

SPECIFICATION P357-488

**SPECIFICATION FOR PROCESS
AND
STORAGE BUILDING FOR IPP PLANT**

JUNE 1, 1962

| BB 0002651 |

PITTSBURGH PLATE GLASS COMPANY
CHEMICAL DIVISION LAKE CHARLES, LA.
ENGINEERING DEPARTMENT

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SPECIFICATION FOR PROCESS AND STORAGE BUILDING FOR IPP PLANT

This specification shall govern fabrication and erection of buildings for IPP Plant.

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SPECIFICATION FOR PROCESS AND STORAGE BUILDING FOR IPP PLANTI. INSTRUCTIONS TO BIDDERS

- A. In these specifications "Owner" shall mean Pittsburgh Plate Glass Company, Chemical Division.
- B. The Owner reserves right to reject any and all bids and to waive informalities.
- C. Each contractor, before delivery of proposal, is held to have carefully examined the drawings and specifications and satisfied himself that he is fully informed of all conditions under which work is to be performed. Failure to do so will in no way relieve him from any of the work contemplated by the drawings and specifications.
- D. In case of omissions and discrepancies in any documents, the following sequence shall govern:

1. Contract Agreement
2. Specifications
3. Drawings

The Owner shall be notified immediately of any such discrepancies, in order to rectify these omissions and discrepancies.

- E. Contractor shall state exact time required for fabrication and delivery of building and its component parts and then time required for complete erection of building at job site. Bidder shall allow five (5) working days between delivery and erection of steel and five (5) working days after erection before erection of roofing and siding for painting. All ten (10) days to be suitable weather for painting.
- F. Owner will provide labor and equipment to unload all building materials upon their arrival at construction site. Materials will be unloaded in close proximity to actual erection location.

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- A. Contractor shall design steel, fabricate and erect buildings for IPP Plant according to this specification and AISC Code and to dimensions noted on Drawing No. 13A-120, 13A-121, 13A-119, 13A-122, and 13A-125.
- B. Contractor shall furnish three (3) copies of drawings (plan and elevations) for approval before fabrication and four (4) approved copies of all shop and erection drawings for Owner's records.
- C. Contractor shall furnish three (3) copies of anchor bolt setting plan for use by Owner as soon as possible after award of contract.
- D. Owner shall provide concrete slab and anchor bolts for erection of the building.
- E. Contractor shall so schedule his work as to coordinate his work with other contractors on job site.
- F. Owner will do all painting.

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Steel shall be rolled structural shapes. Steel beams and columns to be designed for 100 psf live loads on floor. Wind loads to be 30 psf or 125 mph wind. Roof dead load to be 20 psf. All bolting to be with H.S. drive bolts (galv.).

B. Grating

Grating to be galvanized w/1-1/4" x 3/16" bearing bars. Riveted grating not acceptable. All grating openings to be banded.

C. Stairs

Stairs to have 8" maximum riser, 9" tread. Treads to be grating type with abrasive nosing, bolted to stringers.

D. Galvanize

All structural steel, grating, handrail and stairs to be hot-dipped with not less than 2 oz. per sq. ft. of zinc galvanizing.

E. Roof and Siding

Roof and siding to be 3/8" thick, 4.2" corrugated asbestos except where fiberglass panels are called for with corner and ridge rolls as required. This siding and roof to be attached with galvanized clips and lead head bolts in sufficient number to securely attach siding and roof. Clips shall be furnished to paint contractor at time of steel delivery for painting.

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A continuous ridge ventilator shall be installed over ridge of west 40' x 20' section of building of minimum capacity of 2500 cfm in 2 mph wind. This ventilator to be not less than 35'-0" long with 9" throat. Provisions for a future ventilator in south 40' x 40' section shall be left in purlin spacing. This ventilator to be added later. Ventilator shall be constructed of not less than 24 gauge galvanized steel. Galvanized Bird screen shall be provided for ventilator. Ventilator to be delivered with structural steel to allow for painting.

G. Gutters and Downspout

Gutters and downspouts to be not less than 24 gauge type #316 stainless steel of sufficient size to drain roof for 6"/hr. rainfall.

H. Flashing

All flashing shall be not less than 24 gauge, #316 stainless steel as required.

I. Windows

Windows with galvanized steel frames to be of size and quantities as noted on Drawing No. 13A-121.

J. Doors

Doors to be 3' x 7' hollow core galvanized steel standard doors with four wire glass lights. All hardware to be included with doors for proper installation.

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Process and Storage Building Floor Framing Plan	Drawing No. 13A-120
Process and Storage Building Elevations	Drawing No. 13A-121
Standard Handrail	SK-1019-1
2nd Floor Platform and Framework	Drawing No. 13A-119
Isometric of Process Area and Platform	Drawing No. 13A-125
Electrical Switchgear Building Plan & Detail	Drawing No. 13A-122

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V. GENERAL TERMS AND CONDITIONS

Except as and to the extent otherwise expressly specified in the Agreement, the following General Terms and Conditions shall be applicable to and constitute a part of the Contract.

1. Contract Documents: The Contract Documents shall consist of the Agreement, the Drawings, Specifications and other documents, if any, therein identified and incorporated by reference, including these General Terms and Conditions, and such detailed drawings and instructions, if any, consistent with such Drawings and Specifications and necessary for the proper execution of the work, as Owner may furnish, all of which form the Contract.

The intent of the Contract is to include all labor, materials, appliances and services of every kind necessary for the proper execution of the work, and the terms and conditions of payment therefor. The Contract Documents are to be considered as one, and whatever is called for by any one of the Documents shall be as binding as if called for by all.

Two or more copies of the Agreement, as required, shall be signed by both parties and at least one signed copy shall be retained by each party.

2. Detailed Drawings and Instructions: Owner shall furnish to Contractor, as promptly as is reasonably possible, additional instructions, by means of drawings or otherwise, consistent with the Contract Documents, as may be necessary for the proper execution of the work. Contractor shall execute the work in conformity therewith and shall do no work without proper drawings and instructions from Owner.

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3. Materials, Utilities and Appliances: The Contractor shall provide and pay for all materials, labor, tools, equipment, fuel, transportation and other facilities necessary for the proper execution and completion of the work.

Unless Owner otherwise directs, all materials, shall be new and both workmanship and materials shall be of highest quality consistent with the general specifications.

4. Patents and Royalties: The Contractor shall pay all royalties and license fees. He shall defend all suits or claims for infringement of any patent rights and shall indemnify and save harmless the Owner from liability or loss on account thereof, except that the Owner shall assume such liability and be responsible for such loss when a particular process or the product of a particular manufacturer or manufacturers is specified.

5. Permits and Regulations: The Owner shall secure and pay for all permits, licenses and easements for permanent structures or permanent changes in existing facilities. The Contractor shall secure and pay for all permits and licenses of a temporary nature necessary for the prosecution of the work and shall give all notices and comply with all laws, ordinances, rules and regulations relating to the conduct of the work as drawn and specified.

6. Personnel: In its relationship with Contractor, Owner shall act by and through a Project Engineer. All communications, directions and instructions hereunder from Owner shall be communicated to Contractor by such Project Engineer and all communications of any kind by Contractor to Owner hereunder shall be communicated to such Project Engineer by the Contractor.

The Contractor shall keep on the work, during its progress, a competent superintendent and such necessary assistants, including a chief clerk, as may be requested or approved by the Owner, all of whom shall be acceptable to the Owner. The superintendent shall represent the Contractor in his absence and all directions given to him shall be binding upon the Contractor.

The Owner reserves the right to bar or expel from its premises any employee of the Contractor for any cause which Owner deems reasonable.

7. Protection of Work and Property: The Contract contemplates that the Contractor shall protect his work from damage or loss and shall protect the Owner's immediate and adjacent property from damage or loss arising in connection with this Contract. Except as provided in item 8 of these General Terms and Conditions, Contractor shall, without cost to Owner, make good any such damage or loss caused by the fault or negligence of the Contractor, his agents or employees.

8. Insurance: Contractor shall indemnify and hold harmless the Owner from and against any loss, liability, claim or demand for damages for personal injury, including death and/or property damage arising out of or relating to the performance of such work except when caused by the sole negligence of the Owner, its officers, agents, or employees. For the purposes of this paragraph, the activities of Contractor's agents or employees on and about Owner's premises during the life of this Contract shall be deemed to relate to the performance of the work whether or not such activities are within the scope of their agency or employment.

Contractor shall procure and maintain in full force and effect during

the progress of the work insurance against risks, and in amounts not less than such limits, as are stipulated below. Such insurance shall be with such carriers approved by the Owner.

(1) Workmen's Compensation in applicable statutory limits.

(2) Contractor's Liability, including Completed Operations and Contractual endorsement (or Products Liability Insurance)

Personal liability	\$ 100,000 / 400,000
Property damage	\$ _____ / 50,000

(3) Mobile Vehicles, Autos and Trucks

Personal liability	\$ 100,000 / 300,000
Property damage	\$ _____ / 50,000

(4) Contractor's Protective Liability

Personal liability	\$ _____ / _____
Property damage	\$ _____ / _____

(5) Riggers Insurance \$ _____

Certificates acceptable to Owner evidencing Contractor's insurance coverage shall be presented to Owner prior to commencement of the work under this Contract.

It is expressly understood that Owner does not in any way represent that the types or the minimum limits of insurance hereinbefore specified are sufficient or adequate to protect Contractor's interests or liabilities.

The Owner shall effect and maintain fire insurance, including extended coverage, to the full insurable value thereof on those items of labor and materials connected with the work of this Contract situated on Owner's property, including materials in place or to be used as part of the permanent construction, surplus materials, shanties or protective temporary structures and miscellaneous materials or supplies incident to the work. The loss, if any, payable thereunder is to be made adjustable with and payable to Owner and distributed by Owner in accordance with the loss or damage sustained by Owner,

Contractor and others. To the extent that Contractor is not covered therefor by his Contractor's liability insurance, Owner hereby waives any right of recovery which he might otherwise have against Contractor resulting from acts of Contractor, its agents or employees, which may cause loss through fire to the Owner's property.

9. Compliance with Safety Regulations: Contractor shall take all necessary precautions for the safety of employees on the work, and shall comply with all applicable provisions of Federal, State and municipal safety laws and building codes to prevent accidents or injuries to persons on, about or adjacent to the premises where the work is being performed, including the erection, where appropriate, of all necessary safeguards.

Contractor shall see to it that his employees and his subcontractor's employees, if any, comply with and observe Owner's safety regulations and precautions while working on Owner's premises, as communicated by or at the direction of the Project Engineer.

The treatment of injuries sustained by Contractor's employees shall be the responsibility of the Contractor. Owner's emergency first-aid facilities and services will be available to Contractor for treatment of his employees in case of injury, but Contractor will be invoiced for unusual expenses involved.

10. Subcontracts: Contractor shall obtain Owner's prior written approval before entering into any subcontract hereunder not specifically referred to in Contractor's bid. All subcontractors shall be bound by the terms and conditions of this Contract and Contractor warrants strict compliance therewith on the part of each of his subcontractors. Nothing contained in the Contract Documents shall create any contractual relation between the Owner and

any subcontractor, but Contractor shall be as fully responsible to Owner for all acts and omissions of his subcontractors, their agents and employees, as he is for the acts and omissions of persons directly employed by him.

11. Progress Payments Information: In the event that progress payments are provided for in the Article III of the Agreement, Contractor shall submit to the Owner a payment application, and, if required by the Project Engineer, receipts or other satisfactory evidence of payment for material and labor, including payments to the subcontractors.

12. Cost and Purchasing Information: The Owner shall furnish to the Contractor a "card of account" on the project. Contractor shall be responsible for the distribution of all costs for labor and materials to such card and shall render monthly summaries of such distribution to the Owner. This provision is inserted for the purpose of proper establishment and maintenance of Owner's property records.

If requested by Owner Contractor shall forward 3 copies of all purchase orders to Owner as soon as they are issued to the vendor. Each such purchase order shall show the vendor's name, the item purchased, the price, Contractor's order number, Owner's contract number, the promised delivery date, and such other pertinent information, if any, except price, as Owner may specify.

Contractor shall maintain on the job a schedule showing all materials ordered and the expected delivery dates thereof. He shall furnish to Owner a monthly report showing the status of all undelivered materials and equipment together with the best promised delivery date thereon. Owner and Contractor will cooperate fully with one another in expediting material deliveries for the work.

13. Contractor's Tools: Contractor's tools shall be passed onto and off Owner's premises under the supervision of the Project Engineer. When conveniently possible, Owner will make available to Contractor without charge space in Owner's storeroom and other locked enclosures on Owner's premises for temporary storage of Contractor's tools and small equipment; provided, however, that Owner will not assume any responsibility, other than provided for in Item 8 hereof, for Contractor's tools and equipment, notwithstanding such storage.

14. Services Available to Contractor in Emergencies: Under emergency circumstances, Owner's ordinary shop services, equipment, and ordinary inventory materials will, at Owner's option, be made available to Contractor for use or purchase.

When and to the extent required by the character of the work, as determined by Owner, Contractor shall obtain for use by his employees items of special safety equipment, upon requisition signed by Contractor's superintendent and Owner's Project Engineer. Each item of equipment so obtained must be returned or paid for by Contractor before final payment is made for the work hereunder by Owner. No charge will be made by Owner for normal breakage or wear with respect to such special safety equipment, but Contractor shall pay Owner for all items not returned.

15. Plant Protection: Contractor will issue an identification badge to each of his own and his subcontractors' employees engaged in the work. Contractor shall furnish to the Project Engineer and keep current an index file in duplicate showing each outstanding badge and the employee to whom it has been issued. When an employee's employment is terminated, the Contractor shall repossess the badge issued to such employee and promptly advise the

Project Engineer that such person no longer has access to the work.

Contractor shall hold in confidence, before, during and after completion of the work, all confidential information acquired by him relating to the details of the work, and, upon the completion of the work, shall return to Owner all models and drawings furnished by Owner hereunder.

Contractor and all subcontractors and their respective employees shall stay within the confines of the work and shall not be permitted to visit other construction projects or plant operations. When working on outlying projects, Contractor shall not permit visitors on the job. Cameras are not permitted on Owner's plant premises. Approval must be procured from the Project Engineer before any photographs may be taken within the plant property.

Contractor shall not under any circumstances instruct or request Owner's employees to assist Contractor's employees in the performance of the work, except through the Project Engineer.

16. Clean-Up: Contractor shall at all times keep the work site free from excessive accumulations of waste material or rubbish caused by its employees in the performance of the work and, at the completion of the work, Contractor shall remove all rubbish from and about the job site, together with all its tools, equipment, scaffolding and surplus materials and shall leave the work broom clean and ready for use. Such removal must be made under the supervision of the Project Engineer and any such material or equipment belonging to Owner shall be transported by Contractor to the appropriate storage place or places within the plant premises designated by the Project Engineer. Should the Contractor fail to complete the required removal, Owner may do so, charging the cost thereof to Contractor.

17. Extras: Extra charges or modifications to the original contract are to be made only upon written instructions from the Owner's Project Engineer, the cost thereof or the method of treating the cost thereof, to be agreed to in writing between the Project Engineer and the Contractor before such work is started. Such written instructions, and cost approval agreement shall constitute authorization for the Contractor to proceed with the work. A copy of such instructions shall be submitted by the Contractor to Owner together with his invoice requesting payment therefor.

18. Cooperation: The Contractor shall cooperate with Owner and other contractors employed by Owner and will plan his work in consideration of the needs and schedules of other trades and crafts involved in the complete project. The Contractor will cooperate with the Owner's engineers in scheduling of special construction machinery, such as trucks, cranes, etc., to obtain the maximum utilization thereof.

19. Working Conditions: Unless elsewhere specifically stated in the Contract, Contractor shall contemplate a forty (40) hour workweek.

20. Termination of Contract:

(a) Termination by Owner: In the event that the Contractor shall be adjudged a bankrupt, or shall make a general assignment for the benefit of his creditors, or if a receiver shall be appointed on account of his insolvency, or if he shall default in the performance of any covenant to be performed by him under this Contract and such default shall not be cured within fifteen (15) days following written notice thereof from Owner, the Owner may, without prejudice to any other right or remedy, terminate the Contract and may take possession of the premises and of any or all material. (whether delivered to the job or on order

therefor by Contractor), tools and appliances thereon and finish the work by whatever method he may deem expedient. In the event of such termination by Owner, the Contractor shall not be entitled to receive any further payment until the work is completed. If the unpaid balance of the Contractor's Compensation shall exceed the cost to the Owner of completing the work, such excess shall be paid to the Contractor. If such completion cost to Owner shall exceed such unpaid balance, the Contractor shall pay the difference to the Owner.

(b) Termination by Contractor: In the event that the work shall be stopped pursuant to an order of Court or other public authority, for a period in excess of ninety (90) days, through no fault of the Contractor, his agents or employees, or if the Owner shall fail to pay to the Contractor any sum due under the Contract, within thirty (30) days of its maturity and presentation, the Contractor may, upon seven (7) days' written notice to the Owner, stop work or terminate this Contract and recover from the Owner payment for all work executed and any loss sustained upon any material or equipment and reasonable profit and, if such termination be by reason of Owner's default, reasonable damages.

21. Ownership of Drawings and Models: All drawings, specifications and copies thereof and all models furnished by the Owner are his property. They are not to be used on other work and with the exception of the signed contract, all other documents, drawings, copies of specifications and models are to be returned to the Owner on request or upon completion of the work.

22. Arbitration: Any controversy or claim arising out of or relating to this Contract, or the breach thereof, shall be settled by arbitration in

accordance with the Rules then obtaining of the American Arbitration Association, and judgment upon the award rendered by the Arbitrator(s) may be entered in any Court having jurisdiction thereof.

23. Performance Bond: As a prerequisite to the execution of the Agreement, Owner may at its option require Contractor to furnish a bond to secure the faithful performance of the Contract and the payment of all obligations arising thereunder; in such form as Owner may prescribe and with such sureties as Owner may approve. If Owner gives notice that such bond will be required in its invitation to bid or otherwise prior to the submission of bids, the premium therefor shall be paid by Contractor; if subsequent thereto, the premium shall be paid by Owner.

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The Labor Relations Department of Owner's organization has jurisdiction over Owner's guard force, first aid and safety department, as well as labor relations. In the event that any problem arises where the Labor Relations Department is affected, then the Contractor's supervisor and Owner's Construction Engineer will discuss the matter with the Labor Relations Department. Any decision rendered by the Labor Relations Department will be binding upon the Contractor's supervisor.

2. Guards:

Owner's guard force will maintain men at the construction gate. It is their duty to follow instructions given them by Owner. In the event that anything unusual arises, they will contact the Labor Relations Department for instructions in handling.

3. Entry Into Plant:

For safety and security reasons, entry to the plant will be by time clocks. Every man must punch his own time card. Anyone caught punching another man's time card will be immediately dismissed. Contractor must inform his supervisors, and they in turn instruct their men.

All construction materials and construction labor forces will check through the construction gate.

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At the end of the working day, the men are allowed to quit work at a designated time in order to return tools, etc. and are allowed to make their way to the construction gate. On arriving at the gate, they are allowed to punch their time clocks and enter the enclosure provided. At the quitting whistle, the enclosure gates will be opened and the men allowed to leave the plant.

5. Working Hours:

Unless the Contractor is otherwise notified by Owner, normal working hours are from 7:00 A. M. to 3:30 P.M., exclusive of a thirty (30) minute lunch period, on Mondays through Friday.

6. Tardiness and Absenteeism:

Excessive tardiness will be cause for dismissal. Any employee who is absent without proper notification or excuse for a period of one week or more will be discharged for excessive absenteeism. Repeated absenteeism will be considered cause for discharge.

7. Overtime:

No overtime will be tolerated unless authorized by Owner's Construction Engineer.

B. UNION BUSINESS MANAGERS:

The Owner's policy provides that 1 Business Managers will come to the construction gate and state their business to the construction guard, who will see that the proper Contractor is notified, and he or his representative will

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be called to the gate. The Business Manager will discuss his problem; and in the event that the problem cannot be satisfactorily resolved at the gate between the Business Manager, his Stewards and the Contractor's representative except by entry into the plant, then the guard on duty will contact the Labor Relations Department of the Owner who will discuss the problem with the Business Manager and Owner's Construction Engineer; and, if warranted, a pass will be made out for the Business Manager to enter the plant. He will be conducted to the affected area in the plant by the Contractor's representative and/or the Owner's Construction Engineer.

C. JURISDICTIONAL WORK ASSIGNMENT:

It is expected of the Contractor that he give considerable thought to the assignment of work to the various crafts. This thought should be given during the planning of the work and before the job is started. If there is any doubt in his mind as to the proper assignment of ~~work~~, then he should consult the Business Managers of the crafts involved. In the event no agreement can be reached as to the proper assignment of the work, the Contractor will assign the work to whichever craft he feels is the right one, giving such assignment in writing, and proceed with the job.

The Contractor must be fully acquainted with the methods of settlement of jurisdictional disputes as outlined by the National Joint Board and must cooperate fully with the procedures as set out. It is to be strictly understood that Owner WILL NOT TOLERATE any stoppage of work due to jurisdictional disputes.

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The Owner maintains a parking lot for construction employees; therefore, every man will be required to use this parking lot, and no vehicles will be allowed to park on the public road. It is required of all construction people that due caution be taken when leaving the job and on their way to the parking lot. It is also demanded that care and safety be exercised when the men are in their automobiles and leaving the parking lot. Speeding or any other reckless acts on the part of any of the employees will be cause for discharge, if warranted, and at least a reprimand given. Repeated reprimands will be cause for dismissal.

E. ENGINEERING

The Owner's Engineering Department will furnish drawings which will enable Contractor to understand size and type of building desired along with specifications governing design, erection, materials, etc. Contractor's Engineering Department will design and make necessary drawings for fabrication and erection which must be approved by Owner.

F. WORK SCHEDULING

Owner's Construction Engineer will approve the Contractor's work schedule after conferring with other Contractors retained by the Owner on the job. The Construction Engineer will inform the Contractor of other Contractors' construction schedules and all matters pertaining to material, etc. At that time the copies of the drawings and specifications will be discussed thoroughly. Such items as any hazards involved in the work, the correlation necessary with the Operations Division labor force, and any other items that affect the construction of the job will be gone over and approved by the

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Contractor's Superintendent and Owner's Construction Engineer. At that time the job will be turned over to the Contractor, and from here on it is his responsibility to see that his supervisors are fully informed and that the job progresses satisfactorily. Also, at this time the Contractor will be notified as to who will represent the Owner as a Field Engineer on the job. It is then the responsibility of the Contractor's Superintendent to have frequent contacts with the representative for the Owner in order that any problems may be ironed out quickly and satisfactorily.

When jobs are relatively complex or lengthy, the above outlined procedure will be followed but on a step-by-step basis, the various phases of which are to be decided upon by mutual agreement between the Owner's Construction Engineer and the Contractor's Superintendent.

G. CONSTRUCTION SAFETY SECTION1. General Safety Policy

Safety is an operating policy of Owner's Lake Charles plant on construction as well as on plant operations. It is the responsibility of every individual in a supervisory capacity to see that men under his supervision do not violate the safety policies of the Owner. All supervisors are charged with the responsibility for:

- (a) Planning every job to eliminate accidents
- (b) Maintaining safe working conditions on the job
- (c) Correcting unsafe performance of workmen
- (d) Investigation of accidents and application of remedy
for prevention of recurrence

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- (e) Enforcement of company safety regulations
- (f) Giving job safety instructions to employees with job assignments in cases where employees are not familiar with hazards or otherwise at the discretion of the supervisor
- (g) Getting men to report for first aid when injured on the job
- (h) Personal observance of company safety rules and setting the proper example for others

All Contractors' employees, regardless of position, are required to wear a safety hat and safety glasses at all times when inside the plant construction gate. They are also required to keep a respirator on their person at all times when inside the plant gate. These items will be furnished by Owner. All Contractors' employees, regardless of position, are required to wear safety equipment as prescribed in the safety manual or by the Safety Inspector or the Construction Engineer. Supervisors of Contractors' employees are required to follow the regulations set forth in the Contractor's Safety Handbook. All requirements and procedures outlined in this manual are based on standards set forth by the Associated General Contractors of America, the National Safety Council and other recognized agencies. These standards are, therefore, considered to be the best available at the present time.

Every Contractor is required to apply these standards in his work.

Any supervisor or employee who is not willing to comply with the safety

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policy of Owner and the regulations and standards set forth in the Contractor's Safety Handbook is not a welcome employee and will be terminated.

2. Indoctrination

All Contractors' employees, including supervisors and workmen, will be given a lecture on safety before going to work in order to acquaint them with job hazards before entering the plant and must sign a statement that they have received safety equipment and have been instructed how to use it.

3. Enforcement

Contractors' supervisors are required, as a part of their job, to enforce the regulations set forth in the Contractor's Safety Handbook. They are also required to correct unsafe acts and conditions which are reported to them by the Safety Department or Field Engineers.

4. Job Safety Instruction (J.S.I.)

Supervisors are responsible for giving J.S.I. with every job assignment where hazards may be unusual or workers may not be acquainted with the safe method of doing a job or at any time when, in their opinion, safety instructions are necessary.

5. Observation and Inspection

A Safety Inspector will be provided by the Owner whose duty it will be to observe and inspect all construction jobs as frequently as conditions will permit. All unsafe acts and conditions which he observes will be reported to Contractor's supervision as soon as possible. These violations must be corrected by said supervision. The Safety Inspector

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will turn in his safety observations at the end of each day. Weekly summaries will be made and forwarded to each Contractor's superintendent. Copies will also be mailed to the home office of each Contractor. A copy of this form is attached.

Home office authorities are expected to review these reports as they come in and confer with the job Superintendent when reports indicate violation frequencies which are out of line in comparison with the projects as a whole or with other contractors. The purpose of observations and inspections is solely for the prevention of accidents.

6. Reports of Accident Investigation

All accidents which occur on construction will be investigated jointly by Owner's Safety Inspector and the immediate supervisor of the injured person. The purpose of this investigation is to discover the cause of the accident and apply corrective action. The findings of the investigation will be detailed by Owner's Safety Inspector on an accident report form provided by the Owner. Cooperation between the Contractor's supervision and Owner's Safety Inspector will be required to complete reports.

H. FIRST AID

The Owner maintains a First Aid Department which is available to all construction personnel. A nominal fee is charged the Contractor for each case sent to the First Aid Station.

I. OWNER'S FIELD ENGINEERS

The Owner maintains field engineers who are under the direct supervision of the Construction Engineer. The Construction Engineer is the direct contact

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CONTRACTOR

FOREMAN

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with the Contractor's Superintendent and represents the Owner. The Contractor's Superintendent will take all problems arising on the job to the Construction Engineer. The responsibilities of the Construction Engineer and his group of Field Engineers are as follows:

1. That the job goes in according to Drawings and Specifications
2. That the materials to be furnished by the Owner are made available to the Contractor
3. That the Owner receives good quality workmanship
4. To issue all Drawings, Specifications and Bills of Material to the Contractor where applicable.
5. To keep the Contractor's supervisory force fully informed of all materials received in the warehouse
6. To see that labor and material is properly charged where applicable
7. To witness and approve all tests
8. To inspect, approve, and accept all Contractors' work
9. To act as liaison between the Contractor's supervisory force and various departments in the Owner's organization in order that no holdup of work is experienced
10. To act as a liaison between the field and Owner's Engineering Department so that field changes and other necessary information can be obtained immediately.
11. To see that all safety rules are enforced
12. To call to the attention of the Contractor's supervision any deviation from the policies of the Owner
13. Discuss with the Contractor's supervisors the workmanship performed by

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the various individuals on the Contractor's payroll in order that quality work be performed

14. That the planning of work be thoroughly discussed with the Contractor's supervisor so that the Contractor's supervisor is properly informed regarding contacts with the Operating and Maintenance Departments or other contractors
15. The Construction Engineer will in the case of lump sum work discuss with the Contractor any extras which may come up during the work
16. The Owner intends that their Field Engineers have authority to carry out their responsibilities and are instructed in methods to be used when decisions must be made quickly. It is not the intent that any work or job be held up unduly by indecision.

J. CONTRACTOR'S RESPONSIBILITIES

1. The Owner holds the Contractor responsible for the production and quality of work. In order to perform his duties, he has the full responsibility in giving orders to his supervisors, and they in turn to their men. The Owner's Field Engineers will cooperate with the Contractor's supervisors in order to expedite the work and will make inspections to see that the work meets with the standards and specifications of the Owner. They will not interfere or give orders to the workmen in the crafts unless it is immediately necessary to do so for safety reasons.
2. The Owner expects the Contractor to keep his supervisory force well informed and holds them directly responsible for the production and quality of work. Any supervisor who cannot or will not perform the

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- above function is to be relieved of his responsibilities and another supervisor chosen.
3. The Owner expects the Contractor and all supervisory personnel to be fully acquainted with all safety rules and regulations contained in the Owner's Contractor's Safety Handbook and to see that they are obeyed. Repeated failure to observe safety rules will be just cause for dismissal of any supervisor or workman.
 4. It is the responsibility of all supervision to see that their men are on the job ready to start work when the starting whistle blows. It is also their responsibility to see that they are on the job and working until the specified quitting time, whether it be for the lunch period or at the end of the working day.
 5. The Contractor is required to keep the Owner's Construction Engineer informed at all times of the number of men on his payroll including future planned reductions or increases in his forces.
 6. It is not the intent of Owner to choose the Contractor's supervision, but the individual supervisors chosen by the Contractor must receive approval by the Owner's Construction Engineer.
 7. The Contractor's supervisors must contact the Owner's Field Engineers if there are any questions regarding materials, drawings, field changes, etc. Immediate steps must be taken to obtain information on any problem.
 8. The Owner will hold the Contractor responsible for good housekeeping at all times. Regular scheduled housekeeping inspections will be made by the Contractor's Superintendent and the Owner's Construction Engineer.

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9. The Contractor's employees are at all times to remain in their assigned work area and are prohibited from visiting other areas.
10. The soliciting or selling of any merchandise or the distribution of any literature for any cause on company property is prohibited unless permission of the Owner is obtained.
11. Gambling or intoxicating liquor in any form will not be tolerated at any time on the Owner's property.
12. The Contractor's supervisory force must understand that the Owner's Field Engineer is responsible for tagging and shutting down equipment, and until Contractor is given a free hand by the Field Engineer, he is not to put any employee to work on jobs connected with operating equipment.

K. UNION STEWARDS

The Contractor is to recognize union stewards and allow them to perform their duties according to the union contracts. However, in no case will the Stewards working for one contractor be allowed to visit the job site of other contractors or to interfere in any way with work being performed by other contractors. It is expected that a Steward will contact his contractor regarding any subject which he feels should be corrected. After contacting his contractor, the Steward has the privilege of contacting his Business Manager regarding the subject if no action is taken.

L. LABOR NEGOTIATIONS

It is the Contractor's duty to take active part in negotiations while they are in progress currently with his contract and to govern his operations in harmony with local or area employers' bargaining groups.

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The Contractor will furnish all tools required to perform his work. A complete inventory of these items must be presented upon entry into Owner's plant. This inventory will later be used to obtain permits to remove said items from Owner's plant. Owner assumes no responsibility for these tools at any time except as and to the extent otherwise expressly specified in the Contract Documents. However, Owner will have periodic gate inspection to prevent losses by theft. These inspections will be made by Owner's guard force whenever they see fit and without any notification to Owner's Construction Engineer and/or the Contractor.

N. EQUIPMENT

The Contractor will furnish all equipment required to perform his work. A complete inventory of this equipment must be presented upon entry into Owner's plant. This inventory will later be used to obtain permits to remove said equipment from Owner's plant. The Owner assumes no responsibility for Contractor's equipment at any time, except as and to the extent otherwise expressly specified in the Contract Documents.

O. FACILITIES PROVIDED BY OWNER

Housing will be provided for one clerk at the Owner's construction entrance. It is expected that hiring will take place at this location or other facilities provided off the plant site by the Contractor. All employees of the Contractor must be on the Contractor's payroll with proper coverage by Workmen's Compensation and insurance before entering the Owner's fenced plant site.

The Owner will provide and maintain adequate sanitary facilities at a location adjacent to the job site.

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Potable water is available within the Owner's fenced property. Water for construction and miscellaneous use is available.

Owner will furnish 110 volt power, if requested in bid.

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