

SECTION 016350

DEPARTMENT OF MILITARY & VETERANS AFFAIRS – SUPPLEMENTAL PROVISIONS

PART 1 – GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 PERSONAL BEHAVIOR

- A. Contractors are responsible for informing their employees of the special restrictions on personal behavior and the procedures/potential penalties for violations.
- B. Identification tags or badges to be furnished by the Institution Manager must be worn at all times while on facility property.
- C. Smoking is not permitted in any facility building.

1.3 WORKING HOURS

- A. Refer to specification Section 011200 “Coordination & Control”, for working hours. Any extension outside of these hours must be accomplished in accordance with the General Conditions and with the consent of both the Department and Institution Manager.

1.4 VEHICLES

- A. Construction vehicles, as well as employees’ vehicles, will be parked in an area designated by Institution and Department and locked at all times. If any vehicles are to be left overnight, the license number or numbers of vehicles must be reported to the Institution Manager on a daily basis.

1.5 TOOLS

- A. Tools shall be kept in a secure (locked) area when not in use and inventoried on a daily basis to ensure complete and total accountability. While the tools are being used, they shall be kept in view or on person. Broken or non-usable tools are to be disposed of away from Institutional property.

1.6 FRATERNIZATION

- A. There shall be no fraternization or private relationships of Contractors' employees with residents and Institution Staff. This includes, but is not limited to, trading, bartering or receiving gifts, money, favors from the residents, or the residents’ friends, relatives or representatives.

1.7 ALCOHOL AND CONTROLLED SUBSTANCES

- A. Alcoholic beverages and controlled substances shall not be carried, stored or consumed on Institutional property nor left in any vehicle.

1.9 SECURITY REQUIREMENTS

- A. Each Prime Contractor shall be responsible for creating, updating and revising a typed list of all employees on site, along with a copy of each individual's photo identification. This information shall also include any and all sub-contractors. The list and copies of identification will be revised and updated as construction progresses. A copy of the list and copies of identification shall be provided to the Client Agency Representative, listed in Section 010400-1.4. Contractors shall provide their original list of employees to the Client Agency Representative at the pre-construction conference. All future updates to the original list, to include photo identifications should be delivered to the Client Agency representative at least three (3) days prior to those individuals entering the project site.

PART 2 – PRODUCTS (Not Applicable)

PART 3 – EXECUTION (Not Applicable)

END OF SECTION 016350