SPECIAL CONDITIONS

1.1 General

These Special Conditions are in addition to the requirements of the 2013 Uniform General and Supplementary General Conditions for University of Texas System Building Construction Contracts, and are a part of the contract documents. Special conditions are unique to UTHealth projects but shall not weaken the character or intent of the Uniform General Conditions

1.2 Definitions

See 2013 Uniform General and Supplementary Conditions

1.3 Safety Plans /Briefings

Contractor shall comply with OSHA requirements at all times. Contractor will submit a project specific safety plan to the ODR/EHS prior to the preconstruction meeting. Contractor shall include in the safety plan any activities that present a potential risk to pedestrians, university occupants or property that includes appropriate fencing of the job site, signage and schedule of activities. If traffic or egress is altered the safety plan shall include a traffic control or egress plan. The Contractor is responsible for all associated cost to include engineering, obtaining required City and TMC permits, signage, construction tape, traffic cones, etc. If additional project specific risks are identified and/or requested from EHS, the contactor will submit additional safety plans as requested.

Prime contractors shall attend and receive a copy of the UTHealth safety orientation administered by EHS prior to mobilization. Prime contractors will review the presentation with sub-contractor superintendents, supervisors and lead men. This presentation is general requirements for UTHealth and does not serve as or substitute the contractors project specific safety plan. Safety training will be recorded in a log and will take place prior to the subcontractors performing work.

1.4 Safe Working Environment/Housekeeping

Contractor is to provide a safe working environment to include storage of power tools/extension cords and disposal rubbish, excess materials and other tripping hazards. Storage of trash in mechanical chases or rooms is strictly prohibited. Lunch breaks or other authorized breaks are to be taken in designated areas. Storage of construction materials will be coordinated with the ODR/PM.

1.5 Hot works and Shutdowns

Hot works, utility shutdowns, system impairments or blocking of egress will be coordinated well in advance through the ODR/PM. Any smoke or dust that may result in activation of the fire alarm system will be considered a system shutdown so preventive measures can be taken.

1.6 Asbestos Abatement

In the event the contractor encounters material reasonably believed to be asbestos at the project site, the contractor shall immediately stop work in the area affected and report the condition to the owner. If in fact the material is asbestos and has not been abated, the contractor shall not resume the asbestos-related work in the affected area until the asbestos has been abated.

1.7 Disruptive Activities

Proposals shall include whatever cost necessary to prevent disruptive activities (dust, noise and odors) from 7am to 6pm without written approval from the ODR/PM. Contractors will use designated routes to and from job sites and keep noise to a minimum. The use of any portable electronic devices, MP3 players, radios, etc, is strictly forbidden. Harassment, sleeping and smoking are forbidden. Harassment includes any action such as jeering, whistling, calling-out, staring, snickering, making rude or questionable comments, or similar behavior. If after hours work is required, the UT Police and Facilities Work Control must be notified.

1.8 ID Badges

Contractors must obtain and wear UTHSC-H ID badges at all times. A consolidated list of ID badges will be requested through the ODR/PM who will submit a copy of the request to the school/bldg mgmt for approval. The badge request form will be emailed directly to the Bursar's office. The contractor will be notified when their badges are ready for pick up on the 22nd floor of the University Center Towers, 7000 Fannin Street. Contractors will be charged a $15.00 fee for each badge.

ID badge the requests will include which workers will be authorized ID badge access, the specific doors and duration. Normally only construction project managers, supervisors and design teams will be authorized ID badge access and then only to doors that are required to access the job site and only for the duration of the project. Perimeter access to the building should only be required if the work is scheduled after hours or a door that is normally locked must be used.

At completion of the project the ODR/PM will collect the ID badges and insure card reader access is de-activated. If no further work is anticipated the badges will be returned to the UTHSC-H ID badge department.

1.9 Keys

If a room key is required an email with authorization from the ODR/PM, School Admin and UTPD will be required. The PM will have the contractor sign for the key and collect/return the key to its place or origin, after the project is complete. Doors will not be propped open at any time.

Building master keys will normally not be issued to contractors. If a room is to be vacated for construction the Contractor will coordinate through the ODR/PM to have a temporary core installed for security. If the room is occupied, the ODR/PM will coordinate someone to allow access to the room for short duration projects. An inventory or digital pictures shall be taken by the PM before and after construction.

1.10 Entry and Exit Routes

Only doors and routes identified at the pre-construction meeting will be used. Contractor shall schedule all necessary material stocking, demolition and trash removal through school corridors and elevators during non-peak hours, as approved by the ODR/PM. All materials will be brought into the building through the loading dock and transported using the service elevator. The

loading dock is only to be used for loading and unloading. The loading dock will not be used for parking. Vehicles left unattended will be towed at the expense of the owner.

1.11 Project Parking

Free parking on campus/at the project site is not available unless other wise specified by the ODR/PM. Arrange for parking with the UTHealth Parking Office, Texas Medical Center Parking or other parking facilities.

1.12 Security

The contractor is responsible for security of the project and project materials. The contractor, at its own expense, may employ unarmed security personnel for the project. Security firms and personnel must be approved by The University of Texas Police Department.

1.13 Protection of Work

The contractor and every sub-contractor shall properly and effectively protect all project materials and equipment, both during and after installation. Project products and the contractor's tools and equipment may be stored on the premises if adequate space is available but the placing shall be within areas approved by the owner. When any room in the building is used as a shop, store room, etc., the contractor shall be held responsible for any repairs, patching or cleaning arising from such use. All damaged landscape will be restored to the same conditions prior to mobilization.

The contractor shall protect and be responsible for any damage to its work or material, from the date of the agreement until the final payment is made, and shall make good without cost to the owner, any damage or loss that may occur during this period. All material affected by weather shall be covered and protected to keep free from damage while they are being transported to the site and while stored on the site.

During the execution of the work, open ends of all piping and conduit, and all openings in equipment shall be capped and sealed prior to completion of final connections, so as to prevent the entrance of foreign matter. All drains shall be covered until placed in service to prevent the entrance of foreign matter.

1.14 Minimum Wage Requirements

Contractors shall use the most recent Davis-Bacon minimum wage requirements for Harris County, Texas. Rates can be obtained at http://www.gpo.gov/davisbacon.

1.15 MEP Work

Close coordination with the ODR/PM and the Facilities Maintenance Department will be made prior to conducting any MEP work. The contractor shall be responsible for providing qualified personnel to operate machinery, equipment or systems (HVAC, electrical, automatic sprinkler, etc.). Each system start up and shut down must be authorization by the ODR/PM and supervised by the Facilities Maintenance Department.

Contractors performing MEP repair work or new construction on machinery or building equipment are required to lock out and tag the starting switches and all energy isolation devices,

i.e., valves with “DO NOT OPERATE” tags, (Including Contractor name and date), and to inform the ODR/PM that the power has temporarily been locked out.

Each contractor shall provide sleeves for all service lines, including piping and conduit, covered in their scope of work, which may pass through walls, roof or floors and consult with the ODR/PM and A/E prior to commencement.

1.16 Commissioning

The general contractor is solely responsible for coordinating and demonstrating commissioning activities and will witness all commissioning and inspection activities. This responsibility shall not be delegated to subcontractors, but by necessity will require the participation of subcontractors. At a minimum adding or modification of the following systems will require documented commissioned and/or testing: fire alarm and suppression system, building controls, plumbing, HVAC, lighting, power delivery and security systems. Contractor will give the owner’s team 5 days’ notice so the team can be available to witness and participate in commissioning activities.

Immediately after NTP, the contractor will work with the owner to develop the commissioning plan. The owner will furnish templates with sample test/checklists for use by the contractor in development of the commission plan/book. The commission plan/book will be kept on site. The completed copy will be given to the owner at the end of the project.

1.17 Changes, Schedules and Record Documentation

Proposed Change Orders (PCOs) will be submitted using the UTHealth Project Management Office “Change in Work – Cost Analysis Form”. A sample of the form is attached.

A project schedule shall be created and maintained in accordance with the UGSGC using MS Project.

Close-out Documents shall consist of 2 hard copies and 1 electronic PDF copy of: contractor marked-up “As-Built” or “As Constructed” drawings, approved submittals, shop drawings, commissioning and inspection forms, O&M manuals, general and extended warranties, final releases of claims and liens, affidavit of payment of debt and claims and consent of surety.

Additional instructions may be given in the division 1 specification however the omission of any of these items in the specification does not relieve the contractor of their responsibility to provide all of the above mentioned documents prior to final payment.