

# Document 00 73 00 - Supplementary Conditions (OSU Multiple-Prime Contract)

## State of Ohio Standard Requirements for Public Facility Construction

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### Certifications

These Supplementary Conditions amend and supplement the General Conditions and other provisions of the Contract Documents as indicated below. All provisions not amended remain in full force and effect. The terms in these Supplementary Conditions defined in the Contracting Definitions or the General Conditions shall have the meanings assigned to them in those documents.

These Supplementary Conditions are authorized, by the Ohio Facilities Construction Commission, for use on projects constructed by and for The Ohio State University (“University”).

### Contracting Authority and Owner

The Ohio State University  
Facilities Operations and Development  
400 Central Classroom Building  
2009 Millikin Road  
Columbus, Ohio 43210  
614.292.4458  
<http://fod.osu.edu>

### Institutional Designee

Bernard Costantino, AIA  
University Architect

## MODIFICATIONS TO GENERAL CONDITIONS

*Insert Section 6.3.3.3 as follows:*

6.3.3.3 Cutting and patching shall be done by craftspersons skilled in the type(s) of work involved. Refer to the specifications for detailed cutting and patching procedures.

*Insert Sections 6.3.4.2, 6.3.4.3, and 6.3.4.4 as follows:*

6.3.4.2 Columbus Campus: The University will not permit any Work to proceed until utility marking of University-owned utilities has been completed. The Contractor shall email its request on Company letterhead to Service2Facilities. Clearly identify the area(s) to be marked and acknowledge acceptance of being billed for this service. Please provide: (1) the project number and name; (2) the Contractor’s name and phone number; (3) the billing address and a contact person for the request; (4) the name of the person making the request; (5) location of the area to be marked; and (6) the name of the Project Manager. This request to mark the utility locations should be made via email to Service2Facilities at [Service2Facilities@osu.edu](mailto:Service2Facilities@osu.edu), or mailed to: Utility Marking Request, Service2Facilities, Fawcett Center, 2400 Olentangy River Road, Columbus, Ohio 43210. The utilities will be marked within 72 hours of the acknowledgement of the request by the University, excluding weekends and University holidays. All costs shall be borne by the Contractor.

6.3.4.3 Regional Campuses: If the Contractor is performing work on a regional campus it shall coordinate with the campus facility manager on matters of utility protection and marking.

6.3.4.4 Off-Campus Facilities: If the Contractor is performing work on facilities not contiguous to a campus it shall coordinate with the appropriate facility manager and local public utilities on matters of utility protection and marking.

*Insert Section 6.3.8 as follows:*

6.3.8 In accordance with Federal Pipeline Safety Standards (CFR 49 Parts 191 and 192) as enforced by PUCO, beginning January 31, 2013, the University’s Utilities Department will require all personnel working directly with natural gas lines, including those doing “new construction” work, to provide written performance verification of DOT Operator Qualifications for each covered task performed on the University’s Columbus

Campus. This directive is intended for natural gas distribution systems and is not applicable to natural gas piping in buildings on the downstream side of the buildings' gas regulator. The Contractor shall provide the DOT Operator Qualifications Certification directly to the Project Manager.

*Insert Sections 6.12.8 and subordinate Sections as follows:*

6.12.8 Hardware.

6.12.8.1 Columbus Campus:

- .1 The Contractor shall be responsible for providing all permanent interchangeable lock cores and keys for the Project. The Contractor or its Subcontractor responsible for hardware ("Hardware Subcontractor") will be required to contract with the University Lock Shop for the installation of the permanent cores. The Contractor or its Hardware Subcontractor shall contact the University Lock Shop, 614.688.1133, which will develop the keys and cores into the key system designated by the user or users of that building. The Contractor or its Hardware Subcontractor shall also assist the University Lock Shop in developing the appropriate key system. Costs, if any shall be borne by the Contractor.
- .2 For projects located at the Wexner Medical Center, the Hardware Subcontractor shall coordinate with the Medical Center's Access Control Manager at 614.293.8412.

6.12.8.2 Regional Campuses: If the Contractor is performing work on a regional campus it shall coordinate with the campus facility manager on matters of keys and cores into the key system designated for the campus.

*Replace Section 6.14.1.1 with the following:*

6.14.1.1 The Contractor is responsible for designing and implementing its own safety program, including compliance with OSHA and other state and federal regulations. The Contractor's safety plans, such as fall protection, hazards, communications, competent person, etc., shall meet or exceed the University's safety plan. At the preconstruction meeting, the Project Manager and the Contractor will determine which plans need to be submitted for University review, comment, and approval.

*Insert Section 6.14.1.2 as follows:*

6.14.1.2 The University shall not accept any responsibility or liability for the safety of the Contractor's employees or managing the Contractor's safety program on the Project.

*Insert Section 6.14.4.3 as follows:*

6.14.4.3 The Contractor shall acquaint itself with and follow the University's established fire alarm procedures and the location of fire warning and extinguishing or control devices.

*Insert Sections 6.14.6.4 and 6.14.6.5 as follows:*

6.14.6.4 In addition to the MSDS notebooks required on Site, the Contractor shall provide the A/E with a copy of all MSDS. At the completion of the Project, the A/E will forward the MSDS to the University.

6.14.6.5 When a Hazardous Material is included in a Shop Drawing, the Contractor shall submit an MSDS with the Shop Drawing. Otherwise, the Contractor shall submit the MSDS at least 3 business days prior to the Hazardous Material being brought on Site.

*Replace Section 6.17.6.1 with the following:*

6.17.6.1 Effective January 1, 2014, smoking and the use of tobacco and tobacco products will be prohibited in or on all University owned, operated, or leased property, including golf courses, airports, nature centers, regional campuses, the main medical center campus, University Hospital East and all other OSU Medical Center properties. The policy also includes parking lots and garages, state and personal vehicles parked on university property. Tobacco is defined as all tobacco-derived or containing products, including and not limited to, cigarettes (clove, bidis, kreteks), electronic cigarettes, cigars and cigarillos, hookah

smoked products, pipes, and oral tobacco (spit and spitless, smokeless, chew, snuff). It also includes any product intended to mimic tobacco products or contain tobacco flavoring. The University's revised non-smoking policy (Policy #7.20) can be viewed at: <http://hr.osu.edu/policy/policy720.pdf>. The Contractor shall enforce these restrictions on any individual employed by the Contractor, or the Contractor's Subcontractors.

*Insert Section 6.17.7 and subordinate Sections as follows:*

**6.17.7 Parking.**

**6.17.7.1 Columbus Campus:**

- .1 All parking on the University's campus is restricted and controlled by CampusParc. Employees of the Contractor and its Subcontractors who will be parking a vehicle on University property must purchase parking permits from CampusParc and shall park cars in areas designated to them either by CampusParc or the Project Manager. Parking on streets or in restricted areas is prohibited. Violations will result in a citation or vehicle impoundment.
- .2 At the beginning of the Work, the Contractor shall work with the Project Manager to determine how many proximity permits are necessary, and how many remote permits will be needed for all employees, including employees of Subcontractors.
- .3 Depending upon availability, proximity parking contractor permits (CVA permits) may be purchased for employees that must be parked on or near the worksite (such as those who are actively working out of their vehicle), or who must come and go frequently. The CVA permit allows parking in any posted "A", "B", or "C" surface parking. CVA keycards will allow access to staff garages.
- .4 All other construction personnel are eligible to purchase a contractor remote parking pass (CVB permit), which is restricted to parking at the Buckeye Lot or West Campus park and ride locations. Shuttle buses to central campus are available.
- .5 Shuttle bus service hours are posted online at <http://ttm.osu.edu>. Private shuttles, arranged by the Contractor, must be coordinated with Transportation & Traffic Management.
- .6 Contractors and Subcontractors actively working on an Ohio State University project are prohibited from parking in a designated patient parking garage in the Wexner Medical Center at any time, even when paying the posted hourly fees.

**6.17.7.2 Regional Campuses:** If the Contractor is performing work on a regional campus it shall coordinate with the campus facility manager on matters of parking permits and designated areas.

*Insert Sections 6.17.8 and 6.17.9 as follows:*

**6.17.8** The Contractor shall not be permitted to use University streets for any purpose not previously approved by the Transportation & Traffic Management. This includes, but is not limited to, trucks stopping on streets awaiting access to the Site. Should Site constraints be such that offloading of trucks from University streets is required, the Contractor shall provide a written request to Transportation & Traffic Management 5 days in advance of the date when the unloading is required. The Contractor shall pay for any traffic control that the Director of Transportation & Traffic Management determines necessary due to the street blockage. The Contractor shall also post signs 3 days in advance of any street blockage longer than 2 hours, warning motorists of the date, time, and duration of the planned blockage.

**6.17.9** The Contractor shall validate with the appropriate University, city, county, or state agency the status of road work impacting traffic flow on, to, and from, campus.

*Insert Sections 6.18.3, 6.18.3.1, 6.18.3.2, and 6.18.4 as follows:*

**6.18.3 Columbus Campus:**

6.18.3.1 The interruption, disconnection, reconnection, reduction, or curtailment of any existing services shall not be undertaken without minimum prior written notice of 2 weeks and shall be coordinated with Service2Facilities, 614.292.4357. This work may be performed during normal working hours, holidays, and weekends or as directed by the Project Manager, but shall always be scheduled to minimize the effect of these shutdowns with other facilities on Campus.

6.18.3.2 The Contractor shall, at the beginning of the Contract Times, coordinate with the University's Utilities Division for this work. The Contractor shall determine the number of times and the types and length of shutdown required for connections to that utility. Costs, if any, shall be borne by the Contractor.

6.18.4 **Regional Campuses:** If the Contractor is performing work on a regional campus it shall coordinate with the campus facility manager on matters of utility shutdowns and cost.

*Replace Section 7.9.2.1 with the following:*

7.9.2.1 The Contractor shall maintain, and require all Subcontractors to maintain, complete and accurate business records in accordance with Generally Accepted Accounting Principles, at its principal place of business. If its principal place of business is not in Columbus, Ohio, the Contractor shall make records available, and shall require its Subcontractor to make records available, at the Site within 48 hours of a request for the records.

*Insert Section 9.7.1.1 as follows:*

9.7.1.1 The Contractor agrees that any funds which are due to the Contractor and required to be placed in an escrow account, including but not limited to, retainage, and funds withheld pursuant to mechanic's liens, will be placed in an escrow account at The Huntington National Bank, Columbus, Ohio.

*Replace Section 10.3.7 with the following:*

10.3.7 **Professional Liability—Contractor.** If the Work to be performed by the Contractor includes any professional design services (including without limitation sprinkler and/or fire protection and other design-build work) the Contractor shall maintain professional liability insurance with a per-claim limit of not less than \$1,000,000 and an annual aggregate limit of not less than \$2,000,000.

*Insert Section 12.8.6 and subordinate Sections as follows:*

12.8.6 A list of University holidays is available at <http://controller.osu.edu/pay/pay-holidays.shtm>.

*Insert Article 13 with associated Sections as follows in its entirety:*

## ARTICLE 13 - MISCELLANEOUS SUPPLEMENTARY CONDITIONS

### 13.1 Sexual Harassment

13.1.1 The University maintains an environment free from sexual harassment. The Contractor and Subcontractors are hereby notified that prompt corrective measures will be taken to stop sexual harassment whenever it occurs in accordance with University policy.

### 13.2 Use of Name

13.2.1 The Contractor shall not advertise the fact that it has contracted with The Ohio State University, or make use of the University's name or other identifying marks or property without the prior written consent of the University's Office of Administration and Planning.

### 13.3 False Fire Alarms

13.3.1 As Liquidated Damages, and not as a penalty, the Contractor acknowledges and agrees that the University shall be entitled to retain or recover from the Contractor \$300 or actual costs, whichever is greater, for each false fire alarm that is determined to be a result of negligence by the Contractor. This amount reflects University's actual costs incurred in dealing with these false alarms, including, but not limited to, the costs of transportation, manpower, and loss of efficiency.

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