating limits within the site and to designated travel routes within the site.

**1.6 Transportation of Materials**

- .1 All goods must be securely packed or covered according to their kind. Packing must be adequate for conditions of shipping and in accordance to carrier requirements.

**1.7 Signs & Advertisements**

- .1 No sign or advertising shall be allowed or displayed without the approval of the Contract Administrator.
- .2 This project will not be used to advertise or promote systems, construction or assembly methods, tools or equipment used and/or incorporated therein without written approval of the Contract Administrator.

**2. SCHEDULES****2.1 Construction Schedule**

- .1 Prepare the schedule immediately after receiving the Contract Administrator's Notice of Award.
- .2 The Contractor shall schedule activities to avoid possible delays in construction. Maintain temporary access to all portions of the site as required and as directed by the Contract Administrator.
- .3 In order to coordinate the performance of work and to measure the progress of work, prepare and submit for the Contract Administrator's review, a Schedule of Activities of the work. Clearly indicate dates of commencement and completion of various phases or parts of the work.
- .4 Comply with the Schedule in all instances. Bear all costs necessary to meet the Schedule. If the progress of work falls behind, or is delayed, immediately engage additional labour and equipment, and work additional hours as may be required to bring the work back on schedule, at no additional cost.
- .5 The Construction schedule shall be updated when affected by any changes in the work or by weather related delays.

**3. SUBMITTALS****3.1 Samples (N/A)**

- .1 Submit for review such samples as the Contract Administrator may reasonably require.
- .2 Submit samples with reasonable promptness and in an orderly sequence, so as to cause no delay in the work.

- .3 Notify the Contract Administrator in writing, at the time of submission, of any deviations in samples from requirements of Contract Documents.
- .4 Submit samples in sizes and quantities requested.
- .5 Where colour, pattern or texture is criterion, submit full range of samples.
- .6 Construct field samples at locations acceptable to the Contract Administrator.
- .7 Reviewed samples will become standards of workmanship and material against which, installed work on the project will be checked.

### **3.2 As-Built Drawings**

- .1 Contract Administrator will provide three (3) sets of white prints for the Contractors purposes.
- .2 The Contract Administrator will maintain a project record drawing and record accurately significant deviations from the Contract Documents caused by site conditions and changes ordered on site by the Contract Administrator. Copies of the project record drawing(s) will be provided to the Contractor for their records.

## **4. PRODUCTS / WORKMANSHIP**

### **4.1 Quality of Equipment**

- .1 All equipment used in the performance of the work shall be in good operating condition for the duration of the work.
- .2 Should any dispute arise as to the quality or fitness of equipment or articles, the decision rests strictly with the Contract Administrator and in accordance with the requirements of the Contract Documents.

### **4.2 Availability of Equipment & Products**

- .1 Immediately upon receipt of Purchase Order from the City, review equipment requirements and anticipate foreseeable delays for any items. If delays in supply of equipment are foreseeable, notify the Contract Administrator of such, in order that remedial action may be authorized in ample time to prevent delay in performance of work.

### **4.3 Storage, Handling & Protection**

- .1 Handle and store fuel and maintenance supplies in a manner to prevent damage, deterioration, soiling and site contamination, in accordance with manufacturers recommendations when applicable.
- .2 Products are to be stored in weatherproof condition.

**4.4 Workmanship**

- .1 Workmanship shall be of the best quality and executed by workers experienced and skilled in the respective duties for which they are employed.

**5. PROJECT CLEAN-UP**

**5.1 Clean-up & Final Cleaning of Work**

- .1 Remove all waste materials and debris from the site at regular scheduled times or dispose of as otherwise directed by the Contract Administrator. Do not burn waste materials on site.

**5.2 Removal of Temporary Facilities**

- .1 On completion of project, remove all temporary offices and furniture, hoardings, fencing, tree and plant protection, stream crossings and all other items used to aid the performance of work.

**6. TAKE OVER / PROJECT COMPLETION**

**6.1 Take Over Procedures**

- .1 Prior to application for Certificate of Substantial Performance from the Contract Administrator, the Contractor shall carefully inspect the Work and ensure that it is complete, that major and minor construction deficiencies are complete and/or corrected and that the site is clean and in condition for continuation of work.
- .2 When the Contractor considers that all deficiencies have been corrected and that it appears the requirements of the Contract have been performed, request a final inspection by the Contract Administrator for Certification of Substantial Performance. Refer to The Builder's Lien Act, for specifics to application.