

August 3, 2016

Dear Prospective Offeror:

SUBJECT: Request for Quotation Number SCA52516Q0027

The U.S. Embassy Ottawa invites you to submit a proposal for the Replacement of Guardrails and Windows for the U.S. Consulate General and Principal Officer's Residence in Quebec City.

The magnitude of this construction project will be between US\$25,000 and US\$100,000 or equivalent in local currency.

A pre-proposal conference and site visit will be held on August 12, 2016, 10:00 A.M. at the U.S. Consulate General Quebec located at 2, rue de la Terrasse-Dufferin Quebec City. All prospective offerors will be invited to attend. For additional information or arrange for access to the residence, please contact Sylvain Verreault at 418-692-4017 on or before August 11, 2016 and provide the names of all individuals planning to attend the site visit.

Complete the OFFER portion of the Standard Form 1442, including all blank spaces, and have the form signed by an authorized representative of your company, or the proposal may be considered unacceptable and may be rejected.

In order for a proposal to be considered, you must also complete and submit the following:

1. Section A and Attachment 2, Proposal Breakdown by Divisions;
2. Section L, Representations and Certifications;
3. Bar Chart illustrating sequence of work to be performed;
4. Additional information as required in Section J.

The contract will be a firm fixed price contract, with no adjustment for any escalation in costs or prices of labor or materials. Each offeror will be responsible for determining the amount of labor and materials that will be required to complete the project, and for pricing its proposal accordingly.

Proposals must be submitted in a sealed envelope marked "**Proposal Enclosed – SCA52516Q0027**" on or before **4:00 P.M. on September 5, 2016**. No proposal will be accepted after this time.

Proposals can be submitted via courier to:
U. S. Consulate General Quebec
2, rue de la Terrasse-Dufferin
Quebec City, Quebec G1R 4N5
to the attention of Michael Hackett, Management Officer

NO ELECTRONIC OFFERS OR PROPOSALS WILL BE ACCEPTED.

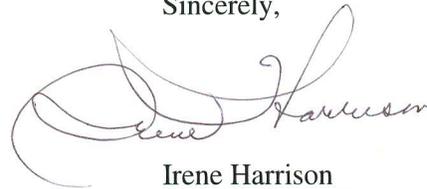
For this procurement action, prospective offerors must be registered within the Central Contractor Registration (CCR) which is now under the System for Award Management (SAM) in order to receive an award. Refer to the following link for details on the registration process: <http://www.sam.gov>

The U.S. Government intends to award a contract to the responsible company submitting an acceptable offer at the lowest price. We intend to award a contract based on initial proposals, without holding discussions, although we may hold discussions with companies in the competitive range if there is a need to do so.

Questions regarding this solicitation should be submitted to Irene Harrison and Alma Andico at the following email addresses HarrisonI@state.gov and AndicoA@state.gov or by fax to 613-688-3091 Attention: Alma Andico.

The Embassy appreciates your interest in this solicitation.

Sincerely,

A handwritten signature in cursive script, appearing to read "Irene Harrison". The signature is written in black ink and is positioned to the left of the typed name.

Irene Harrison
Contracting Officer
U.S. Embassy Ottawa

SOLICITATION, OFFER, AND AWARD <i>(Construction, Alteration, or Repair)</i>	1. SOLICITATION NO. SCA52516Q0027	TYPE OF SOLICITATION <input type="checkbox"/> SEALED BID (IFB) <input checked="" type="checkbox"/> NEGOTIATED (RFQ)	3. DATE ISSUED August 3, 2016	PAGE OF PAGES 1 61
---	---	---	---	---------------------------------

IMPORTANT - The "offer" section on the reverse must be fully completed by offeror.

4. CONTRACT NO.	5. REQUISITION/PURCHASE REQUEST NO. PR5221461	6. PROJECT NO.
7. ISSUED BY U.S. Embassy Ottawa General Services Office P.O. Box 866, Station B Ottawa, ON, K1P 5T1	CODE	8. ADDRESS OFFER TO U.S. Consulate General Quebec 2, rue de la Terrasse-Dufferin Quebec City, Quebec G1R 4N5
9. FOR INFORMATION CALL:	A. NAME Irene Harrison Alma Andico/Sylvain Verreault	B. TELEPHONE NO. <i>(Include area code) (NO COLLECT CALLS)</i> 613-688-5450 613-688-5310/418-692-4017

SOLICITATION

NOTE: In sealed bid solicitations "offer" and "offeror" mean "bid" and "bidder."

10. THE GOVERNMENT REQUIRES PERFORMANCE OF THE WORK DESCRIBED IN THESE DOCUMENTS *(Title, identifying no., date):*

Cover Sheet - SF-1442, Solicitation, Offer and Award

- Section A – Price
- Section B – Scope of Work
- Section C – Packaging and Marking
- Section D – Inspection and Acceptance
- Section E – Deliveries/Performance
- Section F – Administrative Data
- Section G – Special Requirements
- Section H – Clauses
- Section I – List of Attachments
- Section J – Quotation Information
- Section K – Evaluation Criteria
- Section L – Representations, Certifications, and Other Statements of Offerors or Quoters

Attachments:

- Attachment 1: Sample Letter of Bank Guaranty
- Attachment 2: Breakdown of Price by Divisions of Specifications
- Attachment 3: Specifications
- Attachment 4: Canada Authority for Release of Information
- Attachment 5: List of Holidays

11. The Contractor shall provide all labor, materials, tools, transportation, equipment, supervision and services for the Replacement of Guardrails and Windows for U.S. Consulate General and Principal Officer Residence in Quebec City, in accordance with the work specifications and terms and conditions stipulated under this contract.

- Deliver security clearance forms, securities/insurance and construction schedule within 10 calendar days after contract award.
- Commence the work within 10 calendar days after receipt of the "Notice to Proceed"
- Complete the work no later than 45 calendar days after the work begins. Performance period is mandatory.

12A. THE CONTRACTOR MUST FURNISH ANY REQUIRED PERFORMANCE AND PAYMENT BONDS? <i>(If "YES," indicate within how many calendar days after award in Item 12B.)</i>	12B. CALENDAR DAYS
<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	10

ADDITIONAL SOLICITATION REQUIREMENTS:

- A. Sealed offers in original and **(Refer to Section J.B)** copies to perform the work required are due at the place specified in **Item 8** no later than **4:00 PM (hour)** local time on **September 5, 2016**. If this is a sealed bid solicitation, offers must be publicly opened at that time. Sealed envelopes containing offers shall be marked to show the offeror's name and address, the solicitation number, and the date and time offers are due.
- B. An offer guarantee is not required.
- C. All offers are subject to the (1) work requirements, and (2) other provisions and clauses incorporated in the solicitation in full text or by referenced.
- D. Offers providing less than **90** calendar days for Government acceptance after the date offers are due will not be considered and will be rejected.

OFFER (Must be fully completed by offeror)

14. NAME AND ADDRESS OF OFFEROR (Include ZIP Code)	15. TELEPHONE NO. (Include area code)
CODE	16. REMITTANCE ADDRESS (Include only if different than Item 14)
FACILITY CODE	

17. The offeror agrees to perform the work at the prices specified below in strict accordance with the terms of this solicitation, if this offer is accepted by the Government within 90 calendar days after the date offers are due. Offers shall remain valid until August 31, 2016 (Insert any number equal to or greater than the minimum requirement stated in Item 13D. Failure to insert any number means the offeror accepts the minimum in Item 13D.

AMOUNTS ➔ **Total Firm-Fixed Price (A.2) -- CAD\$ (including HST)**

18. The offeror agrees to furnish any required performance and payment bonds.

19. ACKNOWLEDGMENT OF AMENDMENTS

The offeror acknowledges receipt of amendments to the solicitation -- give number and date of each

AMENDMENT NO.										
DATE										

20A. NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER (Type or print)	B. SIGNATURE	C. OFFER DATE
---	--------------	---------------

AWARD (To be completed by Government)

21. ITEMS ACCEPTED:

22. AMOUNT See Block 17	23. ACCOUNTING AND APPROPRIATION DATA
--------------------------------	--

24. SUBMIT INVOICES TO ADDRESS SHOWN IN (2 copies unless otherwise specified)	ITEM	25. OTHER THAN FULL AND OPEN COMPETITION PURSUANT TO <input type="checkbox"/> 10 U.S.C. 2304(c)() <input type="checkbox"/> 41 U.S.C. 253(c)()
--	------	--

26. ADMINISTERED BY Block 31	CODE	27. PAYMENT WILL BE MADE BY Financial Management Center
-------------------------------------	------	--

CONTRACTING OFFICER WILL COMPLETE ITEM 28 OR 29 AS APPLICABLE

<input type="checkbox"/> 28. NEGOTIATED AGREEMENT (Contractor is required to sign this document and return ___ copies to issuing office.) Contractor agrees to furnish and deliver all items or perform all work, requisitions identified on this form and any continuation sheets for the consideration slated in this contract. The rights and obligations of the parties to this contract shall be governed by (a) this contract award, (b) the solicitation, and (c) the clauses, representations, certifications, and specifications or incorporated by reference in or attached to this contract.	<input type="checkbox"/> 29. AWARD (Contractor is not required to sign this document.) Y
---	--

30A. NAME AND TITLE OF CONTRACTOR OR PERSON AUTHORIZED TO SIGN (Type or print)	31.A. NAME OF CONTRACTING OFFICER (TYPE OR PRINT)
--	---

30B. SIGNATURE	30C. DATE	31B. UNITED STATES OF AMERICA BY	31C. AWARD DATE
----------------	-----------	---	-----------------

STANDARD FORM 1442 BACK

TABLE OF CONTENTS

SF-1442 COVER SHEET

- A. PRICE
- B. SCOPE OF WORK
- C. PACKAGING AND MARKING
- D. INSPECTION AND ACCEPTANCE
- E. DELIVERIES OR PERFORMANCE
- F. ADMINISTRATIVE DATA
- G. SPECIAL REQUIREMENTS
- H. CLAUSES
- I. LIST OF ATTACHMENTS
- J. QUOTATION INFORMATION
- K. EVALUATION CRITERIA
- L. REPRESENTATIONS, CERTIFICATIONS, AND OTHER STATEMENTS OF OFFERORS OR QUOTERS

Attachments:

- Attachment 1: Sample Letter of Bank Guaranty
- Attachment 2: Breakdown of Price by Divisions of Specifications
- Attachment 3: Specifications
- Attachment 4: DS-7673, Canada Authority for Release of Information
- Attachment 5: List of Holidays

REQUEST FOR QUOTATIONS - CONSTRUCTION

A. PRICE

The Contractor shall complete all work, including furnishing all labor, materials, tools, transportation, equipment, supervision and services required under this purchase order for the following firm fixed price and within the time specified. This price shall include all labor, materials, overhead and profit.

A.1 VALUE ADDED TAX

VALUE ADDED TAX (VAT). The Contractor shall include VAT as a separate charge on the Invoice and as a separate line item in Section B.

A.2 Replacement of Guardrails and Windows (See Attachment 3)

Total Price (including all labor, materials, overhead and profit)	CAD\$ _____
HST	CAD\$ _____
Total A.2 --	CAD\$ _____

B. SCOPE OF WORK

The character and scope of the work are set forth in the contract under Attachment 3, Specification. The Contractor shall furnish and install all materials required by this contract, except as stated.

In case of differences between small and large-scale drawings, the latter will govern. Where a portion of the work is drawn in detail and the remainder of the work is indicated in outline, the parts drawn in detail shall apply also to all other portions of the work.

C. PACKAGING AND MARKING

(Reserved)

D. INSPECTION AND ACCEPTANCE

The COR, or his/her authorized representatives, will inspect from time to time the services being performed and the supplies furnished to determine whether work is being performed in a satisfactory manner, and that all supplies are of acceptable quality and standards.

The Contractor shall be responsible for any countermeasures or corrective action, within the scope of this contract, which may be required by the Contracting Officer as a result of such inspection.

D.1 SUBSTANTIAL COMPLETION

(a) "*Substantial Completion*" means the stage in the progress of the work as determined and certified by the Contracting Officer in writing to the Contractor, on which the work (or a portion designated by the Government) is sufficiently complete and satisfactory. Substantial completion means that the property may be occupied or used for the purpose for which it is intended, and only minor items

such as touch-up, adjustments, and minor replacements or installations remain to be completed or corrected which:

- (1) do not interfere with the intended occupancy or utilization of the work, and
- (2) can be completed or corrected within the time period required for final completion.

(b) The "date of substantial completion" means the date determined by the Contracting Officer or authorized Government representative as of which substantial completion of the work has been achieved.

Use and Possession upon Substantial Completion - The Government shall have the right to take possession of and use the work upon substantial completion. Upon notice by the Contractor that the work is substantially complete (a Request for Substantial Completion) and an inspection by the Contracting Officer or an authorized Government representative (including any required tests), the Contracting Officer shall furnish the Contractor a Certificate of Substantial Completion. The certificate will be accompanied by a Schedule of Defects listing items of work remaining to be performed, completed or corrected before final completion and acceptance. Failure of the Contracting Officer to list any item of work shall not relieve the Contractor of responsibility for complying with the terms of the contract. The Government's possession or use upon substantial completion shall not be deemed an acceptance of any work under the contract.

D.2 FINAL COMPLETION AND ACCEPTANCE

D.2.1 "Final completion and acceptance" means the stage in the progress of the work as determined by the Contracting Officer and confirmed in writing to the Contractor, at which all work required under the contract has been completed in a satisfactory manner, subject to the discovery of defects after final completion, and except for items specifically excluded in the notice of final acceptance.

D.2.2 The "*date of final completion and acceptance*" means the date determined by the Contracting Officer when final completion of the work has been achieved, as indicated by written notice to the Contractor.

D.2.3 FINAL INSPECTION AND TESTS. The Contractor shall give the Contracting Officer at least five (5) days advance written notice of the date when the work will be fully completed and ready for final inspection and tests. Final inspection and tests will be started not later than the date specified in the notice unless the Contracting Officer determines that the work is not ready for final inspection and so informs the Contractor.

D.2.4 FINAL ACCEPTANCE. If the Contracting Officer is satisfied that the work under the contract is complete (with the exception of continuing obligations), the Contracting Officer shall issue to the Contractor a notice of final acceptance and make final payment upon:

- Satisfactory completion of all required tests,
- A final inspection that all items by the Contracting Officer listed in the Schedule of Defects have been completed or corrected and that the work is finally complete (subject to the discovery of defects after final completion), and
- Submittal by the Contractor of all documents and other items required upon completion of the work, including a final request for payment (Request for Final Acceptance).

E. DELIVERIES OR PERFORMANCE

52.211-10 COMMENCEMENT, PROSECUTION, AND COMPLETION OF WORK (APR 1984)

The Contractor shall be required to:

- (a) commence work under this contract within **10 calendar days** after the date the Contractor receives the notice to proceed,
- (b) prosecute the work diligently, and,
- (c) complete the entire work ready for use not later than **45 calendar days** after receipt of the Notice to Proceed (NTP).

The time stated for completion shall include final cleanup of the premises and completion of punch list items.

52.211-12 LIQUIDATED DAMAGES - CONSTRUCTION (SEP 2000)

(a) If the Contractor fails to complete the work within the time specified in the contract, or any extension, the Contractor shall pay liquidated damages to the Government in the amount of **\$135.00 for each calendar day of delay** until the work is completed or accepted.

(b) If the Government terminates the Contractor's right to proceed, liquidated damages will continue to accrue until the work is completed. These liquidated damages are in addition to excess costs of repurchase under the Default clause.

CONTRACTOR'S SUBMISSION OF CONSTRUCTION SCHEDULES

(a) The time for submission of the schedules referenced in FAR 52.236-15, "Schedules for Construction Contracts", paragraph (a), is hereby modified to reflect the due date for submission as **"ten (10) calendar days after receipt of the Notice of Award"**.

(b) These schedules shall include the time by which shop drawings, product data, samples and other submittals required by the contract will be submitted for approval.

(c) The Contractor shall revise such schedules (1) to account for the actual progress of the work, (2) to reflect approved adjustments in the performance schedule, and (3) as required by the Contracting Officer to achieve coordination with work by the Government and any separate contractors used by the Government. The Contractor shall submit a schedule, which sequences work so as to minimize disruption at the job site.

(d) All deliverables shall be in the English language and any system of dimensions (English or metric) shown shall be consistent with that used in the contract. No extension of time shall be allowed due to delay by the Government in approving such deliverables if the Contractor has failed to act promptly and responsively in submitting its deliverables. The Contractor shall identify each deliverable as required by the contract.

(e) Acceptance of Schedule: When the Government has accepted any time schedule; it shall be binding upon the Contractor. The completion date is fixed and may be extended only by a written contract modification signed by the Contracting Officer. Acceptance or approval of any schedule or revision thereof by the Government shall not:

- (1) Extend the completion date or obligate the Government to do so,
- (2) Constitute acceptance or approval of any delay, or
- (3) Excuse the Contractor from or relieve the Contractor of its obligation to maintain the progress of the work and achieve final completion by the established completion date.

NOTICE OF DELAY

If the Contractor receives a notice of any change in the work, or if any other conditions arise which are likely to cause or are actually causing delays which the Contractor believes may result in late completion of the project, the Contractor shall notify the Contracting Officer. The Contractor’s notice shall state the effect, if any, of such change or other conditions upon the approved schedule, and shall state in what respects, if any, the relevant schedule or the completion date should be revised. The Contractor shall give such notice promptly, not more than ten (10) days after the first event giving rise to the delay or prospective delay. Only the Contracting Officer may make revisions to the approved time schedule.

NOTICE TO PROCEED

(a) After receiving and accepting any bonds or evidence of insurance, the Contracting Officer will provide the Contractor a Notice to Proceed. The Contractor must then prosecute the work, commencing and completing performance not later than the time period established in the contract.

(b) It is possible that the Contracting Officer may elect to issue the Notice to Proceed before receipt and acceptance of any bonds or evidence of insurance. Issuance of a Notice to Proceed by the Government before receipt of the required bonds or insurance certificates or policies shall not be a waiver of the requirement to furnish these documents.

WORKING HOURS

All work shall be performed during regular working hours Monday to Friday, 8:30 a.m. to 4:30 p.m. excluding official Canadian and American holidays. All planned work hours shall be submitted to and approved by the Contracting Officer’s Representative (COR) one week prior to the planned work. The Government reserves the right to temporarily or permanently cancel permission to work outside regular hours or request alternate proposals for dates when work can be completed.

PRECONSTRUCTION CONFERENCE

A preconstruction conference will be held within 5 calendar days after contract award to discuss the schedule, submittals, notice to proceed, mobilization and other important issues that effect construction progress. See FAR 52.236-26, Preconstruction Conference.

DELIVERABLES - The following items shall be delivered under this contract:			
<u>Description</u>	<u>Quantity</u>	<u>Deliver Date</u>	<u>Deliver To</u>
Section G. Securities/Insurance	1	10 days after award	CO
Section E. Construction Schedule	1	10 days after award	COR
Section E. Preconstruction Conference	1	10 days after award	COR
Section G. Completed Security Forms	1	10 days after award	COR
Section F. Payment Request	1	Last calendar day of each month	COR

Section D. Request for Substantial Completion	1	15 days before inspection	COR
Section D. Request for Final Acceptance	1	5 days before inspection	COR

F. ADMINISTRATIVE DATA

652.242-70 CONTRACTING OFFICER'S REPRESENTATIVE (COR) (AUG 1999)

(a) The Contracting Officer may designate in writing one or more Government employees, by name or position title, to take action for the Contracting Officer under this contract. Each designee shall be identified as a Contracting Officer's Representative (COR). Such designation(s) shall specify the scope and limitations of the authority so delegated; provided, that the designee shall not change the terms or conditions of the contract, unless the COR is a warranted Contracting Officer and this authority is delegated in the designation.

(b) The COR for this contract is the U.S. Consulate General Quebec Management Officer.

Payment: The Contractor's attention is directed to Section H, 52.232-5, "Payments Under Fixed-Price Construction Contracts". The following elaborates on the information contained in that clause.

Requests for payment, may be made no more frequently than monthly. Payment requests shall cover the value of labor and materials completed and in place, including a prorated portion of overhead and profit.

After receipt of the Contractor's request for payment, and on the basis of an inspection of the work, the Contracting Officer shall make a determination as to the amount, which is then due. If the Contracting Officer does not approve payment of the full amount applied for, less the retainage allowed by in 52.232-5, the Contracting Officer shall advise the Contractor as to the reasons. Advance payment is not authorized.

The Contractor shall address invoices to: U.S. Embassy P.O. Box 866, Station B, Ottawa, ON K1P 5T1, Attention: Financial Management Center.

Under the authority of 52.232-27(a), the 14 day period identified in FAR 52.232-27(a)(1)(i)(A) is hereby changed to 30 days.

The contractor shall show Value Added Tax (VAT) as a separate item on invoices submitted for payment.

G. SPECIAL REQUIREMENTS

G.1.0 PERFORMANCE/PAYMENT PROTECTION - The Contractor shall furnish some form of payment protection as described in 52.228-13 in the amount of 50% of the contract price in Canadian dollars.

G.1.1 The Contractor shall provide the information required by the paragraph above within ten (10) calendar days after award. Failure to timely submit the required security may result in rescinding or termination of the contract by the Government. If the contract is terminated, the Contractor will be liable

for those costs as described in FAR 52.249-10, Default (Fixed-Price Construction), which is included in this purchase order.

G.1.2 The bonds or alternate performance security shall guarantee the Contractor's execution and completion of the work within the contract time. This security shall also guarantee the correction of any defects after completion, the payment of all wages and other amounts payable by the Contractor under its subcontracts or for labor and materials, and the satisfaction or removal of any liens or encumbrances placed on the work.

G.1.3 The required securities shall remain in effect in the full amount required until final acceptance of the project by the Government. Upon final acceptance, the penal sum of the performance security shall be reduced to 10% of the contract price. The security shall remain in effect for one year after the date of final completion and acceptance, and the Contractor shall pay any premium required for the entire period of coverage.

G.2.0 INSURANCE - The Contractor is required by FAR 52.228-5, "Insurance - Work on a Government Installation" to provide whatever insurance is legally necessary. The Contractor shall at its own expense provide and maintain during the entire performance period the following insurance amounts:

G.2.1 GENERAL LIABILITY (includes premises/operations, collapse hazard, products, completed operations, contractual, independent contractors, broad form property damage, personal injury)

(1) BODILY INJURY, ON OR OFF THE SITE, IN CANADIAN DOLLARS	
Per Occurrence	\$1,000,000.00
Cumulative	\$1,000,000.00
(2) PROPERTY DAMAGE, ON OR OFF THE SITE, IN CANADIAN DOLLARS	
Per Occurrence	\$1,000,000.00
Cumulative	\$1,000,000.00

G.2.2 The foregoing types and amounts of insurance are the minimums required. The Contractor shall obtain any other types of insurance required by local law or that are ordinarily or customarily obtained in the location of the work. The limit of such insurance shall be as provided by law or sufficient to meet normal and customary claims.

G.2.3 The Contractor agrees that the Government shall not be responsible for personal injuries or for damages to any property of the Contractor, its officers, agents, servants, and employees, or any other person, arising from and incident to the Contractor's performance of this contract. The Contractor shall hold harmless and indemnify the Government from any and all claims arising therefrom, except in the instance of gross negligence on the part of the Government.

G.2.4 The Contractor shall obtain adequate insurance for damage to, or theft of, materials and equipment in insurance coverage for loose transit to the site or in storage on or off the site.

G.2.5 The general liability policy required of the Contractor shall name "the United States of America, acting by and through the Department of State", as an additional insured with respect to operations performed under this contract.

G.3.0 DOCUMENT DESCRIPTIONS

G.3.1 SUPPLEMENTAL DOCUMENTS: The Contracting Officer shall furnish from time to time such detailed drawings and other information as is considered necessary, in the opinion of the Contracting Officer, to interpret, clarify, supplement, or correct inconsistencies, errors or omissions in the contract documents, or to describe minor changes in the work not involving an increase in the contract price or extension of the contract time. The Contractor shall comply with the requirements of the supplemental documents, and unless prompt objection is made by the Contractor within 20 days, their issuance shall not provide for any claim for an increase in the contract price or an extension of contract time.

G.3.1.1. RECORD DOCUMENTS. The Contractor shall maintain at the project site:

- (1) a current marked set of contract drawings and specifications indicating all interpretations and clarification, contract modifications, change orders, or any other departure from the contract requirements approved by the Contracting Officer; and,
- (2) a complete set of record shop drawings, product data, samples and other submittals as approved by the Contracting Officer.

G.3.1.2 "As-Built" Documents: After final completion of the work, but before final acceptance thereof, the Contractor shall provide:

- (1) a complete set of "as-built" drawings, based upon the record set of drawings, marked to show the details of construction as actually accomplished; and,
- (2) record shop drawings and other submittals, in the number and form as required by the specifications.

G.4.0 LAWS AND REGULATIONS - The Contractor shall, without additional expense to the Government, be responsible for complying with all laws, codes, ordinances, and regulations applicable to the performance of the work, including those of the host country, and with the lawful orders of any governmental authority having jurisdiction. Host country authorities may not enter the construction site without the permission of the Contracting Officer. Unless otherwise directed by the Contracting Officer, the Contractor shall comply with the more stringent of the requirements of such laws, regulations and orders and of the contract. In the event of a conflict between the contract and such laws, regulations and orders, the Contractor shall promptly advise the Contracting Officer of the conflict and of the Contractor's proposed course of action for resolution by the Contracting Officer.

G.4.1 The Contractor shall comply with all local labor laws, regulations, customs and practices pertaining to labor, safety, and similar matters, to the extent that such compliance is not inconsistent with the requirements of this contract.

G.4.2 The Contractor shall give written assurance to the Contracting Officer that all subcontractors and others performing work on or for the project have obtained all requisite licenses and permits.

G.4.3 The Contractor shall submit proper documentation and evidence satisfactory to the Contracting Officer of compliance with this clause.

G.5.0 CONSTRUCTION PERSONNEL - The Contractor shall maintain discipline at the site and at all times take all reasonable precautions to prevent any unlawful, riotous, or disorderly conduct by or among those employed at the site. The Contractor shall ensure the preservation of peace and protection of persons and property in the neighborhood of the project against such action. The Contracting Officer may require, in writing, that the Contractor remove from the work any employee that the Contracting Officer deems incompetent, careless, insubordinate or otherwise objectionable, or whose continued employment on the project is deemed by the Contracting Officer to be contrary to the Government's interests.

G.5.1 If the Contractor has knowledge that any actual or potential labor dispute is delaying or threatens to delay the timely performance of this contract, the Contractor shall immediately give notice, including all relevant information, to the Contracting Officer.

G.5.2 After award, the Contractor has ten (10) calendar days to submit to the Contracting Officer the following requirements for the Government to conduct all necessary security checks: (1) list of workers and supervisors assigned to this project, and (2) completed Authority for Release Information of each personnel. The Contractor shall use the form provided under Section I, Attachment 5.

Failure to provide any of the above information may be considered grounds for rejection and/or resubmittal of the application. Once the Government has completed the security screening and approved the applicants a badge will be provided to the individual for access to the site. This badge may be revoked at any time due to the falsification of data, or misconduct on site.

G.5.3 The Contractor shall provide an English speaking supervisor on site at all times. This position is considered as key personnel under this purchase order.

G.6.0 MATERIALS AND EQUIPMENT - All materials and equipment incorporated into the work shall be new and for the purpose intended, unless otherwise specified. All workmanship shall be of good quality and performed in a skillful manner that will withstand inspection by the Contracting Officer.

G.7.0 SPECIAL WARRANTIES

G.7.1 Any special warranties that may be required under the contract shall be subject to the stipulations set forth in 52.246-21, "Warranty of Construction", as long as they are not in conflict.

G.7.2 The Contractor shall obtain and furnish to the Government all information required to make any subcontractor's, manufacturer's, or supplier's guarantee or warranty legally binding and effective. The Contractor shall submit both the information and the guarantee or warranty to the Government in sufficient time to permit the Government to meet any time limit specified in the guarantee or warranty, but not later than completion and acceptance of all work under this contract.

G.8.0 EQUITABLE ADJUSTMENTS

Any circumstance for which the contract provides an equitable adjustment that causes a change within the meaning of paragraph (a) of the "Changes" clause shall be treated as a change under that clause; provided, that the Contractor gives the Contracting Officer prompt written notice (within 20 days) stating:

- (a) the date, circumstances, and applicable contract clause authorizing an equitable adjustment and
- (b) that the Contractor regards the event as a changed condition for which an equitable adjustment is allowed under the contract.

The Contractor shall provide written notice of a differing site condition within 10 calendar days of occurrence following FAR 52.236-2, Differing Site Conditions.

G.9.0 ZONING APPROVALS AND PERMITS

The Government shall be responsible for:

- obtaining proper zoning or other land use control approval for the project
- obtaining the approval of the Contracting Drawings and Specifications
- paying fees due for the foregoing; and,
- for obtaining and paying for the initial building permits.

H. CLAUSES

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es): <http://www.acquisition.gov/far/> or <http://farsite.hill.af.mil/vffara.htm>. Please note these addresses are subject to change.

If the Federal Acquisition Regulation (FAR) is not available at the locations indicated above, use the Department of State Acquisition website at <http://www.statebuy.state.gov/> to access links to the FAR. You may also use an internet “search engine” (for example, Google, Yahoo, Excite) to obtain the latest location of the most current FAR.

The following Federal Acquisition Regulation clause(s) is/are incorporated by reference (48 CFR CH. 1):

<u>CLAUSE</u>	<u>TITLE AND DATE</u>
52.202-1	DEFINITIONS (NOV 2013)
52.204-9	PERSONAL IDENTITY VERIFICATION OF CONTRACTOR PERSONNEL (JAN 2011)
52.204-10	REPORTING EXECUTIVE COMPENSATION AND FIRST-TIER SUBCONTRACT AWARDS (JULY 2013)
52.204-12	DATA UNIVERSAL NUMBERING SYSTEM NUMBER MAINTENANCE (DEC 2012)
52.204-13	SYSTEM FOR AWARD MANAGEMENT MAINTENANCE (JULY 2013)
52.209-6	PROTECTING THE GOVERNMENT'S INTEREST WHEN SUBCONTRACTING WITH CONTRACTORS DEBARRED, SUSPENDED OR PROPOSED FOR DEBARMENT (AUG 2013)
52.209-9	UPDATES OF INFORMATION REGARDING RESPONSIBILITY MATTERS (JULY 2013)
52.213-4	TERMS AND CONDITIONS –SIMPLIFIED ACQUISITIONS (OTHER THAN COMMERCIAL ITEMS) (OCT 2014)
52.216-7	ALLOWABLE COST AND PAYMENT (JUN 2013)

52.222-1	NOTICE TO THE GOVERNMENT OF LABOR DISPUTES (FEB 1997)
52.222-19	CHILD LABOR – COOPERATION WITH AUTHORITIES AND REMEDIES (JAN 2014)
52.222-50	COMBATING TRAFFICKING IN PERSONS (FEB 2009)
52.223-18	ENCOURAGING CONTRACTOR POLICIES TO BAN TEXT MESSAGING WHILE DRIVING (AUG 2011)
52.225-13	RESTRICTIONS ON CERTAIN FOREIGN PURCHASES (JUNE 2008)
52.225-14	INCONSISTENCY BETWEEN ENGLISH VERSION AND TRANSLATION OF CONTRACT (FEB 2000)
52.228-4	WORKERS’ COMPENSATION AND WAR-HAZARD INSURANCE OVERSEAS (APR 1984)
52.228-5	INSURANCE - WORK ON A GOVERNMENT INSTALLATION (JAN 1997)
52.228-11	PLEDGES OF ASSETS (JAN 2012)
52.228-13	ALTERNATIVE PAYMENT PROTECTION (JULY 2000)
52.228-14	IRREVOCABLE LETTER OF CREDIT (NOV 2014)
52.229-6	TAXES - FOREIGN FIXED-PRICE CONTRACTS (FEB 2013)
52.229-7	TAXES- FIXED PRICE CONTRACTS WITH FOREIGN GOVERNMENTS (FEB 2013)
52.232-5	PAYMENTS UNDER FIXED-PRICE CONSTRUCTION CONTRACTS (MAY 2014)
52.232-8	DISCOUNTS FOR PROMPT PAYMENT (FEB 2002)
52.232-11	EXTRAS (APR 1984)
52.232-18	AVAILABILITY OF FUNDS (APR 1984)
52.232-22	LIMITATION OF FUNDS (APR 1984)
52.232-25	PROMPT PAYMENT (JULY 2013)
52.232-27	PROMPT PAYMENT FOR CONSTRUCTION CONTRACTS (MAY 2014)
52.232-33	PAYMENT BY ELECTRONIC FUNDS TRANSFER - SYSTEM FOR AWARD MANAGEMENT (JULY 2013)
52.232-34	PAYMENT BY ELECTRONIC FUNDS TRANSFER – OTHER THAN SYSTEM FOR AWARD MANAGEMENT (JULY 2013)
52.233-1	DISPUTES (MAY 2014) <i>Alternate I (DEC 1991)</i>
52.233-3	PROTEST AFTER AWARD (AUG 1996)
52.236-2	DIFFERING SITE CONDITIONS (APR 1984)
52.236-3	SITE INVESTIGATION AND CONDITIONS AFFECTING THE WORK (APR 1984)
52.236-5	MATERIAL AND WORKMANSHIP (APR 1984)
52.236-6	SUPERINTENDENCE BY THE CONTRACTOR (APR 1984)
52.236-7	PERMITS AND RESPONSIBILITIES (NOV 1991)
52.236-8	OTHER CONTRACTS (APR 1984)
52.236-9	PROTECTION OF EXISTING VEGETATION, STRUCTURES, EQUIPMENT, UTILITIES, AND IMPROVEMENTS (APR 1984)
52.236-10	OPERATIONS AND STORAGE AREAS (APR 1984)
52.236-11	USE AND POSSESSION PRIOR TO COMPLETION (APR 1984)
52.236-12	CLEANING UP (APR 1984)
52.236-14	AVAILABILITY AND USE OF UTILITY SERVICES (APR 1984)
52.236-15	SCHEDULES FOR CONSTRUCTION CONTRACTS (APR 1984)
52.236-21	SPECIFICATIONS AND DRAWINGS FOR CONSTRUCTION (FEB 1997)
52.236-26	PRECONSTRUCTION CONFERENCE (FEB 1995)
52.242-14	SUSPENSION OF WORK (APR 1984)
52.243-4	CHANGES (JUN 2007)
52.243-5	CHANGES AND CHANGED CONDITIONS (APR 1984)
52.244-6	SUBCONTRACTS FOR COMMERCIAL ITEMS (JULY 2014)

52.245-2	GOVERNMENT PROPERTY INSTALLATION OPERATION SERVICES (APR 2012)
52.245-9	USE AND CHARGES (APR 2012)
52.246-12	INSPECTION OF CONSTRUCTION (AUG 1996)
52.246-17	WARRANTY OF SUPPLIES OF A NONCOMPLEX NATURE (JUN 2003)
52.246-21	WARRANTY OF CONSTRUCTION (MAR 1994)
52.249-2	TERMINATION FOR CONVENIENCE OF THE GOVERNMENT (FIXED-PRICE) (APR 2012) <i>Alternate I (SEPT 1996)</i>
52.249-10	DEFAULT (FIXED-PRICE CONSTRUCTION) (APR 1984)
52.249-14	EXCUSABLE DELAYS (APR 1984)

The following Department of State Acquisition Regulation (DOSAR) clause(s) is/are set forth in full text:

652.204-70 DEPARTMENT OF STATE PERSONAL IDENTIFICATION CARD ISSUANCE PROCEDURES (MAY 2011)

(a) The Contractor shall comply with the Department of State (DOS) Personal Identification Card Issuance Procedures for all employees performing under this contract who require frequent and continuing access to DOS facilities, or information systems. The Contractor shall insert this clause in all subcontracts when the subcontractor's employees will require frequent and continuing access to DOS facilities, or information systems.

(b) The DOS Personal Identification Card Issuance Procedures may be accessed at <http://www.state.gov/m/ds/rls/rpt/c21664.htm>.

652.229-71 PERSONAL PROPERTY DISPOSITION AT POSTS ABROAD (AUG 1999)

Regulations at 22 CFR Part 136 require that U.S. Government employees and their families do not profit personally from sales or other transactions with persons who are not themselves entitled to exemption from import restrictions, duties, or taxes. Should the Contractor experience importation or tax privileges in a foreign country because of its contractual relationship to the United States Government, the Contractor shall observe the requirements of 22 CFR Part 136 and all policies, rules, and procedures issued by the chief of mission in that foreign country.

CONTRACTOR IDENTIFICATION (JULY 2008)

Contract performance may require contractor personnel to attend meetings with government personnel and the public, work within government offices, and/or utilize government email.

Contractor personnel must take the following actions to identify themselves as non-federal employees:

- 1) Use an email signature block that shows name, the office being supported and company affiliation (e.g. "John Smith, Office of Human Resources, ACME Corporation Support Contractor");
- 2) Clearly identify themselves and their contractor affiliation in meetings;
- 3) Identify their contractor affiliation in Departmental e-mail and phone listings whenever contractor personnel are included in those listings; and
- 4) Contractor personnel may not utilize Department of State logos or indicia on business cards.

652.236-70 ACCIDENT PREVENTION (APR 2004)

(a) *General.* The Contractor shall provide and maintain work environments and procedures which will safeguard the public and Government personnel, property, materials, supplies, and equipment exposed to Contractor operations and activities; avoid interruptions of Government operations and delays in project completion dates; and, control costs in the performance of this contract. For these purposes, the Contractor shall:

- (1) Provide appropriate safety barricades, signs and signal lights;
- (2) Comply with the standards issued by any local government authority having jurisdiction over occupational health and safety issues; and,
- (3) Ensure that any additional measures the Contracting Officer determines to be reasonably necessary for this purpose are taken.

(4) For overseas construction projects, the Contracting Officer shall specify in writing additional requirements regarding safety if the work involves:

- (i) Scaffolding;
- (ii) Work at heights above two (2) meters;
- (iii) Trenching or other excavation greater than one (1) meter in depth;
- (iv) Earth moving equipment;
- (v) Temporary wiring, use of portable electric tools, or other recognized electrical hazards. Temporary wiring and portable electric tools require the use of a ground fault circuit interrupter (GFCI) in the affected circuits; other electrical hazards may also require the use of a GFCI;
- (vi) Work in confined spaces (limited exits, potential for oxygen less than 19.5 percent or combustible atmosphere, potential for solid or liquid engulfment, or other hazards considered to be immediately dangerous to life or health such as water tanks, transformer vaults, sewers, cisterns, etc.);

(vii) Hazardous materials – a material with a physical or health hazard including but not limited to, flammable, explosive, corrosive, toxic, reactive or unstable, or any operations which creates any kind of contamination inside an occupied building such as dust from demolition activities, paints, solvents, etc.; or

(viii) Hazardous noise levels.

(b) *Records.* The Contractor shall maintain an accurate record of exposure data on all accidents incident to work performed under this contract resulting in death, traumatic injury, occupational disease, or damage to or theft of property, materials, supplies, or equipment. The Contractor shall report this data in the manner prescribed by the contracting officer.

(c) *Subcontracts.* The Contractor shall be responsible for its subcontractors' compliance with this clause.

(d) *Written program.* Before commencing work, the Contractor shall:

(1) Submit a written plan to the Contracting Officer for implementing this clause. The plan shall include specific management or technical procedures for effectively controlling hazards associated with the project; and,

(2) Meet with the Contracting Officer to discuss and develop a mutual understanding relative to administration of the overall safety program.

(e) *Notification.* The Contracting Officer shall notify the Contractor of any non-compliance with these requirements and the corrective actions required. This notice, when delivered to the Contractor or the Contractor's representative on site, shall be deemed sufficient notice of the non-compliance and corrective action required. After receiving the notice, the Contractor shall immediately take corrective action. If the Contractor fails or refuses to promptly take corrective action, the Contracting Officer may issue an order suspending all or part of the work until satisfactory corrective action has been taken. The Contractor shall not be entitled to any equitable adjustment of the contract price or extension of the performance schedule on any suspension of work order issued under this clause.

652.242-73 AUTHORIZATION AND PERFORMANCE (AUG 1999)

(a) The Contractor warrants the following:

- (1) That it has obtained authorization to operate and do business in the country or countries in which this contract will be performed;
- (2) That it has obtained all necessary licenses and permits required to perform this contract; and,
- (3) That it shall comply fully with all laws, decrees, labor standards, and regulations of said country or countries during the performance of this contract.

(b) If the party actually performing the work will be a subcontractor or joint venture partner, then such subcontractor or joint venture partner agrees to the requirements of paragraph (a) of this clause.

652.243-70 NOTICES (AUG 1999)

Any notice or request relating to this contract given by either party to the other shall be in writing. Said notice or request shall be mailed or delivered by hand to the other party at the address provided in the schedule of the contract. All modifications to the contract must be made in writing by the Contracting Officer.

I. LIST OF ATTACHMENTS

ATTACHMENT NUMBER	DESCRIPTION OF ATTACHMENT	NUMBER OF PAGES
Attachment 1	Sample Bank Letter of Guaranty	1
Attachment 2	Breakdown of Price by Divisions of Specifications	1
Attachment 3	Specifications	31
Attachment 4	DS-7673, Canada Authority for Release of Information	1
Attachment 5	List of Holidays	1

ATTACHMENT 1

SAMPLE LETTER OF BANK GUARANTY

Place []]

Date []]

Contracting Officer
U.S. Embassy, [Post name]
[Mailing Address]

Letter of Guaranty No. _____

SUBJECT: Performance and Guaranty

The Undersigned, acting as the duly authorized representative of the bank, declares that the bank hereby guarantees to make payment to the Contracting Officer by check made payable to the Treasurer of the United States, immediately upon notice, after receipt of a simple written request from the Contracting Officer, immediately and entirely without any need for the Contracting Officer to protest or take any legal action or obtain the prior consent of the Contractor to show any other proof, action, or decision by an other authority, up to the sum of [Amount equal to 50% of the contract price in Canadian dollars during the period ending with the date of final acceptance and 10% of the contract price during contract guaranty period], which represents the deposit required of the contractor to guarantee fulfillment of his obligations for the satisfactory, complete, and timely performance of the said contract [contract number] for [description of work] at [location of work] in strict compliance with the terms, conditions and specifications of said contract, entered into between the Government and [name of contractor] of [address of contractor] on [contract date], plus legal charges of 10% per annum on the amount called due, calculated on the sixth day following receipt of the Contracting Officer's written request until the date of payment.

The undersigned agrees and consents that said contract may be modified by Change Order or Supplemental Agreement affecting the validity of the guaranty provided, however, that the amount of this guaranty shall remain unchanged.

The undersigned agrees and consents that the Contracting Officer may make repeated partial demands on the guaranty up to the total amount of this guaranty, and the bank will promptly honor each individual demand.

This letter of guaranty shall remain in effect until 3 months after completion of the guaranty period of Contract requirement.

Depository Institution: [Name]
Address: _____ Location: _____
Representative(s): _____ State of Inc.: _____
_____ Corporate Seal:

Certificate of Authority is attached evidencing authority of the signer to bind the bank to this document.

ATTACHMENT 2

BREAKDOWN OF PRICE BY DIVISIONS OF SPECIFICATIONS

(1)DIVISION/DESCRIPTION (2)LABOR (3)MATERIALS (4)OVERHEAD (5)PROFIT
(6)TOTAL

1. General Requirements
2. Site Work

3. Concrete
4. Masonry

5. Metals
6. Wood and Plastic

7. Thermal and Moisture
8. Doors and Windows

9. Finishes
10. Specialties

11. Equipment
12. Furnishings

13. Special Construction
14. Conveying Systems

15. Mechanical
16. Electrical

TOTAL: CAD\$

Allowance Items:

PROPOSAL PRICE TOTAL: CAD\$

Alternates (list separately do not total)

Offeror:

Date

ATTACHMENT 3

SPECIFICATIONS U.S. CONSULATE GENERAL AND PRINCIPAL OFFICER RESIDENCE REPLACEMENT OF GUARDRAILS & WINDOWS

TABLE OF CONTENTS

- 1.0 INTRODUCTION
- 2.0 SCOPE OF WORK
 - 2.1 PROVIDE TEMPORARY BARRIERS AND ENCLOSURES
 - 2.2 CLEANING
 - 2.3 DEMOLITION FOR MINOR WORKS
 - 2.4 EXISTING STRUCTURAL STEEL
 - 2.5 PROVIDE AND INSTALL NINE (9) GUARDRAILS
 - 2.6 ROUGH CARPENTRY
 - 2.7 FINISH CARPENTRY
 - 2.8 SPRAY INSULATION - POLYURETHANE FOAM
 - 2.9 SEALANTS
 - 2.10 PROVIDE AND INSTALL (2) WINDOWS
 - 2.11 DESIGN CRITERIA & GUIDELINES
 - 2.12 GENERAL WORK REQUIREMENTS
- 3.0 SUBMITTALS AND DELIVERABLES
 - 3.1 SUBMITTALS
 - 3.2 SCHEDULES FOR DELIVERABLES
 - 3.3 CLOSEOUT DOCUMENTATION
- 4.0 RESPONSIBILITY OF THE CONTRACTOR

1.0 INTRODUCTION

The Department of State (DOS) has requirements for the replacement and new installation of guardrails and windows at the U.S. Consulate in Quebec City, Canada. This Construction Work consists of the replacement of (9) guardrails & (2) windows meeting building code regulation and meeting all DOS criteria. The Contractor will work with the U.S. Consulate General's Contracting Officer Representative (COR) to develop solutions for the replacement requirements. The U.S. Embassy (DOS) will aid the Contractor in obtaining government approval for the proposed improvements based upon the agreed upon concepts.

2.0 SCOPE OF WORK

The Contractor shall accomplish the Construction Work in accordance with drawings, schematics, and specifications but not limited in the following:

2.1. PROVIDE TEMPORARY BARRIERS AND ENCLOSURES:

PART 1 – GENERAL:

2.1.1. INSTALLATION AND REMOVAL

- 2.1.1.1. Provide temporary controls in order to execute Construction Work expeditiously.
- 2.1.1.2. Remove from site all such work after use.
- 2.1.1.3. Maintain protection in good condition until all work is complete in each phase. Relocate such protection to new area of work following the completion of the clean-up operations and Owner approval in each phase.
- 2.1.1.4. Design, install, and inspect hoarding, scaffolds and work platforms required for work in accordance with relevant municipal, provincial and other regulations.

2.1.2. HOARDING

- 2.1.2.1. Protect from damage by equipment and construction procedures.
- 2.1.2.2. Provide hoarding and overhead protection above pedestrian walkways and entrances to building. Protect public from falling debris at all times.
- 2.1.2.3. Design enclosures to withstand wind pressure and snow loading.

2.1.3. WEATHER ENCLOSURES

- 2.1.3.1. Provide weather tight, insulated closures to unfinished window openings. Such insulated enclosures shall be fabricated with rigid frames made of lumber. Enclosure shall have a minimum R value of 10 (RSI of 1.8).
- 2.1.3.2. Close off floor areas where windows are not finished, using weather tight and dust tight screens. Seal off other openings such as ductwork, grilles, etc.
- 2.1.3.3. Design enclosures to withstand wind pressure and snow loading.

2.1.4. DUST TIGHT SCREENS

- 2.1.4.1. Provide dust tight screens or partitions to localize dust generating activities, and for protection of workers, building occupants and finished areas of Construction Work.

- 2.1.4.2. Construct dust tight screens and partitions from solid lumber stud framing. Cover with minimum 6 mil thick polyethylene plastic sheeting. Seal tightly to floors, walls and ceilings using tape where necessary.
- 2.1.4.3. Provide access doorways through such enclosures for workers. Doorways shall consist of plastic sheeting, wood doors or other dust tight means. Loose fitting plastic sheets will be rejected.

2.1.5. FIRE ROUTES

- 2.1.5.1. Maintain access to property including overhead clearances for use by emergency response vehicles.

2.1.6. PROTECTION FOR OFF-SITE AND PUBLIC PROPERTY

- 2.1.6.1. Protect surrounding private and public property from damage during performance of Work.
- 2.1.6.2. Be responsible for damage incurred.

2.1.7. PROTECTION OF BUILDING FINISHES, FURNITURINGS, AND EQUIPEMENT

- 2.1.7.1. Provide protection for finished and partially finished building finishes, furniture and equipment during performance of Construction Work.
- 2.1.7.2. Provide necessary screens, covers, and hoardings.
- 2.1.7.3. Confirm with COR and/or Management Officer the locations and installation of screens, covers and hoardings. Schedule 1 day prior to installation.
- 2.1.7.4. Be responsible for damage incurred due to lack of or improper protection.
- 2.1.7.5. Reinstate all surfaces to new condition following the removal of protection.

PART 2 - PRODUCT - NOT USED.

PART 3 - EXECUTION - NOT USED.

END OF SECTION.

2.2. CLEANING:

PART 1 – GENERAL:

2.2.1. CONSTRUCTION WORK CLEANLINESS

- 2.2.1.1. Maintain Construction Work in clean and tidy condition, free from accumulation of waste products and debris. Conduct cleaning operations to meet the requirements in Sub-Section 2.10 and 2.11 and Section 4.0. Owner will occupy the building during the Construction Work.
- 2.2.1.2. Remove waste materials from site at daily regularly scheduled times or dispose of as directed by COR and/or Management Officer. Provide on-site containers for collection of waste materials and debris.
- 2.2.1.3. Clean interior areas prior to start of finishing work, and maintain areas free of dust and other contaminants during finishing operations.
- 2.2.1.4. Store volatile waste in covered metal containers, and remove from premises at end of each working day.

- 2.2.1.5. Provide adequate ventilation during use of volatile or noxious substances. Use of building ventilation systems is not permitted for this purpose.
- 2.2.1.6. Use only cleaning materials recommended by manufacturer of surface to be cleaned, and as recommended by cleaning material manufacturer.
- 2.2.1.7. Schedule cleaning operations so that resulting dust, debris and other contaminants will not fall on wet, newly painted surfaces nor contaminate building systems.
- 2.2.1.8. When Construction Work is Substantially Performed remove surplus products, tools, construction machinery and equipment not required for performance of remaining Construction Work.
- 2.2.1.9. Remove waste products and debris and leave Construction Work clean and suitable for occupancy.
- 2.2.1.10. Prior to inspection for Final Completion remove surplus products, tools, construction machinery and equipment.
- 2.2.1.11. Inspect finishes, fitments and equipment and ensure specified workmanship and operation.
- 2.2.1.12. Clean and polish glass, mirrors, hardware, stainless steel, chrome, and mechanical and electrical fixtures. Replace broken, scratched or disfigured glass.
- 2.2.1.13. Remove stains, spots, marks and dirt from decorative work, electrical and mechanical fixtures, furniture fitments, walls, and floors.
- 2.2.1.14. Clean lighting reflectors, lenses, and other lighting surfaces.
- 2.2.1.15. Vacuum clean and dust building interiors, behind grilles, louvres and screens.
- 2.2.1.16. Broom clean and wash exterior walks, steps and surfaces.
- 2.2.1.17. Remove dirt and other disfiguration from exterior surfaces.
- 2.2.1.18. Sweep and wash clean paved areas.
- 2.2.1.19. Remove debris and surplus materials from crawl areas and other accessible concealed spaces.
- 2.2.1.20. Remove snow and ice from access to building.

PART 2 - PRODUCT - NOT USED.

PART 3 - EXECUTION - NOT USED.

END OF SECTION.

2.3. DEMOLITION FOR MINOR WORKS:

PART 1 – GENERAL:

2.3.1. STANDARD

- 2.3.1.1. Comply with National Building Code, Part 8, Construction Safety Measures at Construction and Demolition sites, and Provincial requirements.

2.3.2. WASTE MANAGEMENT GOALS

- 2.3.2.1. Prior to start of Construction Work conduct meeting with U.S. Embassy (DOS) and COR to review and discuss Waste Management Plan and Goals.

- 2.3.2.2. U.S. Embassy's Waste Management Goal is 90% percent of total Construction Work Waste to be diverted from landfill sites (with the exception of waste designated as a Hazardous Substance). Provide the COR and/or Management Officer documentation certifying that waste management, recycling, reuse of recyclable and reusable materials have been extensively practiced.
- 2.3.2.3. Accomplish maximum control of solid construction waste.
- 2.3.2.4. Preserve environment and prevent pollution and environment damage.

2.3.3. PROTECTION

- 2.3.3.1. Prevent movement, settlement, or other damage to adjacent structures, utilities, and parts of building to remain in place. Provide bracing and shoring required. Repair damage caused by demolition as directed by COR and/or Management Officer.
- 2.3.3.2. Keep noise, dust, and inconvenience to occupants to minimum.
- 2.3.3.3. Protect building systems, services and equipment.
- 2.3.3.4. Provide temporary dust screens, covers, railings, supports and other protection as required.

2.3.4. NOTICE

- 2.3.4.1. Notify COR and/or Management Officer before disrupting building access or services.

2.3.5. CONSTRUCTION WORK SEQUENCE

- 2.3.5.1. Allow for the removal of old guardrails, preparation work and installation of new guardrails such that all work on the opening can be completed and maintain security and safety.
- 2.3.5.2. Allow for the removal of old windows, preparation work and installation of new windows such that all work on one window opening can be completed and enclosed from the elements in one day.
- 2.3.5.3. Remove rust from structural steel until solid intact metal is reached. Clean metal using mechanical brushes. Prepare metal for prime-coating and finishing process.
- 2.3.5.4. Contractor must provide a qualified Building Envelope Specialist to review and comment on the existing building envelope to ensure proposed Construction Work will provide health and safety building standards and follow local building codes.

PART 2 - PRODUCTS (not applicable).

PART 3 – EXECUTION:

2.3.6. PROTECTION

- 2.3.6.1. Prevent movement, or damage to building elements, utilities, landscaping features and parts of building to remain in place. Provide bracing and shoring required.
- 2.3.6.2. Keep noise, dust, fumes and inconvenience to occupants to minimum to the satisfaction of the COR and/or Management Officer.
- 2.3.6.3. Protect building systems, services and equipment.

- 2.3.6.4. Provide temporary dust screens, insulated window infill covers, railings, supports and other protection.
- 2.3.6.5. Do Construction Work in accordance with Section 2.0 Scope of Work (special attention to Sub-Section 2.1, 2.2, 2.10, and 2.11), Section 4.0, and other specification sections included herein.

2.3.7. DEMOLITION SALVAGE AND DISPOSAL

- 2.3.7.1. Remove parts of existing building to permit new construction and installation of guardrails and windows.
 - 2.3.7.1.1. Remove existing guardrails at existing anchor points, preserving the integrity of existing anchor points.
 - 2.3.7.1.2. Remove existing windows, preserving the integrity of the rough opening and minimize the destruction of interior and exterior finishes.
 - 2.3.7.1.2.1. Patch and repair damaged interior and exterior finishes.
 - 2.3.7.1.3. Remove rust from structural steel until solid intact metal is reached. Clean metal using mechanical brushes. Prepare metal for prime-coating and finishing process.
- 2.3.7.2. Remove items to be reused, store as directed by COR and/or Management Officer.
 - 2.3.7.2.1. Remove existing decorative, brass element and State Seal plaque. Refer to COR for proper storage to avoid damage/lost for reinstallation
- 2.3.7.3. Dispose of demolished materials except where noted otherwise and in accordance with authorities having jurisdiction.
- 2.3.7.4. Carry out demolition in an orderly and careful manner. At the end of each day's work leave work in safe condition so that no part is in danger of toppling or falling.
- 2.3.7.5. Protect interiors from exterior elements at all times. Provide temporary insulated covers over each window opening. Keep to a minimum the length of time the window openings are left open to the elements.
- 2.3.7.6. Use demolition methods to minimize dusting.
- 2.3.7.7. Install dust screens as needed to prevent migration of dust and dirt into adjacent finished spaces and also as needed to prevent ingress of dust and dirt into the existing air handling system.
- 2.3.7.8. Protect adjacent finishes from damage resulting from demolition work. Make good any damages at no cost to U.S. Embassy. Take particular care to keep the existing plaster and trim that are to be retained from being damaged.
- 2.3.7.9. All work damaged by demolition or construction such as walks, paving, flooring, walls, ceilings, and building services, etc., shall be restored to its original conditions by the end of the work and restoration work must be acceptable to the Owner.

END OF SECTION.

2.4. EXISTING STRUCTURAL STEEL

- 2.4.1. Repair and clean all exposed and damaged areas of structural steel.
- 2.4.2. Prime-coat all exposed and damaged structural steel with ZINGA®.

2.4.3. Clad structural steel with aluminum sheet to cover all exposed surfaces.

2.4.3.1. Apply two (2) coats of paint to match existing window color.

END OF SECTION.

2.5. PROVIDE AND INSTALL NINE (9) GUARDRAILS:

PART 1---GENERAL:

2.5.1. SUMMARY

2.5.1.1. This procedure includes guidance on replacing guardrail systems with new to match the historic guardrail.

2.5.1.1.1. See Scope of Work Section 2.0 (Sub-Section 2.1, 2.2, 2.3, 2.10, 2.11), Section 3.0, and Section 4.0 for general Construction Work guidelines to be reviewed along with this procedure.

2.5.1.1.2. These guidelines should be reviewed prior to performing this procedure.

2.5.2. REFERENCES STANDARDS

2.5.2.1. American Society for Testing and Materials (ASTM), 100 Barr Drive, West Conshohocken, PA 19428, (610) 832-9585 or FAX (610) 832-9555. Or Canadian equivalent.

2.5.2.2. American Iron and Steel Institute (AISI), 1000 - 16th Street, NW, Washington, DC 20036. Or Canadian equivalent.

2.5.2.3. Steel Structures Painting Council, 4400 Fifth Avenue, Pittsburgh, PA 15213. Or Canadian equivalent.

2.5.2.4. National Association of Architectural Metal Manufacturers (NAAMM), 221 N. LaSalle Street, Chicago, IL 60601. Or Canadian equivalent.

2.5.3. SUBMITTALS

2.5.3.1. General: Submit the following in accordance with Conditions of Contract and requirements outlined in this Statement of Work.

2.5.3.2. Product Data: Submit manufacturer's data sheets on each type of product specified, including, but not limited to, the following:

2.5.3.2.1. Preparation instructions and recommendations.

2.5.3.2.2. Storage and handling requirements and recommendations.

2.5.3.2.3. Installation methods.

2.5.3.2.4. Finishes.

2.5.3.2.5. Accessories.

2.5.3.3. Product Data: Submit product data for manufacturers product lines of guardrails and railings assembled from standard components, including, but not limited to, the following:

2.5.3.3.1. Anchoring systems and paint products.

2.5.3.4. Shop Drawings: Submit shop drawings showing fabrication and installation of guardrails and railings including plans, elevations, sections, details of components, and attachments to other Work.

2.5.3.5. Samples:

2.5.3.5.1. Color Selection: Submit manufacturer's color charts showing the full range of colors available for products with factory-applied color finishes.

- 2.5.3.5.2. Finish Selection: Provide sections of railing or flat sheet metal which depict available mechanical surface finishes.
- 2.5.3.5.3. Verification Samples: For each type of exposed finish required, prepared on components indicated below and of same thickness and metal indicated for the work. If finishes involve normal color and texture variations, include sample sets showing the full range of variations expected.
 - 2.5.3.5.3.1. 6 inch (152 mm) long sections of each different linear railing member, including all guardrails and top rails.
- 2.5.3.6. Quality Control Submittals:
 - 2.5.3.6.1. Design Data: For installed guardrails and railing systems indicated to comply with certain design loadings (guardrails must withstand a force of 200lbs, include structural analysis data signed and sealed by the Subject-Matter Expert who was responsible for their preparation.
 - 2.5.3.6.2. Certificates: Submit certification by the manufacturer that products supplied comply with local regulations controlling use of volatile organic compounds (VOC's).

2.5.4. WARRANTY

- 2.5.4.1. General: See Section 3.0 (Sub-Section 3.3).
- 2.5.4.2. Special Warranty: Provide manufacturer's standard form outlining the terms and conditions of their standard Limited Warranty:
 - 2.5.4.2.1. Surface Finish Warranty: Five year limited warranty.
 - 2.5.4.2.2. Material Integrity Warranty: One year.
- 2.5.4.3. Additional Owner Rights: The warranty shall not deprive the Owner of other rights the Owner may have under other provisions of the Contract Documents and shall be in addition to and run concurrent with other warranties made by the Contractor under requirements of the Contract Documents.

2.5.5. QUALITY ASSURANCE

- 2.5.5.1. Single-Source Responsibility: Obtain handrails and railing systems of each type and material from a single manufacturer.
- 2.5.5.2. Qualifications:
 - 2.5.5.2.1. Manufacturer Qualifications: Manufacturer shall be a firm engaged in the manufacture of guardrails and railings of types and sizes required, and whose products have been in satisfactory use in similar service for a minimum of 10 years.
- 2.5.5.3. Regulatory Requirements: Comply with applicable requirements of the laws, codes, ordinances, and regulations of Federal, Provincial, and local authorities having jurisdiction. Obtain necessary approvals from such authorities.

2.5.6. DELIVERY, STORAGE AND HANDLING

- 2.5.6.1. Storage and Protection: Store guardrails and railing systems in clean, dry location, away from uncured concrete and masonry, protected against damage of any kind. Cover with waterproof paper, tarpaulin, or polyethylene sheeting; allow for air circulation inside the covering.

2.5.7. CONSTRUCTION WORK/SITE CONDITIONS

- 2.5.7.1. Environmental Requirements: Maintain environmental conditions (temperature, humidity, and ventilation) within limits recommended by

manufacturer for optimum results. Do not install products under environmental conditions outside manufacturer's absolute limits.

2.5.7.2. Field Measurements: Where guardrails and railings are indicated to fit to other construction, check actual dimensions of other construction by accurate field measurements before fabrication; show recorded measurements on final shop drawings. Coordinate fabrication schedule with construction progress to avoid delay of Construction Work.

2.5.8. WASTE MANAGEMENT AND DISPOSAL

2.5.8.1. Separate and recycle waste materials to the maximum extent economically possible.

2.5.9. SEQUENCING AND SCHEDULING

2.5.9.1. Mount guardrails only on completed surfaces. Do not support guardrails temporarily by any means not satisfying structural performance requirements.

2.5.10. EXTRA MATERIALS

2.5.10.1. All supplemental materials not expressly specified in this section shall be approved by COR and/or Management Officer prior to installation.

PART 2---PRODUCTS:

2.5.11. MANUFACTURERS

2.5.11.1. Basis of Design: Items specified are to establish a standard of quality for design, function, materials, and appearance. Equivalent products by other manufacturers are acceptable. The COR and/or Management Officer and Subject-Matter Expert will be the sole judge of the basis of what is equivalent.

2.5.12. MATERIALS

NOTE: Provide metal forms and types that comply with requirements of referenced standards and that are free from surface blemishes where exposed to view in the finished unit. Exposed-to-view surfaces exhibiting pitting, seam marks, roller marks, stains, discolorations, or other imperfections on finished units are not acceptable.

2.5.12.1. Steel and Iron: Provide steel and iron in the form indicated complying with the following requirements:

2.5.12.1.1. Cold-Formed Steel Tubing: ASTM A 500, grade B, unless otherwise indicated or required by structural loads.

2.5.12.1.2. For exterior installations and as required, provide tubing with hot-dip galvanized coating per ASTM A 53.

2.5.12.2. Steel Plates, Shapes, and Bars: ASTM A 36.

2.5.12.3. Malleable Iron Castings: ASTM A 47, grade 32510.

2.5.13. ACCESSORIES

2.5.13.1. Paint:

2.5.13.1.1. All steel surfaces to be painted black matte. The COR will be the sole judge of the basis of what is the appropriate tone, value, and texture for color. See sample submission requirements.

2.5.13.1.2. Galvanizing Repair Paint: High-zinc-dust-content paint for regalvanizing welds in galvanized steel, with dry film containing not less than 94 percent zinc dust by weight, and complying with SSPC-Paint- 20.

- 2.5.13.1.2.1. Zinc Chromate Primer: Use ZINGA®. No alternates accepted.
- 2.5.13.2. Fasteners:
 - 2.5.13.2.1. Fasteners for Anchoring Railings to Other Construction: Select fasteners of the type, grade, and class required to produce connections that are suitable for anchoring railing to other types of construction indicated and capable of withstanding design loadings.
 - 2.5.13.2.1.1. For steel railings and fittings use plated fasteners complying with ASTM B 633, Class Fe/Zn 25 for electrodeposited zinc coating.
 - 2.5.13.2.2. Fasteners for Interconnecting Railing Components: Use fasteners of same basic metal as the fastened metal, unless otherwise indicated. Do not use metals that are corrosive or incompatible with materials joined.
 - 2.5.13.2.2.1. Provide concealed fasteners for interconnection of guardrail and railing components and for their attachment to other work except where exposed fasteners are unavoidable.
 - 2.5.13.2.2.2. Provide Phillips flat-head machine screws for exposed fasteners, unless otherwise indicated.
- 2.5.14. FABRICATION
 - 2.5.14.1. General: Fabricate guardrails and railing systems to comply with requirements indicated for design, dimensions, details, finish, and member sizes, post spacings, and anchorage, but not less than that required to support structural loads.
 - 2.5.14.2. Preassemble railing systems in shop to greatest extent possible to minimize field splicing and assembly. Disassemble units only as necessary for shipping and handling limitations. Clearly mark units for reassembly and coordinated installation. Use connections that maintain structural value of joined pieces. Clearly mark units for reassembly and coordinated installation.
 - 2.5.14.3. Form changes in direction of railing members by insertion of prefabricated elbow fittings, by radius bends of radius as designated, and by bending, as required
 - 2.5.14.4. Form simple and compound curves by bending members in jigs to produce uniform curvature for each repetitive configuration required; maintain profile of member throughout entire bend without buckling, twisting, cracking, or otherwise deforming exposed surfaces of handrail and railing components.
 - 2.5.14.5. Non-welded Connections: Fabricate railing systems and handrails for connection of members by means of railing manufacturer's standard concealed mechanical fasteners and fittings unless otherwise indicated. Fabricate members and fittings to produce flush, smooth, rigid, hairline joints.
 - 2.5.14.5.1. Fabricate splice joints for field connection using epoxy structural adhesive where this represents manufacturer's standard splicing method.
 - 2.5.14.6. Brackets, Flanges, Fittings, and Anchors: Provide manufacturer's standard wall brackets, flanges, miscellaneous fittings, and anchors for connection of handrail and railing members to other construction.
 - 2.5.14.7. Provide inserts and the anchorage devices for connecting handrails and railing systems to concrete or masonry work. Fabricate anchorage devices capable of withstanding loadings imposed by handrails and railing systems. Coordinate anchorage devices with supporting structure.

- 2.5.14.8. Subject Matter Expert to examine existing anchors to determine if suitable for reuse. Do not reuse unless in good condition. Provide new anchors where necessary of same configurations as existing.
- 2.5.14.9. Shear and punch metals cleanly and accurately. Remove burrs from exposed cut edges.
- 2.5.14.10. Ease exposed edges to a radius of approximately 1/32 inch (79mm), unless otherwise indicated. Form bent-metal corners to smallest radius possible without causing grain separation or otherwise impairing work.
- 2.5.14.11. Cut, reinforce, drill, and tap miscellaneous metal work as indicated to receive finish hardware, screws, and similar items.
- 2.5.14.12. For guardrails and railing systems that are exposed to exterior or to moisture from condensation or other sources, provide weepholes or other means for evacuation of entrapped water in hollow sections of railing members.
- 2.5.14.13. Fabricate joints that will be exposed to weather in a manner to exclude water.
- 2.5.14.14. Close exposed ends of handrail and railing members by use of manufacturer's standard prefabricated end fittings.
- 2.5.14.15. Fillers: Provide steel sheet or plate filler of thickness and size indicated or required to support structural loads of handrails where needed to transfer wall bracket loads through wall finishes to structural supports. Size fillers to suit wall finish thicknesses. Size fillers to produce adequate bearing to prevent bracket rotation and over-stressing of substrate.
- 2.5.14.16. Finishes:
 - 2.5.14.16.1. Comply with NAAMM "Metal Finishes Manual" for recommendations relative to application and designations of finishes.
 - 2.5.14.16.2. Appearance of Finished Construction Work: Variations in appearance of abutting or adjacent pieces are not acceptable if they are within 1/2 of the range of approved samples. Noticeable variations in the same piece are not acceptable. Variations in appearance of other components are acceptable if they are within range of approved samples and they are assembled or installed to minimize contrast.
- 2.5.14.17. Galvanized Finish:
 - 2.5.14.17.1. General: Hot-dip galvanize items indicated to be galvanized to comply with ASTM A 123 for galvanizing iron and steel products made from rolled, pressed, and forged steel shapes, castings, plates, bars, and strips.
 - 2.5.14.17.2. For exterior steel guardrails and handrails formed from steel tubing with galvanized finish, galvanize fittings, brackets, fasteners, sleeves, and other ferrous components.
 - 2.5.14.17.3. Factory-Primed Finish: Apply air-dried primer immediately following cleaning and pretreatment, to provide a minimum dry film thickness of 2.0 mils per applied coat, to surfaces that will be exposed after assembly and installation and to concealed, non-galvanized surfaces.
 - 2.5.14.17.4. Apply shop primer (Zinga®) to uncoated surfaces of guardrails and railing components, except those with galvanized finish or to be embedded in concrete or masonry, unless otherwise indicated. Comply with requirements of SSPC-PA 1 "Paint Application Specification No. 1" for shop painting.

PART 3---EXECUTION:

2.5.15. PREPARATION

- 2.5.15.1. Coordinate setting drawings, diagrams, templates, instructions, and directions for installation of anchorages, such as sleeves, anchor bolts, and miscellaneous items having integral anchors that are to be embedded in concrete as masonry construction. Coordinate delivery of such items to construction site.

2.5.16. ERECTION, INSTALLATION, APPLICATION

2.5.16.1. General:

- 2.5.16.1.1. Fit exposed connections accurately together to form tight, hairline joints.

- 2.5.16.1.2. Cutting, Fitting, and Placement: Perform cutting, drilling, and fitting required for installation of guardrails and railings in shop. Welding and drilling is not authorized during installation on site. Set guardrails and railing accurately in location, alignment, and elevation, measured from established lines and levels and free from rack. Take care so as not to damage adjacent (historic) materials, such as marble, granite, brick or limestone.

- 2.5.16.1.3. Do not weld, cut, or abrade surfaces of guardrails and railing components that have been coated or finished after fabrication and are intended for field connection by mechanical or other means without further cutting or fitting.

- 2.5.16.1.4. Adjust guardrails and railing systems prior to anchoring to ensure matching alignment at abutting joints. Space posts at interval indicated but not less than that required by structural loads. Match original location and spacing to avoid ghost marks (except where height and spacing is meeting current building code).

- 2.5.16.1.5. Fastening to In-Place Construction: Use anchorage devices and fasteners where necessary for securing guardrails and railing to in-place construction. Reuse sound connections when possible. COR and Subject Matter Expert to inspect and approve connection

2.5.16.2. Railing Connections:

- 2.5.16.2.1. Non-Welded Connections: Use manufacturer's standard mechanical or adhesive joints for permanently connecting railing components. Use wood blocks and padding to prevent damage to railing members and fittings. Seal recessed holes of exposed lock screws using plastic filler cement colored to match finish of guardrails and railing systems.

2.5.16.3. Anchoring Rail Ends:

- 2.5.16.3.1. Anchor rail ends to existing guardrail anchor connections. Connect with required flanges, connected to rail ends and anchored into existing wall construction with post-installed anchors and bolts. Anchor connections of guardrails must be inspected and approved by COR and Subject Matter Expert.

- 2.5.16.4. Reinstall existing decorative, brass element and State Seal plaque at same location. The articles should be attached to a slightly smaller back plate galvanized and painted with pre-drilled holes ready to accommodate those elements. Coordinate with COR and/or Management Officer before reinstallation of articles.

2.5.17. ADJUSTING AND CLEANING

2.5.17.1. Touch-Up Painting: Immediately after erection, clean field mechanical connections, bolted connections, and abraded areas of shop paint, and appoint exposed areas with same material.

2.5.17.2. Restore finishes damaged during installation and construction period so that no evidence remains of correction work. Return items that cannot be refinished in the field to the shop; make required alterations and refinish entire unit or provide new units.

2.5.18. PROTECTION

2.5.18.1. Protect finishes of guardrail systems and handrails from damage during cleaning period by use of temporary protective coverings approved by railing manufacturer. Remove protective covering at time of Substantial Completion.

END OF SECTION.

2.6. ROUGH CARPENTRY:

PART 1 – GENERAL:

2.6.1. RELATED SECTIONS

2.6.1.1. Sub-Section 2.6 - Finish Carpentry

2.6.1.2. Sub-Section 2.9 – Windows

2.6.2. REFERENCES

2.6.2.1. Canadian Standards Association (CSA)

2.6.2.1.1. CSA B111-1974 (R1998), Wire Nails, Spikes and Staples.

2.6.2.1.2. CAN/CSA-G164-M92 (R1998), Hot Dip Galvanizing of Irregularly Shaped Articles.

2.6.2.1.3. CSA O121-M1978 (R1998), Douglas Fir Plywood.

2.6.2.1.4. CAN/CSA-O141-91, Softwood Lumber.

2.6.2.1.5. CAN/CSA-O325.0-92 (R1998), Construction Sheathing.

2.6.2.2. National Lumber Grades Authority (NLGA)

2.6.2.2.1. Standard Grading Rules for Canadian Lumber 1991.

2.6.3. QUALITY ASSURANCE

2.6.3.1. Lumber identification: by grade stamp of an agency certified by Canadian Lumber Standards Accreditation Board.

2.6.3.2. Plywood identification: by grade mark in accordance with applicable CSA standards.

2.6.3.3. Plywood, OSB and wood based composite panel construction sheathing identification: by grademark in accordance with applicable CSA standards.

2.6.4. WASTE MANAGEMENT AND DISPOSAL

2.6.4.1. Separate and recycle waste materials to the maximum extent economically possible.

PART 2 – PRODUCTS:

2.6.5. LUMBER MATERIAL

- 2.6.5.1. Lumber: Softwood, S4S, moisture content 15% or less in accordance with following standards:
 - 2.6.5.1.1. CAN/CSA-O141-91 (R1999).
 - 2.6.5.1.2. NLGA Standard Grading Rules for Canadian Lumber.
- 2.6.5.2. Furring, blocking, nailing strips, grounds, and rough bucks:
 - 2.6.5.2.1. Board sizes: "Standard" or better grade.
 - 2.6.5.2.2. Dimension sizes: "Standard" light framing or better grade.

2.6.6. PANEL MATERIALS

- 2.6.6.1. Plywood, OSB and wood based composite panels: to CAN/CSA-O325.0-92 (R1998).
 - 2.6.6.1.1. Douglas Fir: To meet specified requirements of CSA O121, Good One Side where only one side is exposed to view.
 - 2.6.6.1.2. Softwood: To meet specified requirements of CSA Standard O151, Sanded Grade, Good One Side where only one side is exposed to view.
 - 2.6.6.1.3. Hardwood: To meet specified requirements of CSA Standard O115 veneer core, Type II, smooth sanded, rotary cut face veneers

2.6.7. ACCESSORIES

- 2.6.7.1. Nails, spikes and staples: to CSA B111-1974 (R1998).
- 2.6.7.2. Proprietary fasteners: toggle bolts, expansion shields and lag bolts, screws and lead or inorganic fiber plugs, recommended for purpose by manufacturer.
- 2.6.7.3. Polyethylene tarping material for protection shall be 10 ml thick polyethylene sheets. Provide white adhesive tape, 2-inches (50mm) wide.

2.6.8. FINISHES

- 2.6.8.1. Galvanizing: to CAN/CSA-G164-M92 (R1998), use galvanized fasteners for all concealed work.

PART 3 – EXECUTION:

2.6.9. INSTALLATION

- 2.6.9.1. Comply with requirements of the National Building Code and Provincial requirements, supplemented by the following paragraphs.
- 2.6.9.2. Install furring and blocking as required to space-out and support windows, repairs to walls and other finishes, facings, and other work as required.
- 2.6.9.3. Align and plumb faces of furring and blocking to tolerance of 1:600.
- 2.6.9.4. Install rough bucks, nailers and linings to rough openings as required to provide backing for frames and other work.
- 2.6.9.5. Install blocking and furring and other wood supports as required and secure using fasteners.
- 2.6.9.6. Use caution when working with particle board and OSB. Use dust collectors and high quality respirator masks.

2.6.10. ERECTION

- 2.6.10.1. Frame, anchor, fasten, tie and brace members to provide necessary strength and rigidity.
- 2.6.10.2. Countersink bolts where necessary to provide clearance for other work.

END OF SECTION.

2.7. FINISH CARPENTRY:

PART 1 – GENERAL:

2.7.1. RELATED CONSTRUCTION WORK

- 2.7.1.1. Sub-Section 2.5 - Rough Carpentry
- 2.7.1.2. Sub-Section 2.9 - Windows

2.7.2. REFERENCES

- 2.7.2.1. Do finish carpentry to Quality Standards of the Architectural Woodwork Manufacturers Association of Canada (AWMAC), except where specified otherwise.

2.7.3. DELIVERY, STORAGE, AND HANDLING

- 2.7.3.1. Protect all materials against dampness and damage during and after delivery.
- 2.7.3.2. Store lumber in ventilated area, protected from extreme changes of temperature or humidity.

2.7.4. FASTENING AND HARDWARE

- 2.7.4.1. Fastenings and hardware in accordance with National Building Code and Provincial requirements.
- 2.7.4.2. Bolt, nut, washer, screw and pin type fasteners: with hot dip galvanized finish for exterior work.

PART 2 – PRODUCT:

2.7.5. LUMBER MATERIAL.

- 2.7.5.1. Softwood Lumber: to CSA 0141-1970 and N.L.G.A. requirements.
- 2.7.5.2. Interior work specified for a paint finish shall be pine with average 7% moisture content, selected for paint finish (finger jointed material acceptable).

PART 3 – EXECUTION:

2.7.6. INSTALLATION

- 2.7.6.1. Set and secure materials and components rigid, plumb and square.
- 2.7.6.2. Cut and mitre all casing to produce sharp profiles and fit with hairline joints.
- 2.7.6.3. Nails and staples: to CSA B111:
 - 2.7.6.3.1. galvanized to CAN/CSA-G164 for exterior work,
 - 2.7.6.3.2. stainless steel for interior work.

2.7.7. FASTENING

- 2.7.7.1. Position items of finished carpentry work accurately, level, plumb, true and fasten or anchor securely.
- 2.7.7.2. Design and select fasteners to suit size and nature of components being joined. Use proprietary devices as recommended by manufacturer.
- 2.7.7.3. Set finishing nails to receive filler. Where screws are used to secure members, countersink screw in round smooth cut hole and plug with wood plug to match material being secured.

2.7.7.4. Replace items of finish carpentry with damage to wood surfaces including hammer and other bruises.

2.7.8. INTERIOR TRIM

- 2.7.8.1. Butt and cope internal joints of trim to make snug, tight, joint. Use 45 degree joints.
- 2.7.8.2. Fit backs of trim snugly to wall surfaces to eliminate cracks at junction of trim with walls.
- 2.7.8.3. Install window trim in single lengths without splicing.
- 2.7.8.4. Set frames with plumb sides and level heads and sills.
- 2.7.8.5. Fabricate sills with bullnose edges to match existing.

2.7.9. SCHEDULE

- 2.7.9.1. This paragraph includes but is not limited to all exterior and interior stools, aprons, jamb liners, trim and mouldings.
 - 2.7.9.1.1. Exterior:
 - 2.7.9.1.1.1. Grade: Paint grade, knot free.
 - 2.7.9.1.1.2. Solid stock: douglas fir specie
 - 2.7.9.1.2. Interior:
 - 2.7.9.1.2.1. Grade: Paint grade, knot free.
 - 2.7.9.1.2.2. Solid stock: pine specie.

END OF SECTION.

2.8. SPRAY INSULATION - POLYURETHANE FOAM:

PART 1 – GENERAL:

2.8.1. REFERENCES

- 2.8.1.1. Canadian Urethane Foam Contractors' Association Inc. (CUFCA)
- 2.8.1.2. Health Canada/Workplace Hazardous Materials Information System (WHMIS)
 - 2.8.1.2.1. Material Safety Data Sheets (MSDS).
- 2.8.1.3. CAN/ULC-S702-1997, Standard for Mineral Fibre Insulation.

2.8.2. SUBMITTALS

- 2.8.2.1. Product Data:
 - 2.8.2.1.1. Submit manufacturer's printed product literature, specifications and datasheet and include product characteristics, performance criteria, physical size, finish and limitations.
 - 2.8.2.1.2. Submit two copies WHMIS MSDS - Material Safety Data Sheets.

2.8.3. QUALITY ASSURANCE

- 2.8.3.1. Applicators to conform to CUFCA Quality Assurance Program.
 - 2.8.3.1.1. Qualifications: Installer: person specializing in sprayed insulation installations with five (5) years documented experience approved by manufacturer.
 - 2.8.3.1.2. Manufacturer: Company with minimum five (5) years' experience in producing of material used for work required for this Construction Work,

with sufficient production capacity to produce and deliver required units without causing delay in work.

2.8.4. DELIVERY STORAGE AND HANDLING

- 2.8.4.1. Deliver, store and handle materials in accordance with manufacturer's written instructions.

2.8.5. SITE CONDITIONS

- 2.8.5.1. Ventilate area to receive insulation by introducing fresh air and exhausting air continuously during and 24 hour after application to maintain non-toxic, unpolluted, safe working conditions.
- 2.8.5.2. Provide temporary enclosures to prevent spray and noxious vapours from contaminating air beyond application area.
- 2.8.5.3. Protect adjacent surfaces and equipment from damage by overspray, fall-out, and dusting of insulation materials.
- 2.8.5.4. Apply insulation only when surfaces and ambient temperatures are within manufacturers' prescribed limits.

PART 2 – PRODUCTS:

2.8.6. MATERIAL

- 2.8.6.1. Exposure to formaldehyde should not exceed 0.05 ppm. Manufacturers should be asked to supply documentation to verify that their products do not have emission rates that exceed this level.
- 2.8.6.2. Material to have a five year aged R-value of no more than 1.02 m², c/w.
- 2.8.6.3. Insulation: low expansion spray polyurethane to CAN/ULC-S705.1.
- 2.8.6.4. Primers: in accordance with manufacturer's recommendations for surface conditions.

PART 3 – EXECUTION:

2.8.7. MANUFACTURER'S INSTRUCTIONS

- 2.8.7.1. Compliance: comply with manufacturer's written recommendations or specifications, including product technical bulletins, handling, storage and installation instructions, and data sheets.

2.8.8. APPLICATIONS

- 2.8.8.1. Apply insulation to clean surfaces in accordance with CAN/ULC-S705.2 and manufacturer's printed instructions.
- 2.8.8.2. Use primer where recommended by manufacturer.
- 2.8.8.3. Apply spray foam insulation at perimeter of openings.
- 2.8.8.4. Use spray foam insulation to fill uninsulated spaces around the area of the work and in difficult to reach areas.

2.8.9. CLEANING

- 2.8.9.1. On completion and verification of performance of installation, remove surplus materials, excess materials, rubbish, tools and equipment.

END OF SECTION.

2.9. SEALANTS:

PART 1 – GENERAL:

2.9.1. SUMMARY

- 2.9.1.1. This Section specifies caulking and sealants not specified in other Sections.
- 2.9.1.2. Refer to other sections for other caulking and sealants.

2.9.2. DELIVERY, STORAGE, AND HANDLING

- 2.9.2.1. Deliver and store materials in original wrappings and containers with manufacturer's seals and labels, intact. Protect from freezing, moisture, water and contact with ground or floor.

2.9.3. ENVIRONMENTAL AND SAFETY REQUIREMENTS

- 2.9.3.1. Comply with requirements of Workplace Hazardous Materials Information System (WHMIS) regarding use, handling, storage, and disposal of hazardous materials; and regarding labelling and provision of material safety data sheets acceptable to Labor Canada.
- 2.9.3.2. Conform to manufacturer's recommended temperatures, relative humidity, and substrate moisture content for application and curing of sealants including special conditions governing use.

2.9.4. GUARANTEE

- 2.9.4.1. Provide a written guarantee, signed and issued in the name of the Owner stating that caulking work of this section is guaranteed against leakage, cracking, crumbling, melting, shrinkage, running, loss of adhesion, or other failure, staining adjacent surfaces, for a period of three years from the date of Certificate of Substantial Performance.

2.9.5. SAMPLES

- 2.9.5.1. Submit 6-inch (150mm) long samples of the full range of colors of each sealant, applied on a cardboard.
- 2.9.5.2. Submit samples of backing rod material.

2.9.6. MOCK-UP

- 2.9.6.1. Provide mock-up of the quality of sealant installation for approval by COR before proceeding with work. Mock-ups shall consist of 24-inches (600mm) in length sealant application, at any and all locations as requested by COR. Mock-ups shall indicate color of caulking, trueness and plumpness of caulking joint.

PART 2 – PRODUCTS:

2.9.7. SEALANT MATERIALS

- 2.9.7.1. Sealants acceptable for use on this Construction Work must be one component-part Polyurethane: ASTM C 920, Type S.

2.9.8. SEALANT MATERIAL DESIGNATIONS

- 2.9.8.1. Acrylic Latex One Part.
 - 2.9.8.1.1. Acceptable material: "Tremflex 834" by Tremco Ltd. or approved equivalent, for interior caulking work.
- 2.9.8.2. One component- part Polyurethane ASTM C 920 Type S, Grade: Non-Sag, Class 25-NT/O {FS TT-S-00230C}
 - 2.9.8.2.1. Acceptable manufactures: Sika Corp, Sikaflex 15LM; Pecora Corp, Dynatrol II or approved equivalent, for exterior caulking work.
 - 2.9.8.2.2. multi-component chemical curing for:
 - 2.9.8.2.2.1. Exterior joint work
 - 2.9.8.2.2.2. Bedding caulking for windows and sills
 - 2.9.8.2.2.3. Final caulking of windows
 - 2.9.8.2.2.4. Caulking of flashings
- 2.9.8.3. Color to match existing finish. Allow for a total of three sample colors for both interior and exterior sealant.
- 2.9.8.4. Preformed Compressible and Non-Compressible back-up materials.
 - 2.9.8.4.1. Polyethylene, Urethane, Neoprene or Vinyl Foam.
 - 2.9.8.4.1.1. Extruded open or closed cell foam backer rod, as recommended by sealant manufacturer.
 - 2.9.8.4.2. Neoprene or Butyl Rubber.
 - 2.9.8.4.2.1. Round solid rod, Shore A hardness 70.
 - 2.9.8.4.3. High Density Foam.
 - 2.9.8.4.3.1. Extruded closed cell polyvinyl chloride (PVC), extruded polyethylene, closed cell, Shore A hardness 20, tensile strength 140 to 200 kPa, extruded polyolefin foam, 32 kg/m³ density, or neoprene foam backer, size as recommended by manufacturer.
 - 2.9.8.4.4. Bond Breaker Tape.
 - 2.9.8.4.4.1. Polyethylene bond breaker tape which will not bond to sealant.

2.9.9. JOINT CLEANER

- 2.9.9.1. Non-corrosive and non-staining type, compatible with joint forming materials and sealant recommended by sealant manufacturer.
- 2.9.9.2. Primer: as recommended by manufacturer.

PART 3 – EXECUTION:

2.9.10. PROTECTION

- 2.9.10.1. Protect installed work of other trades (new guardrails) and existing structure and finishes from staining or contamination.

2.9.11. PREPARATION OF JOINT SURFACES

- 2.9.11.1. Examine joint sizes and conditions to establish correct depth to width relationship for installation of backup materials and sealants.
- 2.9.11.2. Clean bonding joint surfaces of harmful matter substances including dust, rust, oil grease, and other matter which may impair work.
- 2.9.11.3. Do not apply sealants to joint surfaces treated with sealer, curing compound, water repellent, or other coatings unless tests have been performed to ensure compatibility of materials. Remove coatings as required.
- 2.9.11.4. Ensure joint surfaces are dry and frost free.
- 2.9.11.5. Prepare surfaces in accordance with manufacturer's directions.

2.9.12. PRIMING

- 2.9.12.1. Where necessary to prevent staining, mask adjacent surfaces prior to priming and caulking.
- 2.9.12.2. Prime sides of joints in accordance with sealant manufacturer's instructions immediately prior to caulking.

2.9.13. BACKUP MATERIAL

- 2.9.13.1. Apply bond breaker tape where required to manufacturer's instructions.
- 2.9.13.2. Install joint filler to achieve correct joint depth and shape, with approximately 30% compression.

2.9.14. MIXING

- 2.9.14.1. Mix materials in strict accordance with sealant manufacturer's instructions.

2.9.15. APPLICATION

- 2.9.15.1. Sealant:
 - 2.9.15.1.1. Apply sealant in accordance with manufacturer's written instructions.
 - 2.9.15.1.2. Mask edges of joint where irregular surface or sensitive joint border exists to provide neat joint.
 - 2.9.15.1.3. Apply sealant in continuous beads.
 - 2.9.15.1.4. Apply sealant using gun with proper size nozzle.
 - 2.9.15.1.5. Use sufficient pressure to fill voids and joints solid.
 - 2.9.15.1.6. Form surface of sealant with full bead, smooth, free from ridges, wrinkles, sags, air pockets, embedded impurities.
 - 2.9.15.1.7. Tool exposed surfaces before skinning begins to give slightly concave shape.
 - 2.9.15.1.8. Remove excess compound promptly as work progresses and upon completion.
- 2.9.15.2. Curing:
 - 2.9.15.2.1. Cure sealants in accordance with sealant manufacturer's instructions.
 - 2.9.15.2.2. Do not cover up sealants until proper curing has taken place.
- 2.9.15.3. Cleanup:
 - 2.9.15.3.1. Clean adjacent surfaces immediately and leave work neat and clean.
 - 2.9.15.3.2. Remove excess and droppings, using recommended cleaners as work progresses.
 - 2.9.15.3.3. Remove masking tape after initial set of sealant.

END OF SECTION.

2.10. PROVIDE AND INSTALL (2) WINDOWS:

PART 1---GENERAL:

2.10.1. SUMMARY

- 2.10.1.1. This procedure includes general information relating to the fabrication and installation of wood windows and includes the following window types:

- 2.10.1.1.1. Casement Window Units.
- 2.10.1.1.2. Non-Operative (Fixed) Window Units.
- 2.10.1.2. See Scope of Work Section 2.0 (Sub-Section 2.1- 2.3, 2.5-2.8, 2.10, 2.11), Section 3.0, and Section 4.0 for general Construction Work guidelines to be reviewed along with this procedure.
- 2.10.1.2.1. These guidelines should be reviewed prior to performing this procedure.

These guidelines should be reviewed prior to performing this procedure and should be followed, when applicable, along with recommendations from the COR.

2.10.2. REFERENCE STANDARDS

- 2.10.2.1. American Society for Testing and Materials (ASTM), 100 Barr Drive, West Conshohocken, PA 19428, (610) 832-9585 or FAX (610) 832-9555.
- 2.10.2.2. American National Standards Institute, Inc. (ANSI), 1430 Broadway, New York, NY 10018.
- 2.10.2.3. Flat Glass Marketing Association (FGMA)
- 2.10.2.4. National Wood Window and Door Association (NWWDA)

2.10.3. SUBMITTALS

- 2.10.3.1. Contractor must provide a qualified Building Envelope Specialist to review and comment on Construction Work submittals and the connection to the existing building envelope to ensure proposed Construction Work will provide health and safety building standards and follow local building codes.

- 2.10.3.2. **PRODUCT DATA:** Submit product data for each type of wood window specified, including standard construction details, dimensions of individual components, profiles, finishes, hardware, and accessories.

2.10.3.3. SAMPLES

- 2.10.3.3.1. Submit one representative full size model of a complete window of each type of window.
- 2.10.3.3.2. Include frame, sash, sill, glazing and weatherproofing method, insect screens, surface finish and hardware. Show location of manufacturer's nameplates.
- 2.10.3.3.3. Include 12-inch (300mm) long corner samples of head, jamb, sill, mullions to indicate profile.

2.10.3.4. SHOP DRAWINGS

- 2.10.3.4.1. Submit shop drawings for each type of window specified, including 1:50 scale (1/4-inch scale) wall elevations, typical unit elevations at 1:20 scale (3/4-inch scale), glazing details, and fill-size details of typical composite members at 1:5 scale (3-inch scale).
- 2.10.3.4.2. Indicate materials and details in 1:5 scale (3-inch scale) for head, jamb and sill, profiles of components, interior and exterior trim, junction between combination units, elevations of unit, anchorage details, description of related components and exposed finishes, fasteners, and caulking. Indicate location of manufacturer's nameplates.

2.10.4. MOCK-UP INSTALLATION

2.10.4.1. Fully prepare one opening and install one window for review, prior to installing any other window. The purpose is to establish the appropriate extent of work, troubleshoot

2.10.4.1.1. Contractor must provide a qualified Building Envelope Specialist to review and comment on the Mock-up installation and provide an inspection document to the COR. Inspection by occur in three (3) visit:

- 2.10.4.1.1.1. during demolition,
- 2.10.4.1.1.2. during beginning of Mock-up installation
- 2.10.4.1.1.3. during completion of Mock-up installation.

2.10.5. SCHEDULE

2.10.5.1. Submit manufacturer's data and specifications and a schedule of sizes and types of all units for review by COR.

2.10.6. MAINTENANCE MANUAL

2.10.6.1. Provide a maintenance manual which outlines adjustment, repair, replacement and servicing.

2.10.7. WARRANTY

2.10.7.1. Submit a written warranty signed by the Manufacturer, agreeing to repair or replace wood window units that fail in materials or workmanship within the specified warranty period.

2.10.7.2. Failures include, but are not limited to, structural failures, including excessive deflection, excessive leakage, air infiltration, failure of weather stripping, faulty operation of window sash or hardware, and deterioration of metals, finishes, and other materials beyond normal weathering.

2.10.7.3. Contractor hereby warrants the wood windows against leakage, defects and malfunction under normal usage for three (3) years from the date of Certificate of Substantial Performance.

2.10.7.4. From the date of Certificate of Substantial Performance hermetically sealed glazing units shall be guaranteed for a period of ten (10) years against the development of material obstruction to vision as a result of dust or film formation on the internal surfaces caused by the failure of the hermetic seal other than through glass breakage.

This warranty shall be in addition to and not a limitation of other rights the Government may have against the Contractor under the Contract Documents.

2.10.8. QUALITY ASSURANCE AND PERFORMANCE STANDARDS

2.10.8.1. Wood Window Standard: Comply with provisions of NWWDA I.S. 2 for standards of performance and fabrication workmanship for wood windows.

2.10.8.1.1. Windows shall be designed to meet or exceed performance criteria of NWWDA.

2.10.8.1.2. Windows shall be designed to withstand wind load criteria as laid down in the local Building Code with a maximum allowable deflection span.

2.10.8.2. Glazing Standards: Comply with recommendations of the Flat Glass Marketing Association (FGMA) "Glazing Manual" and "Sealant Manual" except where more stringent requirements are indicated. Refer to those publications for definitions of glass and glazing terms not otherwise defined in this section or referenced standards.

2.10.8.3. Insulating Glass Certification Program: Provide insulating glass units permanently marked either on spacers at least one component pane of units with the appropriate certification label of inspecting and testing organization indicated below.

2.10.8.3.1. Insulating Glass Certification Council (IGCC)

2.10.8.3.2. Associated Laboratories, Inc. (ALI)

2.10.8.4. Single Source Responsibility: Provide wood windows produced by a single fabricator who is capable of indicating prior successful production of units similar to those required.

2.10.9. CONSTRUCTION WORK/SITE CONDITIONS

2.10.9.1. Field Measurements:

2.10.9.1.1. Check actual window openings in construction work by accurate field measurement before fabrication of custom window units. Show recorded measurements on final shop drawings.

2.10.9.1.1.1. Coordinate fabrication with construction progress to avoid delay. Where necessary, proceed with fabrication without measurements, and coordinate tolerances to ensure proper fit of window units.

PART 2 – PRODUCTS:

2.10.10. WINDOW MANUFACTURERS

2.10.10.1. All windows and accessories shall be manufactured by one manufacturer.

2.10.10.1.1. Window manufacturer must be approved by COR and/or Management Officer.

2.10.11. MATERIALS

2.10.11.1. General: Comply with requirements of NWWDA I.S. 2.

2.10.11.2. All windows shall be wood frame windows. The exterior sashes and entire frame shall be made of first quality mahogany hardwood. The interior sashes shall be made of first quality wood pine, for paint finish.

2.10.11.2.1. Wood: Clear Ponderosa Pine or other suitable fine-grained lumber that has been kiln-dried to a moisture content of 6 to 12 percent at time of fabrication and is free of visible finger-joints, blue stain, knots, pitch-pockets and surface checks larger than 1/8-inch deep by 2-inches wide.

2.10.11.2.1.1. Lumber shall be water-repellent preservative treated after machining in accordance with NWWDA I.S.4.

2.10.11.3. All window hardware, including hinges and locking mechanisms, to be match existing.

- 2.10.11.3.1. Anchors, Clips, and Accessories: Fabricate anchors, clips and window accessories of aluminum, non-magnetic stainless steel, or hot-dip zinc coated steel complying with ASTM A123; provide strength sufficient to withstand design pressure indicated.
- 2.10.11.3.2. Fasteners: Comply with NWWDA I.S. 2 for fabrication and with manufacturer's recommendations and standard industry practices for type and size of installation fasteners.
 - 2.10.11.3.2.1. Use zinc-coated or nonferrous nails and screws for window fabrication and installation.
- 2.10.11.3.3. Hardware: Hinges, handles, and locking hardware to match existing. Hardware to properly operate, tightly close, and securely lock windows. Do not use aluminum in frictional contact with other metals.
 - 2.10.11.3.3.1. Color and profile of hardware to be pre-approved by COR.
- 2.10.11.4. Compression Weather stripping: Provide compressible weather stripping, designed for permanently resilient sealing under bumper or wiper action, completely concealed when sash is closed.
- 2.10.11.5. Glass and Glazing Materials: Provide the manufacturer's standard clear sealed insulating safety glazing material that complies with ANSI Z97.1.
 - 2.10.11.5.1. Insulating glass unit shall have metal spacers, sealed between the panes, behind each muntin bar.
- 2.10.11.6. Glazing Seal: Provide the manufacturer's standard extruded vinyl or butyl glazing gasket providing weathertight seal.
- 2.10.11.7. Shatter Resistance Window Film: Apply 8mm shatter resistant film on interior surface of all interior glazing surfaces.
- 2.10.11.8. Sliding Weather stripping: Provide woven pile weather stripping of polypropylene, wool, or nylon pile, with resin-impregnated backing fabric, and aluminum backing strip; comply with AAMA 701.2.
- 2.10.12. EQUIPMENT
 - 2.10.12.1. General: Comply with minimum operating requirements of NWWDA I.S. 2.
 - 2.10.12.2. Casement Windows: Both exterior and interior sashes provide units containing side-hinged swinging in the same direction as original window operation, with the following equipment and hardware:
 - 2.10.12.2.1. For sash more than 48-inches high, provide 3 extension hinges and 2-point latching mechanism, ball bearing 4 1/2" x4 1/2" stainless steel solid. .
- 2.10.13. FABRICATION
 - 2.10.13.1. General: Except to the extent that more stringent requirements are indicated, provide the manufacturer's standard fabrication of units. Comply with indicated standards. Include a complete system for assembly of components and anchorage of window units.

- 2.10.13.1.1. Comply with requirements of referenced standards for moisture content of lumber at time of fabrication and for relative humidity conditions in the installation areas.
- 2.10.13.2. Fabricate windows to produce units that are reglazable without dismantling sash framing. Provide openings and mortises precut, where possible, to receive hardware and other items.
- 2.10.13.3. Each window unit includes sash, frame, stops, sill (including undersill or nosing), and moldings, integral mullions and muntins, hardware, and accessories.
 - 2.10.13.3.1. Provide weather stripping at perimeter of each operating sash.
 - 2.10.13.3.2. Provide glazing stops, nailed or snap-on, coordinated with glass selection and glazing system indicated.
 - 2.10.13.3.3. Preglazed Window Units: Preglaze window units at the shop before delivery.
- 2.10.13.4. Complete fabrication, assembly, finishing, hardware application, and other work before shipment to the Construction site, to the maximum extent possible. Disassemble components only as necessary for shipment and installation. Where necessary for fitting at site, provide ample allowance for scribing, trimming, and fitting.
- 2.10.13.5. Wood Finish: Provide the following finish on exposed wood in units:
 - 2.10.13.5.1. Shop-Primed Units: Provide the fabricator's standard shop prime coat on all wood surfaces.
 - 2.10.13.5.2. Apply two (2) coats of paint. Match existing color. Color must be approved by COR and/or Management Officer.

PART 3---EXECUTION:

2.10.14. EXAMINATION

- 2.10.14.1. Inspect openings before beginning installation. Verify that the rough or masonry opening is correct and the sill plate is level. Do not proceed with installation of window units until unsatisfactory conditions have been corrected.
 - 2.10.14.1.1. Masonry surfaces shall be visibly dry, and free of excess mortar, sand, and other construction debris.
 - 2.10.14.1.2. Wood frame walls shall be dry, clean, sound and well-nailed, free of voids, and without offsets at joints. Ensure that nail heads are driven flush with surfaces in the opening and within 3-inches of the opening.

2.10.15. ERECTION, INSTALLATION, APPLICATION

- 2.10.15.1. Comply with manufacturer's instructions and recommendations for installation of window units, hardware, operators, accessories, and other window components.
- 2.10.15.2. Set units plumb, level, true to line, without warp or rack of frames or sash. Provide proper support and anchor securely in place.
- 2.10.15.3. Set sill members in a bed of compound or with joint fillers or gaskets as indicated, to provide weathertight construction. Coordinate window installation with wall flashings and other built-in components.

2.10.16. **ADJUSTING/CLEANING**

2.10.16.1. Adjust operating sash and hardware to provide a tight fit at contact points and weatherstripping, and to provide smooth operation and a weathertight closure. Lubricate hardware and moving parts.

2.10.16.2. Clean interior and exterior surfaces promptly after installation of windows. Take care to avoid damage to protective coatings and finishes. Remove excess glazing and sealants, dirt, and other substances.

2.10.16.3. Clean glass of preglazed window units promptly after installation. Wash and polish glass on both faces not more than 4 days prior to date scheduled for final inspection. Comply with manufacturer's recommendations for final cleaning and maintenance.

2.10.16.4. Remove and replace glass that is broken, chipped, cracked, abraded or damaged in other ways during construction period, including natural causes, accidents, and vandalism.

2.10.17. **PROTECTION**

2.10.17.1. Institute and maintain protection and other precautions required through remainder of construction period to ensure that, except for normal weathering, window units will be without damage or deterioration at the time of substantial completion.

END OF SECTION.

2.11. DESIGN CRITERIA & GUIDELINES:

2.11.1. The Contractor will perform the Construction Work in accordance with accepted standards and guidelines outlined in this Statement of Work.

2.11.2. The Contractor will coordinate their activities with the local building authorities and employ all local standards and codes that apply to this Construction Work as necessary.

2.11.3. Any code issues arising from the review of codes and standards will be brought to the attention of COR and/or Management Officer immediately.

END OF SECTION.

2.12. GENERAL WORK REQUIREMENTS:

2.12.1. The Contractor will provide the required services and furnish to the U.S. Embassy (DOS) shop drawings, specifications and other data with supporting material developed during the period of service as described in the requirements.

2.12.2. It is expected that the Contractor shall work closely with Contracting Officer Representative (COR) and U.S. Embassy (DOS) Facility Manager (FM).

- 2.12.3. No construction shall begin until approval of the final Construction Documents is accepted by U.S. Embassy, and the Contracting Officer issues a Notice to Proceed.
- 2.12.4. All work shall comply with local and provincial building codes.
- 2.12.5. The Contractor is responsible for safety and shall comply with all local labor laws, regulations, customs and practices pertaining to labor, safety and similar matters. The Contractor shall promptly report all accidents resulting in lost time, disabling, or fatal injuries to the COR/POSHO/Management Officer.
- 2.12.6. The Contractor shall prepare and submit a Construction Work and Safety Plan that identifies the hazards associated with the work and identifies the precautions being taken minimize hazards. A supervisor (or designate) must be on site during the working hours to ensure a safe environment. To prevent any accident, the Contractor shall be responsible to maintain safe passage free of any debris or hazardous materials around the working area. The Contractor shall ensure that the work site is cleaned up every day and free of safety hazards as a result of the Contractor's action or inaction.
- 2.12.7. Materials and equipment:
- 2.12.7.1. The Contractor shall be responsible for all required materials, equipment and personnel to manage, administer, and supervise the Construction Work. All workmanship shall be of high quality and performed in a skillful manner determined by the COR.
- 2.12.7.2. All materials and equipment incorporated into the Construction Work shall be brand new. The Contractor shall transport and safeguard all materials and equipment required for construction.
- 2.12.7.3. The Contractor is responsible for obtaining any off-compound storage areas required.
- 2.12.7.4. The Contractor shall park all vehicles only in areas designated by the COR.
- 2.12.7.5. The Contractor shall at all times keep the work area free from accumulation of waste materials. The Contractor shall be responsible for the removal and disposal of all debris from the site. Clean up shall be conducted at the end of each workday and at the completion of the Construction Work.
- 2.12.8. The Contractor is to minimize inconvenience to the public and Embassy employees.
- 2.12.9. Upon completing construction, the Contractor shall remove all temporary facilities and leave the Construction site in a clean and orderly condition acceptable to the COR and/or Management Officer.
- 2.12.10. The Contractor shall have no access to or be admitted into any building on the compound outside the areas designated for the Construction Work except with permission by the COR/PSO/Management Officer.
- 2.12.11. The U.S. Embassy (DOS) has the right to inspect and test all services called for by the contract, to the extent practicable at all times and places during the term of the contract. The U.S. Embassy (DOS) may perform quality assurance inspections [QAI]

and tests during construction to confirm the work is installed according to the replacement and manufacturer's installation instructions

- 2.12.12. Construction Work Management:
- 2.12.12.1. During the execution of the work, the Contractor will provide adequate professional supervision and quality control to assure the accuracy, quality, completeness, and progress of the work.
- 2.12.12.2. The Contractor shall identify a Construction Site Manager who shall be responsible for the overall management of the Construction Work and shall represent the Contractor on the site during the replacement. The Construction Site Manager shall be fluent in written and spoken English.
- 2.12.12.3. The Construction Site Manager shall attend all Construction Work meetings, prepare Status Reports on the Construction Work and submit them to the COR. Status Reports shall contain meeting minutes, accomplishments, arising concerns and proposed solutions, any proposed changed orders, and any other pertinent information required to report the progress of performance.
- 2.12.13. The Contractor shall be responsible for safeguarding all U.S. Embassy (DOS) property, which he and/or his employees, come into contact with during the work period.
- 2.12.14. The U.S. Embassy (DOS) may require time for official Consulate functions, or is in possession of specific credible information indicating that the lives of U.S. Consulate (DOS) personnel are immediately threatened and that the execution of the Construction Work will increase the Embassy's vulnerability declared by the RSO, Consul General, or POSHO. The contractor shall promptly notify the COR that work has been stopped.
- 2.12.15. In addition to the manufacturer's equipment warranty, the contractor shall supply in writing to the US Embassy a One-year workmanship guarantee covering all equipment, materials and labor in the event any of the workmanship or equipment item are found defective.

END OF SECTION.

3.0 SUBMITTALS AND DELIVERABLES

3.1. SUBMITTALS:

- 3.1.1. All submittals to US Embassy (DOS) must be reviewed by the Contractor for conformance to specified requirements prior to submittal. The Contractor must take particular care to ensure that all design documents are coordinated and consistent. Authorized US Embassy (DOS) comments on each submittal must be resolved prior to making the next submittal. Deficiencies, ambiguities, conflicts, and inconsistencies must be rectified prior to the submittal of documents. Any phase of the work found to be unsatisfactory, must be revised and resubmitted at the Contractor's expense prior to proceeding to the next phase of the work.
- 3.1.2. The design submittals shall be provided in the phases described below.
- 3.1.2.1. Construction Documents (100% Submission), Completion of Construction Documents including detailing and incorporation of review comments. The

drawings of record to be submitted and USCOR/FM Ottawa approved. The following is required:

- 3.1.2.1.1. Architectural Products (Windows and guardrails)
 - 3.1.2.1.1.1. Sections and Details
 - 3.1.2.1.1.2. Elevations
 - 3.1.2.1.1.3. Catalog Cuts (Finishes)
 - 3.1.2.1.1.4. Specifications

3.1.3. Preplanning Construction Work Coordination:

- 3.1.3.1. All submittal documents and documentation need to be fully coordinated and integrated prior to submittal.

3.1.4. Guardrail and window submittals

- 3.1.4.1. Submittals (Sub-Section 2.4 and 2.9) are required for the guardrails and windows.
- 3.1.4.2. Required submittal information for manufactured products include:
 - 3.1.4.2.1. Product Data: Manufacturer's data sheets on each product to be used.
 - 3.1.4.2.2. Preparation instructions and recommendations.
 - 3.1.4.2.3. Storage and handling requirements and recommendations.
 - 3.1.4.2.4. Installation methods.
 - 3.1.4.2.5. Shop Drawings: Include detailed plans, elevations, and details of framing members, required clearances, anchors, and accessories. Include relationship with adjacent materials.
 - 3.1.4.2.6. Manufacturer's Certificates: Certify products meet or exceed specified requirements

END OF SECTION.

3.2. SCHEDULES FOR DELIVERABLES:

- 3.2.1. The Contractor shall commence work under this contract promptly, execute the work diligently, and achieve final completion and acceptance of the Guardrail and Window Replacement Construction Work, including final cleanup within the contract period specified. Complete all Construction Work (Work includes: repair, installation, and cleanup) within **45 Calendar days maximum from the First Notice to Proceed.**

Deliverable Items	Due Date	Quantity Required
1. Construction documents - 100% Submission. (Concurrently the clearance of contractor personnel will start)	15 calendar days following notice to proceed.	<ul style="list-style-type: none"> • Shop Drawings - 3 copies • Specifications - 3 copies • Catalog cuts/ Miscellaneous documents – individual volumes – 2 copies each volume • All documents in electronic format – 1 CD

Deliverable Items	Due Date	Quantity Required
2. Permit Documents (one from City one from Ministère des Affaires Culturelles).	14 calendar days after approval of Construction Documents.	<ul style="list-style-type: none"> • Shop Drawings - 3 copies plus 1 set of original tracings • Specifications – 3 copies • All documents in electronic format – 1 CD
3. Construction	15 calendar days immediately following issuance of COR/Management Officer permits	

END OF SECTION.

3.3. CLOSEOUT DOCUMENTATION:

- 3.3.1. Closeout documentation must be provided to the COR by the Contractor on CD-ROM.
- 3.3.2. The Closeout Documentation will serve as the record copy of each deliverable and will be in a Portable Document Format (PDF) for all written documentation and for all drawing documentation. The PDF documents will be indexed and fully searchable. The PDF documents will be printable and reflect the delivered hardcopy. Provide one PDF file containing all documents per Volume.
- 3.3.3. Provide all documents in original software format. Acceptable Construction Documentation and contract deliverable document formats are as follows:
 - 3.3.3.1. Word Processing – MS Word
 - 3.3.3.2. Spreadsheet – MS Excel
 - 3.3.3.3. Scheduling – Microsoft Project
 - 3.3.3.4. CAD – AutoCAD 2011 (with all x-refs bound and all layering per OBO standards).
 - 3.3.3.5. Presentation – MS PowerPoint
 - 3.3.3.6. Portable Documents – Adobe Acrobat PDF
- 3.3.4. All documentation produced for this Construction Work will become the ownership of the U.S. Embassy at the completion of the construction. One copy shall be given to Ottawa FM and one copy shall be given to Quebec City FM.
- 3.3.5. All aspects of this Construction Work including required documentation must be completed or submitted as required before final payment will be authorized.

END OF SECTION.

4.0 RESPONSIBILITY OF THE CONTRACTOR:

- 4.1 The Contractor shall provide all necessary services, equipment, materials, construction, and warranties for implementation of this Construction Work.

- 4.2** The Contractor shall NOT conduct any work that is beyond this Statement of Work unless directed in writing by the COR. Any work done by the contractor beyond this SOW without direction from the CO will be at the contractor's own risk and at no cost to the US Embassy (DOS). Restoration, if required as determined by the COR shall also be at the contractor's expense.
- 4.3** The Contractor shall be responsible for the professional quality, technical accuracy, and the coordination of all designs, drawings, specifications, construction and other services furnished under this contract. The contractor shall, without additional compensation to the US Embassy (DOS), notify the COR and correct or revise any errors or deficiencies in its designs, drawings, specifications, construction and other services. All drawings, specifications and other submittals shall be in metric and in English language.
- 4.4** The Contractor shall verify that all materials, equipment, and systems provide operational dependability. The Contractor shall assure that the Construction Work is constructed to be easily maintained or replaced with readily available materials and services. Emphasis shall be placed on the compatibility of materials to maximize uniformity.
- 4.5** The contractor shall ensure that the overall program is executed smoothly, delivered on schedule and within the Contract Award Amount. The contractor shall coordinate the efforts of all sub-contractors to ensure successful completion of this program within schedule and cost.

END OF STATEMENT OF WORK

ATTACHMENT 4

DS-7673, Canada Authority for Release of Information

ATTACHMENT 5

List of Holidays

The Department of State observes the following days as holidays:

New Year's Day	Canada & US
Martin Luther King's Birthday	US
Washington's Birthday	US
Good Friday	Canada
Easter Monday	Canada
Victoria Day	Canada
Memorial Day	US
Quebec National Day (Quebec only)	Canada
Canada Day	Canada
Independence Day	US
Civic Day	Canada
Labor Day	Canada & US
Thanksgiving Day / Columbus Day	Canada & US
Remembrance Day / Veterans Day	Canada & US
Thanksgiving Day	US
Christmas Day	Canada & US
Boxing Day	Canada

J. QUOTATION INFORMATION

A. QUALIFICATIONS OF OFFERORS

Offerors/quoters must be technically qualified and financially responsible to perform the work described in this solicitation. At a minimum, each Offeror/Quoter must meet the following requirements:

- (1) Be able to understand written and spoken English;
- (2) Have an established business with a permanent address and telephone listing;
- (3) Be able to demonstrate prior construction experience with suitable references;
- (4) Have the necessary personnel, equipment and financial resources available to perform the work;
- (5) Have all licenses and permits required by local law;
- (6) Meet all local insurance requirements;
- (7) Have the ability to obtain or to post adequate performance security, such as bonds, irrevocable letters of credit or guarantees issued by a reputable financial institution;
- (8) Have no adverse criminal record; and
- (9) Have no political or business affiliation which could be considered contrary to the interests of the United States.

B. SUBMISSION OF QUOTATIONS

This solicitation is for the performance of the construction services described in SCOPE OF WORK, and the Attachments which are a part of this Request for Quotation (RFQ).

Each quotation must consist of the following:		
Volume	Title	Number of Copies*
I	Standard Form 1442 including a completed Attachment 2, "BREAKDOWN OF PROPOSAL PRICE BY DIVISIONS OF SPECIFICATIONS", completed Section A – "PRICE" and Section L – "REPRESENTATIONS, CERTIFICATIONS AND OTHER STATEMENTS OF OFFERORS OR QUOTERS"	2
II	Performance schedule in the form of a "Bar Chart" and Business Management/Technical Proposal	2

Submit the complete quotation to the address indicated on Standard Form 1442, if mailed, or the address set forth below, if hand delivered.

The Offeror/Quoter shall identify and explain/justify any deviations, exceptions, or conditional assumptions taken with respect to any of the instructions or requirements of this request for quotation in the appropriate volume of the offer.

**** The total number of copies includes the original as one of the copies.***

Volume II: Performance Schedule and Business Management/Technical Proposal.

- (a) Present the performance schedule in the form of a "bar chart" indicating when the various portions of the work will be commenced and completed within the required schedule. This bar chart shall be in sufficient detail to clearly show each segregable portion of work and its planned commencement and completion date.
- (b) Business Management/Technical Proposal shall be in two parts, including the following information:

Proposed Work Information – Provide the following:

- (1) A list of the names, addresses and telephone numbers of the owners, partners, and principal officers of the offeror;
- (2) The name and address of the offeror's proposed project site manager for this project;
- (3) A list of the names, addresses and telephone numbers of subcontractors and principal materials suppliers to be used on the project, indicating what portions of the work will be performed by them; and,
- (4) All licenses and permits required by local law to include WSIB Insurance Certificate, business permit, etc.
- (5) Qualifications of installer specializing in sprayed insulation installations with five (5) years documented experience approved by the manufacturer.
- (6) Manufacturer and company experience with minimum five (5) years in producing of material used for work required under this contract with sufficient production capacity to produce and deliver required units without causing delay in work.

Experience and Past Performance – List all contracts and subcontracts your company has held over the past three years for the same or similar work. Provide the following information for each contact and subcontract:

- (1) Customer's name, address and telephone numbers of customer's lead contract and technical personnel;
- (2) Contract number and type;
- (3) Date of contract award, place(s) of performance, completion dates and contract value;
- (4) Brief description of the work, including responsibilities; and
- (5) Any litigation currently in process or occurring within last 5 years.

C. 52.236-27 SITE VISIT (FEB 1995)

- (a) The clauses at 52.236-2, Differing Site Conditions, and 52.236-3, Site Investigations and Conditions Affecting the Work, will be included in any contract awarded as a result of this solicitation. Accordingly, offerors or quoters are urged and expected to inspect the site where the work will be performed.
- (b) A pre-proposal conference and site visit has been scheduled on August 12, 2016 at 10:00 A.M.

(c) Participants will meet at the U.S. Consulate General Quebec conference room, first floor. Prospective offerors/quoters should contact Sylvain Verreault at 418-692-4017 on or before August 11, 2016 for additional information or to arrange entry to the building.

D. MAGNITUDE OF CONSTRUCTION PROJECT

It is anticipated that the range in price of this contract will be between US\$25,000 and US\$100,000 (or equivalent in local currency).

E. LATE QUOTATIONS. Late quotations shall be handled in accordance with FAR 15.208.

F. 52.252-1 SOLICITATION PROVISIONS INCORPORATED BY REFERENCE (FEB 1998)

This contract incorporates the following provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer.

Also, the full text of a solicitation provision may be accessed electronically at: <http://acquisition.gov/far/index.html/> or <http://farsite.hill.af.mil/vffara.htm>. Please note these addresses are subject to change.

If the Federal Acquisition Regulation (FAR) is not available at the locations indicated above, use the Department of State Acquisition website at <http://www.statebuy.state.gov> to access the link to the FAR, or use of an Internet "search engine" (for example, Google, Yahoo or Excite) is suggested to obtain the latest location of the most current FAR.

The following Federal Acquisition Regulation provisions are incorporated by reference (48 CFR CH. 1):

PROVISION TITLE AND DATE

52.204-6	DATA UNIVERSAL NUMBERING SYSTEM (DUNS) NUMBER (JULY 2013)
52.204-7	SYSTEM FOR AWARD MANAGEMENT (JULY 2013)
52.204-16	COMMERCIAL AND GOVERNMENT ENTITY CODE REPORTING (NOV 2014)
52.214-34	SUBMISSION OF OFFERS IN THE ENGLISH LANGUAGE (APR 1991)
52.215-1	INSTRUCTIONS TO OFFERORS--COMPETITIVE ACQUISITION

K. EVALUATION CRITERIA

Award will be made to the lowest priced, acceptable, responsible quoter. The Government reserves the right to reject quotations that are unreasonably low or high in price.

The Government will determine acceptability by assessing the offeror's compliance with the terms of the RFQ. The Government will determine responsibility by analyzing whether the apparent successful quoter complies with the requirements of FAR 9.1, including:

- ability to comply with the required performance period, taking into consideration all existing commercial and governmental business commitments;
- satisfactory record of integrity and business ethics;
- necessary organization, experience, and skills or the ability to obtain them;
- necessary equipment and facilities or the ability to obtain them; and
- otherwise qualified and eligible to receive an award under applicable laws and regulations.

The following DOSAR is provided in full text:

652.209-79 REPRESENTATION BY CORPORATION REGARDING AN UNPAID DELINQUENT TAX LIABILITY OR A FELONY CRIMINAL CONVICTION UNDER ANY FEDERAL LAW (SEPT 2014) (DEVIATION per PIB 2014-21)

(a) In accordance with section 7073 of Division K of the Consolidated Appropriations Act, 2014 (Public Law 113-76) none of the funds made available by that Act may be used to enter into a contract with any corporation that –

(1) Was convicted of a felony criminal violation under any Federal law within the preceding 24 months, where the awarding agency has direct knowledge of the conviction, unless the agency has considered, in accordance with its procedures, that this further action is not necessary to protect the interests of the Government; or

(2) Has any unpaid Federal tax liability that has been assessed for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, where the awarding agency has direct knowledge of the unpaid tax liability, unless the Federal agency has considered, in accordance with its procedures, that this further action is not necessary to protect the interests of the Government.

For the purposes of section 7073, it is the Department of State’s policy that no award may be made to any corporation covered by (1) or (2) above, unless the Procurement Executive has made a written determination that suspension or debarment is not necessary to protect the interests of the Government.

(b) Offeror represents that—

(1) It is [] is not [] a corporation that was convicted of a felony criminal violation under a Federal law within the preceding 24 months.

(2) It is [] is not [] a corporation that has any unpaid Federal tax liability that has been assessed for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

(End of provision)

**SECTION L - REPRESENTATIONS, CERTIFICATIONS AND
OTHER STATEMENTS OF OFFERORS OR QUOTERS**

L.1 52.204-3 TAXPAYER IDENTIFICATION (OCT 1998)

(a) Definitions.

"Common parent", as used in this provision, means that corporate entity that owns or controls an affiliated group of corporations that files its Federal income tax returns on a consolidated basis, and of which the offeror is a member.

"Taxpayer Identification Number (TIN)", as used in this provision, means the number required by the IRS to be used by the offeror in reporting income tax and other returns. The TIN may be either a Social Security Number or an Employer Identification Number.

(b) All offerors must submit the information required in paragraphs (d) through (f) of this provision in order to comply with debt collection requirements of 31 U.S.C. 7701(c) and 3325 (d), reporting requirements of 26 USC 6041, 6041A, and 6050M and implementing regulations issued by the Internal Revenue Service (IRS). If the resulting contract is subject to the reporting requirements described in FAR 4.904, the failure or refusal by the offeror to furnish the information may result in a 31 percent reduction of payments

(c) otherwise due under the contract.

(d) The TIN may be used by the Government to collect and report on any delinquent amounts arising out of the offeror's relationship with the Government (31 USC 7701(c)(3)). If the resulting contract is subject to the payment reporting requirements described in FAR 4.904, the TIN provided hereunder may be matched with IRS records to verify the accuracy of the offeror's TIN.

(e) Taxpayer Identification Number (TIN).

TIN: _____

TIN has been applied for.

TIN is not required because:

Offeror is a nonresident alien, foreign corporation, or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the U.S. and does not have an office or place of business or a fiscal paying agent in the U.S.;

Offeror is an agency or instrumentality of a foreign government;

Offeror is an agency or instrumentality of the Federal Government.

(e) Type of Organization.

Sole Proprietorship;

Partnership;

Corporate Entity (not tax exempt);

Corporate Entity (tax exempt);

Government Entity (Federal, State or local);

Foreign Government;

International organization per 26 CFR 1.6049-4;

Other _____.

(f) Common Parent.

Offeror is not owned or controlled by a common parent as defined in paragraph (a) of this clause.

Name and TIN of common parent:

Name _____

TIN _____

(End of provision)

L.2 52.204-8 ANNUAL REPRESENTATIONS AND CERTIFICATIONS (NOV 2014)

(a)(1) The North American Industry Classification System (NAICS) code(s) for this acquisition is/are:

236118 - Construction Management, residential remodeling

236220 - Construction Management, commercial and institutional building or Warehouse construction

237110 - Construction Management, water and sewage line and related structures

237310 - Construction Management, highway road, street or bridge

237990 - Construction Management, outdoor recreation facility

(2) The small business size standard is **\$36.5 Million USD**.

(3) The small business size standard for a concern which submits an offer in its own name, other than on a construction or service contract, but which proposes to furnish a product which it did not itself manufacture, is 500 employees.

(b)(1) If the provision at 52.204-7, System for Award Management, is included in this solicitation, paragraph (d) of this provision applies.

(2) If the provision at 52.204-7 is not included in this solicitation, and the offeror is currently registered in the System for Award Management (SAM), and has completed the Representations and Certifications section of SAM electronically, the offeror may choose to use paragraph (d) of this provision instead of completing the corresponding individual representations and certifications in the solicitation. The offeror shall indicate which option applies by checking one of the following boxes:

(i) Paragraph (d) applies.

(ii) Paragraph (d) does not apply and the offeror has completed the individual representations and certifications in the solicitation.

(c)(1) The following representations or certifications in SAM are applicable to this solicitation as indicated:

(i) 52.203-2, Certificate of Independent Price Determination. This provision applies to solicitations when a firm-fixed-price contract or fixed-price contract with economic price adjustment is contemplated, unless—

(A) The acquisition is to be made under the simplified acquisition procedures in Part 13;

(B) The solicitation is a request for technical proposals under two-step sealed bidding procedures; or

(C) The solicitation is for utility services for which rates are set by law or regulation.

(ii) 52.203-11, Certification and Disclosure Regarding Payments to Influence Certain Federal Transactions. This provision applies to solicitations expected to exceed \$150,000.

(iii) 52.204-3, Taxpayer Identification. This provision applies to solicitations that do not include the provision at 52.204-7, System for Award Management.

(iv) 52.204-5, Women-Owned Business (Other Than Small Business). This provision applies to solicitations that—

(A) Are not set aside for small business concerns;

(B) Exceed the simplified acquisition threshold; and

(C) Are for contracts that will be performed in the United States or its outlying areas.

(v) 52.209-2, Prohibition on Contracting with Inverted Domestic Corporations—Representation. This

provision applies to solicitations using funds appropriated in fiscal years 2008, 2009, 2010, or 2012.

(vi) [52.209-5](#), Certification Regarding Responsibility Matters. This provision applies to solicitations where the contract value is expected to exceed the simplified acquisition threshold.

(vii) [52.214-14](#), Place of Performance—Sealed Bidding. This provision applies to invitations for bids except those in which the place of performance is specified by the Government.

(viii) [52.215-6](#), Place of Performance. This provision applies to solicitations unless the place of performance is specified by the Government.

(ix) [52.219-1](#), Small Business Program Representations (Basic & Alternate I). This provision applies to solicitations when the contract will be performed in the United States or its outlying areas.

(A) The basic provision applies when the solicitations are issued by other than DoD, NASA, and the Coast Guard.

(B) The provision with its Alternate I applies to solicitations issued by DoD, NASA, or the Coast Guard.

(x) [52.219-2](#), Equal Low Bids. This provision applies to solicitations when contracting by sealed bidding and the contract will be performed in the United States or its outlying areas.

(xi) [52.222-22](#), Previous Contracts and Compliance Reports. This provision applies to solicitations that include the clause at [52.222-26](#), Equal Opportunity.

(xii) [52.222-25](#), Affirmative Action Compliance. This provision applies to solicitations, other than those for construction, when the solicitation includes the clause at [52.222-26](#), Equal Opportunity.

(xiii) [52.222-38](#), Compliance with Veterans' Employment Reporting Requirements. This provision applies to solicitations when it is anticipated the contract award will exceed the simplified acquisition threshold and the contract is not for acquisition of commercial items.

(xiv) [52.223-1](#), Biobased Product Certification. This provision applies to solicitations that require the delivery or specify the use of USDA–designated items; or include the clause at [52.223-2](#), Affirmative Procurement of Biobased Products Under Service and Construction Contracts.

(xv) [52.223-4](#), Recovered Material Certification. This provision applies to solicitations that are for, or specify the use of, EPA–designated items.

(xvi) [52.225-2](#), Buy American Certificate. This provision applies to solicitations containing the clause at [52.225-1](#).

(xvii) [52.225-4](#), Buy American—Free Trade Agreements—Israeli Trade Act Certificate. (Basic, Alternates I, II, and III.) This provision applies to solicitations containing the clause at [52.225-3](#).

(A) If the acquisition value is less than \$25,000, the basic provision applies.

(B) If the acquisition value is \$25,000 or more but is less than \$50,000, the provision with its Alternate I applies.

(C) If the acquisition value is \$50,000 or more but is less than \$79,507, the provision with its Alternate II applies.

(D) If the acquisition value is \$79,507 or more but is less than \$100,000, the provision with its Alternate III applies.

(xviii) [52.225-6](#), Trade Agreements Certificate. This provision applies to solicitations containing the clause at [52.225-5](#).

(xix) [52.225-20](#), Prohibition on Conducting Restricted Business Operations in Sudan—Certification. This provision applies to all solicitations.

(xx) [52.225-25](#), Prohibition on Contracting with Entities Engaging in Certain Activities or Transactions Relating to Iran-Representation and Certifications. This provision applies to all solicitations.

(xxi) [52.226-2](#), Historically Black College or University and Minority Institution Representation. This provision applies to solicitations for research, studies, supplies, or services of the type normally acquired from higher educational institutions.

(2) The following certifications are applicable as indicated by the Contracting Officer:

[*Contracting Officer check as appropriate.*]

___ (i) [52.204-17](#), Ownership or Control of Offeror.

___ (ii) [52.222-18](#), Certification Regarding Knowledge of Child Labor for Listed End Products.

___ (iii) 52.222-48, Exemption from Application of the Service Contract Labor Standards to Contracts for Maintenance, Calibration, or Repair of Certain Equipment- Certification.

___ (iv) 52.222-52, Exemption from Application of the Service Contract Labor Standards to Contracts for Certain Services-Certification.

___ (v) 52.223-9, with its Alternate I, Estimate of Percentage of Recovered Material Content for EPA- Designated Products (Alternate I only).

___ (vi) 52.227-6, Royalty Information.

___ (A) Basic.

___ (B) Alternate I.

___ (vii) 52.227-15, Representation of Limited Rights Data and Restricted Computer Software.

(d) The offeror has completed the annual representations and certifications electronically via the SAM website accessed through <https://www.acquisition.gov>. After reviewing the SAM database information, the offeror verifies by submission of the offer that the representations and certifications currently posted electronically that apply to this solicitation as indicated in paragraph (c) of this provision have been entered or updated within the last 12 months, are current, accurate, complete, and applicable to this solicitation (including the business size standard applicable to the NAICS code referenced for this solicitation), as of the date of this offer and are incorporated in this offer by reference (see FAR 4.1201); except for the changes identified below [*offeror to insert changes, identifying change by clause number, title, date*]. These amended representation(s) and/or certification(s) are also incorporated in this offer and are current, accurate, and complete as of the date of this offer.

FAR Clause #	Title	Date	Change
--------------	-------	------	--------

_____	_____	_____	_____
-------	-------	-------	-------

Any changes provided by the offeror are applicable to this solicitation only, and do not result in an update to the representations and certifications posted on SAM.

(End of provision)

L.3. 52.225-18 PLACE OF MANUFACTURE (SEPT 2006)

(a) *Definitions*. As used in this clause—

“Manufactured end product” means any end product in Federal Supply Classes (FSC) 1000-9999, except—

- (1) FSC 5510, Lumber and Related Basic Wood Materials;
- (2) Federal Supply Group (FSG) 87, Agricultural Supplies;
- (3) FSG 88, Live Animals;
- (4) FSG 89, Food and Related Consumables;
- (5) FSC 9410, Crude Grades of Plant Materials;
- (6) FSC 9430, Miscellaneous Crude Animal Products, Inedible;
- (7) FSC 9440, Miscellaneous Crude Agricultural and Forestry Products;
- (8) FSC 9610, Ores;
- (9) FSC 9620, Minerals, Natural and Synthetic; and
- (10) FSC 9630, Additive Metal Materials.

“Place of manufacture” means the place where an end product is assembled out of components, or otherwise made or processed from raw materials into the finished product that is to be provided to the Government. If a product is disassembled and reassembled, the place of reassembly is not the place of manufacture.

(b) For statistical purposes only, the offeror shall indicate whether the place of manufacture of the end products it expects to provide in response to this solicitation is predominantly—

- (1) In the United States (Check this box if the total anticipated price of offered end products manufactured in the United States exceeds the total anticipated price of offered end products manufactured outside the United States); or
- (2) Outside the United States.

(End of provision)

L.4 AUTHORIZED CONTRACTOR ADMINISTRATOR

If the offeror does not fill-in the blanks below, the official who signed the offer will be deemed to be the offeror's representative for Contract Administration, which includes all matters pertaining to payments.

Name:
Telephone Number:
Address:

[Proposal Note: If the bidder/offeror has indicated “yes” in blocks (a)(1), (2), or (3) of the following provision, the bidder/offeror shall include Defense Base Act insurance costs covering those employees in their proposed prices. The bidder/offeror may obtain DBA insurance directly from any Department of Labor approved providers at the DOL website at <http://www.dol.gov/owcp/dlhwc/lscarrier.htm>.]

L.5 652.228-70 DEFENSE BASE ACT – COVERED CONTRACTOR EMPLOYEES (JUN 2006)

(a) Bidders/offerors shall indicate below whether or not any of the following categories of employees will be employed on the resultant contract, and, if so, the number of such employees:

<u>Category</u>	<u>Yes/No</u>	<u>Number</u>	
(1) United States citizens or residents			
(2) Individuals hired in the United States, regardless of citizenship			
(3) Local nationals or third country nationals where contract performance takes place in a country where there are no local workers’ compensation laws		local nationals:	
		third-country nationals:	
(4) Local nationals or third country nationals where contract performance takes place in a country where there are local workers’ compensation laws		local nationals:	
		third-country nationals:	

(b) The Contracting Officer has determined that for performance in the country of Canada –

- Workers' compensation laws exist that will cover local nationals and third country nationals.
- Workers' compensation laws do not exist that will cover local nationals and third country nationals.

(c) If the bidder/offeror has indicated "yes" in block (a)(4) of this provision, the bidder/offeror shall not purchase Defense Base Act insurance for those employees. However, the bidder/offeror shall assume liability toward the employees and their beneficiaries for war-hazard injury, death, capture, or detention, in accordance with the clause at FAR 52.228-4.

(d) RESERVED

(End of provision)