APPENDIX L
DIVISION 1 SPECIAL PROVISIONS

SECTION L.1 - GENERAL

The University and VIMS have special provisions for construction operations that apply at either campus. These provisions will be included in Division 1 of all contracts prepared for work at the respective campuses. This document, in part or in whole, shall not be inserted into the Project Manual for individual projects, rather it is the A/E's responsibility to incorporate these requirements into the appropriate section of Division 1 or any specific technical section. Any alteration, deviation, or addition must be approved by the University Architect at the W&M campus or by DFM at VIMS on a project-by-project or case-by-case basis.

SECTION L.2 – WILLIAMSBURG CAMPUS SPECIAL PROVISIONS

L.2.1 Hours of Work

Unless otherwise stated in the Contract Documents, Contractor's working hours shall be in accordance with a schedule agreed upon by the Contractor and the University. Work during evenings and weekends shall be scheduled and fully coordinated with University's Project Manager.

Typical (standard) hours of work are as follows:

- Monday – Friday 7 a.m. – 5 p.m.
- Weekends/Holidays 8 a.m. – 5 p.m.
- Prior to the start of work and after the completion of work no loud noise whether created by vehicles, equipment, tools or shouting is allowed to include noises created by material deliveries, vehicle operations, back-up alarms, forklifts, mixers, or hand tools is permitted. This is a particularly sensitive issue when projects are in proximity to dormitories and libraries which operate year-round and not just during the academic calendar.

L.2.2 No Work Days

Work will not be allowed on the dates listed below. Sites will be thoroughly policed in preparation for these dates/events. These days supersede any project-specific arrangement for overtime or weekend work.

- Freshman arrival on campus - Mid-August (1 day)
- Family weekend - September (Sat/Sun)
- Homecoming - October (Fri/Sat/Sun)
- Charter Day – February
- Commencement - May (Fri/Sat/Sun)
- Other no work days may be specified based on university events

L.2.3 Quiet Times

Quiet time where construction noises are minimized to the maximum extent possible will be observed before and after the hours of work cited above and at specific reading periods prior to examinations and during

examination periods. These days typically fall in December for fall semesters and in April and May for spring semesters. University academic calendars can be found on the University website at: https://www.wm.edu/offices/registrar/calendarsandexams/ugcalendars/index.php#pdf.

L.2.4 Campus Points of Contact (POCs)

Entity Agency	Phone Number (Area Code 757)	Functional Responsibilities
ADA (Assistant Dean, Dean of Students)	221-2510	Coordinate notification of ADA route changes created by construction impacts
Campus Police	221-4596 911 (campus system rings to Campus Police, cell phone rings to City/County)	Public Safety Traffic control
Facilities Operations	221-2270	Trade Shop Coordination
Work Control	221-2275	Work Order Requests
Env. Health & Safety	221-2146	Safety/Hazmat
Design & Const.	221-2245	Project management
IT	221-4357	Phone/data cabling
Parking Services	221- 4764	Parking permits
Williamsburg Fire Dept.	220-6222	Design/const coordination

L.2.5 Fencing

Construction sites and project areas are to be clearly defined and well managed. Portable or driven chin link fencing is the standard, although wood stockade fencing may be required in the historic campus area.

L.2.5.1 Portable or Driven Chain-Link Fencing

- Fencing shall comply with ASTM standard A392.
- 8’ high chain link w/green tennis court screening required.
- Provide graphics for screening material in conformance with requirements of figure L-1

L.2.5.2 Wood Fencing:

- 8’ wood stockade fencing required in Historic Campus (area bounded by Richmond Road, Jamestown Road, and the fence to the west of the Wren Building). Use preservative treated lumber appropriate for ground contact; space post not more than 8 feet apart. Frame shall be four 2-by-4-inch horizontal rails.
- Provide lockable vehicular and pedestrian access gates with appropriately sized support posts. Coordinate keying requirements with university PM.

Figure L-1 Fence Wrap Standard



Figure L-1 Fence Wrap Notes

1. University marks shall be white on “construction fence green” standard background
2. Alternate the William & Mary Cypher and the Stacked Wordmark along the fence wrap
3. Marks shall be no more than 1/3 the height of the fence wrap.
4. Use of graphics are to be consistent with University Marketing guidelines (refer to brand.wm.edu)
5. Acceptable variations of the Fence Wrap standard may include print-ready renderings of the project or alternative university marks, however all deviations must be approved by the University Architect and University Marketing

L.2.6 Fire Protection System Impairment

An impairment request will be prepared and submitted to the University PM 15 days prior to impairment of an operational fire protection system (fire alarm and fire suppression systems) in accordance with FM Directive 740. The directive is available on the Facilities Operations website.

- The University PM will coordinate review and approval of the request by the University Architect and Executive Director of Facilities Operations
- The University PM will return the approved/disapproved request to the requesting Contractor
- Actual impairment will not begin without an approved request.

L.2.7 Hazardous Materials Identification and Disposal Policy

Unless otherwise stated in the Contract Documents, if during the conduct of the work the Contractor encounters materials in the construction area suspected to be hazardous that require to be disturbed as part of the scope of work, they shall not disturb the material(s) and shall immediately inform the A/E and the university Project Manager in writing. Work in that area shall be stopped until testing is performed and if needed, a qualified abatement contractor is brought in to abate the material.

L.2.7.1 - The Contractor will utilize the University’s pre-designated EPA Identification number issued by the Virginia DEQ. The University is the generator of all hazardous waste generated and is subject to regulations set forth by the State DEQ and Federal EPA. If the generation of hazardous waste exceeds the University’s current generator classification, the Contractor must pay any additional fees incurred.

L.2.7.2 - The Contractor will manage, handle, ship, and dispose of hazardous waste in accordance with all applicable regulations. The Contractor is encouraged to utilize one of the Contractors currently under the State’s hazardous waste management disposal contract.

L.2.7.3 - Selection of hazardous waste transporters, disposal facilities, and recycling services from vendors not under State contract will require approval from the University's Director, EHS prior to final selection.

L.2.7.4 - All labeling and documentation for hazardous waste disposal shall identify the University as the hazardous waste generator. Only authorized University personnel shall sign manifest documents.

L.2.7.5 - All Hazardous Waste Manifests and Certificates of Destruction signed by the final disposal facility will be provided to the University's EHS Office within 60 days of the shipment.

L.2.7.6 - The Contractor will coordinate all hazardous waste disposal activities with the William & Mary Environmental Health & Safety Office at safety@wm.edu . Notification shall be provided at least **45 days** in advance of generating hazardous waste.

L.2.7.7 - A **Hazardous Waste Management Plan** shall be submitted to include the qualifications and training of personnel handling hazardous waste, how waste will be containerized and labeled, and identify the waste transporter and disposal facility.

L.2.8 Parking and "Wheels Off Walkways" Policies

All vehicles require parking passes for parking on campus. No parking of construction related vehicles is permitted on university sidewalks, pedestrian plazas or lawn and green areas without authorization from the University Architect, Director of Parking & Transportation, or Executive Director of Facilities Operations. The number of passes available for on campus parking is determined by Parking Services based on Contractor requirements versus total requirements by active contracts on campus. The Contractor may obtain parking passes by visiting the Parking Services Office.

L.2.8.1 – General Prohibition:
Driving, parking, staging, or operating any motor vehicle or motorized equipment on walkways, sidewalks, plazas, lawns, landscaped or planted areas, and any grounds not designated as roadways or service drives is strictly prohibited. This prohibition applies regardless of vehicle size, distance traveled, or duration of the activity.

L.2.8.2 – Authorization Requirements:
Vehicle access to walkways or grounds may occur only with explicit, advance approval from one of three authorities or their designated delegate: the Executive Director of Facilities Operations, the University Architect, or the Director of Parking & Transportation. Implied permissions, verbal understandings, convenience-based arrangements, and after-the-fact authorizations are not permitted under any circumstances.

L.2.8.3 – Operational Standards:
The campus speed limit is 15 miles per hour in most areas, and operators of vehicles authorized on a walkway are expected to exercise additional caution wherever pedestrian traffic is present. When

operating on a brick walkway, the speed limit is 5 miles per hour. Operators are also expected to obey all posted directional signage, avoid idling near building air intakes or pedestrian gathering areas, and yield to pedestrians at all times.

L.2.8.4 – Brick Permit Requirement:
Any Contractor authorized to drive or park a vehicle on a sidewalk or walkway must obtain a Brick Permit before vehicle access begins. The Brick Permit is a fully electronic authorization for the specific activity covered. It is obtained by completing the request form available through the Facilities Operations website or the OUA website. Authorization through a Brick Permit is limited to the specific task, location, and duration approved at the time of issuance, and it does not transfer to other tasks, other locations, or extended timeframes. Possession of a Brick Permit does not exempt the holder from any other safety or operational requirement that applies to the work.

L.2.8.5 – Mandatory Caution Signage:
While a vehicle is authorized to be on a walkway or sidewalk, caution signage must be prominently displayed at all times. Signage must be visible to approaching pedestrians from a reasonable distance, and its placement should clearly indicate that work is taking place on the walkway. Signage shall include designation of detours and re-routing of pedestrian traffic.

L.2.9 Project Signage

If identified and requested by the University, the Contractor shall provide a Project Sign at a prominent location as selected by the university, a six-foot by eight-foot (6' x 8') sign, well braced, and supported by 4" x 4" posts, identifying the project under construction.

- Sign boards shall be constructed from weatherproof plywood, hardboard, or other smooth-faced material that will weather and remain intact throughout the job.
- Sign shall be placed with eight-foot (8') dimension horizontal.
- The project sign shall be approved by the PM using the template at Figure L-1.
- Cost of the sign will be included in pricing for General Conditions.

L2.9.1 Directional Signage and Wayfinding:
Temporary signage for pedestrian wayfinding and site navigation is to be provided by the contractor. Requirements and locations are to be coordinated with the university PM.

L2.9.2 Advertising:
Neither the Contractor nor any other person or entity shall display any signs not required by law or called for in the contract documents at the project site, including fences, trailers, offices, or elsewhere without specific prior written approval. No advertising will be permitted on any part of the building, scaffolding, fences, materials, trailers, or site except by permission of the university.

Figure L-2 - Project Sign Example



Figure L-2 Project Sign Notes

1. Color rendering/computer elevation required
2. 2" Green border/white background required
3. University logo, prominently displayed, required
4. List members of project team (no corporate logos)
5. Show project completion as a season, not a specific month.
6. Include a QR code linking to the project page on the OUA website

L.2.10 Quality Control

The Contractor will develop a Project Quality Control Plan based on a three-phase inspection process. The Project Quality Control Plan will be submitted and approved before a Notice to Proceed will be granted.

L.2.11 Safety

The University expects each Contractor and their employees to perform their individual duties in a manner that is not injurious or otherwise dangerous to themselves or others. Each Contractor and by default, Contractor personnel, Subcontractors and their personnel are solely responsible for their own safety and required safety training.

L.2.11.1 Applicable Rules and Regulations:
Contractors are contractually obligated to comply with applicable federal, state, and local health rules and regulations including applicable University site-specific and business unit policies and procedures. Each Contractor and Subcontractor is responsible for assessing the hazards associated with their activities.

L.2.11.2 Risk Analysis:
A risk analysis will be prepared for each phase of work, and a Project Safety Plan keyed to the exposures determined in the risk analysis. As a minimum, the following major hazards will be addressed, as required, for each phase of work:

- Fall protection
- Scaffolding
- Shock protection
- Welding safety- The following University Hot Work Policy will be reflected (Note: New construction does not need a separate hot work permit from the University. Hot work activities are covered by the building permit issued for the contract).

L.2.11.3 Work in Occupied Facilities:
The university requires Contractors performing work in occupied facilities to issue a permit for hot work activities in accordance with their in-house safety program requirements.

- The Contractor will establish acceptable time limits for duration of hot work permits IAW guidelines in ANSI Z49.1 and NFPA 51B.
- Fire watches shall remain in place for at least one (1) hour after the completion of all activities associated with the hot work.
- Hot work permits must be submitted to University PM and Fire Safety Officer (or designee) for review to ensure all hot work safety concerns are addressed per requirements in OSHA regulations and standards (29CFR 1926, Subpart J; ANSI 49.1)
- The University PM will provide routine oversight of hot work and may stop work if a serious safety concern is observed until the concern is resolved.

L.2.11.4 Submission of Project Safety Plans:
The Project Safety Plan will be submitted and approved before a Notice to Proceed will be granted

L.2.12 Job Site Security Requirements

The Contractor is responsible to provide employee identification to assure that only authorized personnel and vehicles/equipment are accessing the project site.

L.2.12.1 Job Site Security:
Job site security will not be provided by the University – the University assumes no responsibility for damage or loss to Contractor's property. Each Contractor shall be responsible for security and protection of their own materials, equipment, tools and toolboxes both on and off-site.

L.2.12.2 Interlocking Padlock System
An “interlocking padlock” system will be used at the site gate to allow Campus Police to have immediate response capability in the event an emergency occurs within the site. The PM will provide the campus lock. Keys will be secured with the Campus Police dispatcher for emergency use.

L.2.12.3 Roster of Project Personnel
A phone roster of permanent project personnel to receive e-mail/cell phone voice mail messages in the event of a campus emergency will be provided to the University PM prior to the start of construction. The permanent personnel will be responsible to provide alert notification to all personnel on site per Contractor determined procedures. Data columns for the roster are as follows:

- First name
- Last name
- Home phone

- Work phone
- Mobile phone
- E-Mail address

L.2.13.4 Construction Site Access:
Contractor shall provide and maintain construction access to site for construction operations and emergency response. Contractors shall be responsible for keeping public and private roads clean of mud, dirt, or debris originated by the construction operations. Mud, dirt, or debris deposited on Campus roads and adjacent public roads by construction operations or construction traffic shall be cleaned daily by the Contractor to the satisfaction of the University

L.2.13.5 Construction Site Visits:
Although the General Contractor or Construction Manager under contract for a given project controls and manages the project area during construction, it is university policy that all visitors accessing a construction site, including end users and members of the Building Committee, are required to obtain authorization from OUA before entering a construction area. Refer to the OUA website for additional information and visitor authorization forms.
https://www.wm.edu/offices/architect/design-construction/references/construction-visits/

L.2.13 Site Maintenance Standards

Sites will be continuously maintained for police and repair of site facilities to include trailers, storage containers, fencing, storage of materials, and emptying of trash containers. Deficiencies noted by and through the University PM/CM will be corrected within 24 hours.

L.2.14 Storm Water / E&S Compliance

A copy of storm water and erosion and sediment control drawings approved and stamped by the DEQ will be maintained on site at all times.

- Storm water and erosion and control measures will be continuously maintained in accordance with the contract documents and State of Virginia Storm Water and Erosion and Sediment Regulations.
- Deficiencies noted by DEQ inspections and or the University PM/CM will be corrected within 24 hours. Repeated deficiencies leading to two consecutive DEQ deficiency findings during periodic inspections will be sufficient basis to withhold 1% retainage from the next monthly invoice until corrections are made.

L.2.15 Utility Outage/Building System Outage Coordination and Work Restrictions

Contractors shall schedule activities, including system outages and disruptions so as to minimize disruption to University's activities.

L.2.15.1 Temporary Disruption of Underground Utilities
Temporary interruption of underground utilities and/or of building services must be coordinated a minimum of 14 days in advance.

- Requests submitted less than fourteen (14) days in advance will be processed contingent on the ability of Work Control to notify end users/affected activities.

- A Utility Outage/System Testing Notification Worksheet (available on the FM website and from FM Work Control) will be prepared, coordinated, and filed at FM Work Control to schedule an outage
- Do not interrupt existing services without University's approval.
- Schedule interruptions in advance, according to university instructions.
- Submit, in writing, with request for interruption, methods proposed to minimize length of interruption.
- Interruptions shall be scheduled at times of day and work so that they have minimal impact on university operations.
- The Executive Director, Facilities Operations approves outages for the University.

L.2.15.2 High Levels of Vibration

Contractors shall coordinate operations with the University that may result in high levels of vibrations at least ten (10) working days in advance of work.

L.2.15.3 High Levels of Noise

Contractors shall coordinate operations with the University that may result in high levels of noise at least ten (10) working days in advance of work. It may become necessary to schedule some operations during periods of low occupancy of adjacent buildings and areas. Cost to be included in the Contract Sum for other than normal working hours.

L.2.16 Worker Behavior/Decorum

Contractor personnel will refrain from contact with students, faculty, and staff other than for that interaction necessary for the execution of their contract responsibilities. Expressly prohibited is contact in the form of harassment, whistles, cat-calls, comments, gestures or any form of uninvited communication. Any violation of this policy will result in immediate and permanent removal of violators from the campus project site. To be clear, uninvited communication is a one strike policy.

L.2.17 Eating Area and Disposal of Food Waste

Workers shall refrain from eating at the Work site and within university buildings, except in an area of the work site specifically designated for that purpose by the Contractor. Workers shall not dispose of meal related trash and garbage in areas of the Work site other than those containers specifically designated for trash.

L.2.18 Controlled Substance Policy

William & Mary strives to maintain a safe, healthy and efficient workplace free from drug and alcohol abuse. In addition to internal policies and procedures, the University complies with all federal and state regulations pertaining to the abuse of controlled substances including the Drug-Free Workplace Act of 1988, the Drug-Free Schools and Communities Act of 1989. In accordance with Code of Virginia § 2.2-4312, the General Conditions of each construction contract also includes requirements regarding the prohibition of alcohol and other drugs as well as the necessity for each contractor to establish and enforce policies related to a drug-free workplace (refer to Article 5 of the HECO-7, HECO-7cm, etc., as applicable).

L.2.19 Use of University-Owned Equipment

Use of University-owned equipment is prohibited. It shall be the responsibility of the contractor performing the work at the University to provide the tools, equipment, and materials necessary to perform the work.

SECTION L.3 – BATTEN SCHOOL / VIMS SPECIAL PROVISIONS

L.3.1 Hours of Work

Unless otherwise stated in the Contract Documents, Contractor's working hours shall be in accordance with a schedule agreed upon by the Contractor and the University. Work during evenings and weekends shall be scheduled and fully coordinated with University's Project Manager.

Typical (standard) hours of work are as follows:

- Monday – Friday 7 a.m. – 5 p.m.
- Weekends/Holidays 8 a.m. – 5 p.m.
- No loud noise of any kind by the Contractor is permitted outside of the hours of work listed above
- Exceptions to working outside the stated hours of work must be requested through the VIMS PM to the VIMS DFM.

L.3.2 Campus Points of Contact (POCs)

Entity	Phone Number (Area Code 804)	Functional Responsibilities
Facilities Management	684-7090/684-7096 (7am-5pm)	Trade shop/Utility coordination, Project management, Parking, Coordinate notification of ADA Route changes created by construction impacts
VIMS Security	694-7300 (Cell) Nights and Weekends Campus blue light phone system upper button rings directly to 911 lower non- emergency/info button rings directly to VIMS security.	Public safety, security, and traffic control after normal hours.
Safety & Environmental Programs	684-7322	Work & Fire Safety/Hazmat during hours of normal operation
IT	684-7080	Phone/data cabling during hours of normal operation
Gloucester Fire Dept *All Emergencies 911*	693-3890 Sheriff's Office 642-2360 Abingdon Fire Department	

L.3.3 Hazmat Disposal Policy

- The contractor will be responsible for having a valid EPA Identification number issued by the Virginia State Department of Environmental Quality site specific for The Virginia Institute of Marine Science. The contractor will be the generator of all hazardous waste generated and be subject to regulations set forth by the State Department of Environmental Quality and Federal EPA. If the generation of hazardous waste is greater than 2,200 lbs. in a month, the generator is considered a Large Quantity Generator. A Large Quantity Generator must pay a $1,000.00 fee to the Virginia State Department of Environmental Quality. Generation of less than 2,200 lbs. in a month is classified as a Small Quantity Generator and is not subject to a fee.

- A generator is defined as “any person, by site, whose action or process produces hazardous waste identified or listed in [40 CFR part 261] or whose act first causes a hazardous waste to become subject to regulation.” The contractor is considered a generator because he is the person whose act causes hazardous waste to become subject to regulation.
- The contractor will manage, handle, ship, and dispose of hazardous waste in accordance with all applicable regulations. The contractor is encouraged to utilize one of the contractors listed in the Virginia Hazardous Waste Disposal and Recycling Services Contract PF-507-70VAPP for hazardous waste transport, disposal and recycling services. Selection of hazardous waste transporters, disposal facilities, and recycling services from vendors not listed in Virginia Hazardous Waste Disposal and Recycling Services Contract PF-507- 70VAPP, will require approval from the VIMS Directors of FM and Safety and Environmental Programs prior to final selection.
- Copies of all Hazardous Waste Manifests and Certificates of Destruction signed by the final disposal facility will be provided to the VIMS Department of FM and VIMS Office of Safety and Environmental Programs within 60 days of the shipment.

L.3.4 Fire Protection System Impairment

- An impairment request will be prepared utilizing the Fire Protection Impairment Form and submitted to the VIMS PM 15 days prior to impairment of an operational fire protection system (fire alarm and fire suppression systems).
- The VIMS PM will coordinate review and approval of the request.
- The VIMS PM will return the approved/disapproved request to the requesting contractor.
- Actual impairment will not begin without an approved request.

L.3.5 Parking Policy

- All vehicles require parking passes for on construction site and off construction site parking.
- No parking is allowed off paved driveways/roads/designated parking. Vehicles will not be parked on grassed/planted areas.
- Parking passes are provided on a complimentary basis to contractors. The number of passes available for on campus parking is determined by the Department of FM based on contractor requirements versus total requirements by active contracts on campus. The contractor may obtain parking passes through the VIMS PM.

L.3.6 Project Sign

- When required, a project sign will be posted at a location to be determined by the contractor and approved by the VIMS PM.
- Project sign shall be formatted using the template at Figure L-2
- Substitute VIMS logo for W&M Crest
- Substitute VIMS Facilities Management for “W&M FPDC”
- Substitute “VIMS Blue” for green boarder
- The cost of the sign will be included in the price of the Contractor’s General Conditions.

L.3.7 Quality Control

The Contractor will develop a Project Quality Control Plan based on a three-phase inspection process. The Project Quality Control Plan will be submitted and approved before a Notice to Proceed will be granted.

L.3.8 Safety

VIMS expects each Contractor and their employees to perform their individual duties in a manner that is not injurious or otherwise dangerous to themselves or others. Each Contractor and by default, Contractor personnel, Subcontractors and their personnel are solely responsible for their own safety and required safety training.

L.3.8.1 Applicable Rules and Regulations:
Contractors are contractually obligated to comply with applicable federal, state, and local health rules and regulations including applicable site-specific and business unit policies and procedures. Each Contractor and Subcontractor is responsible to assess the hazards associated with their activities.

L.3.8.2 Risk Analysis:
A risk analysis will be prepared for each phase of work, and a Project Safety Plan keyed to the exposures determined in the risk analysis. As a minimum, the following major hazards will be addressed, as required, for each phase of work:

- Fall protection
- Scaffolding
- Shock protection
- Welding safety- The following VIMS Hot Work Policy will be reflected (Note: New construction does not need a separate hot work permit from the University. Hot work activities are covered by the building permit issued for the contract).

L.3.8.3 Work in Occupied Facilities:
VIMS requires Contractors performing work in occupied facilities to issue a permit for hot work activities in accordance with their in-house safety program requirements.

- The Contractor will establish acceptable time limits for duration of hot work permits IAW guidelines in ANSI Z49.1 and NFPA 51B.
- Fire watches shall remain in place for at least one (1) hour after the completion of all activities associated with the hot work.
- Hot work permits must be submitted to VIMS PM for review to ensure all hot work safety concerns are addressed per requirements in OSHA regulations and standards (29CFR 1926, Subpart J; ANSI 49.1)
- The VIMS PM will provide routine oversight of hot work and may stop work if a serious safety concern is observed until the concern is resolved.

L.3.8.4 Submission of Project Safety Plans:
The Project Safety Plan will be submitted and approved before a Notice to Proceed will be granted

L.3.9 Security Requirements

- The Contractor is responsible to provide employee identification to assure that only authorized personnel and vehicles/equipment are accessing the project site.
- An “interlocking padlock” system will be used at the site gate to allow VIMS personnel immediate response capability in the event an emergency occurs within the site. The VIMS PM will provide the campus lock. Keys will be secured with VIMS Security and VIMS Office of Safety and Environmental Programs for emergency use.
- A phone roster of permanent project personnel to receive e-mail/cell phone voice mail messages in the event of a campus emergency will be provided to the VIMS PM prior to the start of construction. The

permanent personnel will be responsible to provide alert notification to all personnel on site per contractor determined procedures. Data columns for the roster are as follows:

- First name
- Last name
- Home phone
- Work phone
- Mobile phone
- E-Mail address

L.3.10 Site Maintenance Standards

- Sites will be continuously maintained for police and repair of site facilities to include trailers, storage containers, fencing, storage of materials, and emptying of trash containers.
- Deficiencies noted by and through the VIMS PM will be corrected within 24 hours.

L.3.11 Storm Water / E&S Compliance

- A copy of storm water and erosion and sediment control drawings will be maintained on site at all times.
- Storm water and erosion and control measures will continuously be maintained in accordance with the contract documents and State of Virginia Storm Water and Erosion and Sediment Regulations.
- Deficiencies noted by DEQ inspections and or the PM/CM will be corrected within 24 hours. Repeated deficiencies leading to two consecutive deficiency findings during periodic inspections will be sufficient basis to withhold 1% retainage from the next monthly invoice until corrections are made.

L.3.12 Utility Outage/Building System Outage Coordination

- The Contractor shall submit a written Utility Outage/System Testing Notice and give the notice to the PM for FM to schedule an outage.
- Temporary interruption of underground utilities and/or of building services must be coordinated 10 days in advance.
- Requests submitted less than 10 days in advance will be processed contingent on the ability of VIMS Department of FM to notify end users/affected activities.
- The Contractor shall not proceed with a utility outage or system testing before receiving authority from VIMS Department of FM.

L.3.13 Worker Behavior/Decorum

Contractor personnel will refrain from contact with students, faculty and staff other than for that interaction necessary for the execution of their contract responsibilities. Expressly prohibited is contact in the form of harassment, whistles, cat-calls, comments, gestures or any form of uninvited communication. Any violation of this policy will result in immediate and permanent removal of violators from the campus project site. To be clear, uninvited communication is a one strike policy.