ALLIANZ COMMERCIAL

Wood Construction Information Request

Client:

Project’s name:

Version	Valid from	Key changes
1.0	14.12.2023	First publication

As construction projects involving wood based products (frame or Mass Timber) have unique risks, detailed information is requested to ensure that the minimum risk control programs are in place.

Generally, for construction of “non-combustible” buildings (construction involving concrete, steel, etc.) we request the following minimum information for review:

- Application/Builders Risk questionnaire or equivalent – Document(s) to include at least project type/description, construction type/materials, main contractors/firms, location and project term
- Geotechnical or soils report
- Project values (detailed only if available) – Minimum should be the breakdown between Hard Costs, Soft Costs and DSU.
- Schedule
- Site Plan
- Construction Design / Methods

Additionally, for wood construction we request responses to the questions below. The answers to the listed questions may be outlined in various site management documents. Please **provide all documents for our review** supporting your affirmative answers to the questions below but also related to the general information requested above. A list of the project documents where such information is typically addressed follows the questions.

Questions

Structure details

Describe or provide documents addressing the structure(s) to be constructed:

- What is the wood construction type?
- Is Mass Timber the primary (or only) structural framing material?
- What materials are used for the main structural elements: columns, beams, walls, other?
- If the project is proposed as a hybrid with traditional structural materials combined with Mass Timber, what percentage of the building is wood?
- What type of Mass Timber is used for the structural frame (Glue Laminated Timber, Cross-Laminated Timber, Nail-laminated timber, Mass Timber panel system, etc.)?
- What is the method statement of the Mass Timber build, including details of permanent fire stopping?
- Is there a 3D model (BIM) for coordination and design?
- What are the types/frequency of on-site third-party inspections, audits, QA/QC?

Response:

Wood construction experience

Describe the experience of the project team as it relates to this type of wood construction:

- What is the experience of the Owner, Design Team, and Consultants with the proposed type of system?
- What is the experience of the Contractor and the proposed project team with executing and completing Mass Timber buildings?
- What is the experience of the proposed Manufacturer (length of time in business, number of completed projects) fabricating and supplying the intended system?
- What is the availability, experience and capability of Subcontractors or Crew placing the intended system?

Response:

Wood components

Describe or provide documents regarding the wood components to be incorporated into the building:

- What is the percent completion of the wood component design?
- Has a building permit been obtained?
- Where will wood components be manufactured?
- How does the Manufacturer monitor production and quality control? Is there a regulated QA/QC system in place?
- What is the Code by which the Mass Timber will be manufactured (ANSI, CSA, etc.)?
- In the event of a supplier disruption, is there more than one “approved” source for the timber building components?
- Have other timber projects been completed within this jurisdiction?
- Are protective coatings being applied to mass timber elements (to reduce water or fire damage exposures)?
- Are termite chemical treatments applied on wood or soil if the location may be exposed?
- Are these coatings being installed in the mass timber manufacturer’s facility, on site or both?
- Will the manufacturer have a representative on site during installation and how often will the representative be present on site?

Response:

Wood component transportation

Describe communication and coordination methods between contractor and manufacturer prior and during transport:

- Is there any offsite storage of mass timber? If yes, please detail the address of offsite storage
- What is the approx. value of mass timber materials stored?
- Are there any pre-assembly or additional fabrication at offsite storage locations?
- How will materials be unloaded?
- Describe protocol for inspection of stored materials

Response:

Wood component installation

Describe or provide documents addressing the installation of wood components:

- What is the manufacturer's representative involvement during installation?
- Is there a detailed rigging plan, especially as it pertains to large panel and timber building components?
- How are installed components, primarily floors and roof panels, protected from water exposure prior to the building "dry-in"?
- Will the project require temporary heating during construction? If yes, describe type and fuel source.

Response:

Wood component storage

Describe or provide documents addressing the handling and storage of wood components:

- What moisture and humidity controls are in place at the material storage location?
- How is the material storage location protected from flooding?
- What materials will be stored or stockpiled on site?
- What is the expected quantity of materials stored on site and what is the expected storage duration?
- How are individual wood components protected (individually wrapped, etc.)?
- Will moisture monitoring be conducted on site?

Response:

Loss prevention & protection measures

Describe or provide documents (such as a Fire Prevention plan) addressing the following measures to be implemented:

- Is there a Fire Safety Coordinator identified for this project who will be responsible for all the fire safety issues on site for the entire construction period?
  How often will he/she be present on site?
- What is the required fire-resistance rating of structural elements: columns, beams, bearing walls, floor, roof?
- How are the fire-resistance ratings of the above members achieved?
- [multiple choice “inherent resistance/charring, cover e.g. gypsum, other, describe”]
- What firefighting equipment will be installed on site during/throughout construction?
    - Portable fire extinguishers?
    - Fire hose reels?
    - Temporary sprinkler coverage?
    - Standpipes hydrants?

Prior to erection of the wood components, are public or private fire hydrants available, charged and ready for use?

For multi-story structures how closely will dry or wet standpipes follow the floor under construction?

- Are there any mobile fire detection systems installed during the construction phase?
- When will the sprinkler system be installed and activated?

- What consideration has been given to leak detection systems/means of rapid isolation of the water services?
- Will an emergency response plan be implemented? Describe internal emergency response organization and training programs.
- Describe coordination with the local fire department including site visits and emergency action plans.
- Describe or provide an example of the temporary electrical system guidelines for the project site.
- Describe or provide an example document regarding the smoking controls and enforcement for the project.
- Describe or provide an example of the Hot Work Safety measures/permit which will be implemented during the erection of the building.
- Describe plan for removal of debris and housekeeping measures during construction.
- Describe policies and restrictions on the site for such items/activities as open flame heaters, open burning, accumulation of combustible materials and rubbish, flammable material storage, etc.?
- Describe or provide documents addressing the site supervision and security (watchman service and times when present, patrol frequency, fencing, access control, lighting, cameras, etc.).
- When will site security measures start and terminate relative to construction start and termination date?
- What is the plan when a heavy rain or snow event occurs off hours?
- Will steel members be painted or coated to avoid rust staining of the timber?
- Will there be a temporary roof installed when Mass Timber roof panels are installed?

Response:

Responsible Person Completing Application:

Typical Supporting Documents (please provide when applicable):

- Fire Safety Planning Documents (such as Fire Prevention Plan)
- Water Control and Mitigation Plan
- Risk Control Plan
- Logistics Plan
- Hot Work Permit Plan
- Self-Inspection Checklists
- Water management Plan
- Security Plan
- Safety Planning Document (especially for site prohibitions)
- Materials Handling Pl