



Republic of the Philippines  
PROVINCE OF LA UNION  
City of San Fernando



# **Procurement of INFRASTRUCTURE PROJECT**

**Improvement of Balaoan-Santol  
Road (Balaoan Section) Phase IV,  
Balaoan, La Union  
INFRA-22-17-RA-006**

**October 25, 2022**

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# *Glossary of Terms, Abbreviations, and Acronyms*

**ABC** – Approved Budget for the Contract.

**ARCC** – Allowable Range of Contract Cost.

**BAC** – Bids and Awards Committee.

**Bid** – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

**Bidder** – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

**Bidding Documents** – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

**BIR** – Bureau of Internal Revenue.

**BSP** – Bangko Sentral ng Pilipinas.

**CDA** – Cooperative Development Authority.

**Consulting Services** – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

**Contract** – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

**Contractor** – is a natural or juridical entity whose proposal was accepted by the Procuring Entity and to whom the Contract to execute the Work was awarded. Contractor as used in these Bidding Documents may likewise refer to a supplier, distributor, manufacturer, or consultant.

**CPI** – Consumer Price Index.

**DOLE** – Department of Labor and Employment.

**DTI** – Department of Trade and Industry.

**Foreign-funded Procurement or Foreign-Assisted Project** – Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

**GFI** – Government Financial Institution.

**GOCC** – Government-owned and/or –controlled corporation.

**Goods** – Refer to all items, supplies, materials and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term “related” or “analogous services” shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

**GOP** – Government of the Philippines.

**Infrastructure Projects** – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

**LGUs** – Local Government Units.

**NFCC** – Net Financial Contracting Capacity.

**NGA** – National Government Agency.

**PCAB** – Philippine Contractors Accreditation Board.

**PhilGEPS** - Philippine Government Electronic Procurement System.

**Procurement Project** – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

**PSA** – Philippine Statistics Authority.

**SEC** – Securities and Exchange Commission.

**SLCC** – Single Largest Completed Contract.

**UN** – United Nations.

***Section I. Invitation to Bid***



Republic of the Philippines  
PROVINCE OF LA UNION  
City of San Fernando



## **Invitation to Bid for the *Improvement of Balaoan-Santol Road (Balaoan Section) Phase IV, Balaoan, La Union***

1. The **Provincial Government of La Union**, through the **RA7171-Tobacco Excise Tax Funds** intends to apply the sum of **₱4,875,000.00** being the Approved Budget for the Contract (ABC) to payments under the contract for **Improvement of Balaoan-Santol Road (Balaoan Section) Phase IV, Balaoan, La Union / INFRA-22-17-RA-006**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **Provincial Government of La Union** now invites bids for the above Procurement Project. Completion of the Works is required **120 calendar days**. Bidders should have completed a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. Interested bidders may obtain further information from **Provincial Government of La Union** and inspect the Bidding Documents at the address given below from **Monday to Friday at 8:00 AM to 5:00 PM**.
5. A complete set of Bidding Documents may be acquired by interested bidders on **October 25 - November 15, 2022** from given address and website/s below upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **P5,000.00**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, by facsimile, or through electronic means.
6. The **Provincial Government of La Union** will hold a Pre-Bid Conference on **10:00 AM, November 3, 2022** at the **BAC Conference Room, Provincial Capitol, San Fernando City, La Union** which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address as indicated below. Late bids shall not be accepted.
8. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 16**.
9. Bid opening shall be on **10:00 AM, November 15, 2022** at the given address below **BAC Conference Room, Provincial Capitol, San Fernando City, La Union**. Bids will



be opened in the presence of the bidders' representatives who choose to attend the activity.

10. The ***Provincial Government of La Union*** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

*PGLU-BAC Secretariat  
BAC Conference Room  
Provincial Capitol, Brgy. II  
City of San Fernando, Province of La Union  
Email Add: pglu\_bacsu@launion.gov.ph  
Telefax No. (072) 242-5550 Loc. 249  
www.launion.gov.ph*

12. You may visit the following websites:

For downloading of Bidding Documents: <https://launion.gov.ph/infrastructure-3/>

*October 25, 2022*

SGD.  
\_\_\_\_\_  
**RESSIE A. ESTRELLA**  
*Chairperson, Bids and Awards  
Committee (BAC)*

## ***Section II. Instructions to Bidders***

### **1. Scope of Bid**

The Procuring Entity, *Provincial Government of La Union* invites Bids for the **Improvement of Balaoan-Santol Road (Balaoan Section) Phase IV, Balaoan, La Union**, with Project Identification Number *INFRA-22-17-RA-006*.

The Procurement Project (referred to herein as “Project”) is for the construction of Works, as described in Section VI (Specifications).

### **2. Funding Information**

2.1. The GOP through the source of funding as indicated below for **RA7171-Tobacco Excise Tax Funds** in the amount of **₱4,875,000.00**.

2.2. The source of funding is LGUs, the Annual or Supplemental Budget, as approved by the Sanggunian.

### **3. Bidding Requirements**

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manual and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or invitation to bid by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have inspected the site, determined the general characteristics of the contracted Works and the conditions for this Project, such as the location and the nature of the work; (b) climatic conditions; (c) transportation facilities; (c) nature and condition of the terrain, geological conditions at the site communication facilities, requirements, location and availability of construction aggregates and other materials, labor, water, electric power and access roads; and (d) other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

### **4. Corrupt, Fraudulent, Collusive, Coercive, and Obstructive Practices**

The Procuring Entity, as well as the Bidders and Contractors, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex “I” of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

## 5. Eligible Bidders

- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. The Bidder must have an experience of having completed a Single Largest Completed Contract (SLCC) that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC adjusted, if necessary, by the Bidder to current prices using the PSA's CPI, except under conditions provided for in Section 23.4.2.4 of the 2016 revised IRR of RA No. 9184.

A contract is considered to be "similar" to the contract to be bid if it has the major categories of work stated in the **BDS**.

- 5.3. For Foreign-funded Procurement, the Procuring Entity and the foreign government/foreign or international financing institution may agree on another track record requirement, as specified in the Bidding Document prepared for this purpose.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.2 of the 2016 IRR of RA No. 9184.

## 6. Origin of Associated Goods

There is no restriction on the origin of Goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN.

## 7. Subcontracts

- 7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than fifty percent (50%) of the Project.

The Procuring Entity has prescribed that:

- a. Subcontracting is not allowed.

## 8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address *{[insert if applicable]}* and/or through videoconferencing/webcasting} as indicated in paragraph 6 of the **IB**.

## 9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the

**IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

## **10. Documents Comprising the Bid: Eligibility and Technical Components**

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section IX. Checklist of Technical and Financial Documents**.
- 10.2. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. For Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.
- 10.3. In case of joint ventures, a special PCAB License, and registration for the type and cost of the contract for this Project, shall be required. Any additional type of Contractor license or permit shall be indicated in the **BDS**.
- 10.4. A List of Contractor's key personnel (e.g., Project Manager, Project Engineers, Materials Engineers, and Foremen) assigned to the contract to be bid, with their complete qualification and experience data shall be provided. These key personnel must meet the required minimum years of experience set in the **BDS**.
- 10.5. A List of Contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership, certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be, must meet the minimum requirements for the contract set in the **BDS**.

## **11. Documents Comprising the Bid: Financial Component**

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section IX. Checklist of Technical and Financial Documents**.
- 11.2. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.3. For Foreign-funded procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

## **12. Alternative Bids**

Bidders shall submit offers that comply with the requirements of the Bidding Documents, including the basic technical design as indicated in the drawings and specifications. Unless there is a value engineering clause in the **BDS**, alternative Bids shall not be accepted.

### **13. Bid Prices**

All bid prices for the given scope of work in the Project as awarded shall be considered as fixed prices, and therefore not subject to price escalation during contract implementation, except under extraordinary circumstances as determined by the NEDA and approved by the GPPB pursuant to the revised Guidelines for Contract Price Escalation guidelines.

### **14. Bid and Payment Currencies**

14.1. Bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.

14.2. Payment of the contract price shall be made in Philippine Pesos.

### **15. Bid Security**

15.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.

15.2. The Bid and bid security shall be valid until *[indicate date]*. Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

### **16. Sealing and Marking of Bids**

Each Bidder shall submit one copy of the first and second components of its Bid.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission to the given website or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

### **17. Deadline for Submission of Bids**

The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 of the **IB**.

## **18. Opening and Preliminary Examination of Bids**

18.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

18.2. The preliminary examination of Bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

## **19. Detailed Evaluation and Comparison of Bids**

19.1. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*" using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of 2016 revised IRR of RA No. 9184.

19.2. If the Project allows partial bids, all Bids and combinations of Bids as indicated in the **BDS** shall be received by the same deadline and opened and evaluated simultaneously so as to determine the Bid or combination of Bids offering the lowest calculated cost to the Procuring Entity. Bid Security as required by **ITB** Clause 16 shall be submitted for each contract (lot) separately.

19.3. In all cases, the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184 must be sufficient for the total of the ABCs for all the lots participated in by the prospective Bidder.

## **20. Post Qualification**

Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS), and other appropriate licenses and permits required by law and stated in the **BDS**.

## **21. Signing of the Contract**

The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

***Section III. Bid Data Sheet***

# Bid Data Sheet

ITB Clause																																					
5.2	For this purpose, contracts similar to the Project refer to contracts which have the same major categories of work, which shall be: <i>Road Construction</i>																																				
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10.4	The key personnel must meet the required minimum years of experience set below: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Key Personnel</u></th> <th style="text-align: left;"><u>General Experience</u></th> <th style="text-align: left;"><u>Relevant Experience</u></th> </tr> </thead> <tbody> <tr> <td>1. Project Engineer</td> <td>5 years</td> <td>3 years</td> </tr> <tr> <td>2. Materials Engineer</td> <td>3 years</td> <td>3 years</td> </tr> </tbody> </table>	<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>	1. Project Engineer	5 years	3 years	2. Materials Engineer	3 years	3 years																											
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15.1	The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts: <ol style="list-style-type: none"> <li>a. The amount of not less than <b><u>₱97,500.00</u></b>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;</li> <li>b. The amount of not less than <b><u>₱243,750.00</u></b> if bid security is in Surety Bond.</li> </ol>																																				
19.2	Partial bid is not allowed. The infrastructure project is packaged in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.																																				
20	<i>None</i>																																				
21	Additional contract documents relevant to the Project: <ol style="list-style-type: none"> <li>1. Construction Schedule and S-curve,</li> <li>2. Manpower Schedule,</li> <li>3. Construction Methods,</li> <li>4. Equipment Utilization Schedule, and</li> <li>5. Construction safety and health program approved by the DOLE</li> </ol>																																				



## ***Section IV. General Conditions of Contract***

### **1. Scope of Contract**

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

### **2. Sectional Completion of Works**

If sectional completion is specified in the **Special Conditions of Contract (SCC)**, references in the Conditions of Contract to the Works, the Completion Date, and the Intended Completion Date shall apply to any Section of the Works (other than references to the Completion Date and Intended Completion Date for the whole of the Works).

### **3. Possession of Site**

3.1 The Procuring Entity shall give possession of all or parts of the Site to the Contractor based on the schedule of delivery indicated in the **SCC**, which corresponds to the execution of the Works. If the Contractor suffers delay or incurs cost from failure on the part of the Procuring Entity to give possession in accordance with the terms of this clause, the Procuring Entity's Representative shall give the Contractor a Contract Time Extension and certify such sum as fair to cover the cost incurred, which sum shall be paid by Procuring Entity.

3.2 If possession of a portion is not given by the above date, the Procuring Entity will be deemed to have delayed the start of the relevant activities. The resulting adjustments in contract time to address such delay may be addressed through contract extension provided under Annex "E" of the 2016 revised IRR of RA No. 9184.

### **4. The Contractor's Obligations**

The Contractor shall employ the key personnel named in the Schedule of Key Personnel indicating their designation, in accordance with **ITB** Clause 10.3 and specified in the **BDS**, to carry out the supervision of the Works.

The Procuring Entity will approve any proposed replacement of key personnel only if their relevant qualifications and abilities are equal to or better than those of the personnel listed in the Schedule.

## **5. Performance Security**

5.1. Within ten (10) calendar days from receipt of the Notice of Award from the Procuring Entity but in no case later than the signing of the contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR.

5.2. The Contractor, by entering into the Contract with the Procuring Entity, acknowledges the right of the Procuring Entity to institute action pursuant to RA No. 3688 against any subcontractor be they an individual, firm, partnership, corporation, or association supplying the Contractor with labor, materials and/or equipment for the performance of this Contract.

## **6. Site Investigation Reports**

The Contractor, in preparing the Bid, shall rely on any Site Investigation Reports referred to in the SCC supplemented by any information obtained by the Contractor.

## **7. Warranty**

7.1. In case the Contractor fails to undertake the repair works under Section 62.2.2 of the 2016 revised IRR, the Procuring Entity shall forfeit its performance security, subject its property(ies) to attachment or garnishment proceedings, and perpetually disqualify it from participating in any public bidding. All payables of the GOP in his favor shall be offset to recover the costs.

7.2. The warranty against Structural Defects/Failures, except that occasioned-on force majeure, shall cover the period from the date of issuance of the Certificate of Final Acceptance by the Procuring Entity. Specific duration of the warranty is found in the SCC.

## **8. Liability of the Contractor**

Subject to additional provisions, if any, set forth in the SCC, the Contractor's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Contractor is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.

## **9. Termination for Other Causes**

Contract termination shall be initiated in case it is determined *prima facie* by the Procuring Entity that the Contractor has engaged, before, or during the implementation of the contract, in unlawful deeds and behaviors relative to contract acquisition and implementation, such as, but not limited to corrupt, fraudulent, collusive, coercive, and obstructive practices as stated in ITB Clause 4.

## **10. Dayworks**

Subject to the guidelines on Variation Order in Annex “E” of the 2016 revised IRR of RA No. 9184, and if applicable as indicated in the **SCC**, the Dayworks rates in the Contractor’s Bid shall be used for small additional amounts of work only when the Procuring Entity’s Representative has given written instructions in advance for additional work to be paid for in that way.

## **11. Program of Work**

11.1. The Contractor shall submit to the Procuring Entity’s Representative for approval the said Program of Work showing the general methods, arrangements, order, and timing for all the activities in the Works. The submissions of the Program of Work are indicated in the **SCC**.

11.2. The Contractor shall submit to the Procuring Entity’s Representative for approval an updated Program of Work at intervals no longer than the period stated in the **SCC**. If the Contractor does not submit an updated Program of Work within this period, the Procuring Entity’s Representative may withhold the amount stated in the **SCC** from the next payment certificate and continue to withhold this amount until the next payment after the date on which the overdue Program of Work has been submitted.

## **12. Instructions, Inspections and Audits**

The Contractor shall permit the GOP or the Procuring Entity to inspect the Contractor’s accounts and records relating to the performance of the Contractor and to have them audited by auditors of the GOP or the Procuring Entity, as may be required.

## **13. Advance Payment**

The Procuring Entity shall, upon a written request of the Contractor which shall be submitted as a Contract document, make an advance payment to the Contractor in an amount not exceeding fifteen percent (15%) of the total contract price, to be made in lump sum, or at the most two installments according to a schedule specified in the **SCC**, subject to the requirements in Annex “E” of the 2016 revised IRR of RA No. 9184.

## **14. Progress Payments**

The Contractor may submit a request for payment for Work accomplished. Such requests for payment shall be verified and certified by the Procuring Entity’s Representative/Project Engineer. Except as otherwise stipulated in the **SCC**, materials and equipment delivered on the site but not completely put in place shall not be included for payment.

## **15. Operating and Maintenance Manuals**

- 15.1. If required, the Contractor will provide “as built” Drawings and/or operating and maintenance manuals as specified in the **SCC**.
- 15.2. If the Contractor does not provide the Drawings and/or manuals by the dates stated above, or they do not receive the Procuring Entity’s Representative’s approval, the Procuring Entity’s Representative may withhold the amount stated in the **SCC** from payments due to the Contractor.

## ***Section V. Special Conditions of Contract***

# Special Conditions of Contract

GCC Clause	
2	<i>n/a</i>
3.1	Within 10 calendar days after receipt of the Notice to Proceed (NTP)
6	The site investigation reports are: <b><i>Certificate of Site Inspection</i></b>
7.2	<i>Five (5) years</i>
10	No dayworks are applicable to the contract.
11.1	The Contractor shall submit the Program of Work to the Procuring Entity's Representative within 15 days of delivery of the Notice of Award.
11.2	The amount to be withheld for late submission of an updated Program of Work is P10,000.00.
13	The amount of the advance payment is 15% of the total contract price.
14	Materials and equipment delivered on the site but not completely put in place shall be included for payment.
15.1	The date by which operating and maintenance manuals are required is <b><i>March 28, 2023</i></b> .  The date by which "as built" drawings are required is <b><i>April 12, 2023</i></b> .
15.2	The amount to be withheld for failing to produce "as built" drawings and/or operating and maintenance manuals by the date required is <b><i>P20,000.00</i></b> .

## ***Section VI. Specifications***

## **B.5 – PROJECT BILLBOARD /SIGNBOARD**

### Description

This Item shall consist of furnishing and installing project billboard in accordance with this Specification and details shown on the Plans, or as required by the Engineer.

The project billboard shall comply in all respects with the “COA Circular No. 2013-004” dated January 30, 2013. The information and publicity on projects of Government Agencies including Foreign Funded Projects are being guided by this Circular.

The project billboard will be erected as soon as the award has been made. It will be located at the beginning and at the end of the subproject throughout the project duration.

The size, materials and design to be used for the project signboard will specifically adhere to the General Guidelines No. 2.2.3 of the Circular while the content of the information shall conform to the General Guidelines No. 2.2.6 and the sample format shown in “Annex A” of the Circular.

### Material Requirements

#### Tarpaulin

The design and format of the tarpaulin shall have the following specifications:

Color : White

Size : 8 ft. x 8 ft.

Resolution : 70 dpi

Font : Helvetica

Font Size of Main Information : 3 inches

Font Size of Sub-Information : 1 inch

Font Color : Black

Suitable Frame: Rigid wood frame with post; and

Posting: Outside display at the project location after award has been made.



**ANNEX 14  
PROJECT BILLBOARD**

Name of Agency Business Address		FLGU LOGO					
Project: _____		Cost: _____					
Location: _____		Fund Source/s: LP, GOP, LGU					
Implementing Agency/ies: _____							
Development Partner/s: _____							
Contractor/Supplier: _____							
Brief Description of Project: _____							
Project Details:							
Project Date		Project Status			Remarks		
Duration	Started	Target Date of Completion	Percentage of Completion	As of (Date)		Cost Incurred to Date	Date Completed

For particulars or complaints about this project, please contact the Regional Office or Cluster which has audit jurisdiction on this project:

COA Regional Office No./Cluster: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Contact No.: \_\_\_\_\_ or Text COA Citizen's Desk at 0915-5391957

World Bank Anti-Corruption Hotline: 105-11-1-800-831-0463

The information shall contain but not limited to i.) logo of the funding agencies, ii.) the name of implementing agencies, iii.) name of contractor, iv.) subproject's title, location, cost and description, v.) project details to include duration, date started, target date of completion and project status, and vi.) COA and WB Anti-corruption Hotline.

The display/and or affixture of the picture, image, motto, logo, color motif, initials or other symbol or graphic representation associated with the top leadership of the project proponent or implementing agency/unit/office, on project billboard, is considered unnecessary. (General Guidelines No. 2.2.6)

**Post and Frame**

Posts and frames/braces shall be made from good lumber with a 2X3 and 2x2 inches size respectively and shall be well-seasoned, straight and free of injurious defects. The frame will be covered with 2 pieces ¼ inch thick marine plywood where the tarpaulin will be attached.

**Concrete Foundation Blocks**

The concrete for the foundation blocks shall be Class A in accordance with Item 405, Structural Concrete and shall be of the size shown on the Plans.

**Construction Requirements**

**Excavation and Backfilling**

Holes shall be excavated to the required depth to the bottom of the concrete foundation as shown on the Plans.

The space around the post shall be backfilled to the ground line with approved material in layers not exceeding 100 mm and each layer shall be moistened and thoroughly compacted. Surplus excavated material shall be disposed of by the Contractor as directed by the Engineer.

### Erection of Posts

The posts shall be erected vertically in position inside the formwork of the foundation block prior to the placing of the concrete and shall be adequately supported by bracing to prevent movement of the post during the placing and setting of concrete. The posts shall be located at the positions shown on the Plans.

### Tarpaulin Installation

Tarpaulin shall be installed in accordance with the details shown on the Plans. The frame should be covered with the marine plywood before the tarpaulin is attached.

### Method of Measurement

The quantities of project billboard shall be in pieces of such signs of the size specified, including the necessary posts and supports erected and accepted.

### Basis of Payment

The quantities measured as determined in the Method of Measurement, shall be paid for at the contract unit price for the Pay Items shown in the Bid Schedule which price and payment shall be full compensation for furnishing and installing project billboard, for excavation, backfilling and construction of foundation blocks, and all labor, equipment, tools and incidentals necessary to complete the Item.

Payment will be made under:

Pay Item No.	Description	Unit of Measurement
B.5	Project Billboard	Each

## **B.7 - OCCUPATIONAL SAFETY AND HEALTH PROGRAM**

### **B.7.1 Description**

This Item covers the implementation of construction safety in all stages of project procurement (design, estimate, construction and maintenance), requirements, provisions, and instructions for the guidance of the Engineer.

### **B.7.2 Construction safety and Health Program (CSHP)**

Every construction project shall have suitable and approved Construction Safety and Health Program (CSHP) as required in all projects regardless of amount, funding source and mode of implementation which shall comply with the minimum safety and health requirements as specified in the Occupational Safety and Health Standards.

The required CHSP shall include but not limited to the following:

1. Composition of the Safety and Health personnel responsible for the implementation of CSHP.
2. Specific safety policies which shall be undertaken in the construction site, including frequency of and persons responsible for conducting toolbox and gang meetings.
3. Penalties and sanction for violation of the CSHP.
4. Frequency, content and persons responsible for orienting, instructing and training all workers at the site with regard to the CHSP which they operate.
5. The manner of disposing waste arising from the construction

### **B.7.3 Construction Safety and Health Personnel**

At the start of the project, the Contractor shall have an established construction safety and health committee composed of the following personnel:

#### **1. Project Manager/Project Engineer**

The Contractor must provide for a full time Project Manager/Project Engineer, who is tasked to observe, monitor and supervise if the enforcement of CSHP was being followed strictly and correctly.

#### **2. Safety Engineer/Officer**

The General Contractor must provide for a full time Officer, who shall be assigned as the General Construction Safety and Health Officer to oversee and enforce full time the overall management of the Construction Safety and Health Program (CSHP). Furthermore, deployment of part-time or full-time safety man depending on the number of workers shall be complied in accordance with Rule 1033 of the Occupational Safety and Health Standards (OSHS) and applicable provisions under Section 7.0, Safety Personnel of Department of Labor and Employment (DOLE) D.O. 13, Series of 1998.

#### **3. Health Personnel**

The Contractor's health personnel may be full time or part time certified first-aider, registered nurse, physician and dentist depending on the total number of workers conforms with Section 8.0, Emergency Occupational Health Personnel and Facilities or DOLE D.O. 13, Series of 1998.

#### **4. Safety Practitioner**

The Contractor must provide a full time or part time Safety Practitioner, who shall initiate and supervise safety and health training for employees.

#### **B.7.4 Supervision, Control and Monitoring**

Overall supervision, control and monitoring of the implementation of CSHP for projects undertaken by administration/contracts shall be under the implementing office.

#### **B.7.5 Construction Safety and Health Training**

The Construction Safety and Health seminar (COSH) shall be a 40 hrs. training course as prescribed by the DOLE-Bureau of Working Conditions (BWC). All safety personnel involved in a construction project shall be required to complete such basic training course.

The Contractor shall provide continuing construction safety and health training to all technical personnel under his organization. Continuing training shall be a minimum of 16 h per year for every full-time safety personnel.

#### **B.7.6 Construction Safety and Health Reports**

The Contractor shall be required to submit a monthly construction safety and health report to the Department of Labor and Employment (DOLE) Regional Office concerned. The report shall include a monthly summary of all safety and health committee meeting agreements, a summary of all accident investigations/reports and periodic hazards assessment with the corresponding remedial measures/action for each hazard.

In case of any dangerous occurrence or major accident resulting in death or permanent total disability, the concerned employer shall initially notify the DOLE Regional Office within 24 hours from occurrence. After the conduct of investigation by the concerned construction safety and health officer, the employer shall report all permanent total disabilities to DOLE Regional Office on or before the 20th of the month following the date of occurrence of accident using the DOLE Employer's Work Accident Illness Report.

#### **B.7.7 Personnel Protective Equipment (PPE) and Devices**

The Contractor shall furnish his workers with protective equipment for eyes, face, hands and feet, lifeline, safety belt/harness, protective shields and barriers whenever necessary by reason of the hazardous work process or environment, chemical or radiological or other

mechanical irritants of hazards capable of causing injury or impairment in the function of any part of the body through absorption, inhalation or physical agent.

All PPE and Devices shall be in accordance with the requirements of the Occupation Safety and Health Standards (OSHS) and should pass the test conducted and/or standards set by the Occupational Safety and Health Center (OSHC).

For General Construction Work, the required basic PPEs for all workers shall be safety helmet, safety gloves and safety shoes. Specialty PPEs shall be provided to workers in addition to or in lieu of the corresponding basic PPE as the work or activity requires. Workers within the construction project site shall be required to wear the necessary PPE at all times. Moreover, all other persons who are either authorized or allowed to be at a construction site shall also wear appropriate PPEs.

Construction workers who are working from unguarded surfaces 6 m or more above water or ground, temporary or permanent floor platform, scaffold or where they are exposed to the possibility of falls hazardous to life or limb, must be provided with safety harnesses and life lines.

#### **B.7.8 Signages and Barricades**

Construction Safety Signages and Barricades shall be provided as a precaution and to advise the workers and the general public of the hazards existing in the worksite. Signages shall be posted in prominent positions at strategic location and as far as practicable, be in the language understandable to most of the workers employed. For road projects, it shall be in accordance with the DPWH Road Works Safety Manual.

#### **B.7.9 Facilities**

The Contractor shall provide the following welfare facilities in order to ensure humane working conditions:

1. Adequate supply of safe drinking water;
2. Adequate sanitary and washing facilities;
3. Suitable living accommodation of workers and as may be applicable for their families; and
4. Separate sanitary, washing and sleeping facilities for men and women workers.

The services of a full-time registered nurse, a full-time physician, a dentist and an infirmary or emergency hospital with one (1) bed capacity when the number of employees exceed three hundred (300). In addition, there should be one (1) bed capacity for every one hundred (100) employees in excess of three hundred (300).

#### **B.7.10 Costing**

The cost for the implementation of construction safety and health shall be integrated to the overall project cost under the prescribed pay item. In consideration of the cost involved of providing the necessary safety equipment and manpower for an effective implementation of safety in the workplace, the following shall be used as a guide:

#### 1. Personal Protective Equipment (PPE)

The PPEs shall be provided by the Contractor, and its cost shall be duly quantified and made part of the overall cost of Item B.7, Occupational Safety and Health. The use of PPEs shall conform to Section B.7.7 Personal Protective Equipment and Devices.

#### 2. Clinical Materials and Equipment

Clinical material and equipment such as medicines, beds and linens, other related accessories shall be to the account of the Contractors implementing the project and shall be in accordance with the Rule 1960, Occupational Health Services of OSHS.

#### 3. Signages and Barricades

The quantities and cost of signages and barricades necessary for a specific item of work shall be quantified and made part of that particular pay item of work. For general signages and barricades not included in specific pay item of work but necessary for promoting safety in and around the construction site, the quantities and cost shall be a separate pay item and included in the overall cost of Item B.7, Occupational Safety and Health.

#### 4. Facilities

Facilities such as portable toilets, waste disposal, sanitary and washing facilities, convenient dwelling and office, adequate lighting, and other facilities related to construction safety and health shall be in accordance with OSH Standards and previously approved guidelines of the Department and shall be quantified and the cost thereof be made a separate pay item under "Facilities for the Engineers" and "Other General Requirements" as required in the DPWH Standard Specifications.

#### 5. Salaries

Labor cost for the medical and safety personnel actually assigned in the field shall be included in the overall cost of Item B.7, Occupational Safety and Health. Manpower cost shall be established based on the cost of labor in the area. Duration of employment shall be based on project duration of the particular project.

#### 6. Safety and Health Training

Cost associated for the provision of basic and continuing construction safety and health training to all safety and technical personnel shall be made part of the indirect/overhead cost of the project.

### **B.7.11 Safety on Construction during Heavy Equipment Operation**

In relation to heavy equipment operation in all construction sites, the following are required in the different phases of the project.

#### **1. Pre-Construction**

The Contractor must ensure that appropriate certification is obtained from DOLE duly accredited organizations for the following:

- a. All heavy equipment operators assigned at the project site must be tested and certified in accordance with a standard trade test prescribed by Technical Education and Skills Development Authority (TESDA) in coordination with its accredited organization.
- b. All heavy equipment must be tested and certified in accordance with the standards prepared by DOLE or its recognized organization prior to commissioning of said equipment.

#### **2. During Construction**

The Contractor must ensure that the following conditions are met or complied with:

- a. For mobilization or transport of heavy equipment, load restrictions, height and width clearances as imposed by Department for all roads and bridges to be utilized during transport. Moreover, only duly certified operators are allowed to load and unload heavy equipment to low-bed trailer.
- b. During erection and set-up of heavy equipment, existing hazards must be avoided. Standard checklist of steps and procedures must be observed. List of necessary equipment, tools and materials must be available and properly utilized.
- c. In the interest of accident prevention, duly certified mechanics and operators shall conduct daily routine inspection of all heavy equipment deployed at the site in accordance with standards set by TESDA in coordination with the Association of Construction Equipment Lessors (ASCEL, Inc.). During routine inspection all equipment which do not comply with the minimum safety standards for equipment certification shall be immediately removed from the work site for restoration or repair until they meet said standards or requirements. The Contractor and the equipment owner shall maintain a separate logbook for data on maintenance, repair, tests and inspections for each heavy equipment. Such logbook shall be used as a necessary reference during the conduct of equipment inspection.

#### **3. Post Operation and Post Construction**

The procedures for dismantling and demobilization of heavy equipment shall follow the same requirements as listed under provisions of mobilization or transport of heavy equipment and erection and set-up of heavy equipment.

### **B.7.12 Violations and Penalties**

The Contractor if found violating safety rules and regulations shall be meted sanctions depending on the gravity of offense. The amount corresponding to non-compliance shall be deducted from the contractor's billing.

***The following shall be the minimum requirements for the approval of a Construction Safety and Health Program (CSHP) under the Department of Labor and Employment (DOLE) Department Order No. 13, Series 1998.***

***1.1 Company Safety and Health Policy. The following shall apply:***

A Company Safety Policy which shall serve as the general guiding principles in the implementation of safety and health on site duly signed by the highest company official or his duly authorized representative who has the over---all control of project execution and should include the contractor's general policy towards occupational safety, worker's welfare and health, and environment.

A Safety policy, which shall include the commitment that the contractor shall comply with DOLE minimum safety requirements, including reporting requirements of the Occupational Health and Safety Standards (OSHS), and other relevant DOLE issuances. These may include, but are not limited to the following:

- a. Registration (Rule 1020 and DO 18---02)
- b. Report of Safety Committee Organization (Rule 1040)
- c. Notification of Accidents and Occupational Illnesses (Rule 1050)
- d. Annual Work Accident/Illness Exposure Data Report (Rule 1050)
- e. Application for installation of mechanical/electrical equipment for construction of structure for industrial use (Rule 1070 and 1160)
- f. Annual Medical Report (Rule 1960)

***1.2 Specific Construction Safety and Health Program*** shall contain the tendering agency's requirements in addition to the minimum requirements under the appropriate sections of D.O. No. 13 whenever deemed as applicable.

***1.3 Composition of Construction Safety and Health Committee.***

A structure and membership of the construction safety and health committee which shall be consistent with the minimum requirements of Section 11 of D.O. 13, series of 1998.

***1.4 Safety and Health Personnel.*** The following shall apply:

- a. All appointed first---aiders shall be duly trained and certified by the Philippine National Red Cross and shall possess a Certificate of Basic First Aid Training Course (Standard) with a valid PNRD ID Card.
- b. All appointed Safety Officers shall have completed the 40---hour BWC prescribed safety and health course as required by Rule 1030 of the OSHS, as amended by D.O. 16. All full---time safety personnel shall be accredited by the BWC pursuant to D.O. 16.



- c. All physicians and nurses assigned at the project site shall have completed the Bureau prescribed course on occupational safety and health course, pursuant to Rule 1960 of the OSHS.

**1.5 Specific duties and responsibilities of the Safety Officer.** The following shall apply:

- a. Specific duties and responsibilities shall comply with the outlined duties and responsibilities in Rule 1047 of the OSHS; and
- b. Procedure on the required performance of the assigned duties and responsibilities of safety officers in the construction site.

**1.6 Applicable In-plant Safety and Health Promotion and Continuing Information Dissemination.** The following shall apply:

- a. Detailed information dissemination or advisories to the new employees prior to on-site assignment, e.g. conduct of safety orientation, company's health and safety policies, hazards related to the job safety measures, safe work procedures.
- b. Detailed programs on continuing education such as trainings and seminars, if any, that shall be given to employees, e.g. BOSH, refresher course, first aid training, refresher course toolbox meeting, construction safety training for site safety officers, 80-hour advance safety course prescribe.
- c. Arrangements for conveying information on safety and health IEC materials e.g. Posters/komics/flyers, safety signages, handbooks/manuals, bulletin boards
- d. Arrangements for setting up sub-committees on safety and health, where necessary.
- e. Schedule of safety related activities, e.g. toolbox meeting, health and safety committee meeting

**1.7 Accident and incident investigation, recording, and reporting.** The following shall apply:

- a. All accidents or incidences shall be investigated and recorded.
- b. All work related accidents resulting to disabling injuries and dangerous occurrences as defined in OSH Standards (Rule 1050) shall be reported.
- c. Responsible or duly authorized officer for accident or incident investigation recording and reporting who are either the employer/owner/project manager/safety officer
- d. Accident Report shall contain the minimum information as required in DOLE/BWC/OHSD/IP-6.
- e. Shall notify the appropriate DOLE Regional within 24 hours in case of fatal accidents. An accident investigation shall be conducted by the Regional Office within forty eight (48) hours after receipt of initial report of the employer.

**1.8 Provisions for the protection of the general public within the vicinity of the company premises during construction and demolition.** The following shall apply:

- a. Measures in order to ensure the safety of the general public shall be pursuant to Rule 11 of the National Building Code---Implementing Rules and Regulations: Protection of Pedestrians During Construction or Demolition
- b. Appropriate provisions and rules of OSHS
  - Rule 1412.09: Protection of the Public
  - Rule 1412.12: Protection against collapse of Structure
  - Rule 1412.16: Traffic Control
  - Rule 1413: Excavation
  - Rule 1417: Demolition
  - Rule 1060: Premises of Establishments
  - D.O. 13, Section 9: Construction Safety Signs
  - Other relevant provisions of OSHS.

**1.9 General safety within construction premises.** The following shall apply:

The provisions for danger signs, barricades, and safety instructions for workers, employees, public, and visitors such as, housekeeping; walkway surfaces; means of access i.e. stairs, ramps, floor openings, elevated walkways, runways and platforms; and, light.

**1.10 Environmental Control (Rule 1070 of the Standards).** The following shall apply:

- a. Monitoring and control of hazardous noise, vibration and air---borne contaminants such as gases, fumes, mists and vapors.
- b. Provisions to comply with minimum requirements for lighting, ventilation and air movement.

**1.11 Guarding of hazardous machinery (Rule 1200 of the Standards).** The following shall apply:

- a. Provisions for installation/design of built---in machine guards.
- b. Provisions for built---in safety in case of machine failure.
- c. Provisions for guarding of exposed walkways, access---ways, working platforms.

**1.12 Provisions for and use of Personal Protective Equipment (PPE) --- (Rule 1080 of the Standards).** The following shall apply:

- a. Appropriate types and duly tested PPEs to be issued to workers after the required training on their use.
- b. Provisions for maintenance, inspection and replacement of PPEs.
- c. In all cases the basic PPE commonly required for all types of construction projects are hard hats, safety shoes and working gloves. Other PPEs shall be required depending on the type of work and hazards.

**1.13 Handling of Hazardous Substances – (Rule 1090 of the Standards).** The following shall apply:

Provision for identification, safe handling, storage, transport and disposal of hazardous substances and emergency procedure in accordance with Material Safety Data Sheet (MSDS) in cases of accidents.

**1.14 General materials handling and storage procedures. – (Rule 1150 of the Standards).** The following shall apply:

- Safe use of mechanical materials handling equipment
- Secured and safe storage facilities
- Regular housekeeping as necessary so as not to constitute and/or present hazards
- Clearly marked clearance limits
- Proper area guarding of storage facilities

**1.15 Installation, use and dismantling of hoist and elevators.---Rule 1415.10 Testing and Examination of Lifting Appliance, Rule 1220 Elevators and Related Equipment.** The following shall apply:

- a. Provisions to ensure safe installation, use and dismantling of hoist and elevator;
- b. Periodic inspection of hoists and elevators.

**1.16 Testing and inspection of electrical and mechanical facilities and equipment.** The following Rules of the Occupational Safety and Health Standards shall apply: **Rule Coverage**

- a. Rule 1160 --- Boiler
- b. Rule 1170 --- Unfired Pressure Vessels
- c. Rule 1210 --- Electrical Safety
- d. Rule 1220 --- Elevators and Related Equipment
- e. Rule 1410 --- Construction Safety
- f. Rule 1415.10 – Training and Examination of Lifting Appliance

**1.17 Workers skills and certification.** The following shall apply:

- a. Provisions to ensure that workers are qualified to perform the work safely.
- b. Provisions to ensure that only qualified operators are authorized to use and operate electrical and mechanical equipment.

**1.18 Provisions for emergency transportation facilities for workers.** The following shall apply:

Rule 1963.02 of the Occupational Safety and Health Standards – Emergency Medical and Dental Services

**1.19 Fire Protection Facilities and Equipment.** The following rule shall apply:

- a. Fire protection facilities and equipment as required under Rule 1940 of the OSHS
- b. Proposed structure and membership of fire brigade
- c. Provision for training on emergency preparedness

**1.20 First aid and health care medicines, equipment and facilities.**

- a. Identification of the proposed first aid and health care facilities that the employer shall provide satisfying the minimum requirements of OSHS.
- b. Identification of the medical and health supplies, such as medicines and equipment to be provided.
- c. In all cases, the provision of first aid medicines and emergency treatment shall be mandatory.
- d. In the absence of the required on site health care facilities, the employer shall attach a copy of a written contract with a recognized emergency health provider as required under the OSHS.

**1.21 Workers Welfare Facilities.** The following shall apply:

- a. Provisions for toilet and sanitary facilities
- b. Proposed bathing, washing, facilities
- c. Proposed facilities for supplying food and eating meals
- d. Proposed facilities for supplying potable water for drinking and for washing
- e. Proposed facilities for locker rooms, storing and changing of clothes for workers.

**1.22 Proposed Hours of Work and Rest and Rest Breaks.** The following shall apply:

- a. Work schedules, working hours, shifting schedules
- b. Frequency and length of meals and breaks
- c. Schedule of rest periods

**1.23 Waste Disposal. The following shall apply:**

- a. Proposed method of clearing and disposal of waste.
- b. Provisions for permits and clearance where require in disposal of hazardous wastes.

**1.24 Disaster and Emergency Preparedness Contingency**

**1.25 Safety Program .** The Safety Programs shall contain the following:

- a. Standard work procedures.
- b. Job hazard analysis for the following activities as applicable to the project.
- c. Other hazardous work, not outline herein but will be performed during project execution must also be included.

**The activities may consist of any number of the following, depending on the nature of the project, vis---à---vis exposure to hazards:**

- a. Site Clearing
- b. Excavations

- c. Erection and dismantling of scaffolds and other temporary working platforms
- d. Temporary electrical connections/installations
- e. Use of scaffolds and other temporary working platforms
- f. Working at unprotected elevated working platforms or surfaces
- g. Work over water
- h. Use of power tools and equipment
- i. Gas and electric welding and cutting operations
- j. Working in confined spaces
- k. Use of internal combustion engines
- l. Handling hazardous and/or toxic chemical substances
- m. Use of hand tools
- n. Working with pressurized equipment
- o. Working in hot or cold environments
- p. Handling, storage, usage and disposal of explosives
- q. Use of mechanized lifting appliances for movement of materials
- r. Use of construction heavy equipment
- s. Demolition

**The hazard analysis shall contain the following:**

- a. Identification of possible hazards for a particular activity.
- b. Identification of any company permits or clearances needed prior to the performance of the activity together with the name of person/s who is authorized to issue such permit or clearance.
- c. Identification of the proposed improvement in work standard procedures that shall be followed during implementation of a particular activity.
- d. Company inspection procedures to ensure safety during the execution of a particular activity.
- e. Identification of emergency procedures in case of accidents or any untoward incident while performing a particular activity.

**1.26 Company Penalties/Sanctions for Violation/s of the Provision/s of Safety and Health Program** – The appropriate penalties or sanctions for violation of company rules and regulations or those stipulated in the CHSP and the observance of due process.

**2. Personal Protective Equipment by Type of Project**

**2.1 General Building Construction Project (GBC).** The following classifications shall apply:

Classification: Air Navigation Facilities, Power Transmission & Distribution, Building and Housing, Communication facilities, Sewerage, water treatment plants and Site/Land development.

**2.2 General Engineering Construction Project.** The following classifications shall apply:

Classifications: Roads and Airports (Horizontal structure), bridges, irrigation system, flood control and drainages, dams, tunneling, ports and harbor, water supply

**2.3 Specialty Construction Project.** The following classifications shall apply:

Classifications: Electrical work, mechanical work, plumbing and sanitary work, air conditioning or refrigeration, water proofing work, painting work, communication facilities, foundation or piling work, structural steel work, concrete pre---cast, elevator or escalator, well drilling work, navigational equipment and instrument installation, electromechanical work, metal roofing and siding installation, structural demolition and landscaping.

**3. Safety Personnel and Skilled Worker.** The following shall apply: **3.1 Minimum Required Safety Personnel.** The following shall apply:

- a. The General Constructor shall provide for a full time officer, who shall be assigned as the general construction safety and health officer to oversee full time the overall management of the Construction Safety and Health Program.
- b. The General Constructor shall provide for additional Construction Safety and Health Officer/s in accordance with the requirements for Safety Officer of D.O. 16, s. 2001, depending of the total number of personnel assigned to the construction project site.
- c. The General Constructor shall provide for one (1) Construction Safety and Health Officer for every ten (10) units of heavy equipment assigned to the project site.
- d. Each construction contractors/subcontractors shall provide for the required number of safety officers in accordance with the requirements of D.O. 16 series 2001.

**3.2 Qualification and Training of Safety and Health Personnel and Skilled Workers.** The following shall apply:

- a. Training of OSH Personnel shall be pursuant to D.O. 16 series of 2001 and its Procedural Guidelines.
- b. Worker Skills Certification for the critical operations/occupations shall be pursuant to D.O. 13 and D.O. 19 as well as the TESDA requirements on worker competency.

**4. Construction Heavy Equipment.** The following shall apply:

4.1 Accreditation of Organization for Testing of Construction Heavy Equipment shall be pursuant to D.O. No. 16 and its Implementing Guidelines and Procedural Guidelines on Accreditation and Performance Audit of Testing Organization for Construction Heavy Equipment.

4.2 Conduct of Inspection and Test of Construction Heavy Equipment shall be pursuant to Sec. 10 of D.O. No. 13 and its Procedural Guidelines. The following shall apply:

- a. Procedural Guidelines on Accreditation and Performance Audit of Testing Organization for Construction Heavy Equipment

- b. Standard Checklist for Testing and Inspection of Construction Heavy Equipment.
- c. Inspection Procedures for DOLE Inspectors

4.3 TESDA Certification Requirements for Operators. Certification for Operators shall be in accordance with the requirements of TESDA on worker competency.

4.4 Monitoring and Evaluation of CHE Test/Inspection conducted shall be pursuant to the Procedural Guidelines on Accreditation and Performance Audit of Testing Organization for Construction Heavy Equipment.

**5. Signages and Barricades.** The following shall apply:

Construction Safety Signages shall be provided as a precaution and to advise the workers and the general public of the hazards existing in the worksite.

**5.1 Signage Procedures:** The signages shall be:

- a. Posted in prominent positions and at strategic locations.
- b. As far as practicable, be in the language understandable to most of the workers employed in the site.
- c. For non-raised floor areas, the attached yellow CAUTION sign shall be used when using yellow CAUTION tape.
- d. For non-raised floor areas, the attached red DANGER sign shall be used when using the red DANGER tape.
- e. Placed in designated areas at four (4) feet from ground level, if there are no other more practicable height placement.
- f. Regularly inspected and maintained in good condition to achieve its purpose. Signages that are damaged; illegible or that no longer apply as to purpose, site or language, shall be removed or be replaced by the safety officer when needed.
- g. Removed after the hazard is completely eliminated. If upon work completion the hazard is still present, the signage shall remain in place.
- h. Designed and constructed following the Overall Dimensions of Safety Signs Formula as required by the OSHS
- i. Specific with the type of hazard and should indicate the name of the contaminant/substance involved (for chemical hazards), and the type of PPE or respiratory equipment to be worn.

**5.2 Posting of Signages shall include, but not limited to the following places:**

- a. Areas where there are risks of falling objects.
- b. Areas where there are risks of falling, slipping, tripping among workers and the public
- c. Prior to entry in project sites, locations and its perimeter.
- d. Where there is mandatory requirement on the usage of PPEs.
- e. Areas where explosives and flammable substances are used or stored

- f. Approaches to working areas where danger from toxic or irritant airborne contaminants/substances may exist,
- g. All places where contact with or proximity to electrical facility/equipment can cause danger
- h. All places where workers may come in contact with dangerous moving parts of machinery or equipment
- i. Locations of fire alarms and fire---fighting equipment
- j. Locations for instructions on the proper usage of specific construction equipment, tools.

**5.3 Barricading Procedures:** The following shall apply:

- a. The contractor shall provide all necessary barricades, safety tapes, safety cones or safety lines as required in isolating or protecting an unsafe work area from other workers, pedestrians or vehicular traffic.
- b. Barricades shall completely enclose the hazardous area and effectively limit unintentional or casual entry.
- c. Barricades shall be three (3) feet vertical height from the ground, when no other more practical height specification is available.
- d. Barricades shall be maintained in good condition to achieve its purpose.
- e. Barricades that are damaged; faded or that no longer apply as to purpose, site or meaning, shall be removed or shall be replaced by the safety officer.
- f. Barricade tape shall not be used on the floor as this presents a slipping hazard of its own.
- g. In addition to using the proper warning tape, the contractor shall use the appropriate safety signage when barricading an area.
- h. All barricades shall be removed after the hazard is completely eliminated.
- i. Upon work completion, if the hazard is still present, the barricade shall remain in place.

**5.4 Installation of barricades shall include, but not limited to the following worksites conditions:**

- a. hazardous areas
- b. trip hazard
- c. robotic movement
- d. energized electrical works
- e. overhead suspended load test
- f. critical high pressure test
- g. chemical introduction
- h. fall exposure



- i. Emergency Response Zone
- j. Unsafe condition zone
- k. Danger zone
- l. Confined and enclosed space

**6. Construction Safety and Health Committee.** The following shall apply:

**6.1 Composition**

- a. Project Manager or his representative as chairperson ex-officio
- b. General Construction Safety and Health Officer
- c. Construction Safety and Health Officers
- d. Safety representatives (SAFETY OFFICER) from each subcontractor.

**If DOLE’s minimum requirements based on the number of workers of the contractor requires only a part time safety officer, the safety officer need not be an accredited safety practitioner or consultant.**

- e. Doctors, nurses and other health personnel pursuant to the requirements stated in Rule 1042 of the OSHS
- f. Workers’ representatives

**If there are no contractor’s sub-contractors or the constructor is a subcontractor, the safety and health committee shall be in accordance with the requirements of Rule 1040 of the Occupational Safety and Health Standards.**

**6.2 Duties and responsibilities**

- a. The Project Manager or his representative shall act as the Chairperson of the committee.
- b. The committee shall conduct safety meetings at least once a month.
- c. The persons constituting the Safety and Health Committee shall, as far as practicable, be at the construction site whenever construction work is being undertaken.
- d. The committee shall continually plan and develop accident prevention programs.
- e. The committee shall review reports of inspection, accident investigation and monitor implementation of the safety program.
- f. The committee shall provide necessary assistance to government authorities authorized to conduct inspection in the proper conduct of their activities
- g. The committee shall initiate and supervise safety trainings for its employees
- h. The committee shall conduct safety inspection at least once a month, and shall conduct investigation of work accidents and shall submit a regular report to DOLE.
- i. The committee shall initiate and supervise the conduct of daily brief safety meetings or toolbox meetings.
- j. The committee shall prepare and submit to DOLE, reports on said committee meetings.

- k. The committee shall develop a disaster contingency plan and organize such emergency service units as may be necessary to handle disaster situations.

**7. Construction Safety and Health Reports.** The following shall apply:

**7.1 The Construction Safety and Health Report shall include:**

- a. Monthly summary of all safety and health committee meetings
- b. Summary of all accident investigations /reports
- c. Corrective/Preventive measures/action for each hazard
- d. Periodic hazards assessment with corresponding remedial measures for new hazards
- e. Safety promotions and trainings conducted/attended

**7.2 Submission of Reports.** The following shall apply:

- a. All general constructors shall be required to submit a monthly construction safety and health report to the BWC copy furnished the DOLE Regional Office concerned.
- b. In case of any dangerous occurrence or major accident resulting in death or permanent total disability, the concerned employer shall notify the appropriate DOLE Regional Office within twenty---four (24) hours from occurrence.
- c. After the conduct of investigation by the concerned construction safety and health officer, the employer shall report all disabling injuries to the DOLE Regional Office on or before the 20th of the month following the date of occurrence of accident using the DOLE/BWC/HSD---IP---6 form.

**8. Cost of Construction Safety and Health Program.** The following shall apply:

8.1 The total cost of implementing a Construction Safety and Health Program shall be mandatory and shall be made an integral part of the project's construction cost as a separate pay item, duly quantified and reflected in the Project's Tender Documents and likewise reflected in the Project's Construction Contract Documents.

8.2 The cost of the following PPEs: helmet, eye goggles, safety shoes, working gloves, rain coats, dust mask, ear muffs, rubber boots, and other similar PPE's shall be indicated/enumerated per cost, per worker, foreman, leadman, jackhammer operator, carpenter, electrician, mason, steelman, painter, mechanic, welder, plumber, heavy equipment operator, physician/inspector, and other such personnel.

8.3 The PPEs shall be sufficient in number for all workers particularly where simultaneous construction activities/operations in different areas are being undertaken.

8.4 The cost of the minimum required inventory of medicines, supplies and equipment as indicated in "Attachment C" of the OHS Standards shall be included.

8.5 The safety personnel manpower cost salaries/wages, benefits shall be included.

8.6 Cost of safety promotions/activities, training conducted and salaries of safety and health personnel, medical personnel employed or engaged by constructor

**9. Safety and Health Information. The following shall apply:**

**9.1 Workers shall be adequately and suitably:**

- a. Informed of potential safety and health hazards to which they may be exposed at their workplace.
- b. Instructed and trained on the measures available for the prevention, control and protection against those hazards.

***9.2 Every worker shall receive instruction and training regarding general safety and health common to construction sites which shall include, but not limited to the following:***

- a. The basic rights and duties of the workers at the construction site.
- b. The means of access and egress, both during normal work and in emergency situations.
- c. The measures for good housekeeping.
- d. The location and proper use of welfare and first---aid facilities.
- e. The proper care and use of the items or personal protective equipment and protective clothing provided the workers.
- f. The general measures for personal hygiene and health protection.
- g. The fire precautions to be taken.
- h. The action to be taken in case of any emergency.
- i. The requirements of relevant health and safety rules and regulations.

***9.3 The instruction, training and information materials provided shall be given in a language or dialect understood by the worker.***

Written, oral, visual and participative approaches shall be used to ensure that the worker has understood and assimilated the information.

**9.4** Each supervisor or any person e.g. foreman, lead man, gangboss, and other similar personnel shall conduct daily tool box or similar meetings prior to the start of the operations for the day to discuss with the workers and to anticipate safety and health problems related.

**9.5** No person shall be deployed in a construction site unless he has undergone a safety and health awareness seminar conducted by safety professionals or accredited organizations or other institutions recognized by DOLE.

***9.6 Specialized instruction and training shall be provided to the following:***

- a. Drivers and operators of lifting appliances, transport, earth---moving and materials---handling equipment and machinery; or any equipment of specialized or dangerous nature.
- b. Workers engaged in the erection or dismantling of scaffolds.
- c. Workers engaged in excavations at least one (1) meter deep or deep enough to cause danger, shafts, earthworks, underground works or tunnels.
- d. Workers handling explosives or engaged in blasting operations.
- e. Workers engaged in pile---driving.
- f. Workers in compressed air cofferdams and caissons.

- g. Workers engaged in the erection of prefabricated parts of steel structural frames and tall chimneys, and in concrete work, form work and other such type of work.
- h. Workers handling hazardous substances and materials.
- i. Workers as signalers and riggers.
- j. Other types of workers as may be categorized by TESDA

**10. Welfare Facilities. The following shall apply:**

The employer shall provide the following welfare facilities in order to ensure humane working conditions:

***10.1 Adequate supply of safe drinking water:***

- a. If the water is used in common drinking areas, it shall be stored in closed containers from which the water is dispensed through taps or cocks. Such containers shall be cleaned and disinfected at regular intervals but not exceeding fifteen (15) days.
- b. Notices shall be posted conspicuously in locations where there is water supply that is not for drinking purposes

***10.2 Adequate sanitary and washing facilities:***

- a. Adequate facilities for changing and for the storage and drying of work clothes.
- b. Adequate accommodation facilities for taking meals and for shelter.
- c. Adequate washing facilities regardless of sex for every 25 employees up to the first 100 and an additional of one (1) facility for every 40 additional workers.
- d. Suitable living accommodation for workers and as may be applicable for their families, such as separate sanitary, washing and sleeping facilities for men and women workers.

***10.3 Adequate and suitable toilet and bath facilities for both male and female workers at the following ratio:***

- a. Where the number of female workers exceeds 100, one (1) and bath facilities for every 20 female workers up to the first 100 and one (1) toilet and bath facilities for every 30 additional female workers.
- b. Where the number of male workers exceeds 100 and sufficient urinals have been provided, one (1) toilet and bath facilities for every 25 sales up to the first 100 and one (1) more for every 40 additional male workers.
- c. Every toilet shall be provided with enclosure, partitioned off so as to provide/ensure privacy. If feasible, shall have a proper door and fastenings, so doors shall be tight fitting and self---closing.
- d. Urinals shall be placed or screened so as not to be visible from other parts of the site, or other workers.
- e. Rest rooms shall be so arranged so as to be conveniently accessible to the workers and shall be kept clean and orderly at all times.

- f. Adequate hand---washing facilities shall be so provided within or adjacent to the toilet facilities
- g. In cases where persons of both sexes are employed, toilet and bath facilities for each sex shall be situated or partitioned so that the interior will not be visible even when the door of any facility is opened from any place where persons of the other sex have to work or pass.
- h. If toilet and bath facilities for one sex adjoin those for the other sex, the approaches shall be separate, and toilet and bath facilities for each sex shall be properly indicated.

**11. Compliance to the DPWH DO 30 Series 2021 Revised Construction Safety Guidelines for the Implementation of Infrastructure projects During the COVID-19 Public Health Crisis**

**12. Compliance to the provisions in the PRDP Supplemental Guidelines on Community and Occupational Safety and Health (COSH) during the Implementation of PRDP subprojects amidst the COVID-19 Public Health Crisis dated June 10, 2020.**

**I. Background**

The coronavirus disease (COVID-19) is an infectious disease caused by a new strain of coronavirus and was unknown before the outbreak began in Wuhan, China, in December 2019. On January 30, 2020, the Department of Health (DOH) reported the first case of COVID-19 in the Philippines and on March 07, the first local transmission of COVID-19 was confirmed. Proclamation No. 922, s. 2020 declaring a "State of Public Health Emergency throughout the Philippines" was issued and signed on July 7, 2020.

The World Health Organization (WHO) declared COVID-19 a pandemic on March 11, 2020 since the virus had inflicted more than 150,000 people including 6,000 deaths all over the world. Following the declaration of COVID-19 as a pandemic, President Rodrigo Duterte announced on March 12, 2020 the "community quarantine" in Metro Manila but on March 16, 2020 President Duterte declared a Luzon-wide "enhanced community quarantine" (ECQ) through Presidential Proclamation No. 929, s. 2020 "Declaring a State of calamity throughout the Philippines due to Corona Virus Disease 2019".

Pursuant to the above Presidential Declaration, the Inter-agency Task Force (IATF) for the Management of Emerging Infectious Diseases Omnibus Guidelines on the Implementation of the Community Quarantine in the Philippines, this Supplemental Guidelines on Community and Occupational Safety and Health (COSH) is issued in addition to the existing COSH standards employed in the implementation of the Project adhering to the Safeguards Policies of the World Bank as well as the new policy issuances, protocols and standards of the Philippine Government in ensuring public safety and health amidst COVID-19.

**II. Objectives of the Guidelines**

This guideline shall facilitate the implementation of PRDP into transitioning to the "new normal" amidst the COVID-19 Public health crisis, supplemental to the existing COSH guidelines under the PRDP Integrated Environmental and Social Safeguards Framework

(IESSF) of 25 October 2018 and the policy objectives of the RA 11058 An Act Strengthening Compliance with Occupational Safety and Health Standards and providing penalties for violations thereof of August 17, 2018. It strengthens the protection of the rights of workers to a safe and healthy working environment as well as the protection of the community especially the vulnerable population, ensuring non-discrimination and social inclusion during the time of the COVID-19 pandemic.

### **III. General Guidelines**

The Supplemental COSH Guidelines shall primarily adopt and harmonize the following issuances of the Philippine Government in the implementation of PRDP covering the Infrastructures and Enterprises subprojects and all other PRDP activities.

1. Department of Public Works and Highways (DPWH) Revised Construction Safety Guidelines for the Implementation Infrastructure Projects during COVID-19 Public health crisis, repealing Department Order No. 35 Series of 2020 issued per Department Order No. 39 Series of 2020;
2. Joint Department of Trade and Industry (DTI) and Department of Labor and Employment (DOLE) Interim Guidelines on Workplace Prevention and Control of COVID-19 issued April 30, 2020;
3. Department of Health (DOH) Interim Guidelines on the Return-to-Work issued per Memorandum No. 2020-0220 dated May 11, 2020;
4. Department of Interior and Local Government (DILG) Amended Guide to Action Against the 2019 Novel Coronavirus Acute Respiratory Diseases issued per Memorandum Circular No. 2020-023 dated 06 February 2020;
5. Department of Agriculture (DA) Guidelines on Food Safety for the Philippine Agricultural and Fishery Sectors during COVID-19 Pandemic issued per Memorandum Circular No. 15 Series of 2020 dated May 13, 2020.

Under the “new normal”, the Minimum Health Protocols and Standards set by the Department of Health (i.e. regular handwashing, observing cough etiquette, wearing of face masks, taking of body temperature, regular disinfecting, reducing contact and physical distancing) shall be applicable to all PRDP funded Infrastructure and Enterprise subprojects, and other relevant PRDP activities. Such activities are, but not limited to, consultations, trainings, technical coaching, meetings, technical reviews, procurement activities, validation s, appraisal reviews, monitoring, supervision, grievance investigation & resolution, and all other activities that involve interaction. PRDP shall adopt mixed or blended methodologies in the conduct of such activities that conform to health and safety policies, protocols and procedures stipulated in the above-mentioned issuances and guidelines.

As stakeholder engagement is important and critical in all project implementation phases, the Project has crafted a separate Consultation Guideline amidst the COVID-19 Public health crisis to ensure the continuous meaningful consultations despite the community quarantine

limitations. This will serve as reference into transitioning to the “new normal” for the implementation of PRDP subprojects (Annex A).

As measures in the prevention and control of COVID-19 incur costs, the PRDP recommends to adhere with DOLE Labor Guidelines on the cost of COVID-19 prevention and control measures issued per Labor Advisory No. 18 series of 2020.

As stipulated in Section 2 of the Labor Advisory, the costs associated to COVID-19 measures shall be charged to the employers and principals of the service contract and no direct or indirect costs shall be charged to the workers.

As these costs have not been part of the PRDP subprojects’ feasibility study and business plan, the cost associated to the implementation of the required mitigation and control measures shall be shouldered by the: 1) Proponent LGU, as principal of the service contract for I-BUILD Infrastructure subprojects; and 2) Enterprise Proponent Groups, as business owner and employer of the workers in I-REAP Enterprise subprojects. However, due to funding limitations of the LGUs brought about by the pandemic and of the Proponent Groups, cost-sharing is advised. The LGUs may work out cost-sharing with the winning Contractors for the I-BUILD subprojects and with the Proponent Groups for the I-REAP subprojects to ensure that all subprojects are compliant to the health protocols and standards required for the resumption of operations of both the infrastructures and enterprise subprojects.

As we are continually learning from this unprecedented pandemic crisis, subproject proponents are reminded to regularly check recent issuances of the National government (DOH, DPWH, DOLE, DTI, DILG, etc.) and consult with/seek further advice from the concerned PRDP offices (RPCO, PSO and NPCO) for any further developments that may arise.

#### **IV. Specific Guidelines for Construction of I-BUILD and I-REAP Infrastructure subprojects**

In ensuring community, occupational safety and health during construction amidst the COVID-19 Public health crisis, supplemental guidelines on a) Prior deployment for construction; and b) During construction were harmonized in reference with the PRDP Integrated Environmental and Social Safeguards Framework (IESSF) based on the following international and local guidelines:

- a. DPWH Department Order No. 39 Series of 2020 on Revised Construction Safety Guidelines for the Implementation Infrastructure Projects during COVID-19 Public health crisis, repealing Department Order No. 35 Series of 2020;
- b. Joint DTI and DOLE Interim Guidelines on Workplace Prevention and Control of COVID-19 issued April 30, 2020;
- c. DOH Memorandum No. 2020-0220 dated May 11, 2020 on Interim Guidelines on the Return-to-Work;
- d. DILG Memorandum Circular No. 2020-023 dated 06 February 2020 on Amended Guide to Action Against the 2019 Novel Coronavirus Acute Respiratory Diseases;

e. International Labour Organization's (ILO) on Prevention and Mitigation of COVID-19 at Work: Action Checklist.

## **A. Prior deployment for construction**

### **A.1. The LGU, and Contractor/Sub-Contractor/Suppliers shall:**

- . Establish regular communication and coordination among each other for any relevant COVID-19 information; [L] [SEP]
- . b) Strengthen the Grievance Redress Mechanism to ensure that there is an open, active, and easily accessible communication platform for workers to channel their questions and concerns especially regarding COVID-19. [L] [SEP]
- . c) Incorporate in the Environmental and Social Management Plan (ESMP) the management's commitment and responsibilities on the reduction and risk of exposure to the virus and transmission of COVID-19 at the workplace through prioritizing safety and health of workers and their surrounding communities; [L] [SEP]
- . d) Assess and review occupational safety and health hazards of all construction works and develop strategic measures and possible changes in the construction methodologies on managing the potential risks and its impacts through incorporation of DOH minimum health protocols and standards, and other relevant guidelines. [L] [SEP]

### **A.2. The LGU shall:**

- . a) Screen and issue construction quarantine pass (QP) to the individual qualified personnel of the contractors clearly stating the identification, designation, nature of work, validity and destination, if necessary; [L] [SEP]
- . b) Advise the Barangay Council of the start/resumption of construction works with adherence to DOH and IATF guidelines; [L] [SEP]
- . c) Facilitate the inclusion of necessary information on the impacts and mitigation measures of the construction in the IEC campaigns through Barangay Council. [L] [SEP]

### **A.3. The Barangay Council through its Barangay Health Emergency Response Team (BHERT) shall:**

- a) Include in the IEC campaign for the community the necessary information on the impacts and mitigation measures relevant to the construction; [L] [SEP]
- b) Inform the Contractor on the existing ordinances or plans of the Barangay on containment and control and prevention measures especially in terms of public health and sanitation through its waste management, cleaning and disinfection, isolation procedures, among others; [L] [SEP]
- c) Inform the community on the start/resumption of the construction with special considerations on vulnerable groups such as women, children, elderly, Indigenous Peoples/Indigenous Cultural Communities (IP/ICCs), People with Disabilities (PWD), and immuno-compromised people through several mechanisms. Refer to Annex A - Consultation Guidelines amidst COVID-19 Public Health Crisis.



#### **A.4. The Contractor/Sub – Contractor/Suppliers shall:**

- a) Not allow any person below twenty-one (21) years old, those who are sixty (60) years old and above, those with immune deficiencies, comorbidities, or other health risks, and pregnant women, including those who reside with the aforementioned, to be part of the workforce for construction projects except as may be allowed under the Revised Omnibus Guidelines issued by the IATF; [L] [SEP]
- b) Undergo its employees fourteen (14) days quarantine prior to deployment, especially for the migrant workers coming from another barangay/municipality; or in the alternative, the employee may undergo any available Food and Drug Administration (FDA) - approved COVID-19 test, as may be prescribed by the DOH, and be retested as the need arises. In this regard, consultation with medical doctors (duly accredited by DOH, if possible) prior to the conduct of COVID-19 test shall be made. Further, COVID-19 test procedures and return-to-work policies of the contractors should comply with DOH Circular No. 2020- 0160 dated 31 March 2020, Department Memorandum No. 2020-0220 dated 11 June 6020, and other pertinent issuances of the DOH on the matter; [L] [SEP]
- c) Ensure that the subproject is in compliance with DOLE DO. NO. 13 series of 1998, and the DTI and DOLE Interim Guidelines on Workplace Prevention and Control of COVID-19. Provide personnel and workers face mask and/or shield, soap, sanitizer, disinfectant, and continuous supply of vitamins particularly vitamin C, other over – the counter medicines, quarantine facilities, and oxygen tanks for emergency purposes; [L] [SEP]
- d) Provide for the personnel/workers the necessary welfare facilities and amenities (i.e. employees’ quarters board and lodging, adequate toilet and baths for both men and women, communal kitchens, etc.) while ensuring compliance to social distancing, proper hygiene, etc.; [L] [SEP]
- e) Provide disinfection facilities in the respective project sites in compliance with pertinent DOH and IATF Guidelines, to be place at strategic locations to ensure the safety and welfare of all personnel; [L] [SEP]
- f) Conduct proper information dissemination through the Safety Officer to increase awareness and knowledge of the workforce regarding [L] [SEP] COVID-19 construction protocols, guidelines, and management/mitigation measures on top of the existing construction safety practices through orientation, training, and installation of IEC materials and other notices for workers’ safety;
- g) Submit personal records of all personnel, especially for those migrant workers who would be coming from different barangay/municipalities, to proponent LGU and Barangay Council through its BHERT for necessary for contact tracing, assistance and monitoring. It shall be resubmitted and updated monthly, or as the need arises (Annex B – PRDP Worker’s Log Format); [L] [SEP]
- h) Prioritize engaging workers coming from the community or close proximity of the construction site. Should there be workers coming from another barangay/municipality, adhere with the proponent PLGU/MLGU and BHERT on the relevant guidelines for migrating workers; [L] [SEP]
- i) Ensure non-discrimination of workers through developing and communicating a clear policy

of non-discrimination to reduce stigma so that employees feel safe reporting illness of themselves or within their families; [L] [SEP]

j) Maintain and disclose rights and workers benefits, such as the following:

Access to essential health care and other basic social services; [L] [SEP]

All workers shall be appropriately informed by the employer about all types of hazards in the workplace and be provided access to training, education, and orientation on chemical safety, electrical safety, mechanical safety, ergonomics and other [L] [SEP] hazards and risks (DOLE - DO. 198 series of 2018, Section 5); [L] [SEP]

iii. Worker has the right of refusal to work without threat or reprisal from the employer if, as determined by DOLE, an imminent danger situation exists. (DOLE - DO. 198 series of [L] [SEP] 2018, Section 6);

iv. No cost related or incidental to COVID-19 prevention and control measures shall be charged directly or indirectly to the workers (Labor Advisory No.18 series of 2020, Section 2);

v. Health hospital benefits, sickness benefits under the SSS and employee's compensation benefits under PD 626 (EC Law). In the event that the worker is not qualified to avail of the benefits under SSS or Phil Health due to the employer, the employer will shoulder all the medical expenses until full recovery (Labor Advisory No. 04 series of 2020);

k) Incorporate COVID-19 Health and Emergency Response Protocols and COVID-19 hotlines of designated hospitals and emergency medical centers in the existing Emergency response procedures or contingency plans established and Hotlines posted.

## **During Construction**

### **B.1. The LGU shall:**

a) Assist to the Barangay Council and Contractors in the management of COVID-19 concerns that may arise during construction and potentially impact the community; [L] [SEP]

b) Monitor the implementation of the supplemental guidelines through the Project's regular monitoring procedures and activities with the Resident Engineer as lead for the proponent LGU. The report on monitoring of compliance to these guidelines shall be submitted monthly to the PPMIU/MPMIU Head. [L] [SEP]

### **B.2. The Barangay Council through its Barangay Health Emergency Response Team (BHERT) shall:**

a) Inform the Contractors on the status of the daily health monitoring in the community; [L] [SEP]

b) Remind the community and workers to reduce direct contact and adhere to physical distancing during construction; [L] [SEP]

c) Encourage other modes of uptake such as text messaging, call, e-mail, and social media in lodging community concerns and feedback through Grievance Redress Mechanism. [L] [SEP]

### **B.3. The Contractor/Sub – Contractor/Suppliers shall:**

- a) Conduct an inventory of works for the construction sequencing to be followed and undertake to uphold the required physical distancing. Barangay Council shall be informed of the revised construction sequencing or daily construction works; [L] [SEP]
- b) Reduce direct personnel contact to adhere with physical distancing through clustered and staggered deployment of employees within the construction sites for easier contact tracing; [L] [SEP]
- c) Make work breaks staggered; and during breaks, workers shall stay in the quarters or established welfare facilities rather than along the streets or nearby public space; [L] [SEP]
- d) Prohibit smoking in public spaces especially while construction is on- going. It shall only be allowed only to designated smoking area and after construction work; [L] [SEP]
- e) House all employees in their respective quarters for the entire duration of the project covered by the Community Quarantine. In case there is a need to leave the said quarters during the project duration, "Prior to Deployment" procedures shall be conducted at every instance of re-entry; [L] [SEP]
- f) Ensure availability of adequate food, potable drinking water, disinfectants, and hand soaps to its in-house personnel; [L] [SEP]
- g) Assist workers to manage any emerging psychosocial risks, new forms of work arrangements and in the promotion and maintenance of healthy lifestyles including diet, rest and sleep, exercise and social contacts with friends and family; [L] [SEP]
- h) Designate workers in charge of the regular cleaning and disinfection of the premises and construction materials; [L] [SEP]
- i) Regularly maintain good housekeeping which includes daily cleaning and disinfection of all construction facilities such as Field Office, employees' quarters, and other common area; [L] [SEP]
- j) Promote culture of regular cleaning and disinfection among workers and within the premises of construction through reminders in tool box meeting and posting of relevant IEC materials; [L] [SEP]
- k) Observe proper disposal of COVID-19 related PPE (e.g. face masks) by setting up a distinct bin labelled as special wastes and adhering to BHERT waste management collection protocols. Any face masks that could potentially be reused should be cut into pieces as a safety measure to avoid reuse; [L] [SEP]
- l) Remind workers, during the conduct of regular tool box meetings, on the relevant construction protocols and prevention measures on the specific daily or weekly work tasks; [L] [SEP]
- m) Conduct daily monitoring of the pre-and post-work health conditions of workers, including, but not limited to, temperature, health, and exposure monitoring, as preventive measures. Personnel with manifestation or symptoms relative to COVID-19 shall be immediately isolated and quarantined for fourteen (14) days and if necessary, brought to the nearest DOH COVID-19 treatment facility under strict confidentiality and privacy. Proper protocols in accordance with DTI and DOLE Interim Guidelines on Work Place Prevention and Control of COVID-19 shall likewise be strictly observed. Daily health monitoring [L] [SEP] report shall be endorsed to the

proponent PLGU/MLGU and BHERT (Annex C - PRDP Daily COVID -19 Surveillance Fill-Up/Checklist Form);

n) Ensure that Project Engineers and Safety Officer assigned at the site shall strictly monitor work activities. Said Safety Officer shall conduct daily monitoring in strict compliance with DOLE D.vO. No. 13, Series of 1998 and the DTI and DOLE Interim Guidelines on Workplace Prevention and Control of COVID-19 with regard to the wearing of additional Personal Protective Equipment (PPE) required such as, but not limited to, face masks, safety glasses/goggles, face shields, and long sleeve T-shirts, and other measures to contain the spread of COVID-19 in the workplace, as provided in these guidelines. [SEP]

o) Discourage sharing of construction and office equipment. However, if necessary, the shared equipment must be disinfected in between transfers amongst personnel; [SEP]

p) Ensure that all materials and equipment delivery and disposal shall be conducted by a specific team of personnel on an isolated loading/unloading zone while limiting contact with the delivery/disposal personnel. All materials and/or equipment entering the construction site shall be duly disinfected, as possible; [SEP]

q) Restrict the entrance/visit of non-essential personnel, visitors, and the general public in the construction site, employees' quarters, and field offices. Otherwise, all personnel entering the construction site premises on a temporary basis (e.g. delivery truck drivers, inspectors, etc.) shall be properly logged and checked for symptoms; [SEP]

r) Strictly prohibit gatherings, liquors, and/or merry – making within the construction site premises; [SEP]

s) Provide transport service for off-site employees' quarters. The transport service shall be disinfected before and after use, and social distancing shall likewise be observed therein at all times in accordance with DOTr guidelines; [SEP]

t) Regularly clean and disinfect the vehicles and materials. During construction transport and delivery services, workers' shall reduce direct contact with clients. If contact with clients are necessary, drivers should ensure minimum safety protocols. All records on transport and delivery services (i.e. location of delivery, driver in charge, and client contact information) shall be submitted to the proponent PLGU/MLGU and BHERT as reference for contract tracing and other necessary assistance; [SEP]

u) Keep errands to be conducted outside the construction site premises at a minimum. Number of personnel running errands shall be limited and [SEP] shall properly be disinfected and closely monitored for symptoms within fourteen (14) days upon re-entry.

## **V. Specific Guidelines for I-REAP Enterprise and I-BUILD Other infrastructure Operations**

This guideline primarily used as references the *Joint DTI and DOLE interim guidelines on workplace prevention and control of COVID-19 issued April 30, 2020 and the Department of Health Memorandum No. 2020-0220 dated May 11, 2020 with subject Interim Guidelines on the Return-to-Work*. These issuances were harmonized with PRDP's Integrated Environmental and Social Safeguards Framework (as of October 25, 2018) to come up with the COSH guidelines as follow:

## **A. Workplace Safety and Health**

### **A.1. Increase physical and mental resilience**

The Enterprise Management with the assistance from the proponent PLGU/MLGU shall assist workers in maintaining and increasing their physical and mental resilience such as:

1. Emphasize to workers everyday actions to stay healthy such as eating nutritious food and observing a healthy diet, drinking plenty of fluids, having adequate rest and at least eight (8) hours sleep, exercising regularly; [L] [SEP]
2. Provide free medicine and vitamins, if feasible; [L] [SEP]
3. Explore new forms of work arrangement beneficial to the health of [L] [SEP] the workers; and [L] [SEP]
4. Manage emerging psychosocial risks by providing referral for [L] [SEP] workers needing counseling or presenting with mental health concerns and facilitating continued social contacts with family and friends. [L] [SEP]

### **A.2.Reducing transmission of COVID-19**

1. *The Enterprise Management shall assign a “Workplace Coordinator for COVID-19 concerns”.*

- 1.1. He/She may also be the existing Safety Officer if applicable to the Enterprise. [L] [SEP]
- 1.2. The Workplace Coordinator for COVID-19 shall be in-charge of ensuring the guidelines stated herein are implemented accordingly together with the supervision of the Enterprise Management. [L] [SEP]
- 1.3. The proponent PLGU/MLGU shall provide assistance to ensure that the assigned Coordinator for COVID-19 receives the proper training. [L] [SEP]

#### *2. Prior Entrance in buildings and workplaces*

2.1. All employers and workers shall:

- i. Wear face masks at all times and remove the same [L] [SEP] only when eating/drinking. Employers shall provide the appropriate face masks for workers. Should cloth masks be used, the washable type shall be worn but additional filter material such as tissue papers inside the masks may be added; [L] [SEP]
- ii. Accomplish daily the health symptoms questionnaire and submit to the guard or designated safety officer prior to entry; [L] [SEP]
- iii. Have their temperature checked and recorded in the health symptoms questionnaire. (Annex D – Health Checklist) For any personnel with temperature > 37.50 C, even after a 5-minute rest, or if their response in the questionnaire needs further evaluation by the Workplace Coordinator, the person shall be isolated in an area identified by the Enterprise and not allowed

to enter the premises. The isolation area should be well ventilated and must be disinfected frequently. Workplace Coordinator assigned to assess the workers held in the isolation area shall be provided the appropriate medical grade PPE by the establishment which shall include but not limited to, face masks, goggles/face shields, and/or gloves; and [SEP]

iv. Spray alcohol/sanitizers to both hands; and provide disinfectant foot baths at the entrance if practicable. [SEP]

2.2. Equipment or vehicle entering the hub operational area must go through a disinfection process; and [SEP]

2.3. If there will be a long queue outside the office or store premises, roving officers should instill physical distancing of one meter. [SEP]

### 3. *Inside the workplace*

3.1. All work areas and frequently handled objects such as door knobs and handles, shall be cleaned and disinfected regularly, at least once every two (2) hours; [SEP]

3.2. All washrooms and toilets shall have sufficient clean water and soap, workers are encouraged to wash their hands frequently and avoid touching their eyes, nose and mouth; [SEP]

3.3. Sanitizers shall be made available in corridors, conference areas, elevators, stairways and areas where workers pass; [SEP]

3.4. Workers, whether in office workstations or in operations area, shall always practice physical distancing meaning at [SEP] the minimum one (1) meter radius space (side, back and front) between workers;

3.5. Eating in communal areas is discouraged. It is best to eat in [SEP] individual work area and all wastes shall be disposed properly. If eating in individual work areas is not possible, the employer shall ensure that physical distancing is maintained in dining areas with one worker per table and 1- meter distance per worker. It is discouraged that workers engage in conversation with masks off during meal times. Tables and chairs shall be cleaned or disinfected after every use of the area, and before as well as at the end of the work day; and [SEP]

3.6. Canteens and kitchens should be cleaned and disinfected regularly. [SEP]

### **A.3. Minimize contact rate**

1. Alternative work arrangements, such as working-hour shifts, work from home (WFH), where feasible and on rotation basis; [SEP]

2. Prolonged face-to-face interaction between workers and with clients are discouraged and masks shall be worn at all times and not removed. Meetings needing physical presence shall be kept to a minimum number of participants and with short duration. Videoconferencing shall be utilized for lengthy discussions among workers; [SEP]

3. Office tables should be arranged in order to maintain proper physical distancing. Barriers may be provided between tables; [SEP]

4. Workstation layout should be designed to allow for unidirectional movement in aisles, corridors or walkways; [L] [SEP]
5. To maintain physical distancing, number of people inside an enclosed space such as a room, store or hall shall be limited; [L] [SEP]
6. Use of stairs should be encouraged subject to physical distancing requirements. If more than 2 stairways are accessible, one stairway may be used exclusively for going up and another for going down; [L] [SEP]
7. Online system shall be highly encouraged to be utilized for clients needing assistance from offices including the use of videoconferencing; and [L] [SEP]
8. Roving officers (i.e. Manager, Supervisor, and Workplace Coordinator) shall always ensure physical distancing and observance of minimum health protocols. [L] [SEP]

#### **A.4. On Reducing the risk of infection from COVID-19**

1. In the event that a worker is suspected as having COVID-19:

1.1. The worker shall immediately proceed to the isolation area designated in the workplace and never remove his/her mask; [L] [SEP]

1.2. Workplace Coordinator attending to the workers should wear appropriate PPE and if needed should require the transport of the affected worker to the nearest hospital. Company protocols for transport for suspect COVID-19 cases and for PCR testing, should be in place including providing for ambulance conduction. For the micro and small enterprises, they may seek help from the Barangay or the Municipal Government. Hospitals will report to the DOH for COVID-19 suspect; and [L] [SEP]

1.3. Decontamination of workplace

i. Workplace shall be decontaminated with appropriate [L] [SEP] disinfectant (e.g. chlorine bleaching solution and [L] [SEP] 1:100 phenol-based disinfectant); [L] [SEP]

ii. After decontamination of the work area, work can [L] [SEP] resume after twenty-four (24) hours; and [L] [SEP]

iii. Workers present in the work area with the suspect COVID-19 worker shall go on fourteen (14) days home quarantine with specific instructions from the Workplace Coordinator on monitoring of symptoms and possible next steps. If suspect COVID-19 worker has negative result, co-workers may be allowed to [L] [SEP] report back to work. [L] [SEP]

2. In the event that a worker is sick or has fever but is not suspected to have COVID-19 (ex., urinary infection, wound infection or any diseases not related to lungs or respiratory tract) the employer must advise the worker to take prudent measures to limit the spread of communicable diseases, as follows:

- 2.1. Stay at home and keep away from work or crowds; [L] [SEP]
- 2.2. Take adequate rest and take plenty of fluids; [L] [SEP]
- 2.3. Practice personal hygiene to prevent spread of disease; and [L] [SEP]
- 2.4. Seek appropriate medical care if there is persistent fever, [L] [SEP] when difficulty of breathing has started, or when he/she becomes weak. [L] [SEP]

**B. Duties of Employers and Workers [L] [SEP] B.1. Employer (Enterprise Management) shall:**

1. Provide the necessary Enterprise policies/operating manuals to adapt to the “new normal” brought about by the COVID-19 pandemic in consultation with workers. Advocacy and IEC programs should be taken from DOH, WHO and reliable sources of information on COVID-19. Policies may be informed by the risk identification and mitigation process and can include the following (as adopted from COVID-19 Info-Sheet on Preventing and Managing related Environmental, Social, Health and Safety (ESHS) risks):

- i. Prevention procedures covering basic hygiene, cleaning and [L] [SEP]
- ii. Policies and procedures on how to determine and manage [L] [SEP]
- iii. Updated working condition policies as appropriate; [L] [SEP]
- iv. Stakeholder engagement procedures where operations or [L] [SEP]

2. Conduct training to guide workers for the transition to the “new normal” and provide proper visual reminders/IEC materials for safety policies posted strategically around the workplace to ensure workers are well informed and improve compliance; [L] [SEP]

3. Coordinate with concerned LGU and government agencies to provide the necessary capacity building activities relevant to COVID-19 health protocols, guidelines, and management/mitigation measures to prepare and equip farmers, fisherfolks, farmworkers and other units who will operate and maintain the facilities; [L] [SEP]

4. Ensure non-discrimination of workers: It is recommended to develop and communicate a clear policy of non-discrimination to reduce stigma so that employees feel safe reporting illness of themselves or within their families. All policies and procedures should be clearly communicated alongside contact information and access to a grievance mechanism should employees have questions or concerns; [L] [SEP]

5. Strengthen the Grievance Redress Mechanism to ensure that there is an open, active, and easily accessible communication platform for workers to channel their questions and concerns especially regarding COVID-19; [L] [SEP]

6. Establish clear and regular communication about preventive measures and precautions to workers and, where applicable, contractors, the supply chain, customers, and the wider community; [L] [SEP]



7. Adhere to the following provisions stated in RA 11058 Sections 5 & 6; Workers' Right to Know and Workers' Right to Refuse Unsafe Work: [SEP]

i. All workers shall be appropriately informed by the employer about all types of hazards in the workplace and be provided access to training, education, and orientation on chemical safety, electrical safety, mechanical safety, ergonomics and other hazards and risks;

ii. The worker has the right of refusal to work without threat or

8. Put in place policies and mechanisms in particular for the inclusion and protection of the vulnerable population such as women, older persons, those with underlying health conditions, persons with disabilities and Indigenous Peoples; [SEP]

9. Provide resources and materials needed to keep the workers healthy and the workplace safe, e.g., masks, soap, sanitizer, disinfectant, PPE, including COVID-19 testing kits. For micro and small enterprises that proponent LGU shall provide assistance to the PG especially in accessing COVID-19 testing kits; [SEP]

10. Observe proper disposal of COVID-19 related PPE (e.g. face masks, face shields, gloves, etc.) by setting up a distinct bin labelled as special wastes and adhering to BHERT waste management collection protocols. Any face masks that could potentially be reused should be cut into pieces as a safety measure to avoid reuse; [SEP]

11. Enhance health insurance provision for workers, aside from the mandatory Philhealth, and establish appropriate sick leave policies to accommodate the COVID-19 situation;

12. Establish referral network for employees who will develop symptoms;

13. Where feasible, provide shuttle services and/or decent accommodation on near-site location to lessen travel and people movement;

14. Adhere to and regularly check recent issuances of the National government and consult with/seek further advice from the concerned PRDP offices (RPCO, PSO and NPCO) for any further developments that may arise. It is to be recognized that certain enterprises, depending on the nature of the enterprise (i.e. food processing, non-food processing, crop production, animal raising, aquaculture), may require other additional mitigation measures. For Food processing and production related enterprises, we may refer to:

i. COVID-19 and Food Safety: Guidance for food businesses: Food and Agriculture Organization (FAO) and World Health Organization (WHO) dated April 7, 2020; and [SEP]

ii. Department of Agriculture (DA) Guidelines on Food Safety for the Philippine Agricultural and Fishery Sectors during COVID-19 Pandemic issued per Memorandum Circular No. 15 Series of 2020 dated May 13, 2020; [SEP]

15. Provide the DOLE through its Regional Office and/or Barangay Council through its BERTH, copy furnished DOH, the LGU and PRDP, monthly reporting of illness, diseases and injuries utilizing the DOLE Work Accident/Illness Report Form (WAIR), attached as Annex E;

16. Incorporate COVID-19 Health and Emergency Response Protocols and COVID-19 hotlines of designated hospitals and emergency medical centers in the existing Emergency response procedures or contingency plans established and Hotlines posted; [SEP]

17. Ensure that Enterprise Manager and Workplace Coordinator shall strictly monitor operation activities. Said Workplace Coordinator shall conduct daily monitoring in strict compliance with DOLE D.O. No. 13, Series of 1998 and the DTI and DOLE Interim Guidelines on Workplace Prevention and Control of COVID-19 and other supplemental measures, as provided in these guidelines. [SEP]

**B.2. LGU shall:**

1. Extend technical and financial support to the enterprise operations in complying with the implementation of these guidelines; [SEP]

2. Monitor the implementation of the supplemental guidelines through the Project’s regular monitoring procedures and activities. The report on monitoring of compliance to these guidelines shall be submitted monthly to the PPMIU/MPMIU Head. [SEP]

**Mode of Measurement**

Method of Measurement shall be paid for at the contract unit price for the Pay Items shown in the Bid Schedule which price and payment shall be full compensation for the provision of Personal Protective Equipment (PPE) and Devices, Medicines, Medical Supplies and other incidentals necessary to complete the item.

**Basis of Payment**

Payment shall be made on a proportional basis, calculated by multiplying the percentage rate of physical progress to the total lump sum amount every progress billing.

Payment will be made under:

<b>Pay Item No.</b>	<b>Description</b>	<b>Unit of Measurement</b>
<b>B.7</b>	<b>Occupational Health and Safety</b>	<b>Lump Sum</b>

## **B.8 – TRAFFIC MANAGEMENT**

### **B.8.1 Description**

This work consists of traffic control devices (all signs, signals, markings, and other devices used to regulate, warn or guide traffic) which control and protect public traffic adjacent to and within the project. It shall conform to the applicable requirements of DPWH Manuals (Part 1: Road Safety Design Manual and Part 2: Road Signs and Pavement Markings Manual) and Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD).

### **B.8.2 Construction Requirements**

#### **B.8.2.1 Accommodating Traffic During Work**

Traffic shall be accommodated in accordance with the MUTCD, contract traffic control plan, and this section. An alternate traffic control plan may be submitted for approval to the Engineer. Alternate traffic control plans shall be submitted at least 30 days before intended use.

Work should be performed in a manner that ensures the safety and convenience of the public and protects the residents and property adjacent to the project. Accommodate public traffic on roads adjacent to and within the project until the project is accepted.

#### **B.8.2.2 Maintaining Roadways during Work**

Maintain roadways as follows:

1. Diversion roads and bridges shall be constructed and removed as required by the traffic control plan;
2. Intersections with trails, roads, streets, businesses, parking lots, residences, garages, farms, and other features shall be maintained;
3. A dust-free carriageway shall be maintained such that visibility and air quality are not affected and a hazardous condition is not created.
4. Accumulations of soil and other material shall be removed from the • carriageway;
5. Water to pond on the carriageway shall not be allowed; and
6. Roadway, detours, and diversions shall be maintained in a safe and acceptable condition.

#### **B.8.2.3 Maintaining Roadways during Non-Work Periods**

The Contractor shall maintain roadways and traffic control for public traffic during periods when work is not in progress.

#### **B.8.2.4 Limitations on Construction Operations**

When the roadway is open to public traffic, restrict operations as follows:

1. Operate equipment in the direction of traffic, where practical;
2. For shoulder drop-offs of 75 mm or less, "Low Shoulder" warning signs shall be provided. For shoulder drop-offs in excess of 75 mm, a 1 V:3H fillet with "Shoulder

- Drop-Off" warning signs shall be provided. The construction of shoulders adjacent to traffic lanes to the same elevation shall be completed within 14 days;
3. A minimum lane widths of 3 m shall be provided. Barricades, drums, or other acceptable devices shall be used to delineate traffic lanes through areas where the edge of pavement or intended path has been obliterated by construction operations;
  4. Staging areas shall be located at least 9 m from the carriageway or behind acceptable traffic barriers. Approval of the location and access to staging areas shall be obtained. Unused traffic control devices shall be stored at staging areas;
  5. Equipment shall be parked at least 9 m from the carriageway or behind acceptable traffic barriers;
  6. Parking areas for employee's personal vehicles shall be provided in approved areas;
  7. Uninterrupted two-way communications shall be provided between flaggers and pilot cars unless flaggers are able to see each other and communicate. communication devices approved by the Engineer shall be used. Citizen band radios shall be unacceptable. Communication devices shall be available to the Engineer as necessary;
  8. Where switching traffic to a completed lane, adequate personnel and equipment shall be provided to set or relocate traffic control devices;
  9. Construction-caused delays to public traffic shall be limited to a maximum of 30 min per passage through the project; and
  10. Existing guardrails, barriers, and bridge railings shall be maintained until removal is necessary for construction. Temporary barrier or appropriate channelizing devices shall be used while the guardrails and bridge rails are absent. Permanent barriers, guardrails, and bridge rails shall be installed as soon as possible to minimize risk to the public.

#### **B.8.2.5 Night time Operations**

Perform construction operations during the hours of daylight (30 min after sunrise to 30 min before sunset).

Where night operations are permitted, submit a night lighting system for approval. Include the light types, locations, and the manner in which the lights will be moved. Submit the proposed system at least 14 days before use. Use an independent source other than vehicle headlights. Do not use incandescent lights. Furnish and install the approved system to illuminate the entire work

area. Position the lights so they do not shine directly at motorists traveling from any direction. If the operation is moving, move the lighting with the operation. Provide lighting at each flagger location. Equip vehicles with an exterior flashing yellow dome light.

#### **B.8.2.6 Traffic Control Supervisor**

The Contractor shall provide a traffic control supervisor. Furnish the traffic control supervisor's name, address, and 24 h telephone numbers at the preconstruction conference. During the Contract, including periods of suspensions and work stoppages, perform the following:

1. Traffic control plan shall be implemented.
2. Traffic control operations shall be coordinated, including those of subcontractors and suppliers.
3. Ensure the condition, position, and applicability of traffic control devices in use.

4. Traffic control deficiencies shall be corrected immediately.
5. Traffic control maintenance operations shall be coordinated with the Engineer.
6. Coordinate and ensure that traffic control devices are furnished, installed, maintained, removed, stored, replaced, relocated and cleaned. Ensure unused traffic control devices are properly handled and stored.
7. Weekly traffic safety meetings for construction workers shall be conducted, and invite the Engineer to these weekly meetings.
8. Submit a weekly certification that inspections and reviews were conducted and that the traffic control devices meet contract requirements. Include the number and types of devices in use. Report with the weekly certification, changes or corrective actions taken to ensure the safe passage of public traffic through the project.
9. Traffic control devices shall be inspected, including those in staging, storage, material sources, and disposal areas, as follows:
  - a. Daily during daylight hours when daylight work is being performed;
  - b. Daily during hours of darkness when nighttime work is being performed;
10. Weekly during:
  - a. Daylight hours and hours of darkness when work is suspended for periods of more than one (1) week.
11. Additional inspections, day or night, as directed by the Engineer; and
12. Reports of inspections shall be submitted in an acceptable format within 2 days.
13. Temporary flagging assistance shall be provided.

**B.3 Method of Measurement**

All expenses incurred in the furnishing/ installation/illumination of all traffic management plan and control devices shall be paid for in month and/or lump sum.

**B.8.4 Basis of Payment**

The accepted quantities, measured as provided in Section B.8.4, Method of Measurement shall be paid for at the Contract Unit Price of the Pay Item listed below that is included in the Bill of Quantities. The unit price shall cover full compensation for all related services necessary to complete the Item.

Payment shall be made under:

Pay Item Number	Description	Unit of Measurement
B.8(2)	Traffic Management	Lump Sum

## **B.9 - MOBILIZATION / DEMOBILIZATION**

### **General**

Work under this Contract shall be in accordance with the terms and conditions stipulated in the Bid Documents.

### **Scope of Work**

This Section includes mobilization, demobilization, assembly, and disassembly of all proposed minimum equipment including incidentals necessary to complete the work. It shall be computed based on the equipment requirements of the project stipulated in the proposal and contract booklet. In no case shall mobilization and demobilization exceed 1% of the Estimated Direct Cost (EDC) of the civil works items

### **Mobilization**

- a) The Contractor shall mobilize and put into operation all equipment required to undertake the Bid Documents, which is the Bill of Quantities and all associated work items.
- b) Mobilization shall include the transferring to the job-sites of all equipment necessary for the execution and completion of the work subject to the confirmation of the LGU.
- c) Equipment encountering breakdowns must be repaired at the most expeditious method possible at no cost to the LGU. In the event that the equipment call for major repair works that cannot be undertaken at the site, the Contractor shall replace such equipment with equal or better performance capacity at no additional mobilization costs to the LGU, and the Contractor shall not be entitled to any time extension.
- d) The Contractor will be held responsible for any damage to existing structures, works, materials, or equipment because of his operations. The Contractor shall repair or replace any damaged structures, works, materials, or equipment to the satisfaction of the LGU, and at no additional cost to the Procuring Entity.
- e) The Contractor shall be responsible for all damage to streets, roads, railroads, curbs, sidewalks, highways, shoulders, ditches, embankment, culverts, bridges, or other public or private property, which may be caused by the transport of equipment to or from the Works.
- f) All construction equipment provided by the Contractor shall, when brought on to the Site, be deemed to be exclusively intended for the construction and completion of the Works and the Contractor shall not remove the same or any part thereof without the approval of the LGU.
- g) The LGU shall not at any time be liable for the loss or damage to any of the said construction plant and equipment provided by the Contractor.

### **Demobilization**

Demobilization upon request of the Contractor and approval by the LGU shall include the following:

- a) The dismantling, preparation and loading for removal and shipment of all Contractor's equipment at the site after completion of the works.
- b) Transportation of all the above equipment from the site to the Contractor's home station or somewhere else outside the sites.
- c) Removal of all supplementary markers furnished and installed by the Contractor, provided that the LGU has not taken the option to retain the markers.
- d) The clean-up of the Site and the removal of materials, debris, waste, etc., and making good damages or temporary alterations, to the satisfaction of the LGU.
- e) The restoration, up to a degree acceptable to the LGU, of damage to the surrounding area (including vegetation, minor structures etc.) resulting from the construction or construction-related activities

**Method of Measurement**

The Lump sum price shall provide for the mobilization and demobilization of all Contractor's equipment to cover all costs for mobilization and demobilization, transportation, insurance during transportation, port fees, taxes, utilities, operators and all other incidentals.

The payment shall cover the dismantling of the work site by the Contractor, with removal of all the alterations, construction equipment, so that the site is restored to the state it was in before the installations and equipment were placed there.

**Basis of Payment**

All costs associated with and necessary for compliance with this Specification shall be included in the Lump Sum price. No additional or separate payment will be made in this regard.

The LGU may at any time withhold payment if in the opinion of the Engineer, the requirements of this Specification section are not provided.

The Lump Sum payments will be paid following the schedule below:

- 50 % of the lump sum cost will be paid for mobilization and 50% for demobilization.
- The progress billing for mobilization is computed by dividing the number of equipment mobilized at the site over the total minimum number of equipment required in the bidding documents multiplied by 50% of the lump sum cost. Likewise, payment for demobilization will follow the computation process for mobilization but only after the completion of the works assigned to the equipment and site restored in good condition.

**Pay Item**

	Description	Unit
B.9	Mobilization and Demobilization	lump sum

## **ITEM 100 – CLEARING AND GRUBBING**

### **100.1 Description**

This item shall consist of clearing, grubbing, removing and disposing all vegetation and debris as designated in the Contract, except those objects that are designated to remain in place or are to be removed in consonance with other provisions of this Specification. The work shall also include the preservation from injury or defacement of all objects designated to remain.

### **100.2 Construction Requirements**

#### **100.2.1 General**

The Engineer will establish the limits of work and designate all trees, shrubs, plants and other things to remain. The Contractor shall preserve all objects designated to remain. Paint required for cut or scarred surface of trees or shrubs selected for retention shall be an approved asphaltum base paint prepared especially for tree surgery.

Clearing shall extend one (1) meter beyond the toe of the fill slopes or beyond rounding of cut slopes as the case maybe for the entire length of the project unless otherwise shown on the plans or as directed by the Engineer and provided it is within the right of way limits of the project, with the exception of trees under the jurisdiction of the Forest Management Bureau (FMB).

#### **100.2.2 Clearing and Grubbing**

All surface objects and all trees, stumps, roots and other protruding obstructions, not designated to remain, shall be cleared and/or grubbed, including mowing as required, except as provided below:

- (1) Removal of undisturbed stumps and roots and nonperishable solid objects with a minimum depth of one (1) meter below subgrade or slope of embankment will not be required.
- (2) In areas outside of the grading limits of cut and embankment areas, stumps and nonperishable solid objects shall be cut off not more than 150 mm (6 inches) above the ground line or low water level.
- (3) In areas to be rounded at the top of cut slopes, stumps shall be cut off flush with or below the surface of the final slope line.
- (4) Grubbing of pits, channel changes and ditches will be required only to the depth necessitated by the proposed excavation within such areas.
- (5) In areas covered by cogon/talahib, wild grass and other vegetations, top soil shall be cut to a maximum depth of 150 mm below the original ground surface or as designated by the Engineer, and disposed outside the clearing and grubbing limits as indicated in the typical roadway section.



Except in areas to be excavated, stump holes and other holes from which obstructions are removed shall be backfilled with suitable material and compacted to the required density.

If perishable material is burned, it shall be burned under the constant care of component watchmen at such times and in such a manner that the surrounding vegetation, other adjacent property, or anything designated to remain on the right of way will not be jeopardized. If permitted, burning shall be done in accordance with applicable laws, ordinances, and regulation.

The Contractor shall use high intensity burning procedures, (i.e., incinerators, high stacking or pit and ditch burning with forced air supplements) that produce intense burning with little or no visible smoke emission during the burning process. At the conclusion of each burning session, the fire shall be completely extinguished so that no smoldering debris remains.

In the event that the Contractor is directed by the Engineer not to start burning operations or to suspend such operations because of hazardous weather conditions, material to be burned which interferes with subsequent construction operations shall be moved by the Contractor to temporary locations clear of construction operations and later, if directed by the Engineer, shall be placed on a designated spot and burned.

Materials and debris which cannot be burned and perishable materials may be disposed off by methods and at locations approved by the Engineer, on or off the project. If disposal is by burying, the debris shall be placed in layers with the material so disturbed to avoid nesting. Each layer shall be covered or mixed with earth material by the land-fill method to fill all voids. The top layer of material buried shall be covered with at least 300 mm (12 inches) of earth or other approved material and shall be graded, shaped and compacted to present a pleasing appearance. If the disposal location is off the project, the Contractor shall make all necessary arrangements with property owners in writing for obtaining suitable disposal locations which are outside the limits of view from the project. The cost involved shall be included in the unit bid price. A copy of such agreement shall be furnished to the Engineer. The disposal areas shall be seeded, fertilized and mulched at the Contractor's expense.

Woody material may be disposed off by chipping. The wood chips may be used for mulch, slope erosion control or may be uniformly spread over selected areas as directed by the Engineer. Wood chips used as mulch for slope erosion control shall have a maximum thickness of 12 mm (1/2 inch) and faces not exceeding 3900 mm<sup>2</sup> (6 square inches) on any individual surface area. Wood chips not designated for use under other sections shall be spread over the designated areas in layers not to exceed 75 mm (3 inches) loose thickness. Diseased trees shall be buried or disposed off as directed by the Engineer.

All merchantable timber in the clearing area which has not been removed from the right of way prior to the beginning of construction, shall become the property of the Contractor, unless otherwise provided.

Low hanging branches and unsound or unsightly branches on trees or shrubs designated to remain shall be trimmed as directed. Branches of trees extending over the roadbed shall be trimmed to give a clear height of 6 m (20 feet) above the roadbed surface. All trimming shall be done by skilled workmen and in accordance with good tree surgery practices.

Timber cut inside the area staked for clearing shall be felled within the area to be cleared.

**100.2.3 Individual Removal of Trees or Stumps**

Individual trees or stumps designated by the Engineer for removal and located in areas other than those established for clearing and grubbing and roadside cleanup shall be removed and disposed off as specified under Subsection 100.2.2 except trees removed shall be cut as nearly flush with the ground as practicable without removing stumps.

**100.3 Method of Measurement**

Measurement will be by one or more of the following alternate methods:

1. Area Basis. The work to be paid for shall be the number of hectares and fractions thereof acceptably cleared and grubbed within the limits indicated on the Plans or as may be adjusted in field staking by the Engineer. Areas not within the clearing and grubbing limits shown on the Plans or not staked for clearing and grubbing will not be measured for payment.
2. Lump-Sum Basis. When the Bill of Quantities contains a Clearing and Grubbing lump-sum item, no measurement of area will be made for such item.
3. Individual Unit Basis (Selective Clearing). The diameter of trees will be measured at a height of 1.4 m (54 inches) above the ground. Trees less than 150 mm (6 inches) in diameter will not be measured for payment.

When Bill of Quantities indicates measurement of trees by individual unit basis, the units will be designated and measured in accordance with the following schedule of sizes:

Diameter at height of 1.4 m	Pay Item Designation
Over 150 mm to 900 mm	Small
Over 900 mm	Large

**100.4 Basis of Payment**

The accepted quantities, measured as prescribed in Section 100.3, shall be paid for at the Contract unit price for each of the Pay Items listed below that is included in the Bill of Quantities, which price and payment shall be full compensation for furnishing all labor, equipment, tools and incidentals necessary to complete the work prescribed in this Item.

Payment will be made under:

Pay Item Number	Description	Unit of Measurement
100 (1)	Clearing and Grubbing	Hectare

## **ITEM 101 – REMOVAL OF STRUCTURES AND OBSTRUCTIONS**

### **101.1 Description**

This Item shall consist of the removal wholly or in part, and satisfactory disposal of all buildings, fences, structures, old pavements, abandoned pipe lines, and any other obstructions which are not designated or permitted to remain, except for the obstructions to be removed and disposed off under other items in the Contract. It shall also include the salvaging of designated materials and backfilling the resulting trenches, holes, and pits.

### **101.2 Construction Requirements**

#### **101.2.1 General**

The Contractor shall perform the work described above, within and adjacent to the roadway, on Government land or easement, as shown on the Plans or as directed by the Engineer. All designated salvable material shall be removed, without unnecessary damage, in sections or pieces which may be readily transported, and shall be stored by the Contractor at specified places on the project or as otherwise shown in the Special Provisions. Perishable material shall be handled as designated in Subsection 100.2.2 Nonperishable material may be disposed off outside the limits of view from the project with written permission of the property owner on whose property the material is placed. Copies of all agreements with property owners are to be furnished to the Engineer. Basements or cavities left by the structure removal shall be filled with acceptable material to the level of the surrounding ground and, if within the prism of construction, shall be compacted to the required density.

#### **101.2.2 Removal of Existing Bridges, Culverts, and other Drainage Structures**

All existing bridges, culverts and other drainage structures in use by traffic shall not be removed until satisfactory arrangements have been made to accommodate traffic. The removal of existing culverts within embankment areas will be required only as necessary for the installation of new structures. Abandoned culverts shall be broken down, crushed and sealed or plugged. All retrieved culvert for future use as determined by the Engineer shall be carefully removed and all precautions shall be employed to avoid breakage or structural damage to any of its part. All sections of structures removed which are not designated for stockpiling or re-laying shall become the property of the Government and be removed from the project or disposed off in a manner approved by the Engineer.

Unless otherwise directed, the substructures of existing structures shall be removed down to the natural stream bottom and those parts outside of the stream shall be removed down to at least 300 mm (12 inches) below natural ground surface. Where such portions of existing structures lie wholly or in part within the limits for a new structure, they shall be removed as necessary to accommodate the construction of the proposed structure.

Steel bridges and wood bridges when specified to be salvaged shall be carefully dismantled without damaged. Steel members shall be match marked unless such match marking is waived by the Engineer. All salvaged material shall be stored as specified in

Subsection 101.2.1.

Structures designated to become the property of the Contractor shall be removed from the right-of-way.

Blasting or other operations necessary for the removal of an existing structure or obstruction, which may damage new construction, shall be completed prior to placing the new work, unless otherwise provided in the Special Provisions.

### **101.2.3 Removal of Pipes Other than Pipe Culverts**

Unless otherwise provided, all pipes shall be carefully removed and every precaution taken to avoid breakage or damaged. Pipes to be relaid shall be removed and stored when necessary so that there will be no loss of damage before re-laying. The Contractor shall replace sections lost from storage or damage by negligence, at his own expense.

### **101.2.4 Removal of Existing Pavement, Sidewalks, Curbs, etc.**

All concrete pavement, base course, sidewalks, curbs, gutters, etc., designated for removal, shall be:

- (1) Broken into pieces and used for riprap on the project, or
- (2) Broken into pieces, the size of which shall not exceed 300 mm (12 inches) in any dimension and stockpiled at designated locations on the project for use by the Government, or
- (3) Otherwise demolished and disposed off as directed by the Engineer. When specified, ballast, gravel, bituminous materials or other surfacing or pavement materials shall be removed and stockpiled as required in Subsection 101.2.1, otherwise such materials shall be disposed off as directed.

There will be no separate payment for excavating for removal of structures and obstructions or for backfilling and compacting the remaining cavity.

## **101.3 Method of Measurement**

When the Contract stipulates that payment will be made for removal of obstructions on lump-sum basis, the pay item will include all structures and obstructions encountered within the roadway. Where the contract stipulates that payment will be made for the removal of specific items on a unit basis, measurement will be made by the unit stipulated in the Contract.

Whenever the Bill of Quantities does not contain an item for any aforementioned removals, the work will not be paid for directly, but will be considered as a subsidiary obligation of the Contractor under other Contract Items.

**101.4 Basis of Payment**

The accepted quantities, measured as prescribed in Section 101.3, shall be paid for at the Contract unit price or lump sum price bid for each of the Pay Items listed below that is included in the Bill of Quantities which price and payment shall be full compensation for removing and disposing of obstructions, including materials, labor, equipment, tools and incidentals necessary to complete the work prescribed in this Item. The price shall also include backfilling, salvage of materials removed, their custody, preservation, storage on the right-of-way and disposal as provided herein.

Payment will be made under:

Pay Item Number	Description	Unit of Measurement
101 (3)	Removal of Actual Structures/ Obstruction	Square Meter

## **ITEM 102 - EXCAVATION**

### **102.1 Description**

This Item shall consist of roadway and drainage and borrow excavation and the disposal of material in accordance with this Specification and in conformity with the lines, grades and dimensions shown on the Plans or established by the Engineer.

#### **102.1.1 Roadway Excavation**

Roadway excavation will include excavation and grading for roadways, parking areas, intersections, approaches, slope rounding, benching, waterways and ditches; removal of unsuitable material from the roadbed and beneath embankment areas; and excavating selected material found in the roadway as ordered by the Engineer for specific use in the improvement. Roadway excavation will be classified as "unclassified excavation", "rock excavation", "common excavation", or "muck excavation" as indicated in the Bill of Quantities and hereinafter described.

- (1) **Unclassified Excavation.** Unclassified excavation shall consist of the excavation and disposal of all materials regardless of its nature, not classified and included in the Bill of Quantities under other pay items.
- (2) **Rock Excavation.** Rock excavation shall consist of igneous, sedimentary and metamorphic rock which cannot be excavated without blasting or the use of rippers, and all boulders or other detached stones each having a volume of 1 cubic meter or more as determined by physical measurements or visually by the Engineer.
- (3) **Common Excavation.** Common excavations shall consist of all excavation not included in the Bill of Quantities under "rock excavation" or other pay items.
- (4) **Muck Excavation.** Muck excavation shall consist of the removal and disposal of deposits of saturated or unsaturated mixtures of soils and organic matter not suitable for foundation material regardless of moisture content.

#### **102.1.2 Borrow Excavation**

Borrow excavation shall consist of the excavation and utilization of approved material required for the construction of embankments or for other portions of the work, and shall be obtained from approved sources, in accordance with Clause 61 and the following:

- (1) **Borrow, Case 1**  
Borrow Case 1 will consist of material obtained from sources designated on the Plans or in the Special Provisions.
- (2) **Borrow, Case 2**  
Borrow Case 2 will consist of material obtained from sources provided by the Contractor.

The material shall meet the quality requirements determined by the Engineer unless otherwise provided in the Contract.

## **102.2 Construction Requirements**

### **102.2.1 General**

When there is evidence of discrepancies on the actual elevations and that shown on the Plans, a pre-construction survey referred to the datum plane used in the approved Plan shall be undertaken by the Contractor under the control of the Engineer to serve as basis for the computation of the actual volume of the excavated materials.

All excavations shall be finished to reasonably smooth and uniform surfaces. No materials shall be wasted without authority of the Engineer. Excavation operations shall be conducted so that material outside of the limits of slopes will not be disturbed. Prior to excavation, all necessary clearing and grubbing in that area shall have been performed in accordance with Item 100, Clearing and Grubbing.

### **102.2.2 Conservation of Topsoil**

Where provided for on the Plans or in the Special Provisions, suitable topsoil encountered in excavation and on areas where embankment is to be placed shall be removed to such extent and to such depth as the Engineer may direct. The removed topsoil shall be transported and deposited in storage piles at locations approved by the Engineer. The topsoil shall be completely removed to the required depth from any designated area prior to the beginning of regular excavation or embankment work in the area and shall be kept separate from other excavated materials for later use.

### **102.2.3 Utilization of Excavated Materials**

All suitable material removed from the excavation shall be used in the formation of the embankment, subgrade, shoulders, slopes, bedding, and backfill for structures, and for other purposes shown on the Plans or as directed.

The Engineer will designate as unsuitable those soils that cannot be properly compacted in embankments. All unsuitable material shall be disposed off as shown on the Plans or as directed without delay to the Contractor.

Only approved materials shall be used in the construction of embankments and backfills.

All excess material, including rock and boulders that cannot be used in embankments shall be disposed off as directed.

Material encountered in the excavation and determined by the Engineer as suitable for topping, road finishing, slope protection, or other purposes shall be conserved and utilized as directed by the Engineer.

Borrow material shall not be placed until after the readily accessible roadway excavation has been placed in the fill, unless otherwise permitted or directed by the Engineer. If the

Contractor places more borrow than is required and thereby causes a waste of excavation, the amount of such waste will be deducted from the borrow volume.

#### **102.2.4 Prewatering**

Excavation areas and borrow pits may be prewatered before excavating the material. When prewatering is used, the areas to be excavated shall be moistened to the full depth, from the surface to the bottom of the excavation. The water shall be controlled so that the excavated material will contain the proper moisture to permit compaction to the specified density with the use of standard compacting equipment. Prewatering shall be supplemented where necessary, by truck watering units, to ensure that the embankment material contains the proper moisture at the time of compaction.

The Contractor shall provide drilling equipment capable of suitably checking the moisture penetration to the full depth of the excavation.

#### **102.2.5 Presplitting**

Unless otherwise provided in the Contract, rock excavation which requires drilling and shooting shall be presplit.

Presplitting to obtain faces in the rock and shale formations shall be performed by: (1) drilling holes at uniform intervals along the slope lines, (2) loading and stemming the holes with appropriate explosives and stemming material, and (3) detonating the holes simultaneously.

Prior to starting drilling operations for presplitting, the Contractor shall furnish the Engineer a plan outlining the position of all drill holes, depth of drilling, type of explosives to be used, loading pattern and sequence of firing. The drilling and blasting plan is for record purposes only and will not absolve the Contractor of his responsibility for using proper drilling and blasting procedures. Controlled blasting shall begin with a short test section of a length approved by the Engineer. The test section shall be presplit, production drilled and blasted and sufficient material excavated whereby the Engineer can determine if the Contractor's methods are satisfactory. The Engineer may order discontinuance of the presplitting when he determines that the materials encountered have become unsuitable for being presplit.

The holes shall be charged with explosives of the size, kind, strength, and at the spacing suitable for the formations being presplit, and with stemming material which passes a 9.5 mm (3/8 inch) standard sieve and which has the qualities for proper confinement of the explosives.

The finished presplit slope shall be reasonably uniform and free of loose rock. Variance from the true plane of the excavated backslope shall not exceed 300 mm (12 inches); however, localized irregularities or surface variations that do not constitute a safety hazard or an impairment to drainage courses or facilities will be permitted.

A maximum offset of 600 mm (24 inches) will be permitted for a construction working bench at the bottom of each lift for use in drilling the next lower presplitting pattern.



### **102.2.6 Excavation of Ditches, Gutters, etc.**

All materials excavated from side ditches and gutters, channel changes, irrigation ditches, inlet and outlet ditches, toe ditchers, furrow ditches, and such other ditches as may be designated on the Plans or staked by the Engineer, shall be utilized as provided in Subsection 102.2.3.

Ditches shall conform to the slope, grade, and shape of the required cross-section, with no projections of roots, stumps, rock, or similar matter. The Contractor shall maintain and keep open and free from leaves, sticks, and other debris all ditches dug by him until final acceptance of the work.

Furrow ditches shall be formed by plowing a continuous furrow along the line staked by the Engineer. Methods other than plowing may be used if acceptable to the Engineer. The ditches shall be cleaned out by hand shovel work, by ditcher, or by some other suitable method, throwing all loose materials on the downhill side so that the bottom of the finished ditch shall be approximately 450 mm (18 inches) below the crest of the loose material piled on the downhill side. Hand finish will not be required, but the flow lines shall be in satisfactory shape to provide drainage without overflow.

### **102.2.7 Excavation of Roadbed Level**

Rock shall be excavated to a depth of 150 mm (6 inches) below subgrade within the limits of the roadbed, and the excavation backfilled with material designated on the Plans or approved by the Engineer and compacted to the required density.

When excavation methods employed by the Contractor leave undrained pockets in the rock surface, the Contractor shall at his own expense, properly drain such depressions or when permitted by the Engineer fill the depressions with approved impermeable material.

Material below subgrade, other than solid rock shall be thoroughly scarified to a depth of 150 mm (6 inches) and the moisture content increased or reduced, as necessary, to bring the material throughout this 150 mm layer to the moisture content suitable for maximum compaction. This layer shall then be compacted in accordance with Subsection 104.3.3.

### **102.2.8 Borrow Areas**

The Contractor shall notify the Engineer sufficiently in advance of opening any borrow areas so that cross-section elevations and measurements of the ground surface after stripping may be taken, and the borrow material can be tested before being used. Sufficient time for testing the borrow material shall be allowed.

All borrow areas shall be bladed and left in such shape as to permit accurate measurements after excavation has been completed. The Contractor shall not excavate beyond the dimensions and elevations established, and no material shall be removed prior to the staking out and cross-sectioning of the site. The finished borrow areas shall be approximately true to line and grade established and specified and shall be finished, as prescribed in Clause 61, Standard Specifications for Public Works and Highways, Volume 1. When necessary to remove fencing, the fencing shall be replaced in at least as good condition as it was

originally. The Contractor shall be responsible for the confinement of livestock when a portion of the fence is removed.

**102.2.9 Removal of Unsuitable Material**

Where the Plans show the top portion of the roadbed to be selected topping, all unsuitable materials shall be excavated to the depth necessary for replacement of the selected topping to the required compacted thickness.

Where excavation to the finished graded section results in a subgrade or slopes of unsuitable soil, the Engineer may require the Contractor to remove the unsuitable material and backfill to the finished graded section with approved material. The Contractor shall conduct his operations in such a way that the Engineer can take the necessary cross-sectional measurements before the backfill is placed.

The excavation of muck shall be handled in a manner that will not permit the entrapment of muck within the backfill. The material used for backfilling up to the ground line or water level, whichever is higher, shall be rock or other suitable granular material selected from the roadway excavation, if available. If not available, suitable material shall be obtained from other approved sources. Unsuitable material removed shall be disposed off in designated areas shown on the Plans or approved by the Engineer.

**102.3 Method of Measurement**

The cost of excavation of material which is incorporated in the Works or in other areas of fill shall be deemed to be included in the Items of Work where the material is used.

Measurement of Unsuitable or Surplus Material shall be the net volume in its original position.

For measurement purposes, surplus suitable material shall be calculated as the difference between the net volume of suitable material required to be used in embankment corrected by applying a shrinkage factor or a swell factor in case of rock excavation, determined by laboratory tests to get its original volume measurement, and the net volume of suitable material from excavation in the original position. Separate pay items shall be provided for surplus common, unclassified and rock material.

The Contractor shall be deemed to have included in the contract unit prices all costs of obtaining land for the disposal of unsuitable or surplus material.

**102.4 Basis of Payment**

The accepted quantities, measured as prescribed in Section 102.3 shall be paid for at the contract unit price for each of the Pay Items listed below that is included in the Bill of Quantities which price and payment shall be full compensation for the removal and disposal of excavated materials including all labor, equipment, tools, and incidentals necessary to complete the work prescribed in this Item.

Payment will be made under:

Pay Item Number	Description	Unit of Measurement
102 (2)	Surplus Common Excavation	Cubic Meter

## ITEM 105 – SUBGRADE PREPARATION

### 105.1 Description

This Item shall consist of the preparation of the subgrade for the support of overlying structural layers. It shall extend to full width of the roadway. Unless authorized by the Engineer, subgrade preparation shall not be done unless the Contractor is able to start immediately the construction of the pavement structure.

### 105.2 Material Requirements

Unless otherwise stated in the Contract and except when the sub grade is in rock cut, all materials below sub grade level to a depth 150 mm or to such greater depth as may be specified shall meet the requirements of Section 104.2, Selected Borrow for Topping.

### 105.3 Construction Requirements

#### 105.3.1 Prior Works

Prior to commencing preparation of the sub grade, all culverts, cross drains, ducts and the like (including their fully compacted backfill), ditches, drains and drainage outlets shall be completed. Any work on the preparation of the subgrade shall not be started unless prior work herein described shall have been approved by the Engineer.

#### 105.3.2 Subgrade Level Tolerances

The finished compacted surface of the subgrade shall conform to the allowable tolerances as specified hereunder:

Permitted variation from	+	20 mm
design LEVEL OF SURFACE	-	30 mm
Permitted SURFACE IRREGULARITY MEASURED BY 3-m STRAIGHT EDGE		30 mm
Permitted variation from design CROSSFALL OR CAMBER	±	0.5 %
Permitted variation from design LONGITUDINAL GRADE over 25 m length	±	0.1 %

#### 105.3.3 Subgrade in Common Excavation

Unless otherwise specified, all materials below subgrade level in earth cuts to a depth 150 mm or other depth shown on the Plans or as directed by the Engineer shall be excavated. The material, if suitable, shall be set side for future use or, if unsuitable, shall

be disposed off in accordance with the requirements of Subsection 102.2.9.

Where material has been removed from below subgrade level, the resulting surface shall be compacted to a depth of 150 mm and in accordance with other requirements of Subsection 104.3.3.

All materials immediately below subgrade level in earth cuts to a depth of 150 mm, or to such greater depth as may be specified, shall be compacted in accordance with the requirements of Subsection 104.3.3.

#### **105.3.4 Subgrade in Rock Excavation**

Surface irregularities under the subgrade level remaining after trimming of the rock excavation shall be leveled by placing specified material and compacted to the requirements of Subsection 104.3.3.

#### **105.3.5 Subgrade on Embankment**

After the embankment has been completed, the full width shall be conditioned by removing any soft or other unstable material that will not compacted properly. The resulting areas and all other low sections, holes, or depressions shall be brought to grade with suitable material. The entire roadbed shall be shaped and compacted to the requirements of Subsections 104.3.3. Scarifying, blading, dragging, rolling, or other methods of work shall be performed or used as necessary to provide a thoroughly compacted roadbed shaped to the cross-sections shown on the Plans.

#### **105.3.6 Subgrade on Existing Pavement**

Where the new pavement is to be constructed immediately over an existing Portland Cement concrete pavement and if so specified in the Contract the slab be broken into pieces with greatest dimension of not more than 500 mm and the existing pavement material compacted as specified in Subsection 104.3.3, as directed by the Engineer. The resulting subgrade level shall, as part pavement construction be shaped to conform to the allowable tolerances of Subsection 105.3.2 by placing and compacting where necessary a leveling course comprising the material of the pavement course to be placed immediately above.

Where the new pavement is to be constructed immediately over an existing asphalt concrete pavement or gravel surface pavement and if so specified in the Contract the pavement shall be scarified, thoroughly loosened, reshaped and recompact in accordance with Subsection 104.3.3. The resulting subgrade level shall conform to the allowable tolerances of Subsection 105.3.2.

#### **105.3.7 Protection of Completed Work**

The Contractor shall be required to protect and maintain at his own expense the entire work within the limits of his Contract in good condition satisfactory to the Engineer from the time he first started work until all work shall have been completed. Maintenance shall

include repairing and recompacting ruts, ridges, soft spots and deteriorated sections of the subgrade caused by the traffic of the Contractor's vehicle/equipment or that of the public.

**105.3.8 Templates and Straight-edges**

The Contractor shall provide for use of the Engineer, approved templates and straight-edges in sufficient number to check the accuracy of the work, as provided in this Specification.

**105.4 Method of Measurement**

**105.4.1 Measurement of Items for payment shall be provided only for:**

1. The compaction of existing ground below subgrade level in cuts of common material as specified in Subsection 105.3.3.
2. The breaking up or scarifying, loosening, reshaping and recompacting of existing pavement as specified in Subsection 105.3.6. The quantity to be paid for shall be the area of the work specified to be carried out and accepted by the Engineer.

**105.4.2** Payment for all work for the preparation of the subgrade, including shaping to the required levels and tolerances, other than as specified above shall be deemed to be included in the Pay Item for Embankment.

**105.5 Basis of Payment**

The accepted quantities, measured as prescribed in Section 105.4, shall be paid for at the appropriate contract unit price for Pay Item listed below that is included in the Bill of Quantities which price and payment shall be full compensation for the placing or removal and disposal of all materials including all labor, equipment, tools and incidentals necessary to complete the work prescribed in this Item.

Payment will be made under:

Pay Item Number	Description	Unit of Measurement
105 (1)	Subgrade Preparation (Common Material)	Square Meter

## ITEM 200 – AGGREGATE SUBBASE COURSE

### Description

This item shall consist of furnishing, placing and compacting an aggregate subbase course on a prepared subgrade in accordance with this Specification and the lines, grades and cross-sections shown on the Plans, or as directed by the Engineer.

#### a. Material Requirements

Aggregate for subbase shall consist of hard, durable particles or fragments of crushed stone, crushed slag, or crushed or natural gravel and filler of natural or crushed sand or other finely divided mineral matter. The composite material shall be free from vegetable matter and lumps or balls of clay, and shall be of such nature that it can be compacted readily to form a firm, stable subbase.

The subbase material shall conform to Table 200.1, Grading Requirements

**Table 200.1 – Grading Requirements**

Sieve Designation		Mass Percent Passing
Standard, mm	Alternate US Standard	
5 0	2 ”	1 0 0
2 5	1 ”	55 – 85
9 5	3/ 8”	40 – 75
0.0 75	No. 200	0 – 12

The fraction passing the 0.075 mm (No. 200) sieve shall not be greater than 0.66 (two thirds) of the fraction passing the 0.425 mm (No. 40) sieve.

The fraction passing the 0.425 mm (No. 40) sieve shall have a liquid limit not greater than 35 and plasticity index not greater than 12 as determined by AASHTO T 89 and T 90, respectively.

The coarse portion, retained on a 2.00 mm (No. 10) sieve, shall have a mass percent of wear not exceeding 50 by the Los Angeles Abrasion Tests as determined by AASHTO T96.

The material shall have a soaked CBR value of not less than 25% as determined by AASHTO T 193. The CBR value shall be obtained at the maximum dry density and determined by AASHTO T 180, Method D.

### 200.3 Construction Requirements

#### 200.3.1 Preparation of Existing Surface

The existing surface shall be graded and finished as provided under Item 105, Subgrade Preparation, before placing the subbase material.

### **200.3.2 Placing**

The aggregate subbase material shall be placed at a uniform mixture on a prepared subgrade in a quantity which will provide the required compacted thickness. When more than one layer is required, each layer shall be shaped and compacted before the succeeding layer is placed.

The placing of material shall begin at the point designated by the Engineer. Placing shall be from vehicles especially equipped to distribute the material in a continuous uniform layer or windrow. The layer or windrow shall be of such size that when spread and compacted the finished layer be in reasonably close conformity to the nominal thickness shown on the Plans.

When hauling is done over previously placed material, hauling equipment shall be dispersed uniformly over the entire surface of the previously constructed layer, to minimize rutting or uneven compaction.

### **200.3.3 Spreading and Compacting**

When uniformly mixed, the mixture shall be spread to the plan thickness, for compaction. Where the required thickness is 150 mm or less, the material may be spread and compacted in one layer.

Where the required thickness is more than 150 mm, the aggregate subbase shall be spread and compacted in two or more layers of approximately equal thickness, and the maximum compacted thickness of any layer shall not exceed 150 mm. All subsequent layers shall be spread and compacted in a similar manner.

The moisture content of subbase material shall, if necessary, be adjusted prior to compaction by watering with approved sprinklers mounted on trucks or by drying out, as required in order to obtain the required compaction.

Immediately following final spreading and smoothening, each layer shall be compacted to the full width by means of approved compaction equipment. Rolling shall progress gradually from the sides to the center, parallel to the centerline of the road and shall continue until the whole surface has been rolled. Any irregularities or depressions that develop shall be corrected by loosening the material at these places and adding or removing material until surface is smooth and uniform. Along curbs, headers, and walls, and at all places not accessible to the roller, the subbase material shall be compacted thoroughly with approved tampers or compactors.

If the layer of subbase material, or part thereof, does not conform to the required finish, the Contractor shall, at his own expense, make the necessary corrections.

Compaction of each layer shall continue until a field density of at least 100 percent of the maximum dry density determined in accordance with AASHTO T 180, Method D has been achieved. In-place density determination shall be made in accordance with AASHTO T 191.

### **200.3.4 Trial Sections**

Before subbase construction is started, the Contractor shall spread and compact trial

sections as directed by the Engineer. The purpose of the trial sections is to check the suitability of the materials and the efficiency of the equipment and construction method which is proposed to be used by the Contractor. Therefore, the Contractor must use the same material, equipment and procedures that he proposes to use for the main work. One trial section of about 500 m<sup>2</sup> shall be made for every type of material and/or construction equipment/procedure proposed for use.

After final compaction of each trial section, the Contractor shall carry out such field density tests and other tests required as directed by the Engineer.

If a trial section shows that the proposed materials, equipment or procedures in the Engineer's opinion are not suitable for subbase, the material shall be removed at the Contractor's expense, and a new trial section shall be constructed.

If the basic conditions regarding the type of material or procedure change during the execution of the work, new trial sections shall be constructed.

### 200.3.5 Tolerances

Aggregate subbase shall be spread with equipment that will provide a uniform layer which when compacted will conform to the designed level and transverse slopes as shown on the Plans. The allowable tolerances shall be as specified hereunder:

Permitted variation from design THICKNESS OF LAYER	± 20 mm
Permitted variation from design LEVEL OF SURFACE	+10 mm -20 mm
Permitted SURFACE IRREGULARITY Measured by 3-m straight-edge	20 mm
Permitted variation from design CROSSFALL OR CAMBER	±0.3%
Permitted variation from design LONGITUDINAL GRADE over 25 m in length	±0.1%

### 200.4 Method of Measurement

Aggregate Subbase Course will be measured by the cubic meter (m<sup>3</sup>). The quantity to be paid for shall be the design volume compacted in-place as shown on the Plans, and accepted in the completed course. No allowance will be given for materials placed outside the design limits shown on the cross-sections. Trial sections shall not be measured separately but shall be included in the quantity of subbase herein measured.

### 200.5 Basis of Payment

The accepted quantities, measured as prescribed in Section 200.4, shall be paid for at the contract unit price for Aggregate Subbase Course which price and payment shall be full compensation for furnishings and placing all materials, including all labor, equipment,



tools and incidentals necessary to complete the work prescribed in this Item.

Payment will be made under:

Pay Item Number	Description	Unit of Measurement
200	Aggregate Subbase Course	Cubic Meter

## **ITEM 311 – PORTLAND CEMENT CONCRETE PAVEMENT**

### **311.1 Description**

This Item shall consist of pavement of Portland Cement Concrete, with or without reinforcement, constructed on the prepared base in accordance with this Specification and in conformity with lines, grades, thickness and typical cross-section shown on the Plans.

### **311.2 Material Requirements**

#### **311.2.1 Portland Cement**

It shall conform to the applicable requirements of Item 700, Hydraulic Cement. Only Type I Portland Cement shall be used unless otherwise provided for in the Special Provisions. Different brands or the same brands from different mills shall not be mixed nor shall they be used alternately unless the mix is approved by the Engineer. However, the use of Portland Pozzolan Cement Type IP meeting the requirements of AASHTO M 240/ASTM C 695, Specifications for Blended Hydraulic Cement shall be allowed, provided that trial mixes shall be done and that the mixes meet the concrete strength requirements, the AASHTO/ASTM provisions pertinent to the use of Portland Pozzolan Type IP shall be adopted.

Cement which for any reason, has become partially set or which contains lumps of caked cement will be rejected. Cement salvaged from discarded or used bags shall not be used. Samples of Cement shall be obtained in accordance with AASHTO T 127.

#### **311.2.2 Fine Aggregate**

It shall consist of natural sand, stone screenings or other inert materials with similar characteristics, or combinations thereof, having hard, strong and durable particles. Fine aggregate from different sources of supply shall not be mixed or stored in the same pile nor used alternately in the same class of concrete without the approval of the Engineer.

It shall not contain more than three (3) mass percent of material passing the 0.075 mm (No. 200 sieve) by washing nor more than one (1) mass percent each of clay lumps or shale. The use of beach sand will not be allowed without the approval of the Engineer.

If the fine aggregate is subjected to five (5) cycles of the sodium sulfate soundness test, the weighted loss shall not exceed 10 mass percent.

The fine aggregate shall be free from injurious amounts of organic impurities. If subjected to the colorimetric test for organic impurities and a color darker than the standard is produced, it shall be rejected. However, when tested for the effect of organic impurities of strength of mortar by AASHTO T 71, the fine aggregate may be used if the relative strength at 7 and 28 days is not less than 95 mass percent. The fine aggregate shall be well-graded from coarse to fine and shall conform to Table 311.1

**Table 311.1 – Grading Requirements for Fine Aggregate**

Sieve Designation	Mass Percent Passing
9.5 mm (3/8 in)	1 0 0
4.75 mm (No. 4)	95 – 100
2.36 mm (No. 8)	
1.18 mm (No. 16)	45 – 80
0.600 mm (No. 30)	
0.300 mm (No. 50)	5 – 30
0.150 mm (No. 100)	0 – 10

### 311.2.3 Coarse Aggregate

It shall consist of crushed stone, gravel, blast furnace slag, or other approved inert materials of similar characteristics, or combinations thereof, having hard, strong, durable pieces and free from any adherent coatings.

It shall contain not more than one (1) mass percent of material passing the 0.075 mm (No. 200) sieve, not more than 0.25 mass percent of clay lumps, nor more than 3.5 mass percent of soft fragments.

If the coarse aggregate is subjected to five (5) cycles of the sodium sulfate soundness test, the weighted loss shall not exceed 12 mass percent.

It shall have a mass percent of wear not exceeding 40 when tested by AASHTO T 96. If the slag is used, its density shall not be less than 1120 kg/m<sup>3</sup> (70 lb./cu. ft.). The gradation of the coarse aggregate shall conform to Table 311.2. Only one grading specification shall be used from any one source.

**Table 311.2 – Grading Requirement for Coarse Aggregate**

Sieve Designation		Mass Percent Passing		
Standard Maximum	Alternate U. S. Standard	Grading A	Grading B	Grading C
75.00	3 in.	1 0 0	-	-
63.00	2-1/2 in.	90-100	1 0 0	1 0 0

50. 00	2 in.	-	90-100	95-100
37 .5	1-1/2 in.	25- 60	35- 70	-
25 .0	1 in.	-	0- 15	35- 70
19 .0	3/4 in.	0- 10	-	-
12 .5	1/2 in.	0 - 5	0 - 5	10- 30
4. 75	No. 4	-	-	0 - 5

#### **311.2.4 Water**

Water used in mixing, curing or other designated application shall be reasonably clean and free of oil, salt, acid, alkali, grass or other substances injurious to the finished product. Water will be tested in accordance with and shall meet the requirements of Item 714, Water. Water which is drinkable may be used without test. Where the source of water is shallow, the intake shall be so enclosed as to exclude silt, mud, grass or other foreign materials.

#### **311.2.5 Reinforcing Steel**

It shall conform to the requirements of Item 404, Reinforcing Steel. Dowels and tie bars shall conform to the requirements of AASHTO M 31 or M 42, except that rail steel shall not be used for tie bars that are to be bent and restraightened during construction. Tie bars shall be deformed bars. Dowels shall be plain round bars. Before delivery to the site of work, one-half of the length of each dowel shall be painted with one coat of approved lead or tar paint.

The sleeves for dowel bars shall be metal of approved design to cover 50 mm ( 2 inches), plus or minus 5 mm (1/4 inch) of the dowel, with a closed end, and with a suitable stop to hold the end of the sleeve at least 25 mm (1 inch) from the end of the dowel. Sleeves shall be of such design that they do not collapse during construction.

#### **311.2.6 Joint Fillers**

Poured joint fillers shall be mixed asphalt and mineral or rubber filler conforming to the applicable requirements of Item 705, Joint Materials.

Preformed joint filler shall conform to the applicable requirements of Item 705. It shall be punched to admit the dowels where called for in the Plans. The filler for each joint shall be furnished in a single piece for the full depth and width required for the joint.

### 311.2.7 Admixtures

Air-entraining admixture shall conform to the requirements of AASHTO M 154. Chemical admixtures, if specified or permitted, shall conform to the requirements of AASHTO M 194.

Fly Ash, if specified or permitted as a mineral admixture and as 20% partial replacement of Portland Cement in concrete mix shall conform to the requirements of ASTM C 618.

Admixture should be added only to the concrete mix to produce some desired modifications to the properties of concrete where necessary, but not as partial replacement of cement.

### 311.2.8 Curing Materials

Curing materials shall conform to the following requirements as specified;

a) Burlap cloth	AASHTO M 182
b) Liquid membrane forming compounds	AASHTO M 148
c) Sheeting (film) materials	AASHTO M 171

Cotton mats and water-proof paper can be used.

### 311.2.9 Calcium Chloride/Calcium Nitrate

It shall conform to AASHTO M 144, if specified or permitted by the Engineer, as accelerator.

### 311.2.10 Storage of Cement and Aggregate

All cement shall be stored, immediately upon delivery at the Site, in weatherproof building which will protect the cement from dampness. The floor shall be raised from the ground. The buildings shall be placed in locations approved by the Engineer. Provisions for storage shall be ample, and the shipments of cement as received shall be separately stored in such a manner as to allow the earliest deliveries to be used first and to provide easy access for identification and inspection of each shipment. Storage buildings shall have capacity for storage of a sufficient quantity of cement to allow sampling at least twelve (12) days before the cement is to be used. Bulk cement, if used, shall be transferred to elevated air tight and weatherproof bins. Stored cement shall meet the test requirements at any time after storage when retest is ordered by the Engineer. At the time of use, all cement shall be free-flowing and free of lumps.

The handling and storing of concrete aggregates shall be such as to prevent segregation or the inclusion of foreign materials. The Engineer may require that aggregates be stored on separate platforms at satisfactory locations.

In order to secure greater uniformity of concrete mix, the Engineer may require that the coarse aggregate be separated into two or more sizes. Different sizes of aggregate shall be stored in separate bins or in separate stockpiles sufficiently removed from each other to prevent the material at the edges of the piles from becoming intermixed.

### **311.2.11 Proportioning, Consistency and Strength of Concrete**

The Contractor shall prepare the design mix based on the absolute volume method as outlined in the American Concrete Institute (ACI) Standard 211.1, "Recommended Practice for Selecting Proportions for Normal and Heavyweight Concrete".

It is the intent of this Specification to require at least 364 kg of cement per cubic meter of concrete to meet the minimum strength requirements. The Engineer shall determine from laboratory tests of the materials to be used, the cement content and the proportions of aggregate and water that will produce workable concrete having a slump of between 40 and 75 mm (1-1/2 and 3 inches) if not vibrated or between 10 and 40 mm (1/2 and 1-1/2 inches) if vibrated, and a flexural strength of not less than 3.8 MPa (550 psi) when tested by the third-point method or 4.5 MPa (650 psi) when tested by the mid-point method at fourteen (14) days in accordance with AASHTO T97 and T177, respectively; or a compressive strength of 24.1 MPa (3500 psi) for cores taken at fourteen (14) days and tested in accordance with AASHTO T24. Slump shall be determined using AASHTO T 119.

The designer shall consider the use of lean concrete (econocrete) mixtures using local materials or specifically modified conventional concrete mixes in base course and in the lower course composite, monolithic concrete pavements using a minimum of 75 mm (3 inches) of conventional concrete as the surface course.

The mix design shall be submitted to the Engineer for approval and shall be accompanied with certified test data from an approved laboratory demonstrating the adequacy of the mix design. A change in the source of materials during the progress of work may necessitate a new design mix.

## **311.3 Construction Requirements**

### **311.3.1 Quality Control of Concrete**

#### **1. General**

The Contractor shall be responsible for the quality control of all materials during the handling, blending, and mixing and placement operations.

#### **2. Quality Control Plan**

The Contractor shall furnish the Engineer a Quality Control Plan detailing his production control procedures and the type and frequency of sampling and testing to insure that the concrete produces complies with the Specifications. The Engineer shall be provided free access to recent plant production records, and if requested, informational copies of mix design, materials certifications and sampling and testing reports.

#### **3. Qualification of Workmen**

Experienced and qualified personnel shall perform all batching or mixing operation for the concrete mix, and shall be present at the plant and job site to control the concrete productions whenever the plant is in operation. They shall be identified and duties defined as follows:

- a. Concrete Batcher. The person performing the batching or mixing operation shall be capable of accurately conducting aggregate surface moisture determination and establishing correct scale weights for concrete materials. He shall be capable of assuring that the proportioned batch weights of materials are in accordance with the mix design.
- b. Concrete Technician. The person responsible for concrete production control and sampling and testing for quality control shall be proficient in concrete technology and shall have a sound knowledge of the Specifications as they relate to concrete production. He shall be capable of conducting tests on concrete and concrete materials in accordance with these Specifications. He shall be capable of adjusting concrete mix designs for improving workability and Specification compliance and preparing trial mix designs. He shall be qualified to act as the concrete batcher in the batcher's absence.

#### 4. Quality Control Testing

The Contractor shall perform all sampling, testing and inspection necessary to assure quality control of the component materials and the concrete.

The Contractor shall be responsible for determining the gradation of fine and coarse aggregates and for testing the concrete mixture for slump, air content, water-cement ratio and temperature. He shall conduct his operations so as to produce a mix conforming to the approved mix design.

#### 5. Documentation

The Contractor shall maintain adequate records of all inspections and tests. The records shall indicate the nature and number of observations made the number and type of deficiencies found, the quantities approved and rejected, and nature of any corrective action taken.

The Engineer may take independent assurance samples at random location for acceptance purposes as he deems necessary.

### **311.3.2 Equipment**

Equipment and tools necessary for handling materials and performing all parts of the work shall be approved by the Engineer as to design, capacity and mechanical condition. The equipment shall be at the jobsite sufficiently ahead of the start of construction operations to be examined thoroughly and approved.

#### 1. Batching Plant and Equipment

- a. General. The batching shall include bins, weighing hoppers, and scales for the fine aggregate and for each size of coarse aggregate. If cement is used in bulk, a bin, a hopper, and separate scale for cement shall be included. The weighing hopper shall be properly sealed and vented to preclude dusting operation. The batch plant shall be equipped with a suitable non- resettable batch counter which will correctly indicate the number of batches proportioned.
- b. Bins and Hoppers. Bins with adequate separate compartments for fine aggregate and for each size of coarse aggregate shall be provided in the batching plant.
- c. Scales. Scales for weighing aggregates and cement shall be of either the beam type or the springless-dial type. They shall be accurate within one-half percent (0.5%) throughout the range of use. Poises shall be designed to be locked in any position and to prevent unauthorized change.  
  
Scales shall be inspected and sealed as often as the Engineer may deem necessary to assure their continued accuracy.
- d. Automatic Weighing Devices. Unless otherwise allowed on the Contract, batching plants shall be equipped with automatic weighing devices of an approved type to proportion aggregates and bulk cement.

- a. General. Concrete may be mixed at the Site of construction or at a central plant, or wholly or in part in truck mixers. Each mixer shall have a manufacturer's plate attached in a prominent place showing the capacity of the drum in terms of volume of mixed concrete and the speed of rotation of the mixing drum or blades.
- b. Mixers at Site of Construction. Mixing shall be done in an approved mixer capable of combining the aggregates, cement and water into a thoroughly mixed and uniform mass within the specified mixing period and discharging and distributing the mixture without segregation on the prepared grade. The mixer shall be equipped with an approved timing device which will automatically lock the discharge lever when the drum has been charged and released it at the end of the mixing period. In case of failure of the timing device, the mixer may be used for the balance of the day while it is being repaired, provided that each batch is mixed 90 seconds. The mixer shall be equipped with a suitable nonresettable batch counter which shall correctly indicate the number of the batches mixed.
- c. Truck Mixer and Truck Agitators. Truck mixers used for mixing and hauling concrete, and truck agitators used for hauling central-mixed concrete, shall conform to the requirements of AASHTO M 157.



- d Non-Agitator Truck. Bodies of non-agitating hauling equipment for concrete shall be smooth, mortar-tight metal containers and shall be capable of discharging the concrete at a satisfactory controlled rate without segregation.

### 3. Paving and Finishing Equipment

The concrete shall be placed with an approved paver designed to spread, consolidate, screed and float finish the freshly placed concrete in one complete pass of the machine in such a manner that a minimum of hand finishing will be necessary to provide a dense and homogeneous pavement in conformance with the Plans and Specifications.

The finishing machine shall be equipped with at least two (2) oscillating type transverse screed.

Vibrators shall operate at a frequency of 8,300 to 9,600 impulses per minute under load at a maximum spacing of 60 cm.

### 4. Concrete Saw

The Contractor shall provide sawing equipment in adequate number of units and power to complete the sawing with a water-cooled diamond edge saw blade or an abrasive wheel to the required dimensions and at the required rate. He shall provide at least one (1) stand-by saw in good working condition and with an ample supply of saw blades.

### 5. Forms

Forms shall be of steel, of an approved section, and of depth equal to the thickness of the pavement at the edge. The base of the forms shall be of sufficient width to provide necessary stability in all directions. The flange braces must extend outward on the base to not less than  $\frac{2}{3}$  the height of the form.

All forms shall be rigidly supported on bed of thoroughly compacted material during the entire operation of placing and finishing the concrete. Forms shall be provided with adequate devices for secure setting so that when in place, they will withstand, without visible spring or settlement, the impact and vibration of the consolidation and finishing or paving equipment.

#### **11.3.3 Preparation of Grade**

After the subgrade of base has been placed and compacted to the required density, the areas which will support the paving machine and the grade on which the pavement is to be constructed shall be trimmed to the proper elevation by means of a properly designed machine extending the prepared work areas compacted at least 60 cm

beyond each edge of the proposed concrete pavement. If loss of density results from the trimming operations, it shall be restored by additional compaction before concrete is placed. If any traffic is allowed to use the prepared subgrade or base, the surface shall be checked and corrected immediately ahead of the placing concrete.

The subgrade or base shall be uniformly moist when the concrete is placed.

### **311.3.4 Setting Forms**

#### **1. Base Support.**

The foundation under the forms shall be hard and true to grade so that the form when set will be firmly in contact for its whole length and at the specified grade. (Any roadbed, which at the form line is found below established grade, shall be filled with approved granular materials to grade in lifts of three (3) cm or less, and thoroughly rerolled or tamped.) Imperfections or variations above grade shall be corrected by tamping or by cutting as necessary.

#### **2. Form Setting**

Forms shall be set sufficiently in advance of the point where concrete is being placed. After the forms have been set to correct grade, the grade shall be thoroughly tamped, mechanically or by hand, at both the inside and outside edges of the base of the forms. The forms shall not deviate from true line by more than one (1) cm at any point.

#### **3. Grade and Alignment**

The alignment and grade elevations of the forms shall be checked and corrections made by the Contractor immediately before placing the concrete. Testing as to crown and elevation, prior to placing of concrete can be made by means of holding an approved template in a vertical position and moved backward and forward on the forms.

When any form has been disturbed or any grade has become unstable, the form shall be reset and rechecked.

### **311.3.5 Conditioning of Subgrade or Base Course**

When side forms have been securely set to grade, the subgrade or base course shall be brought to proper cross-section. High areas shall be trimmed to proper elevation. Low areas shall be filled and compacted to a condition similar to that of surrounding grade. The finished grade shall be maintained in a smooth and compacted condition until the pavement is placed.

Unless waterproof subgrade or base course cover material is specified, the subgrade or base course shall be uniformly moist when the concrete is placed. If it subsequently becomes too dry, the subgrade or base course shall be sprinkled, but the method of sprinkling shall not be such as to form mud or pools of water.

### **311.3.6 Handling, Measuring and Batching Materials**

The batch plant site, layout, equipment and provisions for transporting material shall be such as to assure a continuous supply of material to the work. Stockpiles shall be built up in layers of not more than one (1) meter in thickness. Each layer shall be completely in place before beginning the next which shall not be allowed to “cone” down over the next lower layer. Aggregates from different sources and of different grading shall not be stockpiled together.

All washed aggregates and aggregates produced or handled by hydraulic methods, shall be stockpiled or binned for draining at least twelve (12) hours before being batched.

When mixing is done at the site of the work. Aggregates shall be transported from the batching plant to the mixer in batch boxes, vehicle bodies, or other containers of adequate capacity and construction to properly carry the volume required. Partitions separating batches shall be adequate and effective to prevent spilling from one compartment to another while in transit or being dumped. When bulk cement is used, the Contractor shall use a suitable method of handling the cement from weighing hopper to transporting container or into the batch itself for transportation to the mixer, with chute, boot or other approved device, to prevent loss of cement, and to provide positive assurance of the actual presence in each batch of the entire cement content specified.

Bulk cement shall be transported to the mixer in tight compartments carrying the full amount of cement required for the batch. However, if allowed in the Special Provisions, it may be transported between the fine and coarse aggregate. When cement is placed in contact with the aggregates, batches may be rejected unless mixed within 1-1/2 hours of such contact. Cement in original shipping packages may be transported on top of the aggregates, each batch containing the number of sacks required by the job mix.

The mixer shall be charged without loss of cement. Batching shall be so conducted as to result in the weight to each material required within a tolerance of one (1) percent for the cement and two (2) percent for aggregates.

Water may be measured either by volume or by weight. The accuracy of measuring the water shall be within a range of error of not over than one (1) percent. Unless the water is to be weighed, the water-measuring equipment shall include an auxiliary tank from which the measuring tank shall be equipped with an outside tap and valve to provide checking the setting, unless other means are provided for readily and accurately determining the amount of water in the tank. The volume of the auxiliary tank shall be at least equal to that of the measuring tank.

### **311.3.7 Mixing Concrete**

The concrete may be mixed at the site of the work in a central-mix plant, or in truck mixers. The mixer shall be of an approved type and capacity. Mixing time will be measured from the time all materials, except water, are in the drum. Ready-mixed concrete shall be mixed and delivered in accordance with requirements of AASHTO

M 157, except that the minimum required revolutions at the mixing speed for transit-mixed concrete may be reduced to not less than that recommended by the mixer manufacturer. The number of revolutions recommended by the mixer manufacturer shall be indicated on the manufacturer's serial plate attached to the mixer. The Contractor shall furnish test data acceptable to the Engineer verifying that the make and model of the mixer will produce uniform concrete conforming to the provision of AASHTO M 157 at the reduced number of revolutions shown on the serial plate. When mixed at the site or in a central mixing plant, the mixing time shall not be less than fifty (50) seconds nor more than ninety (90) seconds, unless mixer performance tests prove adequate mixing of the concrete is a shorter time period.

Four (4) seconds shall be added to the specified mixing time if timing starts at the instant the skip reaches its maximum raised positions. Mixing time ends when the discharge chute opens. Transfer time in multiple drum mixers is included in mixing time. The contents of an individual mixer drum shall be removed before a succeeding batch is emptied therein.

The mixer shall be operated at the drum speed as shown on the manufacturer's name plate attached on the mixer. Any concrete mixed less than the specified time shall be discarded and disposed off by the Contractor at his expense. The volume of concrete mixed per batch shall not exceed the mixer's nominal capacity in cubic meter, as shown on the manufacturer's standard rating plate on the mixer, except that an overload up to ten (10) percent above the mixer's nominal capacity may be permitted provided concrete test data for strength, segregation, and uniform consistency are satisfactory, and provided no spillage of concrete takes place.

The batches shall be so charged into the drum that a portion of the mixing water shall be entered in advance of the cement and aggregates. The flow of water shall be uniform and all water shall be in the drum by the end of the first fifteen (15) seconds of the mixing period. The throat of the drum shall be kept free of such accumulations as may restrict the free flow of materials into the drum.

Mixed concrete from the central mixing plant shall be transported in truck mixers, truck agitators or non-agitating truck specified in Subsection 311.3.2, Equipment. The time elapsed from the time water is added to the mix until the concrete is deposited in place at the Site shall not exceed forty five (45) minutes when the concrete is hauled in non-agitating trucks, nor ninety (90) minutes when hauled in truck mixers or truck agitators, except that in hot weather or under other conditions contributing to quick hardening of the concrete, the maximum allowable time may be reduced by the Engineer.

In exceptional cases and when volumetric measurements are authorized for small project requiring less than 75 cu.m. of concrete per day of pouring, the weight proportions shall be converted to equivalent volumetric proportions. In such cases, suitable allowance shall be made for variations in the moisture condition of the aggregates, including the bulking effect in the fine aggregate. Batching and mixing shall be in accordance with ASTM C 685, Section 6 through 9.

Concrete mixing by chute is allowed provided that a weighing scale for determining the batch weight will be used.

Retempering concrete by adding water or by other means shall not be permitted, except that when concrete is delivered in truck mixers, additional water may be added to the batch materials and additional mixing performed to increase the slump to meet

the specified requirements, if permitted by the Engineer, provided all these operations are performed within forty-five (45) minutes after the initial mixing operation and the water-cement ratio is not exceeded. Concrete that is not within the specified slump limits at the time of placement shall not be used. Admixtures for increasing the workability or for accelerating the setting of the concrete will be permitted only when specifically approved by the Engineer.

### **311.3.8 Limitation of Mixing**

No concrete shall be mixed, placed or finished when natural light is insufficient, unless an adequate and approved artificial lighting system is operated. During hot weather, the Engineer shall require that steps be taken to prevent the temperature of mixed concrete from exceeding a maximum temperature of 90<sup>0</sup>F (32<sup>0</sup>C).

Concrete not in place within ninety (90) minutes from the time the ingredients were charged into the mixing drum or that has developed initial set shall not be used. Retempering of concrete or mortar which has partially hardened, that is remixing with or without additional cement, aggregate, or water, shall not be permitted.

In order that the concrete may be properly protected against the effects of rain before the concrete is sufficiently hardened, the Contractor will be required to have available at all times materials for the protection of the edges and surface of the unhardened concrete.

### **311.3.9 Placing Concrete**

Concrete shall be deposited in such a manner to require minimal rehandling. Unless truck mixers or non-agitating hauling equipment are equipped with means to discharge concrete without segregation of the materials, the concrete shall be unloaded into an approved spreading device and mechanically spread on the grade in such a manner as to prevent segregation. Placing shall be continuous between transverse joints without the use of intermediate bulkheads. Necessary hand spreading shall be done with shovels, not rakes. Workmen shall not be allowed to walk in the freshly mixed concrete with boots or shoes coated with earth or foreign substances.

When concrete is to be placed adjoining a previously constructed lane and mechanical equipment will be operated upon the existing lane, that previously constructed lane shall have attained the strength for fourteen (14) day concrete. If only finishing equipment is carried on the existing lane, paving in adjoining lanes may be permitted after three (3) days.

Concrete shall be thoroughly consolidated against and along the faces of all forms and along the full length and on both sides of all joint assemblies, by means of

vibrators inserted in the concrete. Vibrators shall not be permitted to come in contact with a joint assembly, the grade, or a side form. In no case shall the vibrator be operated longer than fifteen (15) seconds in any one location.

Concrete shall be deposited as near as possible to the expansion and contraction joints without disturbing them, but shall not be dumped from the discharge bucket or hopper into a joint assembly unless the hopper is well centered on the joint assembly. Should any concrete material fall on or be worked into the surface of a complete slab, it shall be removed immediately.

#### **311.3.10 Test Specimens**

As work progresses, at least one (1) set consisting of three (3) concrete beam test specimens, 150 mm x 150 mm x 525 mm or 900 mm shall be taken from each 330 m<sup>2</sup> of pavement, 230 mm depth, or fraction thereof placed each day. Test specimens shall be made under the supervision of the Engineer, and the Contractor shall provide all concrete and other facilities necessary in making the test specimens and shall protect them from damage by construction operations. Cylinder samples shall not be used as substitute for determining the adequacy of the strength of concrete.

The beams shall be made, cured, and tested in accordance with AASHTO T 23 and T 97.

#### **311.3.11 Strike-off of Concrete and Placement of Reinforcement**

Following the placing of the concrete, it shall be struck off to conform to the cross-section shown on the Plans and to an elevation such that when the concrete is properly consolidated and finished, the surface of the pavement will be at the elevation shown on the Plans. When reinforced concrete pavement is placed in two (2) layers, the bottom layer shall be struck off and consolidated to such length and depth that the sheet of fabric or bar mat may be laid full length on the concrete in its final position without further manipulation. The reinforcement shall then be placed directly upon the concrete, after which the top layer of the concrete shall be placed, struck off and screeded. Any portion of the bottom layer of concrete which has been placed more than 30 minutes without being covered with the top layer shall be removed and replaced with freshly mixed concrete at the Contractor's expense. When reinforced concrete is placed in one layer, the reinforcement may be firmly positioned in advance of concrete placement or it may be placed at the depth shown on the Plans in plastic concrete, after spreading by mechanical or vibratory means.

Reinforcing steel shall be free from dirt, oil, paint, grease, mill scale and loose or thick rust which could impair bond of the steel with the concrete.

#### **311.3.12 Joints**

Joints shall be constructed of the type and dimensions, and at the locations required

by the Plans or Special Provisions. All joints shall be protected from the intrusion of injurious foreign material until sealed.

#### 1. Longitudinal Joint

Deformed steel tie bars of specified length, size, spacing and materials shall be placed perpendicular to the longitudinal joints, they shall be placed by approved mechanical equipment or rigidly secured by chair or other approved supports to prevent displacement. Tie bars shall not be painted or coated with asphalt or other materials or enclosed in tubes or sleeves. When shown on the Plans and when adjacent lanes of pavement are constructed separately, steel side forms shall be used which will form a keyway along the construction joint. Tie bars, except those made of rail steel, may be bent at right angles against the form of the first lane constructed and straightened into final position before the concrete of the adjacent lane is placed, or in lieu of bent tie bars, approved two-piece connectors may be used.

Longitudinal formed joints shall consist of a groove or cleft, extending downward from and normal to, the surface of the pavement. These joints shall be effected or formed by an approved mechanically or manually operated device to the dimensions and line indicated on the Plans and while the concrete is in a plastic state. The groove or cleft shall be filled with either a premolded strip or poured material as required.

The longitudinal joints shall be continuous, there shall be no gaps in either transverse or longitudinal joints at the intersection of the joints.

Longitudinal sawed joints shall be cut by means of approved concrete saws to the depth, width and line shown on the Plans. Suitable guide lines or devices shall be used to assure cutting the longitudinal joint on the true line. The longitudinal joint shall be sawed before the end of the curing period or shortly thereafter and before any equipment or vehicles are allowed on the pavement. The sawed area shall be thoroughly cleaned and, if required, the joint shall immediately be filled with sealer.

Longitudinal pavement insert type joints shall be formed by placing a continuous strip of plastic materials which will not react adversely with the chemical constituent of the concrete.

#### 2. Transverse Expansion Joint

The expansion joint filler shall be continuous from form to form, shaped to subgrade and to the keyway along the form. Preformed joint filler shall be furnished in lengths equal to the pavement width or equal to the width of one lane. Damaged or repaired joint filler shall not be used.

The expansion joint filler shall be held in a vertical position. An approved installing bar, or other device, shall be used if required to secure preformed expansion joint

filler at the proper grade and alignment during placing and finishing of the concrete. Finished joint shall not deviate more than 6 mm from a straight line. If joint fillers are assembled in sections, there shall be no offsets between adjacent units. No plugs of concrete shall be permitted anywhere within the expansion space.

3. Transverse Contraction Joint/Weakened Joint

When shown on the Plans, it shall consist of planes of weakness created by forming or cutting grooves in the surface of the pavement and shall include load transfer assemblies. The depth of the weakened plane joint should at all times not be less than 50 mm, while the width should not be more than 6 mm.

- a. Transverse Strip Contraction Joint. It shall be formed by installing a parting strip to be left in place as shown on the Plans.
- b. Formed Groove. It shall be made by depressing an approved tool or device into the plastic concrete. The tool or device shall remain in place at least until the concrete has attained its initial set and shall then be removed without disturbing the adjacent concrete, unless the device is designed to remain in the joint.
- c. Sawed Contraction Joint. It shall be created by sawing grooves in the surface of the pavement of the width not more than 6 mm, depth should at all times not be less than 50 mm, and at the spacing and lines shown on the Plans, with an approved concrete saw. After each joint is sawed, it shall be thoroughly cleaned including the adjacent concrete surface. Sawing of the joint shall commence as soon as the concrete has hardened sufficiently to permit sawing without excessive raveling, usually 4 to 24 hours. All joints shall be sawed before uncontrolled shrinkage cracking takes place. If necessary, the sawing operations shall be carried on during the day or night, regardless of weather conditions. The sawing of any joint shall be omitted if crack occurs at or near the joint location prior to the time of sawing. Sawing shall be discontinued when a crack develops ahead of the saw. In general, all joints should be sawed in sequence. If extreme condition exist which make it impractical to prevent erratic cracking by early sawing, the contraction joint groove shall be formed prior to initial set of concrete as provided above.

4. Transverse Construction Joint

It shall be constructed when there is an interruption of more than 30 minutes in the concreting operations. No transverse joint shall be constructed within 1.50 m of an expansion joint, contraction joint, or plane of weakness. If sufficient concrete has been mixed at the time of interruption to form a slab of at least 1.5 m long, the excess concrete from the last preceding joint shall be removed and disposed off as directed.

5. Load Transfer Device



Dowel, when used, shall be held in position parallel to the surface and center line of the slab by a metal device that is left in the pavement.

The portion of each dowel painted with one coat of lead or tar, in conformance with the requirements of Item 404, Reinforcing Steel, shall be thoroughly coated with approved bituminous materials, e.g., MC-70, or an approved lubricant, to prevent the concrete from binding to that portion of the dowel. The sleeves for dowels shall be metal designed to cover 50 mm plus or minus 5 mm (1/4 inch), of the dowel, with a watertight closed end and with a suitable stop to hold the end of the sleeves at least 25 mm (1 inch) from the end of the dowel.

In lieu of using dowel assemblies at contraction joints, dowel may be placed in the full thickness of pavement by a mechanical device approved by the Engineer.

### **311.3.13 Final Strike-off (Consolidation and Finishing)**

#### **1. Sequence**

The sequence of operations shall be the strike-off and consolidation, floating and removal of laitance, straight-edging and final surface finish. Work bridges or other devices necessary to provide access to the pavement surface for the purpose of finishing straight-edging, and make corrections as hereinafter specified, shall be provided by the Contractor.

In general, the addition of water to the surface of the concrete to assist in finishing operations will not be permitted. If the application of water to the surface is permitted, it shall be applied as fog spray by means of an approved spray equipment.

#### **2. Finishing Joints**

The concrete adjacent to joints shall be compacted or firmly placed without voids or segregation against the joint material assembly, also under and around all load transfer devices, joint assembly units, and other features designed to extend into the pavement. Concrete adjacent to joints shall be mechanically vibrated as required in Subsection 311.3.9, Placing Concrete.

After the concrete has been placed and vibrated adjacent to the joints as required in Subsection 311.3.9, the finishing machine shall be brought forward, operating in a manner to avoid damage or misalignment of joints. If uninterrupted operation of the finishing machine, to over and beyond the joints causes segregation of concrete, damage to, or misalignment of the joints, the finishing machine shall be stopped when the front screed is approximately 20 cm (8 inches) from the joint. Segregated concrete shall be removed from in front of and off the joint. The front screed shall be lifted and set directly on top of the joint and the forward motion of the finishing machine resumed. When the second screed is close enough to permit the excess mortar in front of it to flow over the joint, it shall be lifted and carried over the joint. Thereafter, the finishing machine may be run over the joint

without lifting the screeds, provided there is no segregated concrete immediately between the joint and the screed or on top of the joint.

### 3. Machine Finishing

- a. Non-vibratory Method. The concrete shall be distributed or spread as soon as placed. As soon as the concrete has been placed, it shall be struck off and screeded by an approved finishing machine. The machine shall go over each area of pavement as many times and at such intervals as necessary to give the proper compaction and leave a surface of uniform texture. Excessive operation over a given area shall be avoided. The tops of the forms shall be kept clean by an effective device attached to the machine and the travel of the machine on the forms shall be maintained true without wobbling or other variation tending to affect the precision finish.

During the first pass of the finishing machine, a uniform ridge of concrete shall be maintained ahead of the front screed in its entire length.

- b. Vibratory Method. When vibration is specified, vibrators for full width vibration of concrete paving slabs, shall meet the requirements in Subsection 311.3.2, Equipment. If uniform and satisfactory density of the concrete is not obtained by the vibratory method at joints, along forms, at structures, and throughout the pavement, the Contractor will be required to furnish equipment and method which will produce pavement conforming to the Specifications. All provisions in item (a) above not in conflict with the provisions for the vibratory method shall govern.

### 4. Hand Finishing

Hand finishing methods may only be used under the following conditions:

- a. In the event of breakdown of the mechanical equipment, hand methods may be used to finish the concrete already deposited on the grade.
- b. In narrow widths or areas of irregular dimensions where operations of the mechanical equipment is impractical, hand methods may be used.

Concrete, as soon as placed, shall be struck off and screeded. An approved portable screed shall be used. A second screed shall be provided for striking off the bottom layer of concrete if reinforcement is used.

The screed for the surface shall be at least 60 cm (2 feet) longer than the maximum width of the slab to be struck off. It shall be of approved design, sufficiently rigid to retain its shape, and constructed either of metal or other suitable material shod with metal.

Consolidation shall be attained by the use of suitable vibrator or other approved equipment.

In operation, the screed shall be moved forward on the forms with a combined longitudinal and transverse shearing motion, moving always in the direction in which the work is progressing and so manipulated that neither end is raised from the side forms during the striking off process. If necessary, this shall be repeated until the surface is of uniform texture, true to grade and cross-section, and free from porous areas.

## 5. Floating

After the concrete has been struck off and consolidated, it shall be further smoothed, trued, and consolidated by means of a longitudinal float, either by hand or mechanical method.

- a. **Hand Method.** The hand-operated longitudinal float shall be not less than 365 cm (12 feet) in length and 15 cm (6 inches) in width, properly stiffened to prevent flexibility and warping. The longitudinal float, operated from foot bridges resting on the side forms and spanning but not touching the concrete, shall be worked with a sawing motion while held in a floating position parallel to the road center line, and moving gradually from one side of the pavement to the other. Movement ahead along the center line of the pavement shall be in successive advances of not more than one-half the length of the float. Any excess water or soupy material shall be wasted over the side forms on each pass.
- b. **Mechanical Method.** The mechanical longitudinal float shall be of a design approved by the Engineer, and shall be in good working condition. The tracks from which the float operates shall be accurately adjusted to the required crown. The float shall be accurately adjusted and coordinated with the adjustment of the transverse finishing machine so that a small amount of mortar is carried ahead of the float at all times. The forward screed shall be adjusted so that the float will lap the distance specified by the Engineer on each transverse trip. The float shall pass over each areas of pavement at least two times, but excessive operation over a given area will not be permitted. Any excess water or soupy material shall be wasted over the side forms on each pass.
- c. **Alternative Mechanical Method.** As an alternative, the Contractor may use a machine composed of a cutting and smoothing float or floats suspended from and guided by a rigid frame. The frame shall be carried by four or more visible wheels riding on, and constantly in contact with the side forms. If necessary, following one of the preceding method of floating, long handled floats having blades not less than 150 cm (5 feet) in length and 15 cm (6 inches) in width may be used to smooth and fill in open- textured areas in the pavement. Long-handled floats shall not be used to float the entire surface of the pavement in lieu of, or supplementing, one of the preceding methods of floating. When strike off and consolidations are done by the hand method and the crown of the pavement will not permit the use of the longitudinal float, the surface shall be floated transversely by means of the long-handled float. Care shall be taken not to work the crown out of the pavement during the operation. After floating,

any excess water and laitance shall be removed from the surface of the pavement by a 3-m straight-edge or more in length. Successive drags shall be lapped one-half the length of the blade.

#### 6. Straight-edge Testing and Surface Correction

After the floating has been completed and the excess water removed, but while the concrete is still plastic, the surface of the concrete shall be tested for trueness with a 300 cm long straight-edge. For this purpose, the Contractor shall furnish and use an accurate 300-cm straight-edge swung from handles 100 cm (3 feet) longer than one-half the width of the slab. The straight-edge shall be held in contact with the surface in successive positions parallel to the road center line and the whole area gone over from one side of the slab to the other as necessary. Advances along the road shall be in successive stages of not more than one-half the length of the straight-edge. Any depressions found shall be immediately filled with freshly mixed concrete, struck off, consolidated and refinished. High areas shall be cut down and refinished. Special attention shall be given to assure that the surface across joints meets the requirements for smoothness. Straight-edge testing and surface corrections shall continue until the entire surface is found to be free from observable departures from the straight-edge and the slab conforms to the required grade and cross-section.

#### 7. Final Finish

If the surface texture is broom finished, it shall be applied when the water sheen has practically disappeared. The broom shall be drawn from the center to the edge of the pavement with adjacent strokes slightly overlapping. The brooming operation should be so executed that the corrugations produced in the surface shall be uniform in appearance and not more than 1.5 mm in depth. Brooming shall be completed before the concrete is in such condition that the surface will be unduly roughened by the operation. The surface thus finished shall be free from rough and porous areas, irregularities, and depressions resulting from improper handling of the broom. Brooms shall be of the quality size and construction and be operated so as to produce a surface finish meeting the approval of the Engineer. Subject to satisfactory results being obtained and approval of the Engineer, the Contractor will be permitted to substitute mechanical brooming in lieu of the manual brooming herein described.

If the surface texture is belt finished, when straight-edging is complete and water sheen has practically disappeared and just before the concrete becomes non-plastic, the surface shall be belted with 2-ply canvass belt not less than 20 cm wide and at least 100 cm longer than the pavement width. Hand belts shall have suitable handles to permit controlled, uniform manipulation. The belt shall be operated with short strokes transverse to the center line and with a rapid advance parallel to the center line.

If the surface texture is drag finished, a drag shall be used which consists of a

seamless strip of damp burlap or cotton fabric, which shall produce a uniform of gritty texture after dragging it longitudinally along the full width of pavement. For pavement 5 m or more in width, the drag shall be mounted on a bridge which travels on the forms. The dimensions of the drag shall be such that a strip of burlap or fabric at least 100 cm wide is in contact with the full width of pavement surface while the drag is used. The drag shall consist of not less than 2 layers of burlap with the bottom layer approximately 15 cm wider than the layer. The drag shall be maintained in such condition that the resultant surface is of uniform appearance and reasonably free from grooves over 1.5 mm in depth. Drag shall be maintained clean and free from encrusted mortar. Drags that cannot be cleaned shall be discarded and new drags be substituted.

Regardless of the method used for final finish, the hardened surface of pavement shall have a coefficient of friction of 0.25 or more. Completed pavement that is found to have a coefficient of friction less than 0.25 shall be grounded or scored by the Contractor at his expense to provide the required coefficient of friction.

## 8. Edging at Forms and Joints

After the final finish, but before the concrete has taken its initial set, the edges of the pavement along each side of each slab, and on each side of transverse expansion joints, formed joints, transverse construction joints, and emergency construction joints, shall be worked with an approved tool and rounded to the radius required by the Plans. A well – defined and continuous radius shall be produced and a smooth, dense mortar finish obtained. The surface of the slab shall not be unduly disturbed by tilting the tool during the use.

At all joints, any tool marks appearing on the slab adjacent to the joints shall be eliminated by brooming the surface. In doing this, the rounding of the corner of the slab shall not be disturbed. All concrete on top of the joint filler shall be completely removed.

All joints shall be tested with a straight-edge before the concrete has set and correction made if one edge of the joint is higher than the other.

### **311.3.14 Surface Test**

As soon as the concrete has hardened sufficiently, the pavement surface shall be tested with a 3-m straight-edge or other specified device. Areas showing high spots of more than 3 mm but not exceeding 12 mm in 3 m shall be marked and immediately ground down with an approved grinding tool to an elevation where the area or spot will not show surface deviations in excess of 3 mm when tested with 3 m straight-edge. Where the departure from correct cross-section exceeds 12 mm, the pavement shall be removed and replaced by and at the expense of the Contractor.

Any area or section so removed shall be not less than 1.5 m in length and not less than the full width of the lane involved. When it is necessary to remove and replace a

section of pavement, any remaining portion of the slab adjacent to the joints that is less than 1.5 m in length, shall also be removed and replaced.

### **311.3.15 Curing**

Immediately after the finishing operations have been completed and the concrete has sufficiently set, the entire surface of the newly placed concrete shall be cured in accordance with either one of the methods described herein. Failure to provide sufficient cover material of whatever kind the Contractor may elect to use, or the lack of water to adequately take care of both curing and other requirements, shall be a cause for immediate suspension of concreting operations. The concrete shall not be left exposed for more than ½ hour between stages of curing or during the curing period.

In all congested places, concrete works should be designed so that the designed strength is attained.

#### **1. Cotton of Burlap Mats**

The surface of the pavement shall be entirely covered with mats. The mats used shall be of such length (or width) that as laid they will extend at least twice the thickness of the pavement beyond the edges of the slab. The mat shall be placed so that the entire surface and the edges of the slab are completely covered. Prior to being placed, the mats shall be saturated thoroughly with water. The mat shall be so placed and weighted down so as to cause them to remain in intimate contact with the covered surface. The mat shall be maintained fully wetted and in position for 72 hours after the concrete has been placed unless otherwise specified.

#### **2. Waterproof Paper**

The top surface and sides of the pavement shall be entirely covered with waterproof paper, the units shall be lapped at least 45 cm. The paper shall be so placed and weighted down so as to cause it to remain in intimate contact with the surface covered. The paper shall have such dimension but each unit as laid will extend beyond the edges of the slab at least twice the thickness of the pavement, or at pavement width and 60 cm strips of paper for the edges. If laid longitudinally, paper not manufactured in sizes which will provide this width shall be securely sewed or cemented together, the joints being securely sealed in such a manner that they do not open up or separate during the curing period. Unless otherwise specified, the covering shall be maintained in place for 72 hours after the concrete has been placed. The surface of the pavement shall be thoroughly wetted prior to the placing of the paper.

#### **3. Straw Curing**

When this type of curing is used, the pavement shall be cured initially with

burlap or cotton mats, until after final set of the concrete or, in any case, for 12 hours after placing the concrete. As soon as the mats are removed, the surface and sides of the pavement shall be thoroughly wetted and covered with at least 20 cm of straw or hay, thickness of which is to be measured after wetting. If the straw or hay covering becomes displaced during the curing period, it shall be replaced to the original depth and saturated. It shall be kept thoroughly saturated with water for 72 hours and thoroughly wetted down during the morning of the fourth day, and the cover shall remain in place until the concrete has attained the required strength.

#### 4. Impervious Membrane Method

The entire surface of the pavement shall be sprayed uniformly with white pigmented curing compound immediately after the finishing of the surface and before the set of the concrete has taken place, or if the pavement is cured initially with jute or cotton mats, it may be applied upon removal of the mass. The curing compound shall not be applied during rain.

Curing compound shall be applied under pressure at the rate 4 L to not more than 14 m<sup>2</sup> by mechanical sprayers. The spraying equipment shall be equipped with a wind guard. At the time of use, the compound shall be in a thoroughly mixed condition with the pigment uniformly dispersed throughout the vehicle. During application, the compound shall be stirred continuously by effective mechanical means. Hand spraying of odd widths or shapes and concrete surface exposed by the removal of forms will be permitted. Curing compound shall not be applied to the inside faces of joints to be sealed, but approved means shall be used to insure proper curing at least 72 hours and to prevent the intrusion of foreign material into the joint before sealing has been completed. The curing compound shall be of such character that the film will harden within 30 minutes after application. Should the film be damaged from any cause within the 72 hour curing period, the damaged portions shall be repaired immediately with additional compound.

#### 5. White Polyethylene Sheet

The top surface and sides of the pavement shall be entirely covered with polyethylene sheeting. The units used shall be lapped at least 45 cm. The sheeting shall be so placed and weighted down so as to cause it to remain intimate contact with the surface covered. The sheeting as prepared for use shall have such dimension that each unit as laid will extend beyond the edges of the slab at least twice the thickness of the pavement. Unless otherwise specified, the covering shall be maintained in place for 72 hours after the concrete has been placed.

### **311.3.16 Removal of Forms**

After forms for concrete shall remain in place undisturbed for not less than twenty

four (24) hours after concrete pouring. In the removal of forms, crowbars should be used in pulling out nails and pins. Care should be taken so as not to break the edges of the pavement. In case portions of the concrete are spalled, they shall be immediately repaired with fresh mortar mixed in the proportion of one part of Portland Cement and two parts fine aggregates. Major honeycomb areas will be considered as defective work and shall be removed and replaced at the expense of the Contractor. Any area or section so removed shall not be less than the distance between weakened plane joint nor less than the full width of the lane involved.

### **311.3.17 Sealing Joints**

Joints shall be sealed with asphalt sealant soon after completion of the curing period and before the pavement is opened to traffic, including the Contractor's equipment.

Just prior to sealing, each joint shall be thoroughly cleaned of all foreign materials including membrane curing compound and the joint faces shall be clean and surface dry when the seal is applied.

The sealing material shall be applied to each joint opening to conform to the details shown on the Plans or as directed by the Engineer. Material for seal applied hot shall be stirred during heating so that localized overheating does not occur. The pouring shall be done in such a manner that the material will not be spilled on the exposed surfaces of the concrete. The use of sand or similar material as a cover for the seal will not be permitted.

Preformed elastomeric gaskets for sealing joints shall be of the cross-sectional dimensions shown on the Plans. Seals shall be installed by suitable tools, without elongation and secured in place with an approved lubricant adhesive which shall cover both sides of the concrete joints. The seals shall be installed in a compressive condition and shall at time of placement be below the level of the pavement surface by approximately 6 mm.

The seals shall be in one piece for the full width of each transverse joint.

### **311.3.18 Protection of Pavement**

The Contractor shall protect the pavement and its appurtenances against both public traffic and traffic caused by his own employees and agents. This shall include watchmen to direct traffic and the erection of and maintenance of warning signs, lights, pavement bridges or cross-overs, etc. The Plans or Special Provisions will indicate the location and type of device or facility required to protect the work and provide adequately for traffic.

All boreholes after thickness and/or strength determinations of newly constructed asphalt and concrete pavements shall be immediately filled/restored with the prescribed concrete/asphalt mix after completion of the drilling works.

Any damage to the pavement, occurring prior to final acceptance, shall be repaired or the pavement be replaced.



### **311.3.19 Concrete Pavement – Slip Form Method**

If the Contract calls for the construction of pavement without the use of fixed forms, the following provisions shall apply:

#### **1. Grade**

After the grade or base has been placed and compacted to the required density, the areas which will support the paving machine shall be cut to the proper elevation by means of a properly designed machine. The grade on which the pavement is to be constructed shall then be brought to the proper profile by means of properly designed machine. If the density of the base is disturbed by the grading operation, it shall be corrected by additional compaction before concrete is placed. The grade should be constructed sufficiently in advance of the placing of the concrete. If any traffic is allowed to use the prepared grade, the grade shall be checked and corrected immediately before the placing of concrete.

#### **2. Placing Concrete**

The concrete shall be placed with an approved slip-form paver designed to spread, consolidate, screed and float-finish the freshly placed concrete in one complete pass of the machine in such a manner that a minimum of hand finish will be necessary to provide a dense and homogenous pavement in conformance with the Plans and Specifications. The machine shall vibrate the concrete for the full width and depth of the strip of pavement being placed. Such vibration shall be accompanied with vibrating tubes or arms working in the concrete or with a vibrating screed or pan operating on the surface of the concrete. The sliding forms shall be rigidly held together laterally to prevent spreading of the forms. The forms shall trail behind the paver for such a distance that no appreciable slumping of the concrete will occur, and that necessary final finishing can be accomplished while the concrete is still within the forms. Any edge slump of the pavement, exclusive of edge rounding, in excess of 6 mm shall be corrected before the concrete has hardened.

The concrete shall be held at a uniform consistency, having a slump of not more than 40 mm (1-12/ inches). The slip form paver shall be operated with as nearly as possible a continuous forward movement and that all operations of mixing, delivering and spreading concrete shall be coordinated so as to provide uniform progress with stopping and starting of the paver held to a minimum. If, for any reason, it is necessary to stop the forward movement of the paver the vibratory and tamping elements shall also be stopped immediately. No tractive force shall be applied to the machine, except that which is controlled from the machine.

#### **3. Finishing**

The surface smoothness and texture shall meet the requirements of Subsections 311.3.13 and 311.3.14.

4. Curing

Unless otherwise specified, curing shall be done in accordance with one of the methods included in Subsection 311.3.15. The curing media shall be applied at the appropriate time and shall be applied uniformly and completely to all surfaces and edges of the pavement.

5. Joints

All joints shall be constructed in accordance with Subsection 311.3.12.

6. Protection Against Rain

In order that the concrete may be properly protected against rain before the concrete is sufficiently hardened, the Contractor will be required to have available at all times, materials for the protection of the edges and surface of the unhardened concrete. Such protective materials shall consist of standard metal forms or wood planks having a nominal thickness of not less than 50 mm (2 inches) and a nominal width of not less than the thickness of the pavement at its edge for the protection of the pavement edges, and covering material such as burlap or cotton mats, curing paper or plastic sheeting materials for the protection of the surface of the pavement. When rain appears imminent, all paving operations shall stop and all available personnel shall begin placing forms against the sides of the pavement and covering the surface of the unhardened concrete with the protective covering.

**311.3.22 Acceptance of Concrete**

The strength level of the concrete will be considered satisfactory if the averages of all sets of three (3) consecutive strength test results equal or exceed the specified strength,  $f_c'$  and no individual strength test result is deficient by more than 15% of the specified strength,  $f_c'$ .

Concrete deemed to be not acceptable using the above criteria may be rejected unless the Contractor can provide evidence, by means of core tests, that the quality of concrete represented by failed test results is acceptable in place. At least three (3) representative cores shall be taken from each member or area of concrete in place that is considered deficient. The location of cores shall be determined by the Engineer so that there will be at least impairment of strength of the structure. The obtaining and testing of drilled cores shall be in accordance with AASHTO T 24.

Concrete in the area represented by the cores will be considered adequate if the average strength of the cores is equal to at least 85% of, and if no single core is less than 75% of, the specified strength,  $f_c'$ .

If the strength of control specimens does not meet the requirements of this Subsection, and it is not feasible or not advisable to obtain cores from the structure due to structural considerations, payment of the concrete will be made at an adjusted price due to strength deficiency of concrete specimens as specified hereunder:

Deficiency in Strength of Concrete Specimens, Percent (%)	Percent (%) of Contract Price Allowed
Less than 5	100
5 to less than 10	80
10 to less than 15	70
15 to less than 20	60
20 to less than 25	50
25 or more	0

### 311.3.23 Opening to Traffic

The Engineer will decide when the pavement may be opened to traffic. The road will not be opened to traffic until test specimens molded and cured in accordance with AASHTO T 23 have attained the minimum strength requirements in Subsection 311.2.11. If such tests are not conducted prior to the specified age the pavement shall not be operated to traffic until 14 days after the concrete was placed. Before opening to traffic, the pavement shall be cleaned and joint sealing completed.

### 311.3.24 Tolerance and Pavement thickness

#### 1. General

The thickness of the pavement will be determined by measurement of cores from the completed pavement in accordance with AASHTO T 148.

The completed pavement shall be accepted on a lot basis. A lot shall be considered as 1000 linear meters of pavement when a single traffic lane is poured or 500 linear meters when two lanes are poured concurrently. The last unit in each slab constitutes a lot in itself when its length is at least ½ of the normal lot length. If the length of the last unit is shorter than ½ of the normal lot length, it shall be included in the previous lot.

Other areas such as intersections, entrances, crossovers, ramp, etc., will be grouped together to form a lot. Small irregular areas may be included with other unit areas to form a lot.

Each lot will be divided into five (5) equal segments and one core will be obtained from each segment in accordance with AASHTO T 24.

2. Pavement Thickness

It is the intent of this Specification that the pavement has a uniform thickness as called for on the Plans for the average of each lot as defined. After the pavement has met all surface smoothness requirements, cores for thickness measurements will be taken.

In calculating the average thickness of the pavement, individual measurements which are in excess of the specified thickness by more than 5 mm will be considered as the specified thickness plus 5 mm and measurement which are less than the specified thickness by more than 25 mm shall not be included in the average. When the average thickness for the lot is deficient, the contract unit price will be adjusted for thickness in accordance with paragraph (3 below).

Individual areas within a segment found deficient in thickness by more than 25 mm shall be evaluated by the Engineer, and if in his judgment, the deficient areas warrant removal, they shall be removed and replaced by the Contractor with pavement of the specified thickness at his entire expense. However, if the evaluation of the Engineer is that the deficient area should not be removed and replaced, such area will not be paid.

When the measurement of any core is less than the specified thickness by more than 25 mm, the actual thickness of the pavement in this area will be determined by taking additional cores at no less than 5 m intervals parallel to the center line in each direction from the affected location until a core is found in each direction, which is not deficient in thickness by more than 25 mm. The area of slab for which no payment will be made shall be the product of the paving width multiplied by the distance along the center line of the road between transverse sections found not deficient in thickness by more than 25 mm. The thickness of the remainder of the segment to be used to get the average thickness of each lot shall be determined by taking the average thickness of additional cores which are not deficient by more than 25 mm.

3. Adjustment for Thickness

When the average thickness of the pavement per lot is deficient, payment for the lot shall be adjusted as follows:

Deficiency in the Average Thickness per lot (mm)	Percent (%) of Contract Price Per Lot
0 – 5	100% payment
6 – 10	95% payment

11 – 15	85% payment
16 – 20	70% payment
21 – 25	50% payment
More than 25	Remove and replace/ No payment

No acceptance and final payment shall be made on completed pavement unless core test for thickness determination is conducted, except for Barangay Roads where the implementing office is allowed to waive such test.

#### **311.4 Method of Measurement**

The area to be paid for under this Item shall be the number of square meters (m<sup>2</sup>) of concrete pavement placed and accepted in the completed pavement. The width for measurements will be the width from outside edge to outside edge of completed pavement as placed in accordance with the Plans or as otherwise required by the Engineer in writing. The length will be measured horizontally along the center line of each roadway or ramp. Any curb and gutter placed shall not be included in the area of concrete pavement measured.

#### **311.5 Basis of Payment**

The accepted quantity, measured as prescribed in Section 311.4, shall be paid for at the contract unit price for Portland Cement Concrete Pavement, which price and payment shall be full compensation for preparation of roadbed and finishing of shoulders, unless otherwise provided by the Special Provisions, furnishing all materials, for mixing, placing, finishing and curing all concrete, for furnishing and placing all joint materials, for sawing weakened plane joints, for fitting the prefabricated center metal joint, for facilitating and controlling traffic, and for furnishing all labor, equipment, tools and incidentals necessary to complete the Item.

Payment will be made under:

Pay Item Number	Description	Unit of Measurement
311 (1)	PCC Pavement (Unreinforced)	Square meter

## *Section VII. Drawings*



***Section VIII. Bill of Quantities***



**Bill of Quantities**

<u>Improvement of Balaoan-Santol Road (Balaoan Section) Phase IV, Balaoan, La Union</u>					
Item No.	Description	Unit	Quantity	Unit Price	Amount (Pesos)
B.5	Project Billboards	ea	1		
	<i>(Amount in Words)</i>				
B.7(2)	Occupational Safety and Health Program	L.S.	1		
	<i>(Amount in Words)</i>				
B.8 (2)	Traffic Management	L.S.	1		
	<i>(Amount in Words)</i>				
B.9	Mobilization/Demobilization	L.S.	1		
	<i>(Amount in Words)</i>				
100(1)	Clearing & Grubbing (with Stripping)	L.S.	1		
	<i>(Amount in Words)</i>				
101(3)b 3	Removal of existing Pavement w/ disposal	sq.m.	1,900.80		
	<i>(Amount in Words)</i>				
102(2)	Roadway Excavation (Surplus Common)	cu.m.	665.28	-	
	<i>(Amount in Words)</i>				
105(1)	Subgrade Preparation	sq.m.	1,900.80		
	<i>(Amount in Words)</i>				
200 (1)	Aggregate Subbase Course	cu.m.	570.24		
	<i>(Amount in Words)</i>				
311(1)a. 5	PCC Pavement (Plain) - Conventional Method, 0.28m thk.	sq.m.	1,900.80		
	<i>(Amount in Words)</i>				
<b>Total Bid Amount</b>					

Submitted by: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Date: \_\_\_\_\_

***Section IX. Checklist of Technical and Financial Documents***

# Checklist of Technical and Financial Documents

## I. TECHNICAL COMPONENT ENVELOPE

### *Class “A” Documents*

#### Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR;

#### Technical Documents

- (b) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- (c) Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules; **and**
- (d) Special PCAB License in case of Joint Ventures; **and** registration for the type and cost of the contract to be bid; **and**
- (e) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission; **or**  
Original copy of Notarized Bid Securing Declaration; **and**
- (f) Project Requirements, which shall include the following:
- a. Organizational chart for the contract to be bid;
- b. List of contractor’s key personnel (*e.g.*, Project Manager, Project Engineers, Materials Engineers, and Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data;
- c. List of contractor’s major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be; **and**
- (g) Original duly signed Omnibus Sworn Statement (OSS); **and** if applicable, Original Notarized Secretary’s Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

#### Financial Documents

- (h) The prospective bidder’s computation of Net Financial Contracting Capacity (NFCC).

### *Class “B” Documents*

- (i) If applicable, duly signed joint venture agreement (JVA) in accordance with RA No. 4566 and its IRR in case the joint venture is already in existence; **or**

duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

## II. FINANCIAL COMPONENT ENVELOPE

- (j) Original of duly signed and accomplished Financial Bid Form; **and**

*Other documentary requirements under RA No. 9184*

- (k) Original of duly signed Bid Prices in the Bill of Quantities; **and**
- (l) Duly accomplished Detailed Estimates Form, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid; **and**
- (m) Cash Flow by Quarter.

## SEALING AND MARKING OF BID ENVELOPES



