

APPENDIX 2I

STANDARD CONTRACTOR RULES

Project Co will comply with the following instructions with regard to employee conduct and work standards while performing work in the Facility or on the Health Campus at any time following Service Commencement.

Before Service Commencement, the Owner will provide the Plant Services contact person names and phone numbers for the following list:

1. Senior Manager, Facilities Maintenance & Operations (FMO)
2. Manager, Utility Plant & Mechanical Systems Facilities, Maintenance & Operations (FMO)
3. Manager-On-Call (after hours)

GENERAL RULES AND REGULATIONS

Project Co will ensure that any work is carried out in a safe manner and, without limiting the other provisions of this Agreement, will be responsible for the conduct and work practices of its workers and any Sub-Contractors. Project Co will coordinate the work activities of its workers and any Sub-Contractors.

Project Co will, prior to starting work, complete the attached Contractor Safety Checklist and submit the completed form to the Owner. Project Co will communicate the assessment to all workers and be posted for reference at the work site.

Project Co will cause all workers to be attired in clean, neat clothing appropriate to the work being performed and will cause its workers to exhibit behaviors and language suitable for a hospital setting.

Project Co will ensure that all of its workers have been adequately educated and trained to complete the intended work.

Fire Safety

If a fire or smoke is discovered at the Health Campus, Project Co will comply with the following procedure:

4. Pull the closest fire alarm station to sound the alarm.
5. Inform Security by calling the number provided by the Owner before Service Commencement and state the location of the fire.

Project Co will ensure that no false fire alarms occur, directly or indirectly, as a result of any Construction on the Health Campus. Project Co will obtain the Owner's prior approval of any new work procedure which could potentially cause a false fire alarm. Such work includes floor sweeping, sanding, spraying, misting, cutting, filing, grinding etc. Project Co will be responsible for any costs to the Owner which result from false fire alarms caused directly or indirectly by Project Co's work.

ST. PAUL'S EMERGENCY CODES

The following is a list of standard emergency codes used in St. Paul's:

Code Red	Fire
Code Blue	Resuscitation Team
Code Green	Evacuation

Code Orange	Mass Casualty and Mass Casualty with contamination Code Orange CBRN
Code Amber	Child Abduction
Code Yellow	Missing Patient
Code White	Aggression
Code Black	Bomb Threat
Code Grey	System Failure
Code Brown	Hazardous Spill

Contractor Personnel Identification

Project Co will supply identification badges identifying its own staff and any of its Sub-contractors. This identification will be worn at all times while on the Health Campus. Identification tags to include name, company and date issued/expiration for each worker.

Parking

Vehicles making deliveries to the job site will be allowed access to designated locations only for visits not exceeding twenty (20) minutes.

Emergency First Aid

Project Co will provide its own first aid facilities and have an accident prevention program in accordance with WorkSafe BC requirements.

INVASIVE WORK REQUIREMENTS

General

Before commencing any work, prepare and provide to the Owner a safety management plan including a site drawing to be provided to the Owner describing how safety will be managed throughout the work. Project Co will lay out all required signs, work area protection and barricades prior to starting any work. Project Co will name the person who will be responsible for safety for the work and coordinating work activities and safety between trades and any Sub-Contractors.

Project Co will establish control around the work area to ensure the safety of all Facility Users. Project Co will accommodate the needs of disabled persons, including those who are physically disabled, visually impaired and others.

Project Co will exercise good site safety and maintain acceptable housekeeping and material organization around the site. In particular:

- Prepare and provide to the Owner a Preventative Measures Analysis, as per CSA Z317.13, based on the ICRA provided by the Owner's IP&C team;
- maintain compliance with CSA Z317.13 and dirt and debris will not be tracked through the hospital or on Health Campus roadways;
- locked doors will be kept locked, especially roof access and electrical closets;
- extension cords and other tools will not create a tripping hazard;
- all areas, tools and materials will be left in a safe manner during break periods and at the end of each shift; and
- patient care areas will be properly protected during construction.

OCCUPATIONAL HEALTH AND SAFETY SHUT DOWNS

Project Co will coordinate all shutdowns or disruptions of services or systems through the Owner's plant services department and obtain all required approvals from the Owner prior to altering or disconnecting any services. Project Co to provide a schedule of tentative shutdowns and duration at the outset of construction and updated on a monthly basis.

All critical shut downs to be coordinated with the Owner 1-3 months in advance.

Request for shutdowns, disruptions or disconnections to be made at least 7 business days in advance of the shutdown. A shutdown request form should be submitted in the form provided by the Owner.

Lockout Procedures

Project Co will physically isolate all energy sources before performing any work and will coordinate with any Sub-Contractors and the Owner's plant services department when lockouts are required.

Risk Assessment

Without limiting Project Co's obligation to complete the attached Contractor Safety Checklist the Owner may, during the course of any work being carried out on the Health Campus, request Project Co to complete a risk assessment of the work and, if the Owner so requests, Project Co will carry out such risk assessment. The following is a list of typical work activities where a risk assessment is required:

- confined space entry;
- hazardous materials;
- heat and cold stress; and
- emergency preparedness including response to an Emergency Operations Centre.

Other work activities require specific safe work procedures or plans.

Such work activities include:

- fall protection; and
- lockout.

Project Co will cause all Project Co Persons to follow all safety programs and safe work procedures/plans and will provide written safe work procedures to the Owner.

Project Co will make all Project Co Persons aware of any site safety hazards and their associated control measures.

Project Co will coordinate with Transport Canada with regards to erection of cranes or any other airspace requirements

Confined Spaces

Examples of confined spaces at the Health Campus include:

- manholes;
- service tunnels;
- tanks and vessels;
- pipe chases; and
- crawl spaces.

Hazardous Materials

Project Co will ensure that all necessary precautions are followed when working with or around any hazardous or controlled products. Project Co will ensure that all Project Co Persons involved in the work are trained in WHMIS.

Project Co will keep on-site copies of MSDS for all controlled products to be used for the work. Project Co will label all controlled products in accordance with WHMIS regulations.

If Project Co's work may produce odours, such as through the application of adhesives, roofing tar or painting, provide prior notice of such work to the Owner.

Project Co will provide appropriate odour mitigation to eliminate the effects on Facility Users, patients and the public. Adequate ventilation will be provided for the type and quantity of controlled product used.

Spills & Cleanup

Project Co will respond to all spills and be responsible for cleaning up any spills that result, directly or indirectly, from its work or from products used by Project Co on the Health Campus. Report all spills to the Owner.

Project Co will comply with all applicable laws concerning response to spills of hazardous materials. Project Co will have available the material, the procedures and the trained personnel required to clean up spills of any material used by Project Co on the Health Campus.

Bio-Safety and Other Hazards

Project Co will, prior to commencing any work, notify the Owner if hazardous materials, including biohazardous, materials, radioactive materials or cytotoxic materials need to be removed from the intended work site. The Owner will arrange for the safe removal and/or disposal of all hazardous materials, including biohazardous materials, radioactive materials or cytotoxic materials, for which Project Co is not responsible under this Agreement. Project Co will lock out or seal any equipment which cannot be moved and which presents a potential for injury.

Excavations

Project Co will ensure that all excavations over 1.2 m (4 feet) in depth are appropriately engineered.

Respirators, Protective Clothing and Equipment

Project Co will provide protective clothing and equipment, including hard hats, safety footwear, respirators and protective coveralls, if required for access to any restricted locations on the Health Campus. Items which require custom fitting, such as respirators, will not be used by more than one person.

Fall Protection

Project Co will provide fall protection at all times for workers that are required to comply with WorkSafe BC requirements and all other relevant safety requirements.

Proximity to Services

If work will be conducted in an area which is in close proximity to power lines, Project Co will ensure, and notify the Owner, that the power lines are de-energized, guarded or displaced.

Project Co will provide required notice to Ministry of Transportation for the elevation of any cranes on site or for any intrusion into Helipad air space

CONSTRUCTION SITE REQUIREMENTS

Barricades and Barriers

Unless otherwise approved to by the Owner, Project Co will enclose all work areas with solid plywood partitioning. Project Co will provide insulated partitioning to reduce sound transmission and seal partitioning above and below suspended ceilings to prevent the spreading of dust to smoke detectors and to staff in other areas. Project Co will remove debris daily from work areas, keep floors clean and install mats at entries to control tracking of dirt to other areas.

Project Co will enclose areas of new construction with appropriate fencing or plywood hoarding in accordance with the requirements of the applicable codes and bylaws.

Project Co will ensure that all barricades and barriers conform to all safety practices required by all applicable laws and Good Industry Practice. Project Co will ensure that any barriers outside the work site will be visible both day and night and, if overhead work is being performed, will build all walkways in close proximity to job sites with overhead protection.

Project Co will provide adequate warning for visually impaired pedestrians. Chain link fencing or hoarding is preferred as it allows blind persons to feel the base of the barricades with their canes. Audible or tactile warning devices may also be required. Project Co will notify the Owner prior to setting up barriers in pedestrian areas on the Health Campus.

Project Co will keep all temporary exit and access routes safe and clear of obstructions. Walkways are to be level and free of tripping hazards. If ramps are required, they are to be painted yellow. Warning signs and adequate lighting will be provided and maintained for the protection of the public. Project Co will provide temporary exit and access areas in accordance with the Owner's requirements and the requirements of any other authority having jurisdiction (e.g. City of Vancouver). Walkway surfaces must be smooth enough for small wheeled medical devices.

Drilling and Coring

Project Co will not, without the Owner's prior approval, use pneumatic jackhammers or impact tools for drilling, chipping or breaking out concrete or masonry where it has the potential to disrupt hospital operations. Project Co will core drill all required holes in existing concrete or masonry and saw cut all new openings in existing concrete or masonry.

In consultation with the Owner, Project Co will identify and program all concrete breaking, cutting, chipping and drilling prior to commencing any such work. The Owner may stop or reschedule such work irrespective of prior arrangements to suit hospital operations, without any additional cost to the Owner. Project Co will construct sound enclosures and baffles and operate all equipment as quietly as reasonably possible to keep noise transmission to a minimum. Loud music is not permitted on the work site.

Site Maintenance

Project Co personnel will not have access to any buildings unless work is done in that area. This includes food services, retail and restrooms. If the work to be performed in any buildings is such that dirt will be tracked through buildings on the Health Campus, Project Co will provide floor protection before commencing work. If the intended work involves or requires moving heavy equipment or materials, Project Co will take adequate precautions to protect all floors, columns, elevators and walls within the Health Campus. Project Co will locate disposal containers, points of egress into the building and construction routes as approved by the Owner.

Project Co will take proper precautions including locate nearest shut-offs, to prevent roof leaks, burst pipes and water spillage, particularly from concrete coring and saw cutting. As approved by the Owner, Project Co will erect drip trays and protective sheeting before starting any work. If water leakage occurs, Project Co will immediately notify the Owner and initiate clean up.

Project Co will contain all activities that create dust, including concrete grinding, drywall sanding and sweeping and will wipe clean all surfaces, particularly pipes, ducts and cable trays, upon completion of such work. Prior to the start of the work, Project Co will comply with all infection control standards including all dust containment methods. In the case of exterior work, Project Co will seal windows and, if approved by the Owner, protect building air intakes from construction dust.

Location of Concealed Services

Project Co will, prior to cutting and coring through concrete or masonry walls and slabs, establish the location of concealed services and conduit by X-ray, ground penetrating radar or radio detection (electronic locator). Project Co may use X-ray location only as approved by the Owner.

Project Co will conduct any non-destructive testing involving x-ray sources or x-ray emitting devices in accordance with the Atomic Energy Control Board regulations to minimize radiation exposure to workers and all other users of the Health Campus.

Project Co will post and follow the Owner's emergency procedures regarding disruption to buried services.

Site Security

At the end of each day's work, Project Co will ensure that the work area is locked and made secure to the Owner's satisfaction. Project Co will store all tools and equipment in a non-hazardous area and will store all flammable materials, including paints, thinners, cartons and crates, away from any buildings. Project Co will provide to the Owner copies of Project Co's key(s) for the locked up areas.

Environmental Conditions

Project Co will minimize work that affects environmental conditions, e.g. heating, cooling or humidity and will notify the Owner a minimum of seven days prior to any possible environmental condition change. Any impact to the procedure suites will require a minimum of 1 month notice.

Fire Safety

Project Co will comply with the Owner's fire regulations and fire safety plan at all times and will notify the Owner before any open flame work, including welding, soldering and burning, is undertaken to allow the Owner to temporarily deactivate, as necessary, smoke detectors. Project Co will provide fire extinguishers and a fire watch whenever open flame work is undertaken.

Use of Elevators

Passenger and service elevators will not be available to Project Co for the movement of workmen, construction materials or demolition debris, unless previously approved by the Owner.

Work Outside of Normal Hours

If the Owner determines that the proposed work or any interruption of services must be carried out outside of normal working hours, Project Co will complete such work at the required time and at no additional cost to the Owner. The Owner will determine normal working hours for each portion of the work based on the agreed Work Plan. Normal working hours are dependent on the location and nature of the work. In addition,

the Owner may stop or reschedule the work, regardless to any prior arrangements, at no additional cost to the Owner.

Attachments:

1. Documents available at <http://our.healthbc.org/sites/fmo/SitePages/PHC.aspx>