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17 PROJECT CO-ORDINATION

17.1 GENERAL

17.1.1 Scope

- 1 This Part specifies the co-ordination activities for which the Contractor is responsible.
- 2 Related Parts and Sections are as follows:

This Section

Part 01 General
Part 18 Other Contractors
Part 19 Regulatory Requirements

17.1.2 Responsibility

- 1 The Contractor shall be responsible for the proper co-ordination of all his activities associated with the construction of the Works including that required between the Engineer, utility owners, government departments, sub-contractors and other contractors.
- 2 No major operations shall be commenced or work outside the usual working hours be carried out without the consent in writing of the Engineer or without full and complete notice also in writing being given to him sufficiently in advance of the time of operation so as to enable him to make such arrangements as he may deem necessary for its inspection.

17.2 CO-ORDINATION

17.2.1 Contractor's Activities

- 1 The Contractor shall undertake the following co-ordination activities:
 - (a) Co-ordinate construction activities under the various Sections of these Specifications to assure efficient and orderly installation of each part of the Works.
 - (b) Co-ordinate construction operations included under the various Sections of this Specification that is dependent upon each other for proper installation, connection, and operation.
 - (c) Where installation of one part of the Work is dependent on installation of other components, either before or after its own installation, the Contractor shall prepare schedules and construction activities in the sequence required to obtain the best results.
 - (d) Where availability of space is limited, co-ordinate installation of different components to assure maximum accessibility for required maintenance, service and repair.
 - (e) Make adequate provisions to accommodate items scheduled for later installation.
 - (f) Where necessary, prepare memoranda for distribution of each party involved outlining special procedures required for co-ordination; include such items as required notices, reports and attendance at meetings.
 - (g) Prepare similar memoranda for the Engineer, separate contractors and sub-contractors where co-ordination of their work is required.

- (h) Take special care and precautions for specific co-ordination requirements for the installation of plant and items of equipment.
- (i) Co-ordinate the scheduling and timing of required administrative procedures with other construction activities to avoid conflicts and ensure orderly progress of the work.

17.2.2 Sub-Contractors

- 1 The Contractor is responsible for co-ordinating the work of his sub-contractors in all respects.

17.2.3 Other Contractors

- 1 The Contractor shall co-ordinate his work as necessary with other contractors in accordance with the relevant provisions of Part 18, Other Contractors, of this Section.

17.2.4 Other Ministries

- 1 The Contractor shall co-ordinate his work as necessary with other Ministries in accordance with the relevant provisions of Part 19, Regulatory Requirements, of this Section.

17.2.5 Liaison with the Public Utility Authorities and other Contractors

- 1 The Contractor shall liaise with all public utility authorities for water, electricity, telephones, etc and shall:

- (a) Provide public utility authorities with storage areas where applicable.
- (b) Assist in unloading of stores and equipment.
- (c) Ensure that all services or diversions of services are installed under the carriageway and footways before they are surfaced.
- (d) Work out an overall programme for any works to be carried out by public utility authorities and ensure that this programme is maintained.
- (e) Keep public utility authorities informed of the Contractor's own progress.
- (f) Arrange for supply of services for all the affected permanent and temporary accommodation, buildings, shops, trading areas etc even if it is not clearly mentioned in the Project Documentation for the duration for the Contract:
- (g) Give the appropriate public utility authority adequate notice in writing that he intends to install dry ducts so that a representative of the utility concerned may attend the installation and record the location of the ducts together with the Contractor.

- 2 The Contractor shall make do allowance for carrying out the works, whilst public utility authorities are working on the Site, during the Contract period. This due allowance shall include programming of the works to suit the programmes of the public utility authorities.

- 3 The Contractor shall at all times be responsible for the compliance with these requirements of his sub-contractors.

- 4 Before final surfacing of any carriageways or footways takes place, the Contractor is responsible for ascertaining from all public utility authorities that their underground works have been completed. In the event that the Contractor failing to carry out this obligation to the satisfaction of the Engineer and completed surfacing is subsequently disturbed, the Engineer may instruct the Contractor to carry out work at his own expense.

END OF PART

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