

## Part 6

# Model Construction Contract Statement of Work

Revision 12

March 15, 2001

Gene Parks

\_\_\_\_\_  
Date: \_\_\_\_\_  
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\_\_\_\_\_  
Date: \_\_\_\_\_  
Construction Functional Area Manager:  
Robert Nichols

**Model Construction Subcontract  
Part 6 - Statement of Work**

**NOTE: Current Revision is Shaded**

REVISION:	DATE:	DESCRIPTION OF CHANGE:
0	12/03/93	Initial Issue
1	05/27/94	General Revision
2	02/02/95	Incorporate Construction Procedure 3.2.1, Rev.1 ICP A and Misc.
3	08/26/96	General Revision
4	05/29/96	General Revision
5	09/29/97	Added Exhibit for Dust Control
6	01/29/98	General Revision
7	08/12/98	Revised the Preface for reference to procedures, section 2.3 added italicized note , 2.5 for Safe Work plans, added section 2.6 for the contractor waste management plan, 6.3 for drinking water, 6.5 for Posting Board requirement, and 9.3 for schedule software. Reformatted cover sheet, added new revision sheet.
8	03/11/99	Added section 2.7 for access to a certified area, revised Table 5-1 and section 5.1 for inspection requirements for service vehicles, 7.2 added note, revised Exhibit "D" 4 week schedule.
9	03/20/99	Revised Table 5-1.  6.5 The Contractor shall provide a weather proof Permit/Posting board area for items the Contractor is responsible to post and for Fluor Fernald generated permits and postings (e.g. General Work Permit, Radiation Work Permits, Health and Safety Plan and the DOE Occupational Safety and Health Protection for DOE Contractor Employees poster).  7.2 Corrected the Mailing/Shipping address.
10	5/23/00	2.8 Project Turnover The contractor will be required to participate in the project turnover process by assisting FF in developing and completing the project punch list. The contractor shall notify Fluor Fernald no later than 1 day after completing the punch list item.  2.9 Redline/As-Built Drawings  5.1 All shipments to the Contractor shall be marked with the Contractor's name and Fluor Fernald Contract number. The contractor shall notify Fluor Fernald 1 day prior to the delivery arriving on site.  Common carrier and vendor delivery shipments are required to go through the Fluor Fernald Main Security, Gate A, located on the south access road, hours are from 7:00 a.m. to 3:00 p.m. Monday through Friday except for Fluor Fernald Holidays. Deliveries arriving later than 3:00 p.m. without prior approval will not be received and will be required to return the next working day.
11	7/11/00	Removed reference to the CMS (Chemical Management System). Table 5-1.
12	03/15/01	Revised 5.1 to delete the requirements for full and partial deliveries.

SOLICITATION NO. F-----

Contract NO. FSC-----

**PART 6**  
**STATEMENT OF WORK**  
**(MODEL)**

## PREFACE

This Model Contract Statement of Work is issued to guide the creation of Contract Statement of Work. Wording may be added, deleted, or revised to meet the needs of each separate Contract. When considering changes, the Construction Procedure Requirements shall not be changed. Part 6, Sections 8, and 9, are driven by Procedures PCS-003, Construction Scheduling; and CT-3.2.1, Contract Schedule Status.

Notes to the preparer are in *Italics* throughout the document and should be read and deleted as the document is tailored to each project.

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**11.0 EXHIBITS:**

- A. PAY ITEM DESCRIPTION, Form FS-F-4794
- B. SUBMITTAL REGISTER, Form FS-F-4299
- C. CONTRACTOR FURNISHED EQUIPMENT TURNOVER CHECKLIST
- D. FOUR WEEK ROLLING SCHEDULE, Form FS-F-4351
- E. CONTROL of FUGITIVE EMISSIONS
- F. GOVERNMENT FURNISHED EQUIPMENT LIST
- G. TOOL CHECKOUT SHEET, Form FS-F-4677
- H. CERTIFIED AREA (CA) ACCESS REQUEST, Form FS-F-4878

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**1.0 GENERAL SCOPE OF WORK**

Furnish all labor, supervision, administration, material, tools and equipment to construct the *(job title)*. Work shall be performed in accordance with drawings and specifications listed in Part 7, Technical Drawings and Specifications; Part 8, Environmental Health & Safety and Training Requirements; Part 9, Quality Requirements and provisions of this statement of work. The work shall include but not be limited to *(general description of type of work)*.

**2.0 SPECIFIC DESCRIPTION OF WORK**

2.1 Work Included: *(Make a detailed description of the work to be performed by the Contractor. Include information on disposal of demo material, waste, etc.)*.

2.2 Work Not Included:

2.3 Special Requirements: *(unusual precautions, such as protecting a tree, or assumptions that bidder must consider in the bid)*.

2.3.1 Radiological Isotope of Concern *(for projects performed in a radiologically contaminated area the Project Rad engineer shall identify the isotope of concern)*

2.4 Fugitive Dust Control:  
*(Fugitive Dust Control shall be added to all contracts requiring dust controls except D&D contracts which are covered by D&D specifications)*

The Contractor shall have a Fugitive Control Program in accordance with the following requirements.

2.4.1 The Contractor shall perform fugitive dust control and submit a Fugitive Dust Control Plan in accordance with Exhibit "F".

2.4.2 Off-hours dust alert response allowance, for the cost of performing dust suppression during non-work periods, the Contractor shall include Fifty Thousand Dollars (\$50,000.00) in the base Contract proposal price which will be listed as a pay item on the pay item schedule. "Non-work periods" are defined as hours other than the Contractors normally schedule work periods.

2.4.3 At the time of contract close out, any monies remaining in the \$50,000.00 off-hours dust alert response allowance shall be recovered by Fluor Fernald by a unilateral change order to the contract crediting the balance.

2.5 Contractor Safe Work Plan:

The Contractor shall submit a Safe Work Plan for each task to be performed, this can be one work plan with sections on each task or a series of work plans. The Contractor shall follow the format specified in ACR-002 Contractor Safe Work Plan Format Requirements found in Contract Part 7.

Submittal of the Safe Work Plan(s) shall be in accordance with Contractors Submittal Register **EXHIBIT "B"**.

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The Contractor's Safe Work Plan or a copy shall be kept at the work area during performance of the work to allow the personnel performing the work access to the Safe Work Plan to ensure compliance. Both the original and the copy shall be controlled.

**2.6 Contractor's Waste Management Plan:**

The Contractor shall develop and submit a Waste Management Plan for the contractor's construction debris in accordance with ACR-007 from Part 7.

**2.7 Access to Certified Areas:**

A Certified Area is an area in which certification sampling has been initiated, is in progress, or has been completed, to demonstrate that the constituents of concern are less than or equal to the Final Remediation Levels (FRLs).

2.7.1 The Contractor will be required to enter a Certified Area to perform work on this Project, and shall complete Exhibit "H" for entry into the area.

Note: Personnel who are visiting or are performing oversight of the work being performed will not be required to complete an access request.

2.7.2 If a vehicle or piece of heavy equipment to be used in the certified area has been used off-road in an uncertified area or has been used in a contaminated area of the FEMP, then the vehicle or heavy equipment must have the wheels, blades and/or undercarriage cleaned using a pressure washer by Fluor Fernald, Inc. If the vehicles have not been used off-road at the FEMP in un-certified areas or in a contamination area, washing is not required. If washing is required, the contractor shall provide Fluor Fernald, Inc. with a minimum of a 1 week notice. In addition, no impacted (i.e., contaminated) material (e.g., soil, rubble, debris) can be brought into a certified area.

2.7.3 Vehicles may only enter/exit at designated access locations.

2.7.4 Vehicles may not be refueled within the certified areas.

2.7.5 Each employee, contractor, and/or piece of equipment that is to be in the certified area must be listed on the access form. Submit additional access request forms as necessary should additional personnel, vehicles, etc. be needed.

**2.8 Project Turnover**

The contractor will be required to participate in the project turnover process by assisting Fluor Fernald in developing and completing the project punch list. The contractor shall notify Fluor Fernald no later than 1 day after completing the punch list item.

**2.9 Redline/As-Built Drawings**

The Contractor shall maintain, at the jobsite, an up to date set of Contract drawings, Refer to Part 7 Specification 2501-TS-0011 Section 00015.

Redline shall be submitted to Fluor Fernald, Inc. on a current, controlled copy of the drawings.

The Contractor is not required to annotate Fluor Fernald, Inc. Drawing Change Notice revisions on the drawings.

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**3.0 MATERIAL, OR EQUIPMENT FURNISHED BY THE CONTRACTOR**

The Contractor shall furnish material and/or equipment required to perform the work as specified in this document, including those items identified below:

- 3.1 HEPA Vacuum Cleaners: The Contractor shall provide a minimum of one HEPA Vacuum Cleaner for each crew working at a time and enough to replace those that are being serviced for filter integrity testing, and all attachments required to perform work under this contract. Refer to Part 7, Specification Section 11010. When the HEPA Vacuum Cleaners are no longer required to perform work, the Contractor shall decontaminate the vacuum cleaner and turn over all equipment to Fluor Fernald, Inc. in good working order no additional cost to Fluor Fernald. The Contractor shall also provide O & M manuals, maintenance records, and purchase records.
- 3.2 Air Filtration Devices: The Contractor shall provide the air filtration devices and appurtenances required to perform work under this contract, Refer to Part 7, Specification Section 15860. When the Air Filtration Devices are no longer required to perform work, the Contractor shall decontaminate the devices and turn over all equipment to Fluor Fernald, in good working order no additional cost to Fluor Fernald. The Contractor shall also provide O & M manuals, maintenance records, and purchase records.
- 3.3 Effluent Removal Equipment: The Subcontractor shall supply the effluent pumps, contaminant filters, hose and other appurtenances as required to execute the work specified in the Engineering Specification. When the equipment is no longer required to perform work, the Contractor shall decontaminate the equipment and turn over all equipment to Fluor Fernald in good working order no additional cost to Fluor Fernald. The Contractor shall also provide O & M manuals, maintenance records, and purchase records.
- 3.4 The Contractor shall complete and submit a list all of the equipment that it will furnish on for this project utilizing the "Contractor Furnished Equipment Turnover Checklist" provided as **EXHIBIT "C"**.

**4.0 CONTRACTOR USE OF GOVERNMENT FURNISHED EQUIPMENT**

- 4.1 The Contractor will be given access to Government Furnished Equipment (GFE) (e.g. fork lifts, scissors lifts, hydraulic shears) for use on the project. Refer to Exhibit "F" for the list of available equipment. The GFE will be provided in "AS-IS" condition in accordance with Part 3 General Provisions clause 52.245-4 "GOVERNMENT FURNISHED PROPERTY" and 52.245-19, "GFE -AS-IS". The GFE is provided in "current condition" FOB at present location.
- 4.2 The Contractor shall submit a list of GFE equipment required for use prior to mobilization and complete the Tool/Equipment Checkout Sheet (Exhibit "G") at time of mobilization. The contractor shall inspect the GFE prior to acceptance and document the inspection and confirm the GFE is suitable for its intended use.
- 4.3 Fluor Fernald will provide routine Preventative Maintenance (PM) for all GFE used by the Contractor. The Contractor will return the GFE to a pre-determined point (e.g. Project queuing area) for Fluor Fernald to perform the PM. Should the equipment need to be returned to the maintenance shop, the contractor shall perform decontamination activities in accordance with paragraph 4.9.
- 4.4 The Contractor shall allow Fluor Fernald one working day (excluding weekends) to perform PM on GFE. The Contractor will be issued a maintenance schedule for each piece of GFE and return the GFE for PM per the schedule.
- 4.5 The Contractor shall be responsible for daily oil and lubrication (e.g. greasing) required by the

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manufacture instructions provided by Fluor Fernald.

4.6 The Contractor shall allow Fluor Fernald two working days to make repairs to equipment due to mechanical failure. The Contractor agrees not to submit a claim for equitable adjustment for impacts to the Contractors project cost or schedule should the GFE fail to perform under this contract.

4.7 The Contractor, with concurrence from Fluor Fernald, shall replace GFE when the repair or PM can not be completed in the specified time frame or a like piece of GFE is not available from Fluor Fernald. Fluor Fernald and the Contractor shall agree on the rental or purchase of the replacement for the GFE.

The Contractor shall allow two working days for receipt of replacement equipment from time it is determined the repairs can not be completed.

4.8 The Contractor shall notify Fluor Fernald 10 days prior to final return of the GFE. The GFE shall be returned to Fluor Fernald in the same condition it was delivered less normal wear and tear. The Contractor shall be responsible for the cost of repairs to all damage to the equipment due to negligence or misuse by the Contractor and their Lower-Tier Subcontractors.

4.9 The Contractor shall perform decontamination to the following limits, as necessary, to reduce removable contamination levels on accessible surfaces of the equipment prior to returning the equipment to Fluor Fernald.

Removal Contamination Limits:

- Uranium - 1000 dpm/100 cm<sup>2</sup>; (or as received).
- Th-232 - 200 dpm/100 cm<sup>2</sup>; and (or as received).
- Th-230, Ra 226 - 20 dpm/100 cm<sup>2</sup> (or as received).

4.10 The Contractor shall provide Fluor Fernald with a Certificate of Insurance naming Fluor Fernald and the DOE as additional insured with coverage in accordance with the requirements of this contract, including liability for injury or accidents related to the use of the GFE.

**5.0 INTERFACES AND RESTRAINTS**

The Contractor will interface with various Fluor Fernald (and other) organizations through the CCM as required, or at points and frequency as shown in the following Table 5-1, and must allow for resulting delays as identified in Table 5-1.

**TABLE 5-1**

TASK	FREQUENCY	APPROXIMATE DURATION	RESPONSIBLE GROUP
Respirator Issue	Per Person	5 min.	Rad Safety
Tool & Equipment Entry Inspection	Per Delivery	1.5 hrs.	Fluor Fernald Health and Safety
Delivery Truck Inspections	Per Delivery	.5 hrs.	Fluor Fernald Health and Safety
Confined Space Monitoring	Per Space	.5 hrs.	Fluor Fernald Health and Safety

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Employee's Exit Monitoring	Per Person	1.5 hrs.	Rad Safety
Removal of Tool & Equipment from Site	As Required	5 Days	Rad Safety
Container Prep Material	As Required	2 Days	Fluor Fernald Construction Coordinator
Delivery of Washable PPC	Daily	NA	Fluor Fernald Construction Coordinator
Container Delivery	As Required	10 Days After Notification	Fluor Fernald Construction Coordinator
Swipe Test for Equipment and Material Release	As Required	2 hrs	Rad Safety

**5.1 Delivery of Contractor Furnished Material and Equipment**

All shipments to the Contractor shall be marked with the Contractor's name and Fluor Fernald Contract number. The contractor shall notify Fluor Fernald 1 day prior to the delivery arriving on site.

Common carrier and vendor delivery shipments are required to go through the Fluor Fernald Main Security, Gate A, located on the south access road, hours are from 7:00 a.m. to 3:00 p.m. Monday through Friday except for Fluor Fernald Holidays. Deliveries arriving later than 3:00 p.m. without prior approval will not be received and will be required to return the next working day.

**NOTE:** Contractor shall provide trained personnel to serve as escorts for vendors during entry and exits and coordinate the dates and times that escorts will be required. Escorts are to be RAD I trained to enter Controlled Zone and RAD II trained to enter Contamination Zone.

The Contractor is responsible for the following:

1. All drivers must be escorted unless they are trained in accordance with the site requirements.
2. Driver must be issued a TLD badge.

Deliveries by the Contractor's truck shall be made at the main gate. Fluor Fernald will contact the Contractor who is required to send an escort within one-half hour. The Contractor shall escort their truck to the Contractor's unloading point for unloading by the Contractor.

For Service vehicles or other vehicles with multiple compartments and material, the following steps shall be implemented prior to the vehicles entering the controlled area to reduce the outgoing radiological survey as follows:

1. The Fluor Fernald Radiological Control Technician (RCT) will seal or lock and take possession of the key of all compartments which the contractor identifies as contain tools or equipment that will not be used.
2. All equipment and material within the vehicle that was not sealed shall be surveyed by Fluor Fernald according to the site unrestricted released criteria.

**6.0 TEMPORARY FACILITIES AND UTILITIES**

6.1 The Contractor will be given access, without charge, to limited electrical, and water services in the

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vicinity of their work site. The quantities and characteristics of these utilities will be limited to that which is available from existing outlets in the following locations:

Power: 600 Amp Phase: 3 Volt: 480 V is available at a point source located in a panel. The location of the panel is identified on project drawing\_\_\_\_\_.

Non-Potable Water: Water line available at a location identified on project drawing \_\_\_\_\_. The Contractor shall be responsible for maintaining this line during the project including cold weather protection during the winter.

*(Each Project should determine the communication requirements (i.e. number of telephone, telephones lines, fax lines and LAN service) for the project and contact the telecommunications group for their input on the availability of the source, the source location, all telephones, voice mail, Personal Computers (PC's), telephone lines, fax lines, Local Area Network (LAN) lines, jacks, wire and the cable infrastructure requirements for that project).*

6.2 Fluor Fernald will provide 2 telephone lines and a facsimile line to the Contractors office trailer. This service includes two telephones and telephone service. Only Fluor Fernald telephone equipment shall be used at the site, additional telephone equipment will be made available at the Contractors cost upon request. Communications services may be suspended if misused.

6.3 The Contractor shall be required to furnish all drinking water. Locations for drinking water inside radiologically controlled areas will be submitted to Fluor Fernald in accordance with Part 8, Section for Sanitation.

6.4 The Contractor may bring temporary field offices, tool trailers, etc., on-site for use during performance of the Contract. A general location of these facilities is shown on Drawing No.\_\_\_\_\_. The Contractor shall submit the number, type, size and a sketch of the proposed location of each facility for approval by Fluor Fernald prior to mobilization. These temporary facilities shall meet the requirements outlined in Part 7, Administrative Contract Requirements ACR-006.

6.5 The Contractor shall provide a weather proof Permit/Posting board area for items the Contractor is responsible to post and for Fluor Fernald generated permits and postings (e.g. General Work Permit, Radiation Work Permits, Health and Safety Plan and the DOE Occupational Safety and Health Protection for DOE Contractor Employees poster).

**7.0 SITE LOCATION, ACCESS, LAY DOWN AREAS AND LIMITS OF CONSTRUCTION AREA**

7.1 The exact job-site location and access to the job-site is shown on Drawing \_\_\_\_\_.

7.2 The Fluor Fernald address is:

*Note: The CE shall input the mail stop of the contract administrator.*

Mailing Fluor Fernald Attn: _____ Mail Stop ?? P. O. Box 538704 Cincinnati, OH 45253-8704	Shipping Fluor Fernald Attn: _____ 7400 Willey Road Hamilton, OH 45013-9402
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7.3 Contractor's activities shall be limited to the construction boundaries shown on Drawing \_\_\_\_\_.

7.4 Contractor storage areas are shown on Drawing \_\_\_\_\_.

7.5 The Contractor shall install construction zone fencing (orange snow fence) around the work area as identified by Drawing No. \_\_\_\_\_.

**8.0 PAY ITEM DESCRIPTIONS**

8.1 The Pay Item Descriptions as defined in **EXHIBIT "A"** show activities for which the Contractor shall report progress and use for invoicing.

8.2 Within ten calendar days after Notice to Proceed, the Contractor shall submit a proposed value for each pay item (refer to Contract Part 4 for Pay Item Schedule Invoice). The value shall correspond to the descriptions of the activities in the Pay Item Description including profit, overhead, insurance, HEPA vacuums, air filtration devices, training and submittal documents not specifically listed as a pay item, shall be allocated to each pay item proportional to its value. Fluor Fernald will review each pay item value to ensure that the value is consistent with the work to be performed. Pay item values not found acceptable shall be revised and resubmitted. Payments cannot be made until Fluor Fernald approves the pay item values.

**9.0 CONTRACTOR'S PROJECT SCHEDULE**

The Contractor's Project Schedule shall be a Critical Path Method Schedule (CPM) with two levels that clearly identify all logic ties, and project critical path from Notice to Proceed through project completion. The first level being at the Pay Item level (Pay Item Layout) and the second level at the activity level (Detailed Layout). Activities will roll up to support the Pay Items.

The schedule shall be submitted for compliance review within \_\_\_ calendar days after Notice to Proceed. The initial Contractor's Project Schedule, once approved by Fluor Fernald, will be known as the Baseline Schedule. This Schedule will be used for comparison with the updated monthly project schedule and shall not be revised without concurrence from Fluor Fernald.

9.1 Schedule Layouts:

- Pay Item Layout

The Pay Item Layout is a roll up of the Contractor's Detailed Layout by Pay Item. This layout will only contain Pay Item Activities sorted by Early Start Dates. The percent complete of these Pay Items will be the basis for determining percent complete and dollar value earned on the monthly submitted invoice.

- Detailed Layout

This schedule layout will show activities and provide the ability to: analyze schedule performance, analyze trends, identify recovery/corrective action plans, identify opportunities for improvement and forecast future achievements. Activities are defined as schedule elements of sufficient detail to adequately evaluate percent of activity completion on a weekly basis. Activities shall, at a minimum, be grouped by Pay Items and sorted by Early Start Dates. The activity may be a pay item when it is of sufficient detail to meet the definition of the activity. The schedule activities shall also be coded with their corresponding Pay Item ID code.

The Detailed Layout shall be resource loaded by activity to show man-hours by craft

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(carpenters, laborers, operators, etc.) expected to be utilized for each activity. Activities will also be resource loaded with a breakdown of Pay Item values.

9.2 Monthly Updates:

The Project Schedule shall be updated monthly with the baseline schedule shown as target in each layout.

Approximately 5 working days prior to the monthly Invoice Cut-off Dates (refer to Contract Part 4 **EXHIBIT "5"**), the Contractor shall schedule a "progress review meeting" with Fluor Fernald. The percent complete for each activity will be summarized by Pay Item in the Contractors Project Schedule and shall be the basis for the amount invoiced for that Pay Item. A final copy of the updated

Project Schedule, shall be submitted to Fluor Fernald by the month end cut-off date.

Monthly Project Schedule Update shall include

- Actual or projected start and finish dates
- Activity percent complete and remaining duration
- Bar Chart Schedule comparing the current schedule to the baseline schedule
- Revisions to the craft resource, actual to date and estimate to complete in man-hours.

9.3 Four Week Rolling Schedule:

The Contractor shall develop a rolling schedule which windows four (4) weeks of the Contractor Detailed Layout. This schedule will consist of the past week, present week and the next two weeks to come. The Contractor shall meet with the Fluor Daniel Fernald Construction Scheduler to review/prepare the weekly Four Week Schedule prior to the Weekly or Biweekly Contractor Coordination Meeting throughout the duration of the project. The format is shown in **EXHIBIT "D"**.

9.4 Contractors Schedule Software

*Contract with duration less than 60 days.*

The Contractor's Project Schedule may be in a manual bar chart or computer based form.

*Contracts with duration greater than 60 days. (Note: Contracts with duration less than 60 days may require the use of this software)*

The Contractor is required to use Primavera's P3 for Windows software latest version or (Suretrack for Windows latest version) to prepare the required project schedules. A computer disk containing the updated project schedule shall be submitted along with the schedule update.

**10. SUBMITTALS**

10.1 Contractor Submittal Register: The Contractor shall make all submittals as listed on **EXHIBIT "B"** or as otherwise specified by this document.

10.2 The Contractor shall provide submittals in accordance with General Provisions article A.59 - "Specifications and Drawings", and Part 7 - Administrative Contract Requirements ACR-001.

10.3 The Contractor is responsible for making all submittals required to perform the work as specified in this Contract.

PAY ITEM DESCRIPTION

CONTRACT NO.: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_

CONTRACT TITLE: \_\_\_\_\_

PAY ITEM NUMBER	PAY ITEM DESCRIPTION	DETAILED PAY ITEM DESCRIPTION
	X  A	M  P  L  E

CONTRACT No: \_\_\_\_\_

**SUBMITTAL DATES**

CONTRACT TITLE: \_\_\_\_\_

A = Within 5 days after award  
 B = 20 days max. from Notice to Proceed  
 C = Prior to Authorization To Mobilize  
 D = 30 days prior to start of the activity

E = 60 days prior to start of the activity  
 F = 10 days after completion of activity  
 G = Prior to entry

CONTRACTOR: \_\_\_\_\_

\* = Submitted directly to the Fluor Fernald Project Manager or Contract Administrator

**CONTRACTOR SUBMITTAL REGISTER**

Submittal No. (1)	Submittal Type (2)	Document Family (3)	Document Title (4)	Submittal Date (5)
N/A	INF	Procurement	Performance Bond Payment Bond	A
N/A	INF	Procurement	* Insurance	C
N/A	N/A	Procurement	* Invoice	Monthly
N/A	INF	Procurement	* PLA Letter of Assent	C
N/A	INF	Procurement	* Verification of Pre-Job Meeting	C
N/A	INF	Procurement	* List of Subcontractors	G
	CFC	Health & Safety	Health and Safety Plan	B
	CFC	Health & Safety	Hazardous Chemical List	B
	CFC	Health & Safety	Carcinogen Control Plan	D
N/A	N/A	Health & Safety	* Monthly Man Power Reports	Monthly
	CFC	Health & Safety	Fall Protection and Training Plan	D
	INF	Health & Safety	Competent Person List	D
	CFC	Health & Safety	Lead Abatement Work Plan – List of Lead Abatement Workers	D
Submittal No. (1)	Submittal Type (2)	Document Family	Document Title (4)	Submittal Date (5)

CONTRACT No: \_\_\_\_\_

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CONTRACTOR: \_\_\_\_\_

**CONTRACTOR SUBMITTAL REGISTER**

Submittal No. (1)	Submittal Type (2)	Document Family (3)	Document Title (4)	Submittal Date (5)
		(3)		
	INF	Health & Safety	Contractor's Heat and Cold Stress Policies	D
	INF	Health & Safety	Contractor's Substance Abuse Program	B
	CFC	Health & Safety	Accident Prevention Plan	B
	CFC	Health & Safety	Hearing Conservation Program Plan	C
N/A	N/A	Health & Safety	* Excavation Entry and Daily Inspection Form	G & F
	INF	Health & Safety	Personnel Air Monitoring Analysis Results	F
	INF	Health & Safety	General Area Monitoring Analysis Results	F
N/A	N/A	Medical/Dosimetry	* Urinalysis Sampling List	Monthly
	INF	Training	Training Certificates	C
	INF	Training	OSHA Construction 30 Hour Training	C
N/A	N/A	Training	* Access Request and Profile	G
	INF	Training	OSHA 24 Hour Field Experience Form	F
	CFC	Construction	Contractor's Project Schedule	B
N/A	N/A	Construction	* Monthly Schedule Up-Dates	Monthly

CONTRACT No: \_\_\_\_\_

**SUBMITTAL DATES**

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CONTRACTOR: \_\_\_\_\_

**CONTRACTOR SUBMITTAL REGISTER**

N/A	N/A	Construction	* 4 Week Schedule	Weekly
N/A	N/A	Construction	* Daily Reports	Daily
	CFC	Construction	Pay Item Schedule of Values	B
	CFC	Construction	Drinking Water Location	C
	CFC	Construction	Temporary Facilities	C
	CFC	Construction	Safe Work Plans	
	CFC	Engineering	Submittal Register	B
	CFC	Quality	QA/QC Program	B
	INF	Quality	Fasteners Quality Certificate	F

**Instructions for Completion of the Submittal Register**

1. Fluor Daniel Fernald will insert the submittal number as follows:

- Project Number
- Contract Number
- Specification Number or Contract Part Number from the stated submittal requirement
- Sequential number by group with group defined as a complete part number or complete specification number (i.e. if part 6 requires eight submittals they would be numbered 1642-605-P6-001 thru 1642-605-P6-008. Each group will begin with the number one.)

Project#	Contract #	Specification#	Sequence#
1642-	605-	01011-	001

Project#	Contract #	Contract Part#	Sequence#
1642-	605-	P6-	001

**Note:** When additional submittals are required the Contractor shall enter the next sequential number in that submittal group (i.e. if the last submittal number in a group was 1642-605-01011-0025, the next submittal number would be 1642-605-01011-0026.)

2. Fluor Fernald will insert the Submittal Type.

CFC – Certified for Construction  
 INF – Information

3. Fluor Fernald will insert the Document Family as follows:

Procurement	Construction
Health & Safety	Engineering
Medical	Quality
Training	Others

4. Fluor Fernald will insert the Document Description (Health & Safety Plan, Safe Work Plan, Training Certification, Certificates of Conformance, Catalog Cuts etc.)

5. Fluor Fernald will insert the submittal due date.

E

Contractor Furnished Equipment Turnover Checklist

Equipment	Model No.	Serial No.	Manufacturer	Cost	Usable Yes / No
HEPA VAC's _____ _____ _____ _____ _____					
ADFs _____ _____ _____ _____ _____					
Wash Equipment _____ _____ _____ _____ _____					
Other Equipment _____ _____ _____ _____					



*Note to the Contract Writer.*

*This Exhibit only applies to projects where Fugitive Dust Control is required and are not covered by another document.*

## 1.0 FUGITIVE DUST CONTROL PLAN:

- 1.1 The Contractor shall develop a Dust Control plan based on the requirements stated in this document for controlling fugitive dust emissions and ensuring compliance with standards and site-specific limits defined in this document.
- 1.2 The Contractor shall submit the Dust Control Plan to Fluor Daniel Fernald for compliance review. This plan shall be part of the "Safe Work Plan" (See Part 7, ACR-002 for the outline of the "Safe Work Plan"). The Dust Control Plan shall demonstrate the Contractor's understanding of the importance of dust suppression on this project. It shall be adequate for all work areas. Fluor Daniel Fernald's compliance review of this plan does not relieve the Contractor of any responsibilities regarding the suppression of dust under the terms of this subcontract. This plan shall include but not be limited to the following:
- A listing of specific types and quantities of equipment to be used to suppress dust.
  - A listing of proposed methods and materials that will be used to proactively suppress dust and the frequency that routine dust suppression is to take place.
  - A narrative description of how the Contractor field personnel will implement the Dust Control Plan and how they will monitor for excessive or visible dust including how records will be kept and where they will be maintained
  - A description of the notification process that the Contractor intends for Fluor Daniel Fernald to utilize during non-work periods to inform the Contractor of a Dust Alert.

## 2.0 FUGITIVE DUST CONTROL REQUIREMENTS:

- 2.1 The Contractor shall proactively suppress dust releases from each field activity by applying Best Available Technology (BAT) dust control, such as the application of water, dust suppression agents, or other appropriate methods approved by appropriate Fluor Fernald personnel and/or implementing BAT work practices at the beginning and during each field activity.
- Project field activities shall be continuously monitored by the Contractor for visible emissions.
  - Fluor Fernald will provide Opacity monitoring for each project and forward the information to the Contractor.
  - All dust-generating field activities in an observed area shall cease immediately if a fugitive dust limit is exceeded. An increase in BAT dust controls and/or work practices shall be implemented to bring the fugitive dust emissions below the limit during dust-generating activities (including wind erosion). Work shall not be restarted until Fluor Fernald is completely satisfied that the method to suppress the fugitive dust has been executed by the contractor.
- 2.2 The Contractor shall have personnel on-call as defined in the plan during non-work periods seven (7) days per week (including holidays) to respond to an off hours dust alert. The Contractor shall provide a list of his personnel that will be on-call during non-work periods. Dust suppression is to begin no more than two (2) hours after notification by Fluor Fernald during non-work periods.
- The Contractor shall apply enough BAT dust control material to bring the fugitive dust emissions

below the standard or site specific limit during dust-generating activities (e.g. wind erosion).

- The Contractor shall not leave the site with out Fluor Fernald concurrence that sufficient controls are in place.

### 2.3 Activities May Include:

Some of the activities which may require dust suppression are as follows:

- Hauling material and equipment
- Vehicle and equipment traffic
- Excavation
- Trenching
- Loading/Unloading
- Transportation to Defined Roadway (paved or unpaved)
- Load-in/Load-out on Storage Piles
- Materials Placement in Onsite Disposal Cell
- Vehicle Traffic on Storage Piles
- Wind Erosion from Working Faces

### 2.4 Definitions:

*Paved Roadway or Paved Parking Area:* a predetermined area designed and improved specifically for vehicle traffic. Improvements to the predetermined area are the application of materials such as asphalt or concrete that forms a firm level surface for travel.

*Unpaved Roadway or Unpaved Parking Area:* a predetermined area designed and improved specifically for vehicle traffic. Improvements to the predetermined area include the application of gravel, shredded shingles, cinders, compaction, etc. to the delineated area.

*Wind Erosion of Storage Piles:* fugitive emissions from storage piles strictly created by the wind (and not by material handling equipment or vehicle traffic).

*Visible Particulate (Fugitive) Emissions:* visible airborne particulate that are generated from the operation of heavy equipment, equipment wheels or tracks, any tools, or vehicle wheels. Visible particulate emissions are also those generated by wind erosion. (Regulatory methods that will be used for visual determination of fugitive emissions are 40 CFR 60 Appendix A, Method 9 (used by Fluor Fernald ) "Visual Determination of Opacity of Emissions from Stationary Sources" and Method 22 (used by the contractor) "Visual Determination of Fugitive Emissions from Materials Sources and Smoke Emission from Flares". )

*Material Handling/Vehicle Traffic on Storage Piles:* includes activities such as loading in and loading out of materials, excavation, and vehicle traffic on storage piles. Fugitive emissions created by the above activities on storage piles shall be subjected to the standard defined in this section. Fugitive emissions that can not be distinguished between material handling activities and wind erosion will be also subjected to the standard defined in this section.

### 2.5 Site-Specific Limit:

The Contractor shall apply the following Site-Specific Limits:

- Visible particulate emissions from any paved roadway or paved parking area shall not exceed one minute during any sixty-minute observation period.
- Visible particulate emissions from any unpaved roadway, unpaved parking area, project field activities, or wind erosion from storage piles shall not to exceed three minutes during any sixty-minute observation period.

- Verify compliance with this limit shall be performed using 40 CFR Part 60 Appendix A, Method 22 "Visual Determination of Fugitive Emissions from Materials Sources and Smoke Emissions from Flares".

## 2.6 Actions:

The Contractor shall apply the following.

- At the start of each day and periodically during the day project personnel (Fluor Fernald & contractor) shall tour paved & unpaved roads, paved & unpaved parking areas, storage piles, and project field activities are taking place and proactively apply BAT fugitive dust controls and/or work practices to minimize dust generation.
- Before fugitive emissions are visible, BAT dust controls and/or work practices must be implemented or increased.
- If the limit is exceeded, all mechanical dust-generating activities such as traffic on roadway in the observed area must cease immediately. An increase of BAT dust controls and/or work practices shall be implemented to bring the fugitive emissions to, at a minimum, below the limit during dust-generating activities (including wind erosion).

## 2.7 BAT Dust Controls/Work Practices:

The contractor shall implement the following BAT Dust Control/Work Practices as applicable:

- Seal off work areas, stock piles, working piles, etc. before the end of each shift.
- In dry conditions initiate dust control before each work shift and during lunch breaks.
- Wet sweep or otherwise remove any clods, clumps, tracks, or visible deposits of soil or mud from paved roadways or paved parking areas, applying appropriate dust control measures to suppress the generation of visible dust that may result from the sweeping or removal process.
- Remove, as practical, any clods, clumps, tracks, or visible deposits of soil or mud from unpaved roadways or unpaved parking areas, applying appropriate dust control measures to suppress the generation of visible dust that may result from the removal process.
- Repair or resurface roadways/parking areas as needed or use an alternative road surface as a last resort for unpaved roadways and parking areas.
- Maintain roadway shoulders.
- Minimize the amount of unnecessary traffic on roadways, parking areas and areas around field activities.
- Limit speed to 15 miles per hour operation of vehicles or equipment.
- Reduce the seed limit as required to minimize dust generation.
- Apply appropriate dust suppression agents such as water or surfactant to the materials being transported by truck load beds to ensure the transported materials will not become airborne. Soil and soil like material shall not be visible above the vehicle body.
- Cover truck load beds when transported materials are still likely to become airborne.

- Change configuration of material being transported (e.g. place less in truck).
- Minimize the height of drop during loading and unloading.
- Application of dust suppression materials approved by Fluor Fernald such as: water, resin, or equivalent combination of surfactant or crusting agents.
- Storage piles may be covered with a tarpaulin, plastic, etc., if practical.
- Soils in work areas and placed in stockpiles shall be rolled at the end of each work day.
- For extended periods of planned inactivity, vegetate as a last resort if protective cover or periodic application of surfactant or crusting agents proves ineffective.
- Change method of excavation/transport (e.g., from a front-end loader dumping into a truck to a self-propelled pan) when feasible.
- Wheel Washing.

### 3.0 TRAINING

- 3.1 Contractor personnel shall review and understand the information contained in this document and shall be trained in the plan pertaining to an individual's responsibilities.
- 3.2 The Contractor shall designate individuals that will require the appropriate training.
- 3.3 Personnel involved in performing compliance surveillance's to ensure fugitive dust emissions from project field activities are meeting fugitive dust standards or limits, must have the following Fluor Fernald provided training:
- 40 CFR 60, Appendix A, Method 22- "Visual Determination of Fugitive Emissions from Material Sources and Smoke Emission from Flares".

### 4.0 RECORDS

- 4.1 The Contractor shall complete a "Control of Fugitive Dust Emissions- Daily Record" form Attachment "1" each time an application of dust suppression material is performed and submit the completed forms to Fluor Fernald weekly.

Enter on form:

- identification of area that was treated and/or cleaned. Record using sketch on back of the form, or by attaching similar diagram at appropriate scale.
- the date the designated area was treated and/or cleaned.
- the manner the designated area was treated and/or cleaned.
- the application rate of dust suppression material (at a minimum, the tank truck load capacity and number of truckloads applied per unit of time per area (or segment) to which applied).
- the equipment operator (at a minimum, the name of the contractor or subcontractor firm).

- 4.2 The Contractor shall document the "Visual Determination of Fugitive Emission" on the Contractor Daily Activity Report Part 4 Exhibit "1" when performing visible emission monitoring for paved and unpaved roadways, paved and unpaved parking areas, and wind erosion from storage piles and submit the completed

forms to Fluor Fernald daily.

Date: \_\_\_\_\_

TIME	AREA TREATED (sketch)	TREATMENT METHOD	APPLICATION RATE	EQUIPMENT OPERATOR



## Government Furnished Equipment List

*Note to the Contract Writer.*

*This Exhibit only applies to projects where Government Furnished Equipment will be furnished and a List of equipment is required, the contract writer with the support of project will develop this list.*

### **TOOL CRIB CHECKOUT SHEET**

**SECTION I: REQUEST-to be completed by the requestor**

REQUESTOR'S NAME: (PLEASE PRINT & SIGN)		<b>Badge #:</b>
NAME OF REQUESTOR'S SUPERVISOR:	Today's Date:	Anticipated Return Date:

**Requestor's Department:**  Utilities  Facilities Management  Maintenance  Transportation  
 Building, Grounds & Laundry  Vehicle Repair Garage  Waste  Soils & Water  
 Equipment Decontam.  Safety & Health  Waste Generator Services  Demolition Projects  
 Construction: specify contractor (i.e. NSC, ETC.) \_\_\_\_\_  Other:

AREA/JOB TO BE USED:	Item will be used in Contaminated area? <input type="checkbox"/> YES <input type="checkbox"/> NO
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Type of Tool/Equipment-give general description (i.e., drill, auger, compressor, ratchet, etc.):

**SECTION II: ISSUE-to be completed by the Tool Crib Attendant**

TOOL CRIB ATTENDANT: (Sign Name)	BADGE #:	DATE: / /
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EQUIPMENT/SERIAL #:	EQUIPMENT/SERIAL #:
ITEM DESCRIPTION:	ITEM DESCRIPTION:
MANUFACTURER:	MANUFACTURER:
<b>ABOUT THE ITEM ISSUED:</b> Clean? <input type="checkbox"/> YES <input type="checkbox"/> NO Non-Sparking? <input type="checkbox"/> Normal <input type="checkbox"/> Non-Sparking Does item have a barcode for sensitive tracking? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, ENTER SENSITIVE # _____	<b>ABOUT THE ITEM ISSUED:</b> Clean? <input type="checkbox"/> YES <input type="checkbox"/> NO Non-Sparking? <input type="checkbox"/> Normal <input type="checkbox"/> Non-Sparking Does item have a barcode for sensitive tracking? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, ENTER SENSITIVE # _____

REQUESTOR'S SIGNATURE FOR VERIFICATION OF ITEMS: \_\_\_\_\_

\*\* By signing, the Requestor verifies that they are aware that certain tools/equipment in the Tool Crib require specific training before use.

**SECTION III: RETURN-to be completed by Tool Crib Attendant**

DATE OF RETURN: / /	INSPECTION: <input type="checkbox"/> Okay <input type="checkbox"/> Damaged	Inspector's Initials: _____
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**RAD SURVEY:  CLEAN  CONTAMINATED**  
 (Attach copy of Rad Survey for items returned from contamination area)

**FEEDBACK:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## CERTIFIED AREA (CA) ACCESS REQUEST

FORM #

REQUESTER:	BADGE NUMBER:
DEPARTMENT:	
PROJECT TITLE:	
DATES ( <i>beginning and end</i> ) ACCESS IS NEEDED:	
AREA TO BE ENTERED:	
PURPOSE OF CA ENTRY (list any proposed chemical applications, including pesticides or herbicides):	
<b>PERSONNEL TO ACCESS CA (use additional pages if necessary):</b>	
NAME:	BADGE NUMBER:
1.	
2.	
3.	
EQUIPMENT AND/OR VEHICLES TO BE USED:	
VEHICLE IDENTIFICATION (IF USED):	
WHERE IS VEHICLE/EQUIPMENT COMING FROM?	
<b>FOR USE BY SDFP PERSONNEL ONLY</b>	
_____ CA ACCESS REQUEST APPROVED	
APPROVAL CONDITIONS: 1) Enter CA at posted access points only. 2) Close entrance ropes after entering and exiting. 3) Submit additional access request forms for any activities that require use of additional vehicles, equipment. 4) Brief any additional persons requiring access on CA access guidelines. 5) Chemical use restrictions.	
VEHICLE/EQUIPMENT WASH REQUIREMENTS: Wash wheels and undercarriage if vehicle/equipment has been used on-site in unpaved portions of uncertified areas.	
_____ CA ACCESS REQUEST DENIED	
REASON(S)	
SDFP COMPLIANCE REPRESENTATIVE:	SIGNATURE (s):
SDFP NATURAL RESOURCE REPRESENTATIVE:	
REQUESTOR NAME:	SIGNATURE:
DATE:	