

OPEN MARKET CONSTRUCTION CONTRACT

Joint Base Elmendorf-Richardson, Alaska

GENERAL SPECIFICATIONS

AND

CONTRACT PROVISIONS

10 February 2021

TABLE OF CONTENTS

SECTION	DESCRIPTION	PAGES
01000	GENERAL CONTRACT REQUIREMENTS	3 thru 5
01100	GENERAL SITE REQUIREMENTS	6 thru 17

Section 01000 General Contract Requirements

1. Contract Description

- 1.1. The contract description is fully explained in the Statement of Work, Performance Work Statement or Statement of Objectives and all associated drawings and other attachments. The following are the general specifications and contract provisions that supplement and further outline the contractual and administrative actions required. If there are any questions regarding the information contained herein they should be addressed at the site visit or during the questions and answers period identified in the solicitation.

2. Contract Requirements

- 2.1.1 Drawings. When required, design drawings submitted by the Contractor shall show the basic layout and planning of work. Shop drawings shall show in detail the proposed fabrication and assembly of structural elements and/or the installation (i.e. form fit, and attachment details) of materials or equipment. Drawings must have sufficient detail to enable both the Contractor and the Government to understand the work to be accomplished. For the purpose of this requirement, the term drawings includes actual construction drawings, shop drawings, fabrication drawings, erection drawings, diagrams, layouts, schematics, descriptive literature, illustrations, room finish schedules, lighting/panel schedules, lighting level analysis plans, load/distribution schedules/calculations, performance and test data, and similar materials furnished by the Contractor to explain in detail specific portions as may be required.
- 2.1.2 Schedule of Material Submittals. The Contractor shall provide as a minimum, all submittals identified in the AF Form 66, Schedule of Material Submittals. The submittals shall include all reports, construction materials, and documentation that have a material effect on the construction effort including, but not limited to: large purchase items; long-lead items; required reports; and as-built drawings.

2.2 Meetings and Conferences

- 2.2.1 **Pre-Construction Conference:** The Contractor shall schedule a pre-construction conference prior to issuing a start work notice on any project, unless the requirement is waived by the Government. The Contractor shall reach out to the Project Manager and Contracting Specialist assigned to the project to schedule the meeting. The Project Manager will coordinate attendance of the Project Inspector, Base Environmental, the customer and any other applicable government party. The meeting shall be Contractor led and will discuss all aspects of the required work for a purchase order. At a minimum there should be a review of all material submittals, drawings, SOW review, schedule review, safety and accident protection, coordination's required, HAZMAT and Universal Waste storage/disposal, administrative issues, traffic control, as-built criteria, performance requirements, security procedures, and any questions the Contractor may have. Plan on these meetings taking about 60 minutes.

3. Working Hours-

- 3.1 **Standard Working Hours.** Monday through Friday, 7:30 a.m. to 4:30 p.m, excluding Saturdays, Sundays, and Federal Holidays. If the Contractor desires to work during non-standard working hours, on a standard working hour's purchase order, additional Government inspection forces may be required. The Contractor shall notify the Contracting Officer and Inspector in writing by email, three working days in advance of his/her intention to work during periods other than Standard Working Hours.
- 3.1.1 This notification shall allow the inquiry into the availability of additional Government Inspectors. If

the Contracting Officer confirms that additional Government Inspectors are reasonably available, the Contracting Officer may authorize the Contractor to perform work during periods other than standard working hours. However, if the Government Inspectors are required to perform in excess of their normal duty days solely for the benefit of the Contractor, the actual cost of inspection at overtime rates may be charged to the Contractor.

4. Submittals

- 4.1. Upon issuance of a Purchase Order, the Contractor shall provide submittals as required by the specifications. The Contracting Officer may request submittals in addition to those specified when deemed necessary to adequately describe the work covered in the respective sections. Units of weights and measures used on all submittals shall be the same as those used in the contract drawings. Each submittal shall be complete and in sufficient detail to allow ready determination of compliance with contract requirements.
- 4.2. **All submittals shall be submitted on an Air Force Form 3000 Material Approval Submittal (20030901 version or most current version).**
 - 4.2.1. The Contractor shall fill out the AF 3000 listing of equipment and materials that are required; this list may not be all inclusive and additional submittals may be required. Submit the material submittals and shop drawings to the Contracting Officer for approval within fourteen (14) calendar days after issuance of the Notice to Proceed for each purchase order unless otherwise specified in the AF66. If additional time is required by the Contractor to provide specific submittals, the Contractor shall identify the submittals requiring the time extension and request an extension from the Contracting Officer; including the reason for the needed time extension and the date the submittals will be provided. The extension must be approved by the Contracting Officer.
- 4.3. Submittals shall include items such as: contractor's work plans / schedules, material submittal register, samples, brochures, manufacturers data, product data sheets, shop drawings and/or certificates of materials (relative to the construction execution), contractor's, manufacturer's, or fabricator's drawings; descriptive literature including (but not limited to) catalog cuts, diagrams, operating charts or curves; test reports; test cylinders; samples; O&M manuals (including parts list); certifications; warranties; Hazardous Materials Safety Data Sheets, and other such required submittals.
- 4.4. **Contractor shall plan for, and submit all submittals requiring Government approval prior to the acquisition of the material** or equipment covered thereby. If the material submittals provided are in variance from the design criteria and/or contract specifications, the Contractor shall describe such variations in writing at the time of submission and request a variance from the design criteria and/or contract specifications in accordance with the terms and conditions of the contract. Failure to provide such notification will not relieve the contractor from his responsibility of meeting the design criteria and/or contract specifications regardless of whether or not the submittal is approved by the Government.
- 4.5. **Submittal Classifications:** Submittals are classified as follows:
 - 4.6.1. **Government Approved:** Governmental approval is required for critical materials, deviations, equipment whose compatibility with the entire system must be checked, and other items as indicated on the Submittal Register or as designated by the Contracting Officer. Within the terms of the Contract Clause entitled "Specifications and Drawings for Construction," they are considered to be "shop drawings".
 - 4.6.2. **Approved Submittals:** The Contracting Officer's approval of submittals shall not be construed as a complete check, but will indicate only that the general method of construction, materials, detailed and other information are satisfactory. Approval will not relieve the contractor of the responsibility for any error that may exist.

- 4.6.3. **Disapproved Submittals:** The Contractor shall make all corrections required by the Contracting Officer and furnish a corrected submittal. Corrected submittals shall be submitted within three (3) working days, or as required by the disapproved submittal, after receipt of disapproval, in the form and number of copies specified for the initial submittal. If the Contractor considers any correction indicated on the submittals to constitute a contract change a notice shall be given promptly to the Contracting Officer.

5. Interruption of Work

- 5.1. If it becomes necessary to interrupt work activities in buildings and/or areas for construction purposes (except as otherwise described in the purchase order), the Contractor shall request permission, in writing, from the Contracting Officer no less than twenty one (21) working days in advance. The Contractor shall submit written requests for approved street closings no less than twenty one (21) working days prior to closing of the street. Requests shall stipulate the location of the work, the time at which the shutdown will occur, and the duration of the closure. Closures shall be kept to a minimum both in number and duration. Where multiple closures are required, as many as can be accurately scheduled shall be submitted as a group. Contractor must receive written approval of any requested interruption or closure plan prior to implementing the requested closure.

6. Project Coordination

- 6.1 Temporary construction. Any contractor installed temporary construction intended to prevent interruption of normal work activity or loss of utility services is subject to approval of the Base Civil Engineer through the Contracting Officer.
- 6.2 Medical Facilities. The contractor shall coordinate all work in medical facilities through the PM with hospital staff liaison support to minimize interruption of service.

End of Section

Section 01100 General Site Requirements

1. Applicable Laws and Directives

- 1.1. The Contractor and all subcontractors, in performance of this contract, shall comply with all Federal, State and local laws, regulations, orders and ordinances; including Air Force, Army, and DOD regulations and supplements pertaining to safety, traffic control, and fire prevention in effect at the time of issue of this project.

2. Standard Products

- 2.1. Sustainable Acquisitions: In accordance with FAR 23.4, and the authorities of FAR 23.402, the Contractor shall use sustainable environmental materials, including acquisition of bio-based, environmentally preferable, energy- efficient, water-efficient, and recycled-content products. The materials shall be non-ozone depleting and non- toxic odorless products, where such products and services meet project performance requirements. The applicable materials are given by the U.S. EPA Comprehensive Procurement Guidelines and the USDA BioPreferred Catalog. Determination of feasibility of using these materials shall be in accordance with FAR 23.405.

3. Safety

- 3.1. Compliance with the current U.S. Army Corps of Engineers "Safety and Health Requirements Manual", (EM 385-1-1); Occupational Safety and Health Act (OSHA) standards, Alaska Department of Labor (AKOSH) standards, and current JBER safety regulations is mandatory. The prime contractor shall be held responsible to ensure that his/her workforce and any subcontractor or supplier workforce comply with the above safety requirements.
- 3.2. JBER has a hospital on site should an injury occur, base medical staff can provide emergency medical treatment. Follow-on care after initial emergency treatment will not be provided. The Contractor shall be required to reimburse the Government at an established rate for non-beneficiaries in accordance with DOD Regulation 6010.15-M.
- 3.3. **Hazardous Materials:** The Contractor shall bring to the attention of the Contracting Officer any previously known material suspected of being hazardous which they encounter during execution of work. A determination will be made by the Contracting Officer as to whether the Contractor shall perform tests to determine if the material is hazardous. If the Contracting Officer directs the Contractor to perform tests, and/or if the material is found hazardous and additional protective measures are needed, a contract change may be required, subject to equitable adjustment under the terms of the contract.
- 3.4. **Hazardous Material Handling:** All work, including the handling of hazardous materials or the disturbance or dismantling of structures containing hazardous materials shall comply with the applicable requirements of 29 CFR 1926/1910. Work involving the disturbance or dismantling of asbestos or asbestos containing materials; the demolition of structures containing asbestos; and/or the disposal and removal of asbestos shall also comply with the requirements of 40 CFR, Part 61, Subparts A and M, ETL 1110-1-118 and DA Circular 40-83-4. All work shall comply with applicable state and local safety and health requirements. Where there is a conflict between applicable regulations, the most stringent shall apply. The Contractor or any of his subcontractors responsible for handling hazardous and toxic materials shall have the necessary certification before doing so.
- 3.5. **Contractor Responsibility:** The Contractor shall assume full responsibility and liability for compliance with the applicable regulations pertaining to the health and safety of personnel during the execution of work, and shall hold the Government harmless for any action on his part or that of his employees or subcontractors, which results in illness, injury, or death.
- 3.6. **Materials and Equipment:** Special facilities, devices, equipment, clothing, and similar items used by the Contractor in the execution of work shall comply with the applicable regulations.

- 3.7. **Special Safety Requirements:** The Contractor shall comply with Air Force and local fire regulations and NFPA 241-2019 "Safeguarding Building Construction and Demolition Operations." Fire extinguishers rated and approved by the National Fire Protection Association, of sufficient size, type, and quantity to cope with all known hazards shall be provided by the Contractor at the construction site during the execution of this contract; the extinguishers shall be removed upon acceptance of the project.

4. Operations and Storage Areas

- 4.1. **Project Specific Operations and Storage Area(s).** Project-specific operations and storage areas will be provided at the job site, if available, when requested in writing to the Contracting Officer. These sites will only be used for storage of equipment and materials for execution of project requirements associated with each Purchase Order. The requirement for operations and storage areas (staging areas) associated with a Purchase Order shall be dependent upon the size of project and in accordance with specific criteria as detailed in the Purchase Order. Prior to starting the work, the Contractor shall submit a site plan to the Contracting Officer for approval, showing the layout and details of all temporary facilities planned for use. The plan shall include the location of the safety and construction fences, location of all site trailers, equipment and material storage areas, construction entrances, trash dumpsters, temporary sanitary facilities, and worker parking areas as required. Site photographs prior to the start of work may be included with the plan. At completion of work, the contractor shall remove the facilities and restore the site to its original condition.
- 4.2. All contractor trailers, stored materials, and idle equipment shall be located in the designated operations and storage area. The storage area shall be kept clean and orderly. Tarps are to be used, as necessary, to secure loose materials. The on-site representative of the Contracting Officer is the sole judge as to what constitutes an acceptable operations and storage area.
- 4.3. Dumpsters with lockable lids covering the entire top may be located outside the operations and storage area, but must be sited as approved by the on-site representative of the Contracting Officer. Any movement of a dumpster to another area on the project site must be approved by the Contracting Officer. The Government will not be responsible for other entities illegally disposing of trash in unsecured construction dumpsters.
- 4.4. All items in the operations and storage area shall be removed within five (5) days of contract completion.

5. Vehicles, Pass & Identification, Security Requirements

- 5.1. **Search, Inspection, and Seizure.** All vehicles, personnel, and hand-carried items, entering or exiting any base control point, or while on the base, are subject to search and inspection and seizure of any prohibited item, at any time. Random, unannounced, and regular searches and inspections can be conducted. These searches and inspections are intended to assure prohibited articles are not introduced into, and government property is not removed from the base or its facilities. These delays will not be charged to the Government, as they are to be expected entry procedures for the installation. Delays entering the installation can be experienced during military exercises and increased threat postures; the contractor assumes all liabilities associated with such delays.
- 5.2. **Parking.** Parking of the Contractor's vehicles shall be restricted to the area of work. The company name shall be prominently displayed on all construction vehicles parked where work is being accomplished.
- 5.3. **Driver's Licenses.** All persons entering or working on JBER that are required to operate a motor vehicle shall possess a valid Driver's License. For personnel operating specialized equipment, a Commercial Driver's License (CDL) is required as appropriate.
- 5.4. The use of seatbelts by all vehicle operators and passengers is mandatory on JBER. Vehicle operators

caught not wearing seatbelts will lose their driving privileges, subject to laws governing Military and Civilian Employees.

- 5.5. On-base contractor employees shall ensure the following pass and identification items required for contract performance, are obtained for employees and non-government owned vehicles.
- 5.6. **Base Access.** All contractor personnel are required to pass security checks prior to being issued a base pass allowing them access to JBER. The Contracting Officer or his designated representative will provide instructions and forms for the Contractor to fill out and return to the Contracting or Civil Engineer office. These will be reviewed and forwarded to the security office for approval. Once approval/disapproval has been received, they will be forwarded to the Contractor. This will be notice that the employees may go to the visitor's center and get their access pass.
- 5.7. **Anti-Terrorism Training Requirement.** All Contractor personnel that require "routine" physical access to JBER are required to accomplish Antiterrorism Awareness Training for Contractors IAW DFARS Subpart 204.7200 and implemented by DFARS Clause 252.204-7004. "Routine physical access" is defined as any Contractor personnel requiring a 60 day or longer base access pass for the performance until an individual Task Order (TO) or for their cumulative efforts on multiple TOs. **Training certificates must be included for all employees being submitted for a base access pass 60 days or longer or the request will not be processed.**
 - 5.7.1. Contractor personnel can access the computer based training by taking the following steps:
 - 5.7.2. Go to <https://jko.jten.mil/>
 - 5.7.3. Click on JKO Enter JKO
 - 5.7.4. Click on "*Non-CAC users click here(i.e. Family Members, Dependents, Contractors w/o JKO Accounts), under JS_US007: Level I Antiterrorism Awareness Training.*"
 - 5.7.5. Insert First and Last Name for the certificate and begin the training (*Name used for AT training should match the name as submitted on the base access request form to prevent delays.*)
 - 5.7.6. In the event personnel cannot complete this training online, instructor-led training can be coordinated. The Contractor must coordinate with the CO and Government PM or inspector to schedule a training for all required personnel with a base Antiterrorism officer. Upon completion of the training, the Contractor is required to submit the completed certificates with the base pass access request package.
- 5.8. **FPCON Restrictions.** Access to Base may be restricted dependent upon the established 'FPCON' level at any time during the execution of the Purchase Order. Contractor shall be issued badge and vehicle pass allowing normal access to the Base throughout FPCON levels 'A' and 'B'. Increased FPCON levels approaching 'C' and/or 'D' shall be more restrictive, requiring further confirmation of current security requirements as provided by Contracting Officer.
- 5.9. **Large Commercial Vehicle Access.** All commercial and company marked **vehicles 1-ton and larger must enter the installation through Post Road Gate.** Vehicle operators must have authorized base access credentials to access the installation. Drivers will be required to open all vehicle compartments and will be moved to a location out of sight of the inspection. If a compartment is sealed the seal will be broken and can be resealed after inspection is conducted. A Security Forces member will sign documentation stating the seal was broken. **Major delays frequently occur during peak traffic times, wait times in line can be up to or exceed one (1) hour.** Vehicle inspection times vary based on traffic volume and size of the vehicle. Additional delays will take place if a contractor fails to have proper documentation for their vehicle or fails to pass the vetting process, i.e., has warrants or criminal history that does not meet our entry matrix. These delays do not entitle the Contractor to a claim unless there are unusual circumstances that cause delays significantly longer than identified above.
 - 5.9.1. **Small Commercial Vehicle Access.** Vehicles smaller than 1-ton will be allowed entry through any open installation entry control point.

- 5.9.2 **Weather.** Occasionally weather dictates early release, late report, or complete base closure resulting in absence of JBER personnel. When such weather conditions cause one of the above situations, contractor personnel will be denied access to the base, unless they have been notified by the Contracting Officer their contract service has been determined essential. Denied access in these situations will result in no additional cost to the Government.
- 5.9.2.1 Some of the following radio and television stations broadcast and monitor JBER closing and late reporting information: KFQD (750 AM), KENI (650 AM), KWHL (106.5 FM), KTVA (TV CH 11), KIMO (TV CH 13), JBER Facebook, JBER Connect App (iOS or Android), JBER homepage (<http://www.jber.jb.mil>) or 907-552-INFO.
- 5.10 **Retrieving Identification Media.** The Contractor shall retrieve all identification media, including vehicle passes from employees who depart for any reason before the contract expires; e.g., terminated for cause, retirement, etc.

6. Security Requirements

- 6.1. The Contractor shall comply with security requirements imposed by the Installation Commander and/or the agency occupying the space where work is to be performed, including any necessary security clearances. Prior to mobilization the Contractor shall provide the Contracting Officer or authorized representative a list of personnel requiring authority to work on JBER. The list shall be kept current and the Contracting Officer or authorized representative shall be notified as to any changes in the list.
- 6.1.1. Additional Security Requirements: In accordance with DOD 5200.1-R, and AFI 31-401, the Contractor shall comply with requirements identified in AFSSI 9100, Communications Security (COMSEC), Command, Control, Communications and Computer (C4) Systems Security, Security Awareness Training Education (SATE), and Operations Security (OPSEC).
- 6.2. Reporting Requirements. The Contractor shall comply with AFI 71-101VI, "Criminal Investigations Program" requirements. Contractor personnel shall report to an appropriate authority any information or circumstances of which they are aware may pose a threat to the security of DOD personnel, contractor personnel, resources, and classified or unclassified defense information. Contractor employees shall be briefed by their immediate supervisor upon initial on-base assignment.
- 6.3. Traffic Laws. The Contractor and its employees shall comply with base traffic regulations.
- 6.4. Cell Phone Use While Driving. COMPACAF Policy prohibits cell phone use while operating motor vehicles on PACAF installations. Vehicle operators on all PACAF installations will not use cell phones unless the vehicle is safely parked or they are using a hands-free device. A violation of this nature will result in the loss of on-base driving privileges for 30 days.
- 6.5. Key Control. The Contractor shall establish and implement methods of making sure all keys issued to the contractor by the Government are not lost or misplaced and are not used by unauthorized persons. The contractor shall not duplicate any keys issued by the Government.
- 6.5.1. The Contractor shall immediately report to the Contracting Officer any occurrences of lost or duplicated keys.
- 6.5.2. In the event keys, other than master keys, are lost or duplicated, the Contractor may be required, upon written direction of the Contracting Officer, to re-key or replace the affected lock or locks without cost to the Government. The Government may, however, at its option, replace the affected lock or locks or perform re-keying and deduct the cost of such from the monthly payment due the Contractor. In the event a master key is lost or duplicated, the Government shall replace all locks and keys for that system and the total cost deducted from the progress payment due the contractor.
- 6.5.3. The Contractor shall prohibit the use of keys, issued by the Government, by any persons other than the

contractor's employees and the opening of locked areas by contractor employees to permit entrance of persons other than contractor employees engaged in performance of contract work requirements in those areas.

- 6.6. Lock Combinations. The Contractor shall control access to all government provided lock combinations to preclude unauthorized entry.
- 6.7. Controlled/Restricted Areas/Free Zones. To establish a free zone in a controlled or restricted area the Contractor shall coordinate with the Government project inspector or designated user to coordinate with the 673 SFS/S5PN to establish the free zone.

7. Contractor's Telephone

- 7.1. The Contractor shall provide the Contracting Officer with a telephone number at which the Contractor, or his/her representative, may be contacted at any time during standard working hours.
- 7.2. Emergency Phone Number: **An after standard hours emergency telephone number for the Contractor shall be provided to the Contracting Officer or his/her authorized representative. The emergency telephone number shall also be posted on the sign near the entrance to each project staging area/entrance.** Updates shall be provided to the Contracting Officer, or his/her authorized representative within 24 hours of the change.
- 7.3. Communications Security (COMSEC): All communication with Department of Defense (DOD) organizations are subject to COMSEC review. Contractor personnel will be aware that telecommunications networks are continually subject to intercept by unfriendly intelligence organizations. The DOD has authorized monitoring of the military phone calls originating from or terminating at DOD organizations. Therefore, civilian contractor personnel are advised that any time they place a call to or receive a call from a USAF organization, they are subject to COMSEC procedures. The Contractor shall assume the responsibility for ensuring wide and frequent dissemination of the above information to all employees dealing with official DOD information.

8. Employee Standards

- 8.1. The Contracting Officer may, in writing, require the Contractor to remove from the site any employee the Contracting Officer deems incompetent, careless, or otherwise objectionable. The following shall apply:
 - 8.1.1. All work under this contract shall be performed in a skillful, workmanlike, and professional manner.
 - 8.1.2. Proper Attire: Improper attire, i.e. attire not providing sufficient safety protection and a professional appearance (minimum of long trousers, shirt and shoes) will be reported to the Ground Safety Office and the Contracting Officer respectively. In addition, no profane, illegal, offensive or discriminatory language/symbols shall be displayed.
 - 8.1.3. Subcontractors: The Government shall not exercise any supervision or control over the Contractor's employees performing service under this contract; such employees shall be accountable not to the Government, but solely to the Contractor, who in turn, is responsible to the Government.
 - 8.1.4. Unauthorized Personnel: Circulation of said personnel will be limited to official business only. Persons in violation of the above will be apprehended and appropriately disciplined.

9. Prohibited Items

- 9.1. Certain items are prohibited on base. Personnel who are found to be in possession of prohibited items will be challenged and the item confiscated pending an investigation. Personnel in possession of prohibited items are subject to disciplinary action, withdrawal of access authorization, or arrest and prosecution. The

following non- government owned items are prohibited on base, unless an exception is noted:

- 9.1.1. Tobacco products use is permitted in designated, outside use areas only. No use will be allowed within any base facility.
- 9.1.2. Alcohol, controlled substances including non-prescription drugs and associated paraphernalia. In accordance with Federal law, marijuana is prohibited on the installation.
- 9.1.3. Firearms, ammunition, and other dangerous or deadly weapons, explosives or incendiary devices.
- 9.1.4. Cell phone use while driving is prohibited on JBER.
- 9.1.5. Pets, wild or domestic.
- 9.1.6. Other items prohibited by local, state, or federal law.
- 9.1.7. Other items prohibited by Wing Instructions and regulations, Air Force Instructions, or DOD regulations.

10. Materials and Equipment

- 10.1. Contractor furnished equipment: The Government expects the Contractor to provide his/her own equipment and/or hire subcontractors who have their own equipment common to the trade in which they are employed.
 - 10.1.1. Equipment Condition: Equipment and vehicles used on base shall be safe and in good operating condition. The Contracting Officer, or designated representative, reserves the right to inspect any on-base equipment and reject such equipment if he/she considers it unsafe, in poor operating condition, or inappropriate for work. The Contractor must notify the Contracting Officer of any contractor equipment broken down on any base road. Every effort should be made to move broken down equipment to the nearest parking lot before leaving it.
- 10.2. Government Liability: The Government shall not be liable for any loss or damage to the Contractor's property, including stock or for expense incidental to such loss or damage. Suspected theft shall be reported to the Security Forces as soon as possible.

11. Utility Outages

- 11.1. Refer to section 16.

12. Work

- 12.1. **Scheduling Work.** All scheduling information shall be coordinated at the pre-construction conference and approved by the Contracting Officer. Any agreements on: a sequence of procedure; means of access to premises and building; space for storage of materials and equipment; delivery of materials and use of approaches; use of corridors, stairways, elevators, and means of communications; and the location of partitions, eating spaces, and restrooms for contractor's employees shall be requested and approved in writing to the Contracting Officer or their representative.
- 12.2. **Permits.** The Contractor is responsible for acquisition of all permits which includes, but is not limited to the 673rd Wing Form 3 (Dig Permit), Work Clearance Request and welding permits (The contractor shall obtain a welding permit from the Base Fire Chief immediately prior to performing any welding by a certified welder.)
- 12.3. **Concealed Work / Concrete Work.** All items of work to be concealed shall be Government inspected prior to concealment. Contractor shall notify the Contracting Officer's designated representative of his/her

intention to conceal / place concrete a minimum of 24 hours in advance and no items shall be concealed until the Contractor has received approval to do so from the Contracting Officer's representative. If a response is not received within 24 hours where delay will affect contractor's schedule, contractor should call the Contracting Officer.

- 12.4. **Furniture Moving.** Furniture and portable office equipment in the immediate work area shall be moved by the Contractor and replaced to original position as identified in each Purchase Order upon completion of the work. If the work required by the purchase order will not allow furniture and portable office equipment to be replaced to its original position, new locations will be designated by the Contracting Officer or the representative for replacement by the contractor.
- 12.5. **Material Testing.** The Contractor shall notify the Contracting Officer or the representative a minimum of 24 hours in advance of when and where testing is to be performed so the Government will have the option of witnessing the test.
- 12.6. **Site Fencing and Mowing.** When safety dictates, as defined by the Government, the Contractor shall provide and maintain at his expense adequate chain link fencing around each work site; all site storage areas are considered a part of the work site and should be controlled in such a fashion that safety is paramount. When grass/weeds exceed six inches in height, all areas contained within each purchase order shall be mowed at the contractor's expense.
- 12.7. **Area.** Coordination with affected facility occupants (Using Agency) shall be made through the Government project inspector to assist the Contractor in completing the work with a minimum of interference and inconvenience. The work shall, so far as practicable, be done in definite sections or divisions and confined to limited areas which shall be completed before work in other sections or divisions are begun in each individual purchase order.
- 12.8. **Elevators.** Any temporary use of an existing elevator shall be by arrangement through the Contracting Officers onsite representative and subject to his/her controls. Such use will be of an intermittent nature. The Contractor shall provide and maintain suitable and adequate protection covering for the elevator machinery, the hatchway entrance, and the interior of elevator during the period of temporary use. Loads in excess of the rated capacity of the elevator will not be permitted. On completion of the work, the contractor shall remove the protective coverings along with any resultant dirt and debris, and leave the equipment in a condition equal to or better than that in which it was found.
- 12.9. **Toilet Facilities.** Contractor's personnel will be permitted to use existing toilet facilities, if available; on the work premises unless disapproved by the Contracting Officer or his/her designated representative, on an individual purchase order basis. If a contractor chooses to use the Government's facility the contractor will make arrangements to have the rest rooms cleaned and restocked on a weekly basis at their expense. If the Contractor fails to keep the facilities clean the government may terminate the contractor ability to use the facilities. If toilet facilities are not available then the Contractor shall provide portable restroom units for his employees on the job site at their expense.
- 12.10. **Security at the Work Site.** Whenever facility security is breached to perform work required under this contract, the Contractor will be responsible for providing temporary measures in order to assure security is maintained at the level existing prior to construction. The Contractor shall provide adequate protection at their cost against vandalism and theft for all parts of the building wherever work under this contract is performed. This may include such security items as fencing around a facility or closing all openings in a structure during non-working hours. If vandalism or theft occurs as a result of contractor negligence, it will be the responsibility of the Contractor to repair or replace lost or damaged materials, equipment, or facilities.
- 12.11. **Equipment on the Work Site.** Contractor shall store all supplies and equipment on project site so as to preclude theft or damage. The Contractor is responsible for securing all their equipment left on the work site. The Contractor shall cover equipment that is to remain in-place within the area of work and protect it against loss or damage. Equipment removed in performance of work where directed for reuse in work

required by drawings and/or the Statement of Work shall be satisfactorily stored. Equipment temporarily removed shall be protected, cleaned, and replaced equal to its condition prior to starting work. Security for equipment and material that is to be reused and is removed for temporary storage shall be the sole responsibility of the Contractor. Contractor shall maintain the work site in a safe and orderly manner.

- 12.12. **Fill Materials.** Requests for onsite disposal of clean excess fill material, including rock, gravel, sod, broken concrete or asphalt, may be approved by the Contracting Officer or his/her designated representative, or as identified in the purchase order statement of work. Other excess materials or fill materials not approved, shall be hauled off JBER grounds and disposed of in accordance with applicable state and local regulations. Additional fill material shall be hauled off JBER as a necessary part of the work.
- 12.13. **Cleanup and Disposal of Debris.** At the end of each work day, the Contractor shall clean the workarea and stack building materials in a neat manner as approved by the Contracting Officer or his/her designated representative. Contractor shall ensure that trash is contained and not allowed to be blown around by the wind.
- 12.14. **Waste Disposal.** All spoil, waste and debris removed from the work site and not specified for re-use or identified as salvageable items, shall become the responsibility of the Contractor and shall be disposed of off-base/site in areas authorized by the applicable county and/or state agencies and in accordance with current rules and regulations governing the disposal of solid waste. Disposal of hazardous waste shall be in compliance with local, state and federal standards as further described in Section 01500 Environmental Protection – JBER and Section 01600 Management of Hazardous and Solid Waste – JBER.
- 12.15. **Weather Related Precautionary Measures.** It is the Contractor's responsibility to take all necessary precautions to minimize delays resulting from weather conditions. This may include, but is not limited to, trenching, protective covering(s), temporary structures (walls to prevent mud slides), etc.

13. Roadways

- 13.1. **Cleanliness of Paved Surfaces.** When paved surfaces are jointly used by the Air Force and contractor, the Contractor shall keep all paved surfaces, such as runways, taxiways, and hardstands, clean at all times and, specifically, free from small stones or debris which might damage aircraft propellers or jet aircraft. In restricted areas the traveled areas shall be cleaned using a self-propelled vacuum, vacuum truck, or other appropriate equipment and shall be cleaned to the approval of the using agency through the Government representative. Additionally, the contractor shall comply with all EPA, ADEC, NEPA and JBER environmental regulations to prevent soil erosion and control at the work site.
- 13.2. **Hauling.** Loose debris on trucks leaving the site shall be loaded in a manner that will prevent dropping of materials on streets and conform to local ordinances and laws. Fasten suitable cover, such as a tarpaulin, over the load before entering surrounding streets. The contractor shall be responsible for cleaning up materials that fall from trucks immediately after he becomes aware of it.
- 13.3. **Load Limits On Pavement.** Vehicle traffic on concrete pavement shall be restricted to equipment with pneumatic tires.
 - 13.3.1. The limit for vehicular loading on all areas of concrete over building structures and access bridges shall be a pickup type truck with a payload not to exceed 1,000 pounds or a gross vehicular load of 5,000 pounds.
 - 13.3.2. The limit for vehicular loading on concrete access ramps and "on-grade" concrete pavement shall be 5,000 pounds per vehicle wheel. For the purpose of this limitation, dual wheels shall be considered as two wheels.
 - 13.3.3. The Contractor shall comply with any other seasonal load limit restrictions imposed by JBER on any JBER road.

- 13.4. **Upkeep and Work Adjacent To Roads and Highways.** Where the construction work is on or adjacent to, or involves hauling over public or private roads, streets, or highways, as herein referred to as "roads," the said roads shall, except as otherwise specified or directed, be kept open for traffic at all times during the construction period. Further, the Contractor shall, during said construction, provide, erect and maintain warning signs, lanterns or torches or other safety devices and, when necessary, provide flagmen for protection of traffic to the satisfaction of the Contracting Officer and local authorities. The Contractor shall keep the right-of-way of the roads free of debris that might be caused to accumulate thereon by his operations and upon completion of the work, shall clean up the said roads and repair any damage to the roads occasioned by his operations under this contract to the satisfaction of the Contracting Officer and the Highway Department. The drainage from the roads shall not be obstructed by the construction work. The Contractor shall be responsible for obtaining and paying for all permits required for operation on all roads.

14. Airfield Requirements (if required)

- 14.1. The Contractor shall coordinate all Airfield work with the Government contract inspector who will contact Airfield Management Operations for construction restrictions and shall comply with all Air Force regulations.

14.1.1. **Airfield Safety.** Base Airfield includes a Restricted Access Security Area, identified by a red boundary line and entry control points labeled "Entry Point." Individual Purchase Orders will identify applicable safety and security requirements. Airfield Manager and Base Operations will brief all workers and truck drivers on flightline driving procedures. The flightline Driving Briefing and Agreement for contractor and TDY Personnel will be conducted by Airfield Management. This agreement, along with contractor badges (issued by Base Security Forces) shall be carried by all individuals operating vehicles on the flightline.

- 14.2. Access within the flightline fence requires training from Airfield Management that lasts approximately two hours.

- 14.3. Government provided two-way VHF radio contact shall be maintained with Base Operations and all vehicles, equipment, contractor and subcontractor personnel working on the flightline, taxiways, and runways.

15. Work in Restricted Areas

- 15.1. **General:** Because restricted areas are restricted access areas, working conditions will be subject to the following security restrictions and construction sequencing.

- 15.2. **Flame-Producing Devices:** Flame-producing equipment such as matches and lighters are not permitted inside a restricted area. Smoking within this area is prohibited. The use of torches for cutting, welding, etc., is also restricted to certain areas and must be coordinated in advance with the Fire Department.

- 15.3. **Equipment Stockpiles and Construction Debris:** Equipment stockpiles and construction debris shall be kept a minimum of 50 feet away from perimeter fencing in areas designated by airfield management or Contracting Officer Representative.

- 15.4. **Contractor Operational Facilities:** The Contractor shall be required to provide portable latrine facilities inside the free zone and also locate, as necessary, office and storage trailers in the area. All trailers left inside a restricted area after hours must be lockable from the exterior with a padlock and hasp.

- 15.5. **Miscellaneous:**

15.5.1. Contractor's use of CBs, recording devices, cell phones, cameras and other digital

recording/transmitting/receiving devices shall be prohibited in a restricted area. The use of 2-way portable radios will be allowed with prior approval from 673rd Communications Squadron (Elmendorf) and 59th Signal Battalion (Richardson).

15.6. **Drainage:** Grading and excavating shall be done in a manner to prevent standing water in all cases.

15.7. **Emergency Outages:** The Contractor shall notify the Contracting Officer immediately when an emergency outage of a utility occurs. No outage shall exceed four (4) hours in duration. The Contractor shall bear the cost for all repairs. The following list of contacts shall also be informed when an outage occurs:

Gas Lines- 673 FIRE DEPT 911 Then ENSTAR

Security Sensors- 673 SFS LE DESK 552-3421

Phone Lines- 673 CS JOB CONTROL 552-9700 or 611

Power/Water/Sewer Lines- 773 CES SERVICE CALL 552-3726/3727

15.8. **Security Fence Work:** Any digging under the security fence due to contractor operations shall be backfilled by the end of the contractor's workday so that no breach of physical security is present overnight. All excavations underneath the security fence shall be backfilled or barricaded in a manner acceptable to the security forces through the Contracting Officer or the representative prior to the end of each workday or when the Contractor leaves the immediate work site.

15.9. **Security Lighting/Communication Outages:** All outages of the existing security lighting system must be coordinated seven (7) working days in advance through the Contracting Officer and must not exceed four (4) hours in duration. The security lighting system must be functional at all times during hours of darkness. Work on this lighting system must be scheduled and performed in stages with this requirement in mind. Lighting, being replaced by new lighting, cannot be deactivated until the new system is proven completely functional unless otherwise coordinated through the Contracting Officer.

15.9.1. Any outages occurring to the security lighting/communication systems due to the contractor digging in a restricted area must be repaired within four hours at the contractor's expense.

16. **Utilities Services (if required)**

16.1. **Government Provision:** Available water and electricity for Purchase Orders may be used in reasonable quantities in this work at no cost to the contractor. The Contractor shall make arrangements for such services with the Contracting Officer or his/her designated representative. Should utilities not exist it is the contractor's responsibility to provide them if necessary.

16.2. **Contractor-Caused Outage:** All temporary outages of any utility services required for the performance of work shall be scheduled through 673 CES no less than twenty one (21) calendar days in advance of outages. Requests shall be made in writing to the Contracting Officer. Requests shall stipulate specific utility system(s) (and circuits) to be affected, the location of the work, the time at which the shutdown will occur, and the duration of the outage for each system. Outages shall be kept to a minimum both in number and duration. Where multiple outages are required, as many outages as can be accurately scheduled shall be submitted as a group.

16.2.1. In the event of a contractor caused utility failure/disruption; the Contractor will first make the area safe, then immediately contact the Base Civil Engineer Customer Service Desk (552-3726 or 552-3727) and the Contracting Officer.

16.2.2. If the damaged utilities were previously known or shown to the Contractor, or there is negligence on his part, the utilities will be repaired by the contractor in a timely manner at no cost to the Government.

Should the Contractor opt not to fix the damage, it can be repaired by the Government and billed to the contractor.

- 16.3. **Utility Provider Responsibility:** Utilities on JBER-Elmendorf are owned and operated by JBER with the exception of the natural gas distribution system which is owned and operated by Enstar. Utilities on JBER-Richardson are owned and operated by Doyon Utilities LLC. They can be contacted at: Fort Richardson, P.O. Box 5469, Fort Richardson, AK 99505, (907) 337-3900. Responsibilities and coordination with the utility provider will be applicable to the location of the purchase order work.
- 16.3.1. JBER-Elmendorf: The Government will approve service tie-inpoints, disconnect and reconnect utility service for contractor tie-ins. Connections to these tie-in points shall be the responsibility of the Contractor. Civil Engineer personnel are responsible for the switching to de-energizing and energizing of all utility systems.
- 16.3.2. JBER-Richardson: Doyon Utilities will approve service tie-in points, disconnect and reconnect utility service for utility tie-ins. Connections to these tie-in points shall be done by Doyon Utilities unless otherwise approved by them. Doyon Utilities personnel are responsible for the switching to de-energizing and energizing of all utility systems.
- 16.4. **Interruption of Service:** The Government may not be held responsible for interruptions of utility service and will not be liable for contractor delays, damages, or increased costs occasioned by any interruption of service.
- 16.5. **Contractor Responsibility:** The Contractor shall be responsible for installing and maintaining temporary cords, lines, or other equipment in a safe condition. Only compatible adapters shall be utilized for hydrant connections. A hydrant wrench of correct size shall be used to control the flow. Temporary connections to fire hydrants shall be disconnected at the end of each work day. The temporary connections shall be controlled with an auxiliary valve such that the hydrant remains at a full-open or full-closed position, and a backflow preventer. On JBER-Richardson, Doyon Utilities will approve all hydrant connections, operation procedures and tools. On JBER-Elmendorf, 773 CES will approve all hydrant connections, operation procedures and tools.
- 16.6. **Prior to Final Acceptance:** All temporary cords, lines, or other equipment shall be removed and the existing outlets and lines restored to the condition existing prior to the start of construction.
- 16.7. **Existing Utility Verification:**
- 16.7.1. JBER-Elmendorf: The locations, sizes, and types of all utility lines shown on the plans are for informational purposes only and are not to be relied upon without verification by exploratory digging. The Contractor shall verify the field location of all existing underground utilities in service within the immediate area of any proposed construction which may conflict with existing utilities. No less than ten (10) working days written notice shall be given by the Contractor for locating and flagging of existing utilities. The Contractor shall excavate exploratory trenches in the presence of representatives from all utility companies and the Contracting Officer or representative. The trench shall be a minimum of three (3) feet wide and excavated to a depth at least two feet below the respective construction shown on the plans, or deeper if directed by the Contracting Officer or the representative. Hand diggings, probing, and remote detection techniques shall precede machine excavation. It is the responsibility of the contractor to protect all utilities which are to remain in service for the duration of the project construction, or until their abandonment is directed by the Contracting Officer or the representative.
- 16.7.2. JBER-Richardson: Doyon Utilities will provide information on locations, sizes, and types of all utility lines. Utilities information shown on the Plans are for informational purposes only and are not to be relied on. The Contractor shall contact Doyon Utilities to verify the field location of all existing underground utilities in service within the immediate area of any proposed construction which may conflict with existing utilities. No less than thirty (30) working days written notice shall be given by the Contractor for locating and flagging of existing utilities. It is the responsibility of the Contractor to protect all utilities which are to remain in service for the duration of the project construction, or until their abandonment is directed by the Doyon Utilities representative.

- 16.8. **Excavation Permits (Dig Permit):** The Contractor shall obtain and process a written excavation permit (673 Form 3, Base Civil Engineer Work Clearance Request) before starting any excavation. The 673 Form 3 also requires the Base Civil Engineer's or his authorized representative signature. Contractor shall allow a minimum of ten (10) working days from date of application to process the excavation permit. Contractor shall use the latest version of 673 ABW Form 3 Base Civil Engineer Work Clearance Request as provided in the Appendix of Referenced Standards.
- 16.9. **Utility Marking Of Yet To Be Accepted Work:** The Contractor shall be required at the request (in writing three calendar days) of other contractors working in the area to flag the utilities being installed on his specific contract within 10 working days of therequest.
- 16.10. **Protection Of Utility Lines:** It shall be the Contractor's responsibility to protect all existing utility lines from damage during excavation for utilities systems. Any damage resulting to existing utility systems shall be repaired by the Contractor, to the satisfaction of the Contracting Officer, at no additional cost to the Government.
- 16.10.1. Marking of existing buried utility lines are delineated by a four (4) foot area of liability. Any damage done to an existing line within two (2) feet of the flag line shall be repaired by the contractor. If the damage occurs outside the area, Civil Engineer will assume responsibility for needed repairs.
- 16.11. **Base Policy for the Operation of all Hydrants and Valves on the Base Water Distribution System:** The use of fire hydrants by other than fire protection personnel will be coordinated and approved by the Base Fire Chief. Civil Engineer personnel are responsible for operation of all valves and are the only organization authorized to open or close these valves.

17. **Recording and Preserving Historical and Archaeological Finds**

- 17.1. All items that have any apparent historical or archaeological interest and are discovered in the course of any construction activities shall be carefully preserved. The Contractor shall leave the archaeological find undisturbed and shall immediately report the find to the Contracting Officer, or his/her designated representative, so that the proper authorities may be notified.

End of Section