

# Document 00 73 00 - Supplementary Conditions (BGSU General Contracting)

## 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 Bowling Green State University.

### Contracting Authority

Bowling Green State University  
Office of Design & Construction  
1008 Administration Building  
Bowling Green, Ohio 43402  
Phone: 419.372.2511  
Fax: 419.372.2513  
[www.bgsu.edu/offices/architect](http://www.bgsu.edu/offices/architect)

### Institutional Designee

Brian Swope  
Director of Design & Construction

## MODIFICATIONS TO GENERAL CONDITIONS

*Insert Section 4.1.4.1 as follows:*

**4.1.4.1** The Contractor shall check references of its proposed Subcontractors and Material Suppliers on similar jobs, including work or services at the University. The University may, in its sole discretion, reject any Subcontractor or Material Supplier based on poor performance on past projects.

*Insert Sections 6.2.13.1 and 6.2.13.2 as follows:*

**6.2.13.1** Work, cleaning, and deliveries at the Site shall occur from 8:00 a.m. to 5:00 p.m. Monday through Friday, unless otherwise approved in writing by the Project Manager.

**6.2.13.2** No cutting, grinding, drilling, coring, hammering, fastening or use of powder actuated or pneumatic tools shall occur before 10:00 a.m. in or around residence halls when school is in session without prior written approval from the University's Office of Residence Life.

*Insert Section 6.2.18 and 6.2.19 as follows:*

**6.2.18** The Contractor shall become familiar with and strictly follow the **Contractor/Subcontractor Required Safety and Environmental Practices** as posted on the BGSU Environmental Health and Safety website, located at this address: <https://www.bgsu.edu/content/dam/BGSU/envhs/documents/ContractorRequirements.pdf>. Should these documents not be found at this site, it is the Contractor's responsibility to request a copy from the Contracting Authority.

**6.2.19** The Contractor shall become familiar with and strictly follow all BGSU closeout requirements located at this address: <http://www.bgsu.edu/design-and-construction.html>. Should these documents not be found at this site, it is the Contractor's responsibility to request copies from the Contracting Authority.

*Insert Sections 6.3.4.2 and 6.3.4.3 as follows:*

**6.3.4.2** Prior to starting the Work, the Contractor shall contact the University Grounds Department, at 419.372.7650, to have irrigation system controls, sprinkler heads and lines located. The Contractor shall coordinate the Work with the University Grounds Department to ensure irrigation systems will not be damaged during performance of the Work.

**6.3.4.3** The Contractor shall repair or replace, at the University's sole discretion and without any adjustment of the Contract Sum, any portion of the irrigation system the Contractor damaged. Such repair or replacement shall be performed by a Subcontractor approved in writing by the University.

*Insert Sections 6.12.2.1.1 and 6.12.2.1.2 as follows:*

- .1 The Contractor shall be responsible for receiving and storage of materials for the Work. The Owner will not receive any of the Contractor's deliveries.
- .2 Storage of construction equipment, tools, supplies, and materials shall be within the confines of the Site, as approved by the Project Manager.

*Insert Sections 6.12.2.2.1 and 6.12.2.2.2 as follows:*

- .1 Debris-free topsoil shall be retained by the University at its option and delivered by the Contractor to a location determined by the University Grounds Department, which can be reached at 419.372.7650. Should the University, in its sole discretion, reject any such topsoil, the Contractor shall dispose of it offsite and in accordance with Applicable Law.
- .2 Removal and disposal of doors and hardware shall be coordinated with the University Lock Shop, at 419.372.7661. Removed doors, hardware and accessories shall remain the University's property and shall be returned by the Contractor to the University Lock Shop, at the University's sole option. Should the University, in its sole discretion, reject any such doors or hardware, the Contractor shall dispose of them offsite and in accordance with Applicable Law.

*Insert Section 6.13.7 and subordinate Sections as follows:*

**6.13.7 Fire Prevention.**

**6.13.7.1** The Contractor shall provide fire protection equipment during the Contract Times.

**6.13.7.2** Smoke detectors shall be covered as needed in the area of the Contractor's Work. The Contractor shall be aware of adjacencies, corridors, open windows, air intakes, dust flow, prevailing winds, etc. that may impact smoke and dust detection, and shall ensure that affected devices are appropriately covered. Such devices shall be appropriately covered if their ability to detect is prevented by such covering.

- .1 The Contractor shall coordinate covering smoke detectors with University Environmental Health & Safety (phone: 419.372.2171), the Bowling Green Fire Department (phone: 419.352.3106), and the Project Manager.
- .2 The Contractor shall remove smoke detector covers at the end of each work day.

*Insert Sections 6.14.1.2.4, 6.14.1.2.5, 6.14.1.2.6, and 6.14.1.2.7 as follows:*

- .4 The Contractor's responsibility for sanitary facilities may be met by providing temporary portable units, and by using facilities off University property, or on University property designated by the Project Manager.
- .5 If a University building is designated for use by the Contractor, the Contractor shall maintain and keep clean the facility and the path to the facility.
- .6 University buildings shall not be entered to use restroom facilities without prior authorization of the Project Manager.
- .7 Temporary facilities and controls shall be maintained as long as needed for the safe and proper completion of the Work. Temporary facilities and controls shall be removed as rapidly as the progress of the Work permits as directed by the A/E.

*Replace Sections 6.14.3.4.2 and 6.14.3.4.3 with the following:*

- .2 The Owner shall furnish and pay for temporary water required for the Work from an existing building source. The Contractor shall provide hoses and other items required for safe and proper use of temporary water and shall utilize reasonable amounts of such water.
- .3 The Owner may, in its sole discretion, regulate the Contractor's use of temporary water.

*Insert Section 6.14.3.4.4 as follows:*

- .4 Use of hydrants shall be coordinated with the City of Bowling Green, Department of Water & Sewer (phone: 419.354.6277). Backflow preventers and meters are typically required.

*Replace Sections 6.14.4.2, 6.14.4.3, and 6.14.4.4 with the following:*

**6.14.4.2** The Owner shall furnish and pay for temporary electricity required for the Work (other than for temporary heating) from an existing building source. The Contractor shall provide extension cords and other items required for safe and proper use of temporary electricity and shall not utilize unreasonable amounts of such electricity.

**6.14.4.3** The Owner may, in its sole discretion, regulate the Contractor's use of temporary electricity.

**6.14.4.4** University-supplied electricity shall not be used for temporary heating.

*Insert Section 6.14.6 and subordinate Sections as follows:*

**6.14.6 Telephone Service.**

**6.14.6.1** The Contractor is responsible for supplying its own telephones. Cellular phones are permissible if the service is provided for the duration of the Project. The Contractor's superintendent and foreman shall be available by phone during any hour of the work day.

**6.14.6.2** If a cellular phone service is not utilized, as soon as possible after Work is started, the Contractor shall install at least one telephone in the field office on Site and pay regular service charges for as long as required; toll charges shall be paid by the party incurring them.

**6.14.6.3** If a field office is utilized, the Contractor shall install therein one telephone/data line, a computer, a 56K (minimum) modem (or appropriate modem for the data line) and a printer. The Contractor shall contract with an internet provider so that Project-related e-mails and electronic files may be sent and received in the field office.

*Insert Section 6.15.1.1 as follows:*

**6.15.1.1** Campus trash receptacles shall not be used by the Contractor.

*Insert Section 6.15.3.1 as follows:*

**6.15.3.1** The location for the Contractor's dumpster shall be established by the Project Manager. The Contractor shall maintain and keep this location clean for the duration of the Project.

*Insert Sections 6.15.4.2, 6.15.4.3, 6.15.4.4, 6.15.4.5, and 6.15.4.6 as follows:*

**6.15.4.2** BGSU is committed to becoming a leader in environmental sustainability. As a member of the American Colleges & Universities President's Climate Commitment (ACUPCC), the reduction of our carbon footprint is a mandate, to be achieved through reduction of waste/increase of our recycling rate, reduction of emissions, and conservation of resources. The recycling of materials at construction sites/projects is a critical part of this mandate.

**6.15.4.3** Non-hazardous recyclable materials shall be retained by the University at the discretion of the Director of Campus Services (419.372.8844). The Contractor shall deposit recyclable materials in a University provided receptacle supplied by the Director of Campus Services. The Contractor shall ensure material does not protrude above receptacle rim or over the edge.

**6.15.4.4** For debris from selective demolition which the University refuses, the Contractor shall work with Project Manager in an effort to maximize recycling. The Contractor shall document disposal by submitting to the Sustainability Coordinator (419.372.9949) and copying the Project Manager, detailed disposal manifests from scrap yards having the capacity to process recyclable materials, showing name and location of yard, and weight and type of material being recycled.

**6.15.4.5** Debris from building demolition shall be recycled by the Contractor. The Contractor shall document disposal by submitting to the Sustainability Coordinator and copying the Project Manager, detailed disposal manifests from scrap yards having the capacity to process recyclable materials, showing name and location of yard, and weight and type of material being recycled. As a minimum the following materials shall be recycled: flooring: carpet, resilient floor products; gypsum board; ceiling tile; concrete/masonry (on-site grinding is preferred to hauling off site); ferrous and non-ferrous metals, built-in wood furnishings; plastic pipe; membrane roofing.

**6.15.4.6** Removed turf and plants shall be taken off University property by the Contractor.

*Insert Section 6.16.1.1 as follows:*

**6.16.1.1** Use of University facilities, buildings, cafeterias, outdoor seating areas, equipment or furniture, and other University amenities are restricted from use by contractors without prior written approval by the Project Manager.

*Insert Section 6.16.5.2 as follows:*

**6.16.5.2** Upon the Project Manager's prior written approval, the Contractor may provide trailers on the Site, at a location designated by the Project Manager.

*Replace Section 6.16.6.1 with the following:*

**6.16.6.1** Smoking is prohibited in all facilities owned or leased by BGSU and on the grounds of any property owned or leased by the University. BGSU has designated areas on campus where smoking is permitted. Designated areas will be marked with signs and include cigarette butt receptacles for disposal. Students, faculty, staff and visitors may choose to smoke in personally owned vehicles. For more information visit:

<https://www.bgsu.edu/content/dam/BGSU/general-counsel/documents/Clean-Air-Smoking-Policy.pdf>.

*Insert Section 6.16.7 and subordinate Sections as follows:*

**6.16.7 Parking.**

**6.16.7.1** The Contractor shall purchase parking passes to park in designated lots for the duration of the Project.

**6.16.7.2** Asphalt parking areas shall be used for car and light truck (pick-up) parking only, except as directed by the Project Manager.

**6.16.7.3** At no time shall delivery vehicles circulate over or park at car parking areas, except as designated by the Project Manager.

**6.16.7.4** The Contractor, its Subcontractors and Material Suppliers shall not park any vehicle, trailer, or object bearing its company name or product logo on any parking lot, street, or right-of-way facing, serving, or visible from I-75 or Wooster and Thurstin Streets. The Project Manager and the University's Office of Parking & Traffic reserve the right to determine or otherwise change the location of parking arrangements.

*Insert Section 6.16.8 and subordinate Sections as follows:*

**6.16.8 Traffic Maintenance and Control.**

**6.16.8.1** Existing campus roadways shall not be used for parking or material and equipment storage.

**6.16.8.2** The Contractor shall maintain vehicular access to and from delivery loading docks for the duration of the Project.

**6.16.8.3** Whenever the Contractor's Work affects public vehicular or pedestrian traffic, the Contractor shall install and maintain traffic control devices as deemed necessary by the authority having jurisdiction over such devices.

**6.16.8.4** Access to and from the Site for deliveries of construction materials, equipment and construction personnel shall be along existing drives only. The Contractor shall make final access arrangements with the Project Manager prior to beginning Work.

**6.16.8.5** The Contractor's delivery vehicles must be unloaded at campus roadways rated for the delivery vehicle.

**6.16.8.6** Tunnel tops or existing walks shall not be used as working platforms or as vehicle access, except as designated by the Project Manager.

**6.16.8.7** Non-rubber-tired vehicles and equipment shall not use access drives or roads.

**6.16.8.8** Trucks and other vehicles leaving the Site shall be loaded as to prevent spillage of material. The Contractor shall maintain cleanliness of debris hauling routes.

**6.16.8.9** Any damage to walks, pavement, or landscaped areas (e.g., lawns, planting beds) shall be repaired by the Contractor to comply with the University's specifications.

*Insert Sections 6.17.3 and 6.17.3.1 as follows:*

**6.17.3** Connection to existing utilities shall be made at times suitable to the University and as scheduled through the Project Manager. Contractors may be required to make these connections at times outside normal working hours with no adjustment to the Contract Sum. The Contractor shall give the University a minimum of two weeks' notice for utility outages.

**6.17.3.1** The Contractor shall make appropriate arrangements with Campus Operations (phone: 419.372.2251) regarding locations and time periods for making such connections.

*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. Contractors and Subcontractors are hereby notified that, in accordance with University policy, prompt corrective measures will be taken to stop sexual harassment whenever it occurs.

**13.1.1.1** The University reserves the right for immediate removal of any employee of the Contractor and its Subcontractors or Material Suppliers accused of such activities.

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