

## **SPECIAL CONDITIONS – ARROWHEAD REGIONAL MEDICAL CENTER PROJECTS**

- 1.1 Coordination, Scheduling, and Meetings: The Contractor shall coordinate scheduling of all construction activities with the Project Manager from the Real Estate Services Department – Project Management Division and Arrowhead Regional Medical Center (ARMC) Project Management Team, prior to beginning the activities. The successful bidder shall attend a preconstruction conference at a location and time set by the County.

Construction meetings shall be held at the job site or at a different location as instructed by the County. Details regarding job site meetings will be arranged at the preconstruction conference.

- 1.2 Codes, Ordinances and Regulations: All Work shall conform to the requirements of all Applicable Laws including the Office of Statewide Health Planning and Development (OSHDP), the California Building Standards Code (as adopted and/or amended by the County), the Americans with Disabilities Act, Uniform Mechanical Code, Uniform Plumbing Code, Uniform Electrical Code, the Standard Plans for Public Works Construction, Construction Safety Orders of the Department of Industrial Relations – Division of Industrial Safety Construction Safety Orders, and all other State and National codes, ordinances, rules and regulations, which apply to the Work.

In any case of conflict between any of these requirements, and the Contract Documents, the requirement that is the most strict shall govern. Nothing in the Contract Documents is to be construed to permit Work not in conformance with these laws, codes and regulations.

- 1.3 Liquidated Damages: Section 8.5.3 of the General Conditions is amended to read the following:

In the event that Contractor fails to achieve Final Completion of the Work within the Contract Time, Contractor agrees to pay County the sum of **\$500 per day** for liquidated damages for each calendar day that Final Completion is delayed.

- 1.4 Safety: The Contractor shall be solely and completely responsible for conditions of the job site, including safety of all persons and property for the duration of the Work, on a 24-hour per day, 7-day week basis. Prior to the start of construction, Contractor shall provide the Project Manager with a copy of Contractor's Illness and Injury Prevention Program as required by California Code of Regulations, title 8, sections 1509 and 3203, and Section 10 of the General Conditions, specifically relating to this Project.

- 1.5 Project Inspections: All inspections shall be performed during normal business hours. Contractor shall notify the Real Estate Services Department – Project Management Division Inspector and Project Manager 72 hours in advance of all requested inspections.

Work that will affect floor above or below must be done after hours and pre-approved by department, etc.

Contractor may request an inspection via email to the Real Estate Services Department – Project Management Division Inspector and Project Manager at Devalkumar.shah@pmd.sbcounty.gov

Email subject line should read as follows: Oncology Infusion Clinic Project

- 1.6 Change Orders: Contractor is referred to Section 7 of the General Conditions.
- 1.7 Sanitary Facilities: Contractor shall be solely and completely responsible to provide and maintain on-site sanitary facilities.
- 1.8 Contractor's Site Representative: Per Section 3.3.5.1 of the General Conditions, Contractor shall have a Project superintendent on site at all times while work is being done.
- 1.9 Water & Power: Water and electrical power used during construction will be provided by the County at no cost to the Contractor, unless available power/water source at the Project site is not sufficient or not located within reach, in which case Contractor is responsible to provide an alternate source for electrical power and water. Contractor shall connect to the water and power at the Project site at a location specified by the County. Contractor agrees to take all reasonable steps to conserve water and power. Contractor is responsible to protect the power/water sources at the Project site and will be responsible for any damage to the power/water sources caused by Contractor's actions or inactions.
- 1.10 Work in cooperation with ARMC's Operations: Contractor to perform Work to minimize the disruption to the operations of the facility, visitor, and vehicle traffic. Do not block fire doors, or hallways unless prior arrangements have been made with ARMC Facilities. Any loud or disruptive work will require an Impact-Notice to be issued and will need to be coordinated and released through ARMC Facilities.
- 1.11 Protection of Existing Finishes: Contractor shall lay down a protective material over the existing corridor flooring to protect finishes as needed. Existing ceilings shall be protected in place and repaired as required after track and installation to original finish. Use of dust and debris control shall also be required, such as walk off mats or sticky mats, as well as any other measures deemed necessary. Contractor shall

provide dust and debris mitigation procedures that meet OSHPD and Fire Marshal approval.

- 1.12 Infectious Diseases and Dust Control: Contractor shall apply for a no cost permit with ARMC infectious disease control and abide by ARMC regulations during construction. All containment systems must be kept in good repair at all times. Attached is a description of the level and risk required precautions for this Project. This Project falls within a Type C construction Activity, and a “High Risk” patient risk group of those affected, and therefore falls into the III/IV for Control Measures Matrix. The more stringent class IV Precautions before, during and after construction will apply; see Attachment A.
- 1.13 Working Times and Locations: All areas of ARMC shall remain open and functional during the installation process; with the exception of the specific room(s) where Work is ongoing. Noisy activities, including but not limited to, concrete coring, hammer drilling, etc., in certain areas of ARMC may require alternative work schedules (i.e. early morning or late evening work), due to noise limitations. Contractor shall take this in consideration during the preparation of its bid proposal. The County will not increase the Contract Sum to compensate Contractor for the alternative work schedule.
- 1.14 Tobacco-Free Environment: All areas of the ARMC campus, including parking lots, sidewalks, and streets are tobacco-free zones. ARMC policy prohibits tobacco use of any kind, including e-cigarettes, and applies to employees, volunteers, students, patients, visitors, vendors, contractors, and other individuals who visit the ARMC campus.
- 1.15 Fire Rated Penetrations: Any penetrations of firewall or firewall systems must be performed by 3M trained professional or equal. Visit: [www.3M.com/firestop](http://www.3M.com/firestop) for e-Training
- 1.16 Contractor Credential Requirements: Contractor is required to register in ARMC's Vendor/Contractor Monitoring System known as “RepTrax® System”. Contractor shall utilize the RepTrax® System to log into upon arrival each day throughout the construction Project. See Attachment B.

RepTrax® System (214) 222-7484 website: [www.repitrax.com](http://www.repitrax.com)  
[repitrax@deviwelectronics.com](mailto:repitrax@deviwelectronics.com)

# ATTACHMENT A

## ARROWHEAD REGIONAL MEDICAL CENTER

### Infection Control Precautions for Construction

#### Step One:

Using the following table, identify the type of construction activity:

TYPE A	<b>Inspection and Non-Invasive Activities.</b> Includes, but is not limited to: <ul style="list-style-type: none"> <li>removal of ceiling tiles for visual inspection limited to 1 tile per 50 square feet</li> <li>painting (but not sanding)</li> <li>wallcovering, electrical trim work, minor plumbing, and activities which do not generate dust or require cutting of walls or access to ceilings other than for visual inspection.</li> </ul>
TYPE B	<b>Smallscale, short duration activities which create minimal dust</b> Includes, but is not limited to: <ul style="list-style-type: none"> <li>installation of telephone and computer cabling</li> <li>access to chase spaces</li> <li>cutting of walls or ceiling where dust migration can be controlled.</li> </ul>
TYPE C	<b>Work that generates a moderate to high level of dust or requires demolition or removal of any fixed building components or assemblies</b> Includes, but is not limited to: <ul style="list-style-type: none"> <li>sanding of walls for painting or wall covering</li> <li>removal of floorcoverings, ceiling tiles and casework</li> <li>new wall construction</li> <li>minor duct work or electrical work above ceilings</li> <li>major cabling activities</li> <li>any activity which cannot be completed within a single workshift.</li> </ul>
TYPE D	<b>Major demolition and construction projects</b> Includes, but is not limited to: <ul style="list-style-type: none"> <li>activities which require consecutive work shifts</li> <li>requires heavy demolition or removal of a complete cabling system</li> <li>new construction.</li> </ul>

SUBJECT: Infection Control Precautions for Construction

### Step Two:

Using the following table, identify the patient risk groups that will be affected. If more than one risk group will be affected, select the higher risk group:

Low Risk	Medium Risk	High Risk	Highest Risk
<ul style="list-style-type: none"> <li>Office areas</li> </ul>	<ul style="list-style-type: none"> <li>Cardiology</li> <li>Echocardiography</li> <li>Endoscopy</li> <li>Nuclear Medicine</li> <li>Physical Therapy</li> <li>Radiology/MRI</li> <li>Respiratory Therapy</li> </ul>	<ul style="list-style-type: none"> <li>CCU</li> <li>Emergency Room</li> <li>Labor &amp; Delivery</li> <li>Laboratories (specimen)</li> <li>Newborn Nursery</li> <li>Outpatient Surgery</li> <li>Pediatrics</li> <li>Pharmacy</li> <li>Post Anesthesia Care Unit</li> <li>Surgical Units</li> </ul>	<ul style="list-style-type: none"> <li>Any area caring for immunocompromised patients</li> <li>Burn Unit</li> <li>Cardiac Cath Lab</li> <li>Central Sterile Supply</li> <li>Intensive Care Units</li> <li>Medical Unit</li> <li>Negative pressure isolation rooms</li> <li>Oncology</li> <li>Operating rooms including C-section rooms</li> </ul>

### Step Three:

Match the patient risk group (low, medium, high, highest) with the planned project type (A, B, C, D) on the following matrix, to find the level of infection control activities which are required. The color-coded precautions are delineated on the next page.

## Construction Activity-Infection Control Matrix

Construction Project Type

Patient Risk Level	TYPE A	TYPE B	TYPE C	TYPE D
Low Risk Group	I	II	II	III/IV
Medium Risk Group	I	II	III	IV
High Risk Group	I	II	III/IV	IV
Highest Risk Group	II	III/IV	III/IV	IV

**Note:** Infection Control approval will be required when the Construction Activity and Risk Level indicate that Class III or Class IV control procedures are necessary.

**Required Infection Control Precautions**  
During Construction Project

	<p>Execute work by methods to minimize raising dust from construction operations.</p> <p>Immediately replace a ceiling tile displaced for visual inspection</p>	
<b>CLASS II</b>	<ol style="list-style-type: none"> <li>1. Provide active means to prevent airborne dust from dispersing into atmosphere.</li> <li>2. Water mist work surfaces to control dust while cutting.</li> <li>3. Seal unused doors with duct tape.</li> <li>4. Block off and seal air vents.</li> <li>5. Place dust mat at entrance and exit of work area</li> <li>6. Remove or isolate HVAC system in areas where work is being performed.</li> </ol>	<ol style="list-style-type: none"> <li>1. Wipe work surfaces with disinfectant.</li> <li>2. Contain construction waste before transport in tightly covered containers.</li> <li>3. Wet mop and/or vacuum with HEPA filtered vacuum before leaving work area.</li> <li>4. Remove isolation of HVAC system in areas where work is being performed.</li> </ol>
<b>CLASS III</b>	<ol style="list-style-type: none"> <li>1. Remove or Isolate HVAC system in area where work is being done to prevent contamination of duct system.</li> <li>2. Complete all critical barriers i.e. sheetrock, plywood, plastic, to seal area from non-work area or implement control cube method (cart with plastic covering and sealed connection to work site with HEPA vacuum for vacuuming prior to exit) before construction begins.</li> <li>3. Maintain negative air pressure within work site utilizing HEPA equipped air filtration units.</li> <li>4. Contain construction waste before transport in tightly covered containers.</li> <li>5. Cover transport receptacles or carts. Tape covering unless solid lid.</li> </ol>	<ol style="list-style-type: none"> <li>1. Do not remove barriers from work area until completed project is inspected by the owner's Safety Department and Infection Control Department and thoroughly cleaned by the owner's Environmental Services Department.</li> <li>2. Remove barrier materials carefully to minimize spreading of dirt and debris associated with construction.</li> <li>3. Vacuum work area with HEPA filtered vacuums.</li> <li>4. Wet mop area with disinfectant.</li> <li>5. Remove isolation of HVAC system in areas where work is being performed.</li> </ol>
<b>CLASS IV</b>	<ol style="list-style-type: none"> <li>1. Isolate HVAC system in area where work is being done to prevent contamination of duct system.</li> <li>2. Complete all critical barriers i.e. sheetrock, plywood, plastic, to seal area from non-work area or implement control cube method (cart with plastic covering and sealed connection to work site with HEPA vacuum for vacuuming prior to exit) before construction begins.</li> <li>3. Maintain negative air pressure within work site utilizing HEPA equipped air filtration units.</li> <li>4. Seal holes, pipes, conduits, and punctures appropriately.</li> <li>5. Construct anteroom and require all personnel to pass through this room so they can be vacuumed using a HEPA vacuum cleaner before leaving work site or they can wear cloth or paper coveralls that are removed each time they leave the work site.</li> <li>6. All personnel entering work site are required to wear shoe covers. Shoe covers must be changed each time the worker exits the work area.</li> <li>7. Do not remove barriers from work area until completed project is inspected by the owner's Safety Department and Infection Control Department and thoroughly cleaned by the owner's Environmental Services Department.</li> </ol>	<ol style="list-style-type: none"> <li>1. Remove barrier material carefully to minimize spreading of dirt and debris associated with construction.</li> <li>2. Contain construction waste before transport in tightly covered containers.</li> <li>3. Cover transport receptacles or carts. Tape covering unless solid lid</li> <li>4. Vacuum work area with HEPA filtered vacuums.</li> <li>5. Wet mop area with disinfectant.</li> <li>6. Remove isolation of HVAC system in areas where work is being performed.</li> </ol>



# ATTACHMENT B

## ARROWHEAD REGIONAL MEDICAL CENTER

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### VENDOR/CONTRACTOR CREDENTIAL REQUIREMENTS

Vendors/Contractors who need to conduct business onsite must comply with the following:

- Wear a photo identification card issued by company and;
- Register in RepTrax

Vendors will not be authorized access to any Arrowhead Regional Medical Center (ARMC) patient care area if you are not registered in Reptrax® as follows:

- Premier Membership (Nominal Fee) = All Patient Care Areas
- Base Membership (No Cost) = Non Patient Care Areas

ARMC views vendor management as a critical element in providing cost effective and safe care to our patients. Reptrax® ensures safety to all patients, vendors, and caregivers through a robust credentialing process that ensures ARMC policies and health precautions are accepted and up-to-date by all vendors.

All vendor representatives are required to register in the Reptrax® system at [www.reptrax.com](http://www.reptrax.com).

New vendors are encouraged to visit Reptrax® at [www.reptrax.com](http://www.reptrax.com) and create an account before visiting. This will allow the review of the ARMC Policies and Procedures.

To contact Reptrax® directly about your account, please call (214) 222-7484, Prompt 1 or email at [reptrax@deviwelectronics.com](mailto:reptrax@deviwelectronics.com).

**Once you have registered, each time you enter the campus you are required to check-in at Materiel Management.**