



CONTRACT DOCUMENTS FOR THE CONSTRUCTION OF
ECHOWATER RESOURCE RECOVERY FACILITY

Septage Disposal Site - Paving & Concrete Improvements

Volume 1 of 2 – General Specifications

RFB 8513

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GENERAL SPECIFICATIONS

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HEALTH AND SAFETY REQUIREMENTS

1.01 GENERAL

- A. All operations shall conform to applicable occupational safety and health standards, rules, regulations and orders which include, but are not limited to: Title 29 of the Code of Federal Regulations and the Electrical, Construction, Tunnel and General Industry Safety Orders issued by the Division of Industrial Safety (Cal/OSHA) of the State of California. In the event of a conflict between the requirements in the referenced standards, the most stringent standard shall prevail.
- B. In addition to this specification, the contractor shall adhere to all the requirements of Section 12 of the Sacramento County Standard Construction Specifications.
- C. The Contractor shall submit their Injury and Illness Prevention Program (IIPP) for review and approval.
- D. The Contractor shall submit proof of equipment training certifications for all persons operating equipment used on the project.
- E. All contractors, vendors and visitors will wear hardhats and safety vests at all times while in construction areas. In addition, if necessary, but not limited to: appropriate foot, eye and ear protection shall be worn.
- F. Contractor shall have a Site Specific Safety Plan that has been specifically prepared for the contemplated work. Site Specific Safety Plan shall comply with section 3203 of Cal/OSHA and shall be applicable to all individuals engaged in the Work, including the Contractor's subcontractors, suppliers and others.
- G. An Emergency Action Plan and a Fire Prevention Plan in accordance with sections 3220 and 3221 respectively of Cal/OSHA shall be included in Site Specific Safety Plan.
- H. The responsibility for safety rests with the Contractor who must provide a safe work site for workers and other individuals entering the area.
- I. District reserves the right to stop any work activity that creates a serious safety violation as defined by Cal/OSHA,

1.02 PROJECT SPECIFIC SAFETY PROGRAM

- A. Project Specific Safety Program shall include:
 - 1. Designation of Safety Manager.
 - 2. Detailed description of Project Specific Safety Plan.

3. Policies and procedures to ensure compliance with regulations.
 4. Staffing plan and organization chart for implementation of the safety program.
 5. Training program including new employee orientation.
 6. List of equipment, supplies, materials and personal protective devices that will be available and utilized.
 7. Description of accountability for foreman and supervisors.
 8. Site Specific Emergency Response Plan for accidents/incidents and injuries.
 9. Description of accident investigation and reporting procedures.
 10. Description and frequency of tailgate and regular safety meetings.
 11. Participation of subcontractors, suppliers and others in Project Safety Program.
 12. Method of identifying, correcting, or remedying situations that are unsafe or not in compliance with Project Safety Program.
 13. Provisions for excavation safety.
 14. Procedure for preparation of Work Permits.
 15. Method to remedy nonconforming situations.
- B. Project Specific Safety Program and revisions shall be reviewed by a full time Safety Professional. The full time Safety Professional shall state that the Project Specific Safety Program is adequate and complies with the regulations applicable to the Work. The Project Specific Safety Program shall be submitted to the District Representative, for review, prior to commencement of work and shall remain in effect until the Work has been completed. Project Specific Safety Plan shall be reviewed, updated, and changes submitted as they occur.

1.03 SAFETY MANAGER

- A. A Safety Manager shall be designated who has responsibility for safety of the Work and who has the duty to implement and secure compliance with the Site Specific Safety Plan. Safety Manager shall have the authority to remedy or correct any unsafe or noncompliance situations or problems.
- B. Safety Manager or designated alternate individual shall be on site when Work is being pursued. Contractor will be permitted to designate an alternate individual to act on behalf of Safety Manager when Safety Manager is absent from the work site.
- C. Safety Manager shall have 5 years construction experience on projects similar to the Work. Three years of this experience shall involve full-time, construction site safety

responsibilities. Safety Manager shall be knowledgeable of occupational health and safety rules and regulations.

1.04 PROTECTION OF WORKERS

- A. The EchoWater Facility receives sewage and industrial waste. There is a possibility that solvents, fuels and hazardous material may be in the wastewater. The wastewater and the associated facilities should be considered contaminated. Individuals who contact wastewater, debris or existing facilities should take appropriate safety and health precautions such as personal protective equipment and inoculations for disease.
- B. Safety equipment and precautions shall be utilized to protect workers, District personnel, and the general public during the work.
- C. NIGHTTIME LIGHTING CONTROL
 - 1. If nighttime construction lighting is required, the construction contractor shall shield and orient lighting downward and directed away from any nearby biological receptors to minimize effects. Lighting shall be directed toward active construction areas only, and shall have the minimum brightness necessary to ensure worker safety.

1.05 WORK PERMITS

- A. There are areas and operations at the EchoWater Facility which are potentially hazardous or dangerous if the appropriate precautions are not taken. The Work Permit process is utilized to review proposed work activities and to ensure good work practices and appropriate safety measures are followed. Contractor is required to prepare Work Permits and comply with the stipulated conditions. A Work Permit shall provide a detailed description of the proposed activities and sequencing.
- B. The Work Permit procedure is described in the COORDINATION WITH OCCUPANTS Section (01 14 16). Examples of activities which require a Work Permit are:
 - 1. Operations that have open flames, the potential for sparks or activities that may result in high temperatures. Examples include welding, cutting, grinding and electrical work.
 - 2. The use of tools or electrical equipment in classified areas.
 - 3. Work on equipment or piping which contains, or has contained, a flammable or hazardous material, chemical or gas. Work on or in proximity to chemical or gas storage facilities.
 - 4. The use of hazardous materials.
 - 5. Activities which involve electricity at greater than 500 volts.
 - 6. Activities that involve pressures greater than 150 psi.

7. Activities that involve work in a confined space including the opening of vaults and manholes.
8. Activities that include silica dust.
9. Activities that involve special precautions required by Cal/OSHA.

1.06 REPORTING

- A. Safety Manager shall prepare and submit a narrative report describing actions, incidents, near-misses and topics related to safety. The report shall indicate past events and proposed future activities. A summary of events of weekly job site tours shall be included.
- B. All incidents that are reportable on OSHA Form 300 or that result in property damage in excess of \$1,000 shall be promptly reported to District. A detailed description of the incident including names and statements of witnesses shall be provided within 5 days of the occurrence.
- C. Contractor shall inform the District within 5 days of any claims, suits, or citations of violations that may arise from an incident or injury.

1.07 NON COMPLIANCE

- A. When a serious hazard is identified, the Contractor will receive a verbal notification of the problem and a request to rectify the situation. If the situation is not corrected in the allotted time or reoccurs, a written notification will be issued to the Contractor that will clearly describe the condition, date Contractor initially was notified, the recommended action and the expected date of compliance. If the situation is not corrected, the Contractor's worker's compensation insurance carrier will be notified.

****END OF SECTION****

SECTION 01 14 16

COORDINATION WITH OCCUPANTS

1.01 GENERAL

- A. Contractor work activities that impact existing District operations, property or facilities (such as pipelines, ductbanks, manholes, treatment processes, environmental resources, and access roads to District facilities) require an approved, signed Access Request (AR) prior to commencement of work. Interruption of flow or connection to an existing system or interceptor requires a Shutdown Plan and Location Map to be included with the Access Request. In addition to the Shutdown Plan, any activity that requires special safety precautions to be taken will require a Safety Work Plan to be included with the Access Request.
- B. Access Request:
 - 1. Allows District Operations time to review the proposed work and to schedule and coordinate necessary process or equipment shutdowns,
 - 2. Allows District Safety office review of proposed work and contractors' safe work practices related to the specific work to be performed,
 - 3. Informs the contractor of any special hazards or exposures related to the specific work.
- C. The District maintains permits to collect, treat and discharge wastewater. These permits establish discharge limits for wastewater, storm water, and air emissions and establish spill reporting requirements and fines. Violation of District permits shall not result from the Contractor's work. Any unauthorized discharge or spill shall immediately be reported to the EchoWater Facility Plant Control Center (916-875-9400). The District will require the Contractor to stop or restrict any activity that has or could result in an unauthorized discharge or permit violation. The District will prevent or remedy the situation by the most expeditious means. The Contractor will be responsible for all costs incurred including fines.

1.02 REQUIREMENTS

A. COORDINATION AND ACCESS:

1. Activities that affect the operation of existing District equipment, including EchoWater Facility processes, Interceptor pipelines or facilities, or access to District property will require coordination between District and Contractor.
2. Access Requests are generally required based on impending work activities discussed at weekly construction coordination meetings, and approval is issued jointly by the District O&M Support office and District Safety Office.
3. Unrestricted access for District personnel and equipment shall be provided at all times to existing facilities, unless a reduced level of access is explicitly allowed in the approved Access Request.

1.03 SCOPE

- A. An Access Request provides notification of a Work Item or other activity proposed by the Contractor. An Access Request describes the contemplated work including when, where and how it will be accomplished. An Access Request shall be submitted by a qualified representative of the Contractor who is familiar with all aspects of the work and pertinent safety requirements. An Access Request may be required whenever any of the following conditions are contained in or will be affected by Contractor's work:
1. General Project mobilization or District property access,
 2. Work in, connection to, or removal of any pipeline, manhole, pump station, asset or wastewater process or equipment.
 3. Any work that may impact environmental resources on District property,
 4. Any work that may impact or disrupt other activities on District property such as leased agricultural operations, scientific studies, or concurrent construction projects,
 5. Excavation on District property by location, dewatering of any excavation, structure, tank, vessel, or piping system
 6. Installation or removal of bulkheads, cofferdams and isolation devices
- B. Depending on the activities within the project, multiple Access Requests may be required.
- C. A fully completed Access Request form shall be submitted in accordance with the ELECTRONIC COMMUNICATION PROTOCOLS Section (01 31 26) at least 10 working days prior to the date proposed for commencement of work. An Access

Request meeting may be required prior to the approval of the work or upon the District's request.

- D. Contractors are required to describe the proposed work activity, indicate the property, system or equipment that will be affected, list the labor and equipment to be utilized, indicate the date, time and duration of the work, describe measures that will be implemented to reduce impacts to District property and facilities, and describe safety precautions to be observed. Drawing and section numbers shall be indicated where appropriate. A Shutdown plan shall be included with the Access Request when the work affects an existing system or process.
- E. The Contractor shall plan and schedule Access Requests as early as possible. An Access Request will be reviewed and returned within 10 working days after submission of all necessary information. Sufficient information and detail shall be included with an Access Request to permit District to evaluate the proposed operation and the associated risks. Insufficient information on an Access Request may delay approval within 10 working days.
- F. Contractor shall not be allowed to proceed with any work, or any portion of the work, described in an Access Request without complying with all the conditions, in their entirety, of the Access Request approval. All conditions of approval, including additional safety precautions added by the District Safety Office, shall be complied with and effectively communicated to Contractor's personnel and subcontractors. If the Contractor does not agree with the additional safety requirements, work shall not start until resolution is attained. Changes in the proposed activities or field conditions of an Access Request, or delay of the work, will require the submission of a new or revised Access Request.

1.04 SHUTDOWN PLAN

- A. A Shutdown Plan shall be included with an Access Request whenever an existing operating system or facility such as a pipeline, basin, tank, channel, power supply, control circuit, instrumentation, equipment, pump, meter, or structure is affected. Shutdowns shall be planned and coordinated to minimize the number and duration of activities that affect existing operations.
- B. The District will limit the duration of shutdowns for critical systems. Stated durations are the total time period between when the system is made available to Contractor and when it is ready for return to service. If the Contractor cannot complete the work within the allowed time, Contractor shall immediately request an extension from the District. If the District does not approve the requested extension, Contractor shall complete the work or return the system to operable condition. The District will complete the work if

Contractor does not return the system to operable condition as directed. Contractor is responsible for extra costs or damages incurred by the Contractor or the District to meet these requirements.

C. Requirements:

1. Designate the equipment or system that will be affected or removed from service. Describe the work to be undertaken. Identify the portion of the system that will be isolated, dewatered, decommissioned, de-energized, depressurized, or drained.
2. List the labor, equipment, materials, tools, utilities and incidental items to be used.
3. Indicate measures to prevent discharge of wastewater, stormwater pollution, odor or disruption of treatment processes.
4. Indicate dewatering method and means for disposal of leakage water.
5. Provide details for bulkheads, cofferdams and isolation devices.
6. Describe safety precautions and equipment.
7. Describe recovery plan if the shutdown cannot be completed as planned
8. List activities to be done by the District.
9. Indicate the time estimated to complete the shutdown.

**** END OF SECTION ***

SACRAMENTO AREA SEWER DISTRICT

ACCESS REQUEST

This document shall remain at the work site until work/tasks listed are completed

Prime Contractor	Contract #	Date:
Sub-Contractor	AR #	Revision
Contact for Contractor	Work Item #	CPM Activity #
Phone	<input type="checkbox"/> Work Plan Attached	<input type="checkbox"/> Drawing Attached

PART 1 - CONTRACTOR WORK PERMIT

Start Date/Time	Completion Date/Time
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Reference Contract Drawings/Specifications

Equipment or System to be Worked On

Location of Work

Provide Change Management Package (CMP) # if appropriate:

Type of Work (check all that apply)	<input type="checkbox"/> Civil	<input type="checkbox"/> Mechanical	<input type="checkbox"/> Electrical	<input type="checkbox"/> Instrumentation
	<input type="checkbox"/> Process	<input type="checkbox"/> Coating	<input type="checkbox"/> Hotwork	<input type="checkbox"/> Other (specify)
	<input type="checkbox"/> Mobilization	<input type="checkbox"/> Traffic/Ped, Access	<input type="checkbox"/> Shutdown	

Description of Work

Anticipated Hazards

Tools/Equipment to be used	<input type="checkbox"/> Cutting/Welding Torches	<input type="checkbox"/> Arc Welders	Jack Hammers
	<input type="checkbox"/> Power Saws	<input type="checkbox"/> Grinders	Pneumatic Tools
	<input type="checkbox"/> Backhoe	<input type="checkbox"/> Crane	Radioactive Test Device
	<input type="checkbox"/> Other		

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Access Request - Page 1 of 3

Access Request Instructions:

1. Follow processing instructions in Access Request Procedure for either Capitol Improvement Project (CIP) or non CIP.

PART 2- CONTRACTOR SAFETY PRECAUTIONS

All items checked will be complied with/used in accordance with applicable safety standards (CalOSHA, UFC, etc.) and requested contractor's safety program.

<p>HOT WORK PLAN</p> <p><input type="checkbox"/> Isolate Combustibles</p> <p><input type="checkbox"/> Fire Watch</p> <p><input type="checkbox"/> Fire Extinguishers</p> <p><input type="checkbox"/> Flash Protection</p>	<p>REVIEW EMERGENCY PROCEDURES/ALARMS</p> <p>Gas Management Areas</p> <p>Other _____</p> <p>_____</p>
<p>AIR MONITORING</p> <p>Continous</p> <p>Periodic</p> <p>Frequency _____</p>	<p>HOUSEKEEPING</p> <p><input type="checkbox"/> Debris Removal</p> <p><input type="checkbox"/> Dust Control</p> <p><input type="checkbox"/> Maintain access to/through worksite</p>
<p>POTENTIAL ATMOSPHERIC HAZARDS TO BE MONITORED</p> <p><input type="checkbox"/> Oxygen Deficiency</p> <p><input type="checkbox"/> Oxygen Enrichment</p> <p><input type="checkbox"/> Combustible Gases</p> <p><input type="checkbox"/> Toxic Gases</p> <p><input type="checkbox"/> Other _____</p>	<p>EXCAVATION/TRENCHES</p> <p>Shoring</p> <p>Sloping</p> <p>Benching</p> <p>Barricades</p> <p>Excavation Plan Submittal Number _____</p>
<p>HAZARDOUS MATERIALS TRAINING</p> <p><input type="checkbox"/> Substance(s) _____</p>	<p>ELEVATED AREAS</p> <p>Fall Protection</p> <p>Guardrails</p>
<p>ENERGY CONTROL PROCEDURES</p> <p>Lockout</p> <p>Blockout</p> <p><input type="checkbox"/> Tagout</p>	<p>PIPING/EQUIPMENT OPENING AND/OR ENTRY (ensure prior to opening)</p> <p>Effectively Isolated</p> <p>Depressurized</p> <p>Drained</p> <p>Purged/Flushed of Hazardous Substances</p>
<p>VENTILATION</p> <p>Natural Only</p> <p>Auxiliary, Continuous</p>	<p>ABATEMENT ACTIVITIES</p> <p>Asbestos (Article 4 § 1529)</p> <p>Lead (Article 4 § 1532.1)</p>
<p>CONFINED SPACE PROCEDURES</p> <p><input type="checkbox"/> Permit Required <input type="checkbox"/> Personnel Retrieval System</p> <p><input type="checkbox"/> Non-permit <input type="checkbox"/> Communication w/Entrant</p> <p><input type="checkbox"/> C-5 <input type="checkbox"/> Rescue personnel @ site</p> <p><input type="checkbox"/> Entry Permit @ site <input type="checkbox"/> Supplied Air</p>	<p>OTHER SAFETY PRECAUTIONS</p> <p>_____</p> <p>_____</p> <p>_____</p>

AR SUBMITTAL SIGNATURE BLOCK

Contractor signs below after page 1 and 2 are filled out with sufficient detail to allow AR to be reviewed. Contractor identifies all anticipated safety items prior to signing below. Safety Office will initial next to any additional safety items that have been checked off during the AR review process.

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Contractor Representative	Date
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RE Comments See Attachment

Reviewed by Resident Engineer Date

Part 3 - APPROVERS' REMARKS

Area Supervisor Comments See Attachment

Approved by Area Supervisor Date

Safety Office Comments See Attachment

Approved by: SacSewer Safety Office Date

District Representative, Ops Support, Engineering Comments See Attachment

Approved by: District Representative, Ops Support, Engineering Date

SIGNATURE BLOCK

The work described by this Access Request has been reviewed. The work methods described and identified in Parts 1 & 2, and the additional safety precautions identified in Parts 2 & 3 will be complied with and effectively communicated to personnel assigned this task. If the contractor does not agree with additional safety precautions, work shall not start until resolution is attained.

Contractor Representative Date

- Distribution:**
- Operation Support
 - Safety Office Representative
 - Resident Engineer
 - O&M Manager 1 / 2
 - Ptocess Team Leader
 - Qther _____
 - Electrical Supervisor
 - Facility Manager
 - Project Engineer

Contractor (supplied by RE/District Representative)

***Note - Provide copies of approved ARs to applicable sections, always include O&M Manager I's in the distribution.**