

Division #3

[Designer to select appropriate Division #3]

“Division #3 For Roads, Sewer & Watermain Contracts”

OR

“DIVISION #3 For Plants Contracts Only”

and delete the division not required]

Division #3

**For Roads
Sewer & Watermain Contracts**

(For Roads, Sewer & Watermain Contracts)

Division #3

Special Provisions

Section	Description
1.	Commencement and Completion
2.	Designated Dump Sites
3.	Contractor Indoctrination This entire Section is required for all Engineering projects
4.	Salvaging Structures
5.	Watermain Taps
6.	Site Office Included here only if these are <u>not</u> required, and specify that the General Conditions are amended accordingly (Section 106-24 Field Office)
7.	Lines and Grades
8.	Temporary Potable Water Supply System
9.	Materials Testing
10.	Construction Record Data
11.	Contract Items

- **Restoration Release Form (Sample)**
- **Disruption of Municipal Services Advisory Notice (Sample)**

1. Commencement and Completion

a) Progress of the Work and Time for Completion

The Contractor shall begin work within one week of written instructions to do so and shall diligently prosecute his work on this Contract to completion by **[specify the completion date]**, in accordance with Section 107-12 of the General Conditions. Working days do not apply to this contract.

b) Liquidated Damages

The parties to the Contract hereto agree that the Contractor will pay to the Corporation the sum of **\$1,000.00** per day **Liquidated Damages** for each and every calendar day's delay in finishing the work in excess of **[specify the completion date]**, in accordance with Section 107-12 of the General Conditions. Working days do not apply to this contract.

2. Designated Dump Sites

Further to Section 106-26 of the General Conditions, the designated dump site for **Contract ENG16-xx** will be _____

3. Contractor Indoctrination

The Contractor is hereby advised that each member of the Contractor's workforce including sub-contractors shall be required to successfully complete the NORCAT Worksite Safety Awareness training for City of Greater Sudbury. The registration form is accessible via the internet at the NORCAT website <http://www.norcattraining.com>. Training is performed at the NORCAT office. The cost of the training, as established by NORCAT, shall be the sole responsibility of the Contractor.

4. Salvaging Structures

Further to Section 106-29 of the General Conditions, the designated Public Works Depot for **Contract ENG16-xx** will be _____.

Items to be salvaged and delivered to the Designated Public Works Depot from **Contract ENG16-xx** are:

- Municipal signs
- Valves
- Hydrants
- Culverts
- Maintenance hole covers
- Catch basin covers
- Traffic signal poles c/w mast arms and light heads

5. Watermain Taps

"Live" tapping of watermains will be done by City forces.

6. Site Office

Further to Section 106-24 of the General Conditions, the site office shall not be required.

7. Lines and Grades

In addition to Section 4, 104-11 Lines and Grades of the General Conditions, the base line survey is referenced to the Canadian Spatial Reference System, NAD(83), and the co-ordinates are expressed in UTM Zone 17 or City of Greater Sudbury Zone 81.

8. Temporary Potable Water Supply System

The temporary potable water supply shall be tested at 820 kpa (120 psi) for one hour. The temporary potable water supply system shall be watertight. Any leakage must be repaired and the system retested.

The temporary potable water supply system shall be visually examined daily by the Contractor and Inspector for leaks and any leakage must be repaired immediately.

There shall be no additional payment for the temporary potable water system testing, retesting, repair(s) or daily inspection.

9. Materials Testing

1. Scope

This specification covers the requirements for Contractor Quality Control (QC) testing for Aggregates, Hot Mix Asphalt (HMA) and Concrete.

QC will generally follow the requirements of the Ontario Provincial Standard Specifications (OPSS) and Greater Sudbury Supplemental Specifications (GSSS), except as modified herein.

2. References

OPSS 310	Construction Specification for Hot Mix Asphalt (Nov 12)
OPSS.MUNI.501	Construction Specification for Compacting (Nov 14)
OPSS.PROV.1010	Material Specification for Aggregates – Base, Subbase, Select Subgrade, and Backfill Material (Apr 13)
OPSS.MUNI.1350	Material Specification for Concrete – Materials and Production (Nov 14)

3. Construction

3.1. Responsibility

The Contractor is responsible for obtaining Aggregate, HMA & Concrete samples on site, in the presence of the General Manager (GM) or their designate. Samples shall be collected in triplicate. One sample shall be delivered to the Contractor's laboratory for analysis and two shall be provided to the Owner for QA and Referee testing.

The Contractor shall carry out testing within five business days of obtaining the sample for purposes of ensuring that aggregates used in the Work conform to the physical and production requirements of this specification. Individual test results shall be received by the Owner before any material is paid.

3.2. Sampling and Testing Frequency

3.2.1. Aggregate Compaction

Lot sizes for QC testing shall meet the minimum requirements as per Table 1 and Table 2. The designation of the limits of the lot sizes shall be the responsibility of the Contractor.

Table 1. Compaction Lot Size (except culverts)

CONSTRUCTION	SECTION SIZE	LOTS AND SUBLOTS
Earth Embankments, Granular Base, Granular Subbase, Granular Shoulders	Max 200 linear metres (note 1)	One lot with minimum 4 sublots for each layer of each material placed. Lot shall not exceed a total area of 2,000 m ² .
Pipe Bedding	Max 200 linear metres	One lot per section with a minimum of 4 sublots per lot.
Pipe Cover	Max 200 linear metres	One lot per section with a minimum of 4 sublots per lot.
Pipe Backfill (Earth or Granular)	Max 200 linear metres	One lot per section with a minimum of 4 sublots per lot (note 3)
Service Installations	Project limits	One lot for project. One subplot for every five services installed.
Utility Structures, CB, MH, vaults etc. with max cross sectional area < 5.3m ² (2.6 m diameter)	Project limits	One lot for project. One subplot for every five utility structures installed.
Structure Backfill (note 3)	Each structure	One lot for each buried structural element or culvert with a minimum of three sublots per lot (note 2).
<p>Notes:</p> <ol style="list-style-type: none"> 1) The width of the lot shall be the limits established for the current material placement only and shall not include adjacent material to be placed at a future date. 2) The total quantity of material placed within each subplot shall not exceed 100 tonnes. 3) Includes all bridge related works and utility structures with cross sectional area > 5.3 m². 		

Table 2. Compaction Lot Size for Culverts

CONSTRUCTION	SECTION SIZE	LOTS AND SUBLOTS (Note 1)
Culvert Bedding	Culvert Length	One lot per Section with a minimum of 3 sublots per lot.
Culvert Cover	Culvert Length	Pipe dia < 2.0 m 1 Lots per Section with a minimum of 3 sublots per lot (note 3) Pipe dia >= 2.0 m 2 Lots per Section with a minimum of 3 sublots per lot (note 3)
Culvert Backfill (Earth or Granular)	Culvert Length	Pipe dia < 2.0 m One lot for Section with a minimum of 3 sublots per lot (note 2) Pipe dia >= 2.0 m 2 Lots for Section with a minimum of 3 sublots per lot (note 2)
Notes: 1) Where the culvert is not circular, the maximum dimension shall be considered the diameter for the purpose of this table. 2) The total quantity of material placed within each subplot shall not exceed 100 tonnes. 3) One lot shall be conducted between the bedding and springline and one lot conducted above springline.		

3.2.2. Aggregate Production Properties

The lot schedule for aggregate production values testing shall meet the minimum requirements described in **Table 3**. The designation of the limits of the lot schedule shall be the responsibility of the Contractor.

Table 3. Lot Schedule for Aggregate Production Values

Contract Quantity	Number of Lots
< 500	One sample
500-5,000	One lot
> 5,000	5,000 tonne lots
Note: When the quantity of granular material is less than 500 t, one sample shall be collected and analyzed for gradation and SPMDD. Where the sample does not meet gradation requirements the material shall be rejectable.	

All lots shall be divided into four sublots of approximately equal tonnage

3.2.3. HMA Compaction

Compaction testing shall be conducted randomly at a minimum frequency of every 100 m per lane or 150 sq.m area.

3.2.4. HMA Properties

HMA testing shall be conducted at the frequency specified in the following table.

Table 4. HMA Properties Testing Frequency

Quantity per HMA Type per Contract	Minimum Frequency of Sampling and Testing
≤ 150 tonnes	No samples required.
> 150 and ≤ 1,500 tonnes	Three samples.
> 1,500 tonnes	One sample per 500 tonnes.

Where sublots represent distinct locations, such as individual patches, and adjustment points are assessed for only one subplot, the Contractor shall have the option of repairing the deficient location as an alternative to a price adjustment over the entire lot.

Final determination of sublots and confirmation of sample sizes shall be determined, by the General Manager in consultation with the Contractor minimum of 2 business days prior to placement of both Binder and Surface Asphalt.

3.2.5. Concrete Compressive Strength

Sets of cylinders shall be cast for every 20 m³ of Concrete placed or one set per day, whichever is more frequent.

3.3. Criteria for Acceptance

Materials not meeting the minimum acceptance criteria may be rejected as per the respective OPSS. In lieu of rejection, the Contractor shall be permitted to accept a payment reduction for deficient lots as per the following specifications.

No payment shall be made for asphalt or aggregates until a payment factor is determined.

3.3.1. Aggregate Compaction

No payment adjustment. Compaction operations shall continue until the material at all test locations achieves a minimum compaction of 95% SPMDD.

Granular B, Type II shall be compacted using single drum, vibratory, smooth steel drum rollers, with a minimum static drum weight of 8 tonnes (8000 kilograms) and minimum operating dynamic force of 150 kilonewtons. One hundred percent roller pass coverage with a minimum number of four passes shall be provided. Each roller pass shall overlap the coverage of the preceding pass by a minimum of 0.5 m.

3.3.2. Aggregate Production Properties

Payment adjustment shall be calculated by the following formula:

$$\text{Payment Adjustment} = \text{Lot Size (t)} \times \text{Unit Rate } (\$/t) \times \text{Payment Adjustment Factor}$$

The payment adjustment factor, in percent, shall be equal to the sum of adjustment points determined as follows:

3.3.2.1. Adjustment points shall be applied for each 0.1% that the mean gradation falls outside the gradation specification limits for each sieve. See Table 5.

3.3.2.2. 0.1 adjustment points shall be applied for each 0.1% that the range exceeds the maximum acceptable range for each sieve as defined in **Table 6**.

If the payment adjustment factor is greater than 25%, the material shall be rejected.

Table 5. Adjustment Points for Granular Materials

SIEVE SIZE	Adjustment Points Per 0.1% Deviation from Specified Limit		
	GRANULAR A	MODIFIED GRANULAR B	GRANULAR B QUARRIED
100 mm		0.1	
75 mm			0.1
63 mm		0.1	0.1
26.5 mm		0.1	0.1
22.4 mm	0.1	0.1	0.1
16.0 mm	0.1	0.1	0.1
4.75 mm	Excess Passing 0.5/Insufficient Passing 0.2		
2.36 mm		0.1	0.1
1.18 mm	0.1	0.1	0.1
300 µm	0.1	0.1	0.1
150 µm	0.1	0.1	0.1
75 µm	1.0	1.0	1.0

Table 6. Range Requirements for Gradation

SIEVE SIZE	Maximum Acceptable Range		
	Granular		
	GRANULAR A	MODIFIED GRANULAR B	GRANULAR B QUARRIED
100 mm		1	
75 mm			1
63 mm		13	13
26.5 mm		34	34
22.4 mm	1	37	37
16.0 mm	22	45	45
4.75 mm	22	57	57
2.36 mm		60	60
1.18 mm	17	56	56
300 µm	13	29	29
150 µm	10	16	16
75 µm	6	6	7

3.3.3. Asphalt Compaction

No payment adjustment. Quality Control for compaction shall be as per OPSS 310.

3.3.4. Asphalt Properties

Payment adjustment for a lot shall be calculated based on the Payment Factor (PF) using the following formula:

$$Payment\ Adjustment = Lot\ Size\ (t) \times Unit\ Rate\ (\$/t) \times (1 - PF)$$

The Payment Factor is determined based on the total Price Adjustment Points (PAP) using **Table 7**.

Table 7. Payment Factor (PF) Calculation

Price Adjustment Points (PAP)	Payment Factor (PF)
PAP ≤ 0	Nil
0 ≤ PAP ≤ 20	PAP x 0.005
20 ≤ PAP ≤ 30	0.03 x PAP - 0.5
PAP > 30	Rejectable

Price Adjustment Points are calculated on both the range and the mean of subplot measurements for each parameter as per the following table:

Table 8. Price Adjustment Points (PAP)

Item	Adjustment Points for each 1% Deviation from Limit		
	Mean	Range	
Asphalt Cement	80	20	
DLS	1	2	
4.75 mm	5	2	
600 µm	2	2	
75 µm	≤ 1%	10	2
	> 1%	20	4
AV	≤ 0.5%	20	4
	> 0.5%	40	8
VMA	≤ 0.5%	10	2
	> 0.5%	20	4

The limits described in **Table 8** are provided in **Table 9** and **Table 10** below.

Table 9. Allowable Lot Range (ALR)

AC	DLS	4.75	600	75	AV	VMA
0.60	10.0	10.0	7.0	4.0	2.00	2.00

Table 10. Allowable Mean Tolerance (AMT)

Sublots	AC	DLS	4.75	600	75	AV	VMA
3	0.35	5.8	5.9	4.0	2.3	0.4	0.6
4	0.30	5.0	5.0	3.5	2.0	0.3	0.5
5	0.27	4.5	4.5	3.1	1.8	0.3	0.5
6	0.25	4.1	4.1	2.8	1.6	0.3	0.5

3.3.5. Concrete Compressive Strength

Acceptance shall be as per OPSS.MUNI 1350.08.02.04.01.

4. Referee Testing

Samples shall be collected in triplicate in all cases. One sample, or set of samples, shall be retained by the Contractor for QC testing as required by this SP. The remaining two samples, or sets of samples, shall be relinquished to the Owner for QA and referee testing if required.

In cases where QA test results are differ from QC test results, the Owner may elect to have the referee sample tested by an independent third-party laboratory. The results of the referee testing shall replace the QC results for that sample in determining acceptance of material and/or payment reductions factors.

The costs for referee testing shall be paid by the Owner.

5. Measurement Payment

There will be no measurement for payment.

6. Basis of Payment

The costs for all QC sampling and testing shall be included in the unit prices for items requiring such sampling and testing.

10. Construction Record Data

1. Scope

This specification covers the requirements for construction record data submittals.

2. References

The Contractor providing construction record data shall adhere to The City of Greater Sudbury Standards. All necessary reference files, templates, CGS Field Codes, Example Redline Drawings and requirements can be found on the City's website www.greatersudbury.ca/engineering. Select Surveying for Contractors.

Surveys must be integrated into the existing horizontal and vertical control network and must be geographically referenced to the Ontario Coordinate System (MTM Zone 81 NAD83-CSRS).

3. Submittals

The Contractor shall provide construction record data in one of the following formats:

- One set of marked up construction drawings/red line drawings, including field notes if required;
- digital survey files (AutoCAD 2010 format) including text files.

When providing digital survey files, the various systems (storm, sanitary & water) must be connected with linework.

Submittals shall be provided to the General Manager's designate as identified during the pre-construction meeting. The submittals shall include, at a minimum, the data outlined in the following tables.

3.1. Storm Drainage

Feature	Field Documentation	Survey
Pipe	size, material, class of pipe, drop pipe size	length – horizontal length of pipe from centre of MH to Centre of MH. Inverts, drop pipe inverts, location of end of stub or bulkhead
laterals	size, material, class, bedding	invert, invert at riser
sub-drains	pipe locations, material, cleanout locations	Invert at tie in points
culverts	size, material	location of ends of culverts and inverts
catch basins, maintenance holes, outfalls, inlet structures	size, type, grate type	Elevations: rim, sump elevation, location of feature, inlet/outlet inverts
oil/grit separators	Type, size	Elevation – top and sump, invert of inlet and outlet
SWM Ponds		topographic survey including bottom elevations, overflow elevation, control structure location, control elevations
Bioswales	width, depth	horizontal location, invert

3.2. Water Distribution Systems

Features	Field Verify	Survey
Pipe, fittings and Casings	manufacturer – material, size, class, bedding, joint type, fittings, corrosion protection, tracer wire. Depth of pipes during installations at every fitting and appurtenance. Location where any insulation used	Top of pipe elevations. Horizontal and vertical location of fittings, utility crossings and appurtenances.
Hydrants	manufacturer. hydrant bury depth	horizontal location of hydrant, centre of valve stem.
Water service lines	material size, location	Crossings (over/under)
Mainline flow meters, Chambers	type, size, vault or box size	horizontal location of centre of box, location of four corners of vault.
Backflow devices at street line – exterior to building	device brand, type, size, service line size, location of drain	horizontal location of centre of box
valve chamber	size, vault size, vault drain data	horizontal location of four corners of vault.
Service box, Valve Box		horizontal / vertical location
Service Pipe		horizontal / vertical location at main and lot line

3.3. Sanitary or Combined Sewer

Features	Field Verify	Survey
maintenance holes	MH diameter, type, manufacturer, safety platform, flow restrictors, overflow	horizontal location of centre of MH, horizontal location of centre of lid, top elevations and all invert elevations, overflow weir invert, sump bottom
pipe-gravity sewer main	size, material, class of pipe, bedding type, drop pipe sizes	length – horizontal length of pipe from centre of MH to Centre of MH. Inverts, drop pipe inverts, locations of end of stub/bulkhead
pipe and fittings - forcemain	manufacturer – material, size, class, bedding, joint type, fittings. Depth of pipes during installations at every fitting and appurtenance.	Horizontal location and invert of main, fittings, utility crossings.
laterals	material, size, locations, backflow valve	horizontal/vertical locations at the main and lot line
cleanouts, swab launch stations	size	Rim elevations, centre of box, horizontal location of centre of box
grease interceptor or oil/grit separators	Pipe materials, size, vault dimensions and size	horizontal location of four corners of vault, and inverts

3.4. Transportation

Features	Field Verify	Survey
Pavement	Material, depth, width	horizontal location and elevation of centre line and E/P
Curb and Gutter	location of curb, type	horizontal location and elevation of gutter, E/P
Driveways	Location, Width, Type up to PL	
Signage	Location, Size, Type	horizontal location
Sidewalk	Location, Material, Width	horizontal location and elevation of edges
Street Lighting	height, wattage, material	horizontal location
traffic signals		horizontal location
monument cases	location, materials	horizontal location
conduit	location, depth, materials, sizes	horizontal/vertical location
junction boxes	location, type, conduit entrance	horizontal/vertical location
Granular Materials	Type, width, depth	top of material

3.5. Other Utilities

Features	Field Documentation	Survey
Any buried utilities encountered	Pipe size, type, dimensions (if duct Bank); material, direction of travel	top of pipe / duct bank. Horizontal location.

4. Construction

The survey interval for linear features shall be as follows:

- Transportation Features 15 m or sudden change in grade.
- Pipe Work Any change in grade or direction, maximum interval of 15 m.

Where the length of the feature is less than the stipulated survey interval, a minimum of two survey points will be required.

Minimum survey accuracy shall be as follows:

- Horizontal: ± 50 mm
- Vertical: ± 20 mm

Data for buried infrastructure shall be submitted the sooner of the following:

- a) Within 2 weeks of commissioning each utility, or
- b) Before placement of base asphalt

5. Measurement Payment

There will be no measurement for payment for this item.

6. Basis of Payment

Costs for all work completed under this special provision shall be deemed to be included in the tender prices for the items requiring the work or any revisions that are required.

11. Contract Items

The items in the Schedule of Unit Prices are intended to cover and include the supplying of all labour, equipment and materials (except as noted in the Information to Bidders and Special Provisions) necessary for the completion of the various works called for in this contract and the prices set out in the Schedule of Unit Prices for the said items shall be full compensation for the labour, equipment, material and equipment supplied to do all the work covered by the said items.

Following are special provisions pertaining to items listed in the Schedule of Unit Prices.

Price Indexing for Liquid Asphalt Cement

The City of Greater Sudbury will be using Appendix 310-B, dated November 2012, or current edition, to price index liquid asphalt cement.

**Contract ENG16-xx
(Contract Description)**

Special Provisions Indexing

- 1.
- 2.
- 3.
- 4.
- 5.

"Sample"
City of Greater Sudbury
Restoration Release Form

To Whom It May Concern

Contract #: _____

Description _____

This is to certify that the restoration work required on my property under this contract has been carried out as previously agreed to with the City.

Signed: _____

Dated: _____

Please Print: _____

Name

Address

Witnessed: _____

- 1) **Blank forms are available from the Construction Services Section.**
- 2) **Please submit completed forms to the Construction Services Section.**

"Sample"

City of Greater Sudbury

**Advisory Notice
Disruption of Municipal Services**

To Whom It May Concern

There will be a disruption of municipal servicing to your property for a period of approximately _____ hours beginning at _____ AM / PM, on _____, _____, _____, 20____
(Day) (Date) (Month)

This is to certify that I have been notified accordingly.

Signed: _____

Dated: _____

Please Print:

Name

(Property Owner / Occupant / other)

Address

Witnessed: _____

- 1. Blank forms are available from the Construction Services Section.**
- 2. Please submit completed forms to the Construction Services Section.**

[Designer to select appropriate Division #3]

“Division #3 For Plants Contracts Only”

OR

“Division #3 For Roads, Sewer & Watermain Contracts”

and delete the division not required]

Division #3

For Plants Contracts Only

(For Plants Only)

Division #3

Special Provisions

Section	Description
1.	Commencement and Completion
2.	Site Office
3.	Project Signs
4.	Designated Dump Sites
5.	Contractor Indoctrination
6.	Confined Space Requirements
7.	Interruption and Phasing of Work / Shutdowns
8.	List of Designated Substances
9.	Submittals
10.	Contract Items
11.	Contractor Daily Work Record (Sample)

This entire Section is required for all Engineering projects

1. Commencement and Completion

a) Progress of the Work and Time for Completion

The Contractor shall begin work within one week of written instructions to do so and shall diligently prosecute his work on this Contract to completion by **[specify the completion date]**, in accordance with Section 107-12 of the General Conditions.

b) Liquidated Damages

The parties to the Contract hereto agree that the Contractor will pay to the Corporation the sum of **\$(amount)** per day **Liquidated Damages** for each and every calendar day's delay in finishing the work in excess of **[specify the completion date]**, in accordance with Section 107-12 of the General Conditions.

2. Site Office

Further to Section 106-24 of the General Conditions, the site office shall not be required.

3. Project Signs

Further to Section 105-5 of the General Conditions, the project signs shall not be required.

4. Designated Dump Sites

Further to Section 106-26 of the General Conditions, the designated dump site for **Contract ENG16-xx** will be _____ .

5. Contractor Indoctrination

The Contractor is hereby advised that each member of the Contractor's workforce including sub-contractors shall be required to:

- a) Comply with the City's Health and Safety regulations, Entry Into Confined Space regulation and Respiratory Protective Equipment/Clean Shaven policy.

For information concerning the City of Greater Sudbury Health & Safety Policies please contact the City of Greater Sudbury (CGS) Health & Safety Officer at 3-1-1.

- b) Successfully complete the NORCAT Water/Wastewater Works Safety Awareness training for City of Greater Sudbury facilities. Course information including registration details is accessible via the internet at the NORCAT website **<http://www.norcat.org>**. Registration can also be made by phone contacting NORCAT directly by phone at 705-521-8324. The cost of the training, as established by NORCAT, shall be the sole responsibility of the Contractor.

- c) Comply with the following Worker Requirements and carry valid proof of said certification:
 - i. NORCAT Water/Wastewater Works Safety Awareness training
 - ii. Quantitative Respirator Fit Test
 - iii. WHMIS training
 - iv. Fall Arrest training
 - v. Appropriate work wear
 - vi. Personal Respirator
- d) Attend a mandatory site specific indoctrination meeting. This indoctrination is intended to familiarize those working on the property with various plant alarms, protocols, and emergency procedures.
- e) Submit a Contractor Daily Work Plan to be completed daily as a condition of access by any contractor or sub-contractor working at the CGS Plant Facilities. Any variance in the work plan shall be communicated to the Plant Supervisor or designate.

These forms will be posted for CGS employee information and used to track and provide documentation of the Contractor's activities at CGS Plant Facilities as well as to assist our staff in the execution of emergency procedures.

Forms are to be submitted to the attention of one of the following supervisors or designate who can be reached by calling 3-1-1 or as follows:

Water Treatment Plant Supervisor III: 705 694-4728

Waste Water Treatment Supervisor III: 705 675-2622

Access to Water/Wastewater facilities shall be granted only to those workers who have complied with the above requirements. Failure to comply with these requirements will result in a possible work stoppage and removal of access privileges.

6. Confined Space Requirements

The _____ are classified as "Confined Space" by the City of Greater Sudbury. All work shall be performed in accordance with the Occupational Health and Safety Regulations and the City of Greater Sudbury "Confined Space" policy.

The Contractor shall consult with the Ministry of Labour for specific requirements for work in confined spaces.

7. Interruption and Phasing of Work/Shutdowns

The Contractor shall co-ordinate all work with City of Greater Sudbury staff. Work shall be conducted to minimize disruption and shutdowns.

The Contractor shall provide _____ days notice of a planned shutdown.

8. List of Designated Substances

The Contractor is advised that the following chemicals are used and/or stored on site. The Contractor shall familiarise his work force with the WHMIS Material Sheet.

a) _____

b) _____

9. Submittals

Submit 6 copies of Shop Drawings showing all fabrication and installation details.

Include the following:

- Dimensioned outlined drawing
- Schematic diagram
- Component list, including makes and models
- Power and control connection diagram(s)
- Table of programmable parameters

10. Contract Items

Contract ENG16-xx
(Contract Description)

Special Provisions Indexing

- 1.
- 2.
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11. Sample – Plants Section - Contractor Daily Work Plan Form
Plants Section

Contractor Daily Work Plan

A daily work plan must be completed as a condition of access by any contractor working in City of Greater Sudbury (CGS) Plants Section facilities. The work plan must specify all work locations, employees of the contractor, and a description of the work. Any variance in work plan must be communicated to the CGS Plant Supervisor (or designate). Forms will be posted for CGS employee information. All work performed must be in compliance with the City of Greater Sudbury Health & Safety Policies and Occupational Health & Safety Act & Regulations. Failure to comply will result in a review and possible work stoppage and removal of access privileges.

Date: mm/dd/yy: _____ / _____ / _____ **Time:** In _____ Out _____

CGS Facility Name: _____

CGS Project / Purchase Order: _____

Contractor Name: _____

Contractor Staff Names: _____

Contractor Contract #'s: _____

Specific Work Location: _____

Scope of Work: _____

Contractor Representative: _____

(Print Name)

(Signature)

CGS Supervisor (or designate): _____

(Print Name)

(Signature)