

Miscellaneous Repairs at Hoboken City Hall
The City of Hoboken

SUPPLEMENTARY CONDITIONS

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of contract, including Instruction to Bidders, General Conditions, Supplementary Conditions and other Division 1 Specification sections, apply to the work in this section.

1.2 GENERAL

- A. The Supplementary Conditions are intended to compliment, modify, and/or amend the General Conditions. Where the same subject is covered in both sections, in the absence of conflict they shall jointly apply; where conflict occurs the Supplementary Conditions shall govern.

- B. Requirements in this Section include:

- 1.3 Pre-Bid Site Visit
- 1.4 Permits, Fees and Notices
- 1.5 Safety and Health Regulations
- 1.6 Existing Conditions
- 1.7 Taxes
- 1.8 Cleanup
- 1.9 Hazardous Materials
- 1.10 Preservation of Historic Structures
- 1.11 Use of Premise**
- 1.12 Site Conditions**
- 1.13 Work Hours**
- 1.14 Temporary Scaffolding**
- 1.15 Debris Removal

1.3 PRE-BID SITE VISIT

- A. Pre-bid Site Meeting: All bidders must visit the building prior to submission of a bid in order to familiarize themselves with the existing conditions. Date of Pre-bid Site meeting and walk through is noted in the Notice to Bidders. Submission of a bid shall indicate that the contractor has visited the site and is familiar with the existing conditions.

1.4 PERMITS, FEES AND NOTICES:

- A. Construction Permits shall be applied for and obtained by the Contractor.

1.5 SAFETY AND HEALTH REGULATIONS

- A. It is prohibited to take and/or consume alcoholic beverages or illegal substances on the property. Any personnel taking, consuming, or under the influence of alcohol or illegal substance while on the property shall be banned immediately, and permanently.
- B. Smoking shall not be permitted in the building.
- C. Radios shall not be permitted on the site.

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1.6 EXISTING CONDITIONS

- A. All the dimensions shown on the Drawings and pertaining to existing conditions shall be assumed approximate. Obtain and verify all required measurements for constructing new work at the site.

1.7 TAXES

- A. The Contractor shall be responsible for all applicable taxes.

1.8 CLEANUP

- A. Daily Cleaning: The Contractor shall keep pedestrian walks and parking areas free of debris at all times. Broom cleaning of these pavements is required on a daily basis to remove construction debris.
- B. Periodic Cleaning: The Contractor shall at all times during the progress of the work keep the site free from accumulation of waste matter or rubbish and shall confine his apparatus, materials and operations of his workmen to limits prescribed by law and by the Contract Limit Lines, except as the latter may be extended with the Owner.
- C. Debris Removal. The Contractor shall provide for prompt removal of all construction debris. Debris removal containers shall be located in accordance with applicable regulations and ordinances. The Contractor shall employ construction methods and means that will keep noise and airborne dust to a minimum.
- D. Final Clean-up: Upon completion of the work covered by the Contract, and/or particular portions of the work, the Contractor shall leave the completed project, or area, ready for use and occupancy without the need for further cleaning of any kind and with all work in the new condition and perfect order. In addition, upon completion of the work, all rubbish and unused materials belonging to the Contractor or used under his direction during construction (or impairing the use or appearance of the property) shall be removed from the property and the Contractor shall restore such areas affected by his work to their original condition. In the event of his failure to do so, the same shall be removed by the Owner at the expense of the Contractor and he and his surety shall be liable thereafter.

1.9 HAZARDOUS MATERIALS

- A. The Contractor shall notify the Owner if hazardous materials are encountered during the course of the work.

1.10 PRESERVATION OF HISTORIC STRUCTURES

- A. The work of this project will be performed upon premises that have been entered in the State and National Registers for Historic Preservation. Extreme care shall be exercised in the performance of the work of this project and every precaution shall be taken to protect these premises from damages of any kind.

Perform work in compliance with the United States Secretary of the Interior's *Standards for the Treatment of Historic Properties*.

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- B. Exercise extreme care in all aspects of the work to conserve, preserve and protect the existing site and structures. Do not use methods which will result in the loss of detail or material in existing surfaces.

1.11 USE OF PREMISES (SITE)

- A. Use of Site: Limit use of premises to areas within the Contract limits indicated. Do not disturb portions of Project site beyond areas in which the Work is indicated.
 - 1. Entrances and Hallways: Keep entrances and hallways serving the premises clear and available to Owner's employees and public at all times. Do not use these areas for storage of materials.
 - a. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.
 - b. Coordinate closure of entrances required to perform work with Owner. Provide three (3) days' notice to Owner prior to closure of any entrance, doorway, or hallway.
 - c. Coordinate selective demolition and work that will impact use of the building by the Owner and public with the Owner prior to commencing such work.
 - 2. See Section "Temporary Facilities and Controls" for additional site and building protection requirements.
 - 3. Parking:
 - a. Contractor parking shall be coordinated with the Owner.
- B. Use of Existing Building: Repair damage caused by construction operations. Protect building and its occupants during construction period.
- C. **It is called to the attention of all contractors and trades, and such other person or persons supplying any material or labor entering into the construction directly or indirectly, that other persons may be on or about the site throughout the course of the construction work. Particular caution and attention is required to maintain and assure the safety and ease of access for all persons involved in their daily operations and use of the site.**
- D. **Although certain minimum safety provisions are included in the Contract Documents, these provisions shall not be considered complete and do not minimize or override the Contractor's responsibilities in this regard. These provisions are included only to assure a minimum level of protection, which may have to be supplemented by the Contractor as deemed necessary as construction progresses.**
- E. **Disruption of Services: Contractor agrees to minimize any disruption of or interference, whether by physical obstruction, excessive traffic, noise, air pollution from dust, demolition, fumes from solvent adhesives or sprayed-on materials or otherwise.**

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- F. Furnishing and Artwork Relocations: The Owner shall relocate existing collections and furnishings from work building prior to start of the work.**
- G. Storage: No storage of materials or equipment shall be permitted within the existing building. Contractor to provide protected and secure storage for materials and equipment on site at a location agreed upon with the Owner.**
- H. Field Office: No office space will be available within the building. Contractor shall provide adequate office facilities to allow for regular communication during work hours, including phone communication and transmittal of written and photographic materials.**

1.12 **SITE CONDITIONS**

- A. The Contractor shall limit use of the premises to construction activities in the contract limit area. Allow for Owner occupancy and use by the public.**
- B. Access to the construction area shall be as directed by the Owner. The locations of these areas will be outlined at the mandatory pre-bid conference. The Contractor and his suppliers shall adhere strictly, to the access arrangements as directed by the Owner.**
- C. Contractor's Staging Area and Parking: Contractor shall prepare for the construction and maintenance of an area reserved for the Contractor's equipment, materials, trailers and other such items belonging to him. The location of this area will be outlined at the mandatory pre-bid conference. Location of parking for the contractor's employees' and subcontractors' passenger cars will be outlined at the pre-bid conference.**

1.13 **WORK HOURS**

- A. Extended contractor work hours at Hoboken City Hall are 8am to 6pm Monday through Friday.**
- B. Alternates for completing the following work is to be completed outside the extended City Hall contractor work hours of 8am - 6pm Monday through Friday and outside days that City Hall is open for regular business, including weekends and select holidays are included in Section 012300 and on the REVISED Bid Form:**
 - 1. Erection and dismantling of scaffolding in public areas.**
 - 2. Demolition and installation of new service counter and enclosure at the Tax Collectors Office.**
 - 3. Restoration of door jamb and reinstallation of restored door at Tax Collectors Office.**

1.14 **TEMPORARY SCAFFOLDING**

- A. Provide scaffolding as required to complete the work. Allow use of the scaffold by others as required. Scaffolding to be installed in such a way that access to all sections of the building by borough personnel and the public remains open at all times. Further, the portion of the work area defined on the drawings shall be isolated so that work can be ongoing during work hours without allowing migration of dirt and dust below to create a nuisance to the occupants and public.**

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- B. The Contractor shall assume complete responsibility for stability, safety, wind and fire resistance, warning lights, signs, and operating signals and procedures, and shall conform to all applicable safety standards.
 - C. Contractor shall install the necessary temporary lighting, emergency lighting and fire detection to be maintained in a functional condition during the duration of the project. Contractor is responsible for extension of fire alarm system as required by the local fire official having jurisdiction over City Hall
- 1.15 DEBRIS REMOVAL
- A. The cost for waste removal shall be borne by the Contractor.

END OF SUPPLEMENTARY CONDITIONS