

STANDARD PROVISIONS

The following provisions apply to this Contract:

- A. BADGES.** All contractors, subcontractors, and delivery personal shall wear a Sandia issued badge while on Kirtland Air Force Base or on Sandia property. Facilities Contractor Badge/Clearance Request form for U.S. citizens shall be submitted for approval to the Sandia Delegated Representative (SDR). Contact the SDR for badge requests for Foreign Nationals. The Foreign National approval process for work activities conducted outside the Limited Areas requires a minimum of 45 days for processing after receipt of the request.
- B. NOTICE TO PROCEED.** All contractors shall not perform any work at the designated construction site until a NOTICE TO PROCEED (NTP) is issued by the Sandia Contracting Representative (SCR) or the SDR. A provisional NTP may be issued for mobilization activities. NTP pre-requisites will be detailed at the pre-construction meeting. At a minimum, a NTP requires an approved bond and a Contractor Safety Plan.
- C. NON-STANDARD HOURS.** Sandia standard operational hours are 6:00 a.m. to 6:00 p.m., Monday through Friday. Non-standard hours are all other times including the following holidays: Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Energy Conservation Day (date varies), and the six working days comprising the Christmas to New Year holiday season. The Contractor will be required to work non-standard hours on this contract to minimize the inconvenience to Sandia caused by the interruption of electrical, water, gas, or HVAC systems, and/or noisy and dusty demolition or construction activities. The scope of the work to be performed during non-standard hours is described in the "Other Conditions" provisions of this contract. Coordinate with and obtain a permit through the Sandia Project Technologist for work to be performed during non-standard hours.
- D. ASBESTOS-FREE.** Materials used in the construction of this building, including those contained in equipment or other products, shall be free of asbestos unless specific written authorization is received from the SDR. Asbestos is defined as the asbestiform varieties of: chrysotile (serpentine); crocidolite (riebeckite); amosite (cummingtonite/grunelite); anthophyllite; tremolite; and actinolite. Free of asbestos shall mean free of trace amounts (less than 1 percent) when the material is tested using Polarized Light Microscopy/Dispersion Staining (PLM/DS 600/M4-82-020), or Transmission Electron level 2 Yamate Method (TEM). At project closeout, the General Contractor shall submit a letter signed and certified by a principal of the company that, to the best of his/her knowledge, no asbestos-containing material was used on this project.
- E. LEAD-FREE PAINT.** Materials used in the construction of this building, including those contained in equipment or other products, shall be free of lead paint as defined by the Consumer Products Safety Commission (CPSC) unless specific written authorization is received from the SDR.
- F. BALLASTS.** PCB and suspected PCB-containing lighting ballasts shall be removed from enclosures and fixtures and kept separate from non-PCB ballasts. Non-incandescent lamps shall be boxed, and stored on site for disposal by others. Coordinate with the Project Technologist for boxes and transportation of lamps and ballasts to the disposal area.
- G. EXCAVATION.** Contractor shall assume that no rock excavation is required. Rock is defined as a hard, firm, stable part of the earth's crust, which would require drilling, and blasting before it can be excavated. If called for in Special Provisions, each soil and rock deposit shall be classified by Contractor's competent person as Stable Rock, Type A, Type B, or Type C prior to performing excavation activities. If no deposit classification is made, the Contractor shall assume Type C. The Contractor is required to have an approved excavation permit prior to any work. The Contractor may also need a penetration permit if underground ductwork and/or piping are involved.

- H. TEMPORARY UTILITIES AND FACILITIES.** All temporary utilities shall be protected from impacts. The communication of all temporary utilities shall be coordinated by the Prime Contractors to all effected subcontractors. Contractor may connect to and extend existing utilities systems as needed; however, all tie-ins shall be made only at locations approved by Sandia's Project Technologist. Temporary utilities and facilities are considered construction activities and must be in conformance with the applicable Sandia Facilities' Specifications. Sandia will furnish the utilities consumed without charge. Contractor shall identify (in red) all temporary installed utilities on the Contractor's contract drawings that are retained at the project site.
- I. AS-BUILTS.** The contractor is responsible for maintaining as-built records of all construction elements on the project. These records shall be maintained as red-lined construction drawings in the Contractor's field office, and shall be updated as necessary to ensure that no record of variations from clarification to the construction drawings are absent from the final markups transferred to SNL. In no case shall red-lined updates of as-built information be entered into the Contractor's as-built field drawings any less frequently than once per week. As-builts will be reviewed for verification of updates by the project technologist on a regular basis and prior to all Contractor invoicing approvals. At project closeout or at more regular intervals as deemed necessary by SNL depending on the length of the contract, the contractor shall transmit legible red-lined markups to SNL.

SPECIAL PROVISIONS

The following provisions apply when box is checked:

- A. OVERHEAD POWER LINES.** The Contractor is advised that aerial high-voltage lines exist in the vicinity of this construction (including all earth fill and barrow areas and lay down yards). Adequate separation must be maintained at all times.
- B. FIELD OFFICE.** The contractor shall furnish a field office complete, in place and operational prior to initiating any Project work. If the field office is a mobile trailer, the trailer shall meet all requirements of the Manufactured Housing Act and Regulations and the Housing and Urban Development Manual (codes and specifications). The field office shall meet the current editions of the International Building, International Plumbing, and International Mechanical Codes and the current National Electrical Code. The Contractor shall be responsible for all repairs to the field office as necessary to meet these requirements.

The field office shall be in clean, safe condition with all electrical outlets and other appurtenances and appliances in good working order. The Contractor shall be responsible for the security of the field office including any fencing around the field office. The Contractor shall ground and anchor the field office.

Sanitary sewer, water, power and telephone points of connection will be identified by Sandia nearby to the field office site. The Contractor shall be required to make arrangements for connections to the utilities with the SDR.

During the term of construction, the Contractor shall maintain the following in the field office for the Sandia Project Technologist:

- Plan desk not less than 3' X 7'
- Adequate convenience outlets and lighting

- C. SANITARY FACILITIES.** Provide temporary toilet facilities (approved chemical type) and keep serviced throughout period of construction. Provide a minimum of two (2) facilities that are identified as "Men" and "Women," respectively.
- D. TELEPHONES/RADIOS.** Furnish at least one commercial telephone on the job site. Contact a local telephone company to initiate this service. Mobile phones are not allowed in Sandia's Limited Areas, Exclusion Areas, Protected Areas, or Material Access Areas without prior authorization. Two-way radios are allowed in Sandia's Limited Areas only with an approved permit. Contractors with Q or L clearances may apply for a permit from the SDR to carry these devices within the Limited Areas.
- E. A COMPLETE DEVIATED WORK SCHEDULE IS REQUIRED.** The work hours each day will be as specified in the "Other Conditions" provisions of this contract.
- F. WORK INTERRUPTION.** Because of operations within the project area, occasionally, on an average of one (1) day a week, the Contractor will be required to withdraw from the work area to a location outside the security fence, or to a location as determined by Sandia for approximately one (1) hour each time.
- G. SCHEDULE.** The Contractor needs to provide an overall Critical Path Method or Gant Chart construction schedule for the project as well a week "look ahead" schedule for hand out at weekly Sandia Progress Meetings.

- H. EARTH FILL AND BORROW AREAS.** If suitable borrow and fill areas are not designated on Drawings, Contractor shall obtain written authorization from the Sandia Project Lead identifying location of the designated borrow or fill area and obtain required soil disturbance permits, or purchase the fill material off base. Project-Specific fill and borrow areas shall not be near or on underground or aboveground utilities. No material shall be removed from the base without specific written permission from the SCR. The use of dump trailers in TA-1 and other areas that contain pedestrian traffic is prohibited.
- I. LAY DOWN YARD.** There will be an equipment and material lay down yard. The actual location shall be coordinated with Sandia Project Technologist prior to construction. The Contractor shall be responsible for the security of all tools, materials and equipment staged for use on the project.
- J CONTRACTOR PARKING.** Due to the amount of activity currently underway in the construction area, there is limited space regarding construction contractor parking. As a result, only construction vehicles that are marked can be parked in the fenced area.
- K. SAFETY MEETINGS.** The general contractor and subcontractors are required to have a weekly safety meeting with published meeting minutes in accordance with Sandia Standard Specification 01065.
- L. SYSTEM/UTILITY OUTAGES.** All outages shall be included in the project schedule as individual tasks. Submit an Outage Request Worksheet to the Sandia Inspector for coordination and notification purposes prior to commencing any work. Observe the advance notification periods listed on the Worksheet.
- M. MATERIAL DELIVERIES.** All deliveries must be scheduled through the escort hotline, 845-0555. Contractor Gate hours are 6:00 AM to 2:00 PM Monday through Friday. Any arrangements needed outside of those hours must be made by calling the hotline 72 hours in advance; i.e., concrete trucks. For normal project deliveries (whether or not the driver has a gray badge) call the hotline 24 hours in advance to log the company, time and content of delivery, and the host at the Contractor Gate. An escort is NOT required but the driver will be issued a Day Badge.

If the delivery will be inside the Limited Area, an escort is required with 24 hours advance notice (by 1:00 pm the day before) by calling 845-0555. If for some reason the scheduled escort services are not needed, the service must be cancelled or it will be charged to the project. "No-Shows" will be automatically charged to the project. The cancellation must occur in a reasonable time to allow the escort to be contacted prior to arriving at the Contractor Gate.

Note that all of the above access requirements are in effect at this writing and are subject to change without notice in the case of increased national threat conditions.

- N. WASTE MATERIALS.** Waste Material will be considered as Construction Debris and shall become the property of the Contractor. The CONTRACTOR shall remove all debris from the site. Debris may be disposed of through recycling subject to the approval of the SDR.
- O. SPECIFIC PERSONNEL TRAINING.** Access to the construction area by Contractor and Sub-Contractor Personnel requires completion of specific area training as listed in the "**Other Conditions**" provisions of this contract. Upon successful completion of this training, individuals will receive a site-specific safety briefing and be issued a temporary site access badge. The badge will allow access to the facility or area during normal working hours for the duration of the project and must be worn in plain view between the neck and waist at all times. Failure to abide by access control procedures will result in termination of access privileges. This training must be conducted prior to construction. The Contractor must coordinate with the SDR for a training date and location.

- P. TELECOMMUNICATIONS.** The Contractor will be required to coordinate with Sandia’s Communication Contractor, who will do follow-up work once the supporting infrastructure is completed in this contract.
- Q. REMOVALS.** The Contractor is required to make any necessary patching and/or painting “touch-ups” to areas that are disturbed by removals and not covered by the installation of new equipment.
- R. PROGRESS MEETINGS.** The Contractor and Sub Contractor Representatives need to attend progress meetings. The meetings will be chaired by the Sandia Project Lead. These meetings are used to discuss submittals, RFIs, Outages, Permits, Schedule, Work Hours, and coordination needed with the Line Organization and other Sandia entities. The frequency and location of these meetings will be communicated by the Sandia Project Lead.
- S. MASTER EQUIPMENT LIST UPDATE.** The Contractor and Sub Contractors are required to update the Master Equipment List for the affected building(s), identifying which equipment items have been removed and which have been installed by this project. Coordinate with the SDR to inspect and identify the equipment items involved, determine the date the equipment items were removed or placed in service, and provide appropriate “nameplate” data to describe the newly installed equipment items.
- T. UNDERGROUND UTILITIES.** The Contractor shall call (505) 530-4477 for GPS support prior to backfilling all utilities (existing and new). The Contractor shall allow for the appropriate response time per Sandia Standard Specification 02200, prior to backfilling any exposed utility. The Contractor shall be responsible for keeping the GPS Support Request Log updated.
- U. PLANNING FOR ADVERSE WEATHER.** Given the amount of outside work, the Contractor shall plan for adverse weather delays, and shall build the following number of adverse weather delays into the project construction schedule. There is no requirement that all or any of the adverse weather delay days have to lie on the project construction schedule's critical path. The Contractor's progress schedule must reflect these anticipated adverse weather delays in all weather-dependent activities.

Monthly Anticipated Adverse Weather Delay

Work Days Based on (5) Day Work Week (Albuquerque and Kirtland AFB):

Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec
6	4	6	2	4	3	6	4	6	4	5	2

If the number of actual adverse weather delay days exceeds the anticipated number of weather days for a given month, the SCR will issue non-compensable contract extensions for each adverse weather day affecting critical path progress.

- V. NATIONAL ENVIRONMENTAL POLICY ACT (NEPA) STIPULATIONS.** The following actions shall be taken by the Contractor as a result of stipulations contained within the DOE/NNSA NEPA approval for this project :

OTHER CONDITIONS

(Use this section to describe specific site access rules, any contract phasing, known non-standard hour work, required work/line organization coordination, specific worker training, and special ES&H considerations.)

Substitutions: The contractor shall bid on the equipment and material specified in the contract documents (Equipment List Drawings and Specifications).

a. **EQUIPMENT:**

- i. If the contractor proposes to substitute, per the allowable manufacturers listed in the appropriate specifications for the specified equipment, the contractor must provide two bids: one for the item specified and one for the item substituted.
- ii. Contractor must show that the substituted item is "an equal" to the listed manufacture. No other substitutions will be accepted.

b. **MATERIALS:**

- i. Materials manufactures are recommended unless specifically stated as sole source.
- ii. Contractors may submit acceptable substitutes to the recommended material manufactures as long as they meet or exceed the specifications

SAFETY & HEALTH

Contract Specific Safety Plan (CSSP):

Must be submitted after contract award and must be approved by the Sandia Project Lead prior to the Notice to Proceed. The CSSP addresses all elements of the Sandia Standard Specification 1065. The Contractor must state if a section of the specification is N/A given the contractual work scope. The CSSP should also delineate any mitigation to construction hazards listed in the next section below.

Construction Hazard Activities:

The Sandia Project Team shall complete the Construction Hazard Checklist:

<https://eims.sandia.gov/Workplace/getContent?vsId=%7BEE616540-1738-46FF-B69C-BCB5A46C160E%7D&objectStoreName=EIMS. Content&objectType=document>

based on the scope of work for the project. The Checklist includes anticipated construction hazards for the planned activity. The Contractor is responsible for ensuring the hazards identified represent the actual hazards associated with the activity as performed, as well as implementing adequate controls to ensure worker safety and achieve compliance with applicable occupational safety and health requirements. In addition, any hazards inherent to the work location shall be addressed and control measures shall be safely integrated. For Industrial Hygiene (IH) related activities, possible control mechanisms can be found at the following links:

<https://wfsprod01.sandia.gov/groups/srn-uscitizens/documents/document/wfs511079.pdf> (SNL Internal Web)

<http://www.sandia.gov/bus-ops/scm/facilities/FacilitiesManagementIndex.html> (SNL External Web)

The contractor shall specify mitigating measures in the Contract Specific Safety Plan which is due after contract award. Sandia may perform oversight monitoring to ascertain the effectiveness of controls. This oversight monitoring process is in addition to, and not a substitute for, any monitoring that may be required of the contractor by either this contract or applicable law.

Sandia Site Hazards:

The Contractor shall refer to the attached Job Site Hazard Evaluation (JSHE) for Sandia Site Hazards. Any mitigating controls listed with the JSHE are considered required actions. If no controls are listed, the contractor shall address mitigating actions in the CSSP.

Sandia Permits Required for this Project:

	Sandia Permits/Approvals:			
	(Sandia Standard Specification 01065)		Yes	No
Air Quality Permit	<input type="checkbox"/>	<input type="checkbox"/>		
Asbestos Work Release	<input type="checkbox"/>	<input type="checkbox"/>		
Confined Space Permit	<input type="checkbox"/>	<input type="checkbox"/>		
Excavation Permit	<input type="checkbox"/>	<input type="checkbox"/>		
FAA Crane Clearance Permit	<input type="checkbox"/>	<input type="checkbox"/>		
Fire Protection Impairment Permit	<input type="checkbox"/>	<input type="checkbox"/>		
Fugitive Dust Permit (submit copy of city permit to Org. 4331)	<input type="checkbox"/>	<input type="checkbox"/>		
Hot Work Permit	<input type="checkbox"/>	<input type="checkbox"/>		
NEPA Completion	<input type="checkbox"/>	<input type="checkbox"/>		
Penetration Permit	<input type="checkbox"/>	<input type="checkbox"/>		
Radiological Work Permits	<input type="checkbox"/>	<input type="checkbox"/>		
Sanitary Sewer or Surface Discharge	<input type="checkbox"/>	<input type="checkbox"/>		
Storm Water Pollution Prevention Plan (NPDES)	<input type="checkbox"/>	<input type="checkbox"/>		
UST Activity	<input type="checkbox"/>	<input type="checkbox"/>		
Welding, Cutting & Brazing Permit	<input type="checkbox"/>	<input type="checkbox"/>		
Other	<input type="checkbox"/>	<input type="checkbox"/>		

NOTES

- | | Yes | No |
|---|--------------------------|--------------------------|
| 1. Test and Balance (T&B) Required? (Separate T&B form not required) | <input type="checkbox"/> | <input type="checkbox"/> |
| If yes, access and follow the Facilities T&B procedure, at https://wfsprod01.sandia.gov/intradoc-cgi/idc.cgi_isapi.dll?IdcService=GET_FILE&dID=723766&dDocName=WFS340571&RevisionSelectionMethod=LatestReleased . Drawings to be submitted with Service Contract Release for T&B Contractor prior to construction. | | |
| 2. Are soil, concrete, and/or weld tests required? | <input type="checkbox"/> | <input type="checkbox"/> |
| If yes, PL will submit test requirements (or test log) with the Service Contract Release Form. | | |
| 3. Roof Work/Penetration Required? | <input type="checkbox"/> | <input type="checkbox"/> |
| If yes, PL will ensure that all roof work is coordinated with the Roof Inspector prior to construction. | | |
| 4. Facilities Control System (FCS) Work Required? | <input type="checkbox"/> | <input type="checkbox"/> |
| If yes, PL will ensure that the Facilities Controls Systems Lead is checked off on front of UCP to receive a copy of the control drawings prior to construction. | | |
| 5. Is a Fire Protection System Request for Acceptance Testing required? | <input type="checkbox"/> | <input type="checkbox"/> |
| If yes, the PL shall ensure that the General Contractor follows the requirements listed in Standard Construction Specification 13852 and completes and submits the "Request for Acceptance Testing" form. | | |
| 6. Mandatory Pre-Bid Conference? | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Mandatory Pre-Bid Walkthrough? | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. Long Lead Items and Lead Time: _____ | | |
| _____ | | |
| _____ | | |
| 9. Sandia-Furnished Material Listing (give delivery dates, if ordered): | | |
| _____ | | |
| _____ | | |
| 10. Required Specialty Contractors: _____ | | |
| _____ | | |
| _____ | | |
| 11. Other: _____ | | |
| _____ | | |
| _____ | | |
| _____ | | |

MASTER LIST

Sandia Construction Standard Specifications

All work under this contract shall be performed in accordance with Sandia Construction Standard Specifications unless otherwise noted or listed under Construction Special Specifications. These specifications are electronically available through the SDR and/or on Sandia's Internet Site, www.sandia.gov/engstds. These standard specifications are NOT mailed with the Request for Quotation. The date listed on the Sandia Request for Quotation is the basis for the version of specification that was used as the design basis.

Sandia Construction Special Specifications (Put on Specification CD). Note: If the special specification is an edit of an existing standard specification, clearly identify the change(s) in the

Section	Date	Title
---------	------	-------

Job Drawings

See Title Sheet: _____
Dated: _____
A/E Firm: _____

If checked, the following items have been attached in this order:

- Job-Site Hazard Evaluation (JSHE)
- Construction Hazard Checklist
- Submittal Listing
(Minimum Information—specification, submittal name, submittal type, approver, copy to, date due (if required), date received, date accepted.)
- Master Equipment List
(List available from Maintenance—indicate equipment to be removed and/or added.)
- Panel Schedules
(Minimum Information—building, panel, issue, date.)
- Sandia Furnished Material List
(Minimum Information—quantity, PR or JIT #, material, contact name, and phone/delivery date.)
- Required Test Listing
(Minimum Information—test to be performed and/or frequency, required results.)
- Construction Special Specifications CD or Hard Copy (PDF and Word Formats)
- Other: (Specify)