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USACE / CESAJ

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DEPARTMENT OF THE ARMY
U.S. ARMY CORPS OF ENGINEERS

CESAJ 01500 (Oct 2002)

Superseding
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Coordinated with
UFGS 01500A (February 1997)

JACKSONVILLE DISTRICT LOCAL MASTER GUIDE SPECIFICATION

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SECTION 01500

TEMPORARY CONSTRUCTION FACILITIES
10/03

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NOTE: This guide specification covers the requirements for temporary construction facilities.

Comments and suggestions are welcome. Using E-mail for feedback is encouraged. Comments should be directed to:

Engineering Division, Design Branch, Specifications Section.

ALL COMMENTS RECEIVED WILL BE DISSEMINATED TO THE PROPER OFFICE FOR RESPONSE.
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PART 1 GENERAL

1.1 SUMMARY

In addition to Construction Facilities this Section covers:

Temporary Utilities
Construction Aids
Vehicular Access and Parking
Project Identification

See Section 01355 ENVIRONMENTAL PROTECTION for requirements including silt control, trailer placement, fueling restrictions, dust control, solid waste, and clean-up. Upon completion of project, clean-up and restore area in accordance with Clause CLEANING UP of Section 00700 CONTRACT CLAUSES.

a. Construction Facilities include, but are not limited to, the following:

(1) Contracting Officer's Field Office
(2) Contractor Offices

(3) Information Bulletin Board
(4) Material and Equipment Storage Area
(5) Fueling Area
(6) Secured Storage Area
(7) Employee Parking Area
(8) Debris Container (dumpster)
(9) Construction Signage to include Project Sign; Safety Sign; and, Construction Warning Signs

b. Temporary Utilities include, but are not limited to, the following:

(1) Water
(2) Electric
(3) Sewage
(4) Communications
(5) Lighting

1.2 REFERENCES

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NOTE: Issue (date) of references included in project specifications need not be more current than provided by the latest change to this guide specification
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The publications listed below form a part of this specification to extent referenced. The publications are referred to in text by basic designation only.

AMERICAN NATIONAL STANDARDS INSTITUTE (ANSI)

ANSI C2	(1997) National Electrical Safety Code

FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT)

FDOT	(2000) Standard Specifications for Road and Bridge Construction

NATIONAL FIRE PROTECTION ASSOCIATION (NFPA)

NFPA 70	(1999) National Electrical Code

U.S. ARMY CORPS OF ENGINEERS (USACE)

COE CESAJR 58-1-1	(1993) Motor Transportation - Administrative Vehicle Management - General
COE CESAJR 385-1-1	(1998) Safety and Occupational Health Program
COE EM 385-1-1	(2003) U.S. Army Corps of Engineers Safety and Health Requirements Manual

1.3 SUBMITTALS

Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for information only. Within

30 days following date of receipt of Notice to Proceed and prior to mobilization to site submit following in accordance with Section 01330 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Mobilization/Demobilization Plan

Plan shall include, but not be limited to, the following:

a. Mobilization Requirements:

(1) Methods, equipment and materials
(2) Connection of utilities
(3) Placement of site facilities and temporary controls
(4) Construction of facilities

b. Demobilization Requirements (methods, equipment and materials required to clean-up and restore site at project conclusion):

(1) Collection, recycle and disposal of solid waste
(2) Contract-generated material
(3) Utility disconnection
(4) Removal of Contractor facilities
(5) Repair and restoration of site (i.e., fences, roads, or permanent facilities)

Security Plan

Prepare a Security Plan for Contracting Officer describing site security as follows:

a. Day and night security
b. Weekend and holiday security
c. General security duties

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NOTE: DELETE THE FOLLOWING IF NOT APPLICABLE. REMEMBER, THIS ITEM MUST BE APPROVED BY PROJECT MANAGEMENT IN WRITING PRIOR TO ITS USE.

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Manufacturer's Literature for Equipped Boat, Trailer, and Hand-Held Radios

Within 20 calendar days after date of Notice of Award, the Contractor shall submit manufacturer's literature of all items to be furnished for exclusive use of Government personnel.

SD-02 Shop Drawings

Contractor's Temporary Facilities

General layout sketch of temporary site facilities shall include, but not be limited to, the following:

a. Trailer locations
b. Parking areas

c. Material storage
d. Equipment lay down area
e. Areas for gravel
f. Fuel areas
g. Supplemental or other staging area
h. Temporary well, water supply
i. Septic field or holding tanks, port-a-lets
j. Contaminated water handling
k. Concrete cleaning area and methods of disposal
l. Fences -- location and dimensions, entrance and exit points, and details of installation
m. Explosives storage

Contracting Officer's Field Office Trailer

Supplier or Manufacturer scale drawings of trailer floor plans for Contracting Officer's Field Office. Plans should show a minimum of two offices, toilet, and conference area.

Temporary Electric Drawings

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NOTE: Fill in blank with name of Power Company source; i.e., Florida Power & Light (FP&L).
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Electricity supply and lighting - from [ ] transformer source sketch layout locations, fixtures, and materials, to include outdoor lighting as described in subparagraph "Electric Power" below.

[Construction Drawings; G|[COR][ED]

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NOTE: For use on large complex structures or other jobs that have unique features such as access and land area restrictions. Select appropriate reference(s).
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Contractor shall prepare and furnish six (6) copies each of Construction Drawings for approval at least 20 calendar days before work on the applicable feature is commenced. Prepare construction drawings in accordance with the paragraph SUBMITTAL PROCEDURES of Section 01330 SUBMITTAL PROCEDURES, and consisting of the following features:

[a. Plant Layout. The Contractor shall submit drawings for the structure area to show his plant layout, storage/area yards, shops, offices, concrete batching and mixing plant location, access and haul roads, and other pertinent features. The drawings shall also show the general features of the aggregate processing plant; aggregate transporting, storage and reclaiming facilities; aggregate rinsing and dewatering plant, if required; coarse aggregate rescreening plant, if required; concrete conveying and placing plant; and, when precooling of concrete is required, the cooling plant. The drawings shall appropriately show the capacity of each major feature of the plant including the rated capacity of the aggregate production plant in tons per hour of fine and coarse

aggregates; rated capacity of the aggregate transporting, storage and reclaiming facilities; volume of aggregate storage; capacity of cement and pozzolan storage; rated capacity of the concrete batching and mixing plant in cubic yards per hour; rated capacity of the concrete transporting and placing plant in cubic yards per hour; and, when used, rated capacity of plant for precooling of concrete.]

[b. Excavation Plan. The Contractor shall submit drawings showing the structure excavation area with details of his plan for excavation to include slopes, lines, grades, and shoring required for the structure excavation.]

[c. Dewatering Plan. Refer to paragraph [ ] of Section [ ] [ ] for data to be furnished. This plan is to be furnished for information purposes only and the Contractor is solely responsible for the technical and operational features of his dewatering system.]]

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NOTE: THE FOLLOWING WILL BE DELETED IN ITS ENTIRETY IF NOT APPLICABLE; REMEMBER, THIS ITEM MUST BE APPROVED BY PROJECT MANAGEMENT IN WRITING PRIOR TO ITS USE.
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SD-07 Certificates

Boat Operator's License

Within 30 calendar days after date of receipt of Notice to Proceed, the Contractor shall furnish proof of the operator's license.

1.4 EXISTING UTILITIES

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NOTE: Edit paragraph accordingly.
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Nearest electric line is [FP&L located at]. Contractor is responsible for electricity from transformer. Nearest telephone line is at [ ]. There is no potable water, sanitary sewer, or natural gas available at the site. Contractor is responsible for furnishing at the project site.

1.4.1 Water

In addition to the above, the Contractor shall provide and maintain at his own expense an adequate supply of water for his use for construction, and to install and maintain necessary supply connections and piping for same, but only at such locations and in such manner as may be approved by the Contracting Officer. The Contractor shall also provide and maintain his own temporary toilet and washing facilities. Toilet and washing facilities shall be installed and maintained in a location approved by the Contracting Officer. Refer to paragraph AVAILABILITY AND USE OF UTILITY SERVICES below.

1.4.2 Electricity

In addition to the above, all electric current required by the Contractor shall be furnished at his own expense. All temporary lines will be furnished, installed, connected, and maintained by the Contractor in a workmanlike manner satisfactory to the Contracting Officer and shall be removed by the Contractor in like manner at his expense prior to completion of the construction. Refer to paragraph AVAILABILITY AND USE OF UTILITY SERVICES below.

1.5 TEMPORARY SERVICES

Furnish following services for Contracting Officer's Field Office:

a. Janitorial service
b. Lawn service
c. Waste removal
d. Office Services -- Photo-static copy machine

1.6 RESIDENT MANAGEMENT SYSTEM (RMS)

Contractor shall use Government-furnished Construction Contractor module of RMS, referred to as Quality Control System (QCS), software for construction information management (CIM). QCS will be the latest version of "QCS" which is personal computer based. Additional information will be provided to the Contractor at the Preconstruction Conference. Refer to Section 01312 QUALITY CONTROL SYSTEM (QCS).

1.7 BRIDGE-TO-BRIDGE COMMUNICATION

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NOTE: Delete if Not Applicable.
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In order that radio communication may be made with passing vessels, all dredges/marine equipment engaged in work under this contract shall be equipped with bridge-to-bridge radio telephone equipment. The radio equipment shall operate on a single channel very high frequency (VHF), FM, on a frequency of 156.55 MC per second with low power output having a communication range of approximately ten miles. The frequency has been approved by the Federal Communications Commission. Channels #13 and #16 must be monitored at all times.

PART 2 PRODUCTS

2.1 CONTRACTING OFFICER'S FIELD OFFICE TRAILER

Trailer in first class condition, not greater than two years old, with a minimum total space of 600 square feet.

2.2 CONSTRUCTION PROJECT SIGNS

Refer to paragraph BULLETIN BOARD, PROJECT SIGN, AND PROJECT SAFETY SIGN below and the web site indicated in paragraph CONSTRUCTION FORMS AND DETAILS below.

2.2.1 Haul Road Traffic and Construction Warning Signs

1/2 inch HDO plywood, or aluminum sheet, conforming to FDOT Section 700

Uniform Traffic Manual Standard Signs, non-standard signage high visibility orange with black lettering. Orange fabric mesh acceptable for temporary survey crew use.

2.3 STORAGE CONTAINERS

Welded steel construction, locking, shipping containers or equal.

2.4 QCS HARDWARE AND SOFTWARE REQUIREMENTS

Refer to Section 01312 QUALITY CONTROL SYSTEM (QCS).

PART 3 EXECUTION

3.1 GENERAL REQUIREMENTS

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NOTE: This guide specification includes requirements which may be included in projects when applicable. Requirements will be added, deleted, or modified as necessary to meet project requirements.

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3.1.1 Identification of Employees

The Contractor shall be responsible for furnishing to each employee, and for requiring each employee engaged on the work to display, identification as approved and directed by the Contracting officer. Prescribed identification shall immediately be delivered to the Contracting Officer for cancellation upon release of any employee. When required, the Contractor shall obtain and provide fingerprints of persons employed on the project. Contractor and subcontractor personnel shall wear identifying markings on hard hats clearly identifying the company for whom the employee works.

3.1.2 Employee Parking

a. Park employee's vehicles in areas designated by Contractor, away from construction traffic, within reasonable walking distance of site. Maintain area free of ruts, mud holes and puddles. Place gravel where required by deteriorated conditions.

b. Provide Contracting Officer six gravel parking spaces at Contracting Officer's Field Office. Place parking signs reserved for use of Contracting Officer and visitors. Contractor shall maintain these spaces clear of other vehicles.

c. Contractor should protect unattended equipment as it may be subject to vandalism.

d. Storage trailers and storage area with Government material should be locking type with lighting.

3.1.3 Onsite Information

Keep copy of contract drawings, specifications, and other contract documents at Contractor's Office onsite, available for use at all times.

3.1.4 Janitorial Services

a. Daily -- Sweep; empty wastebaskets; service toilets
b. Weekly -- Mop floors; sanitize toilet seats
c. Monthly -- Wash floors, windows (inside and out)
d. Cut grass as needed to keep below 3 inches high

3.2 AVAILABILITY AND USE OF UTILITY SERVICES

Install temporary facilities and utilities in accordance with ANSI C2, COE CESAJR 385-1-1, COE EM 385-1-1, NFPA 70. Obtain necessary construction, building, zoning, or soil erosion and sediment control approvals required by local authorities and utility companies. Equip trailer(s) with wind tie downs in accordance with local wind and building code requirements.

3.2.1 Lighting

Electric light, non-glare type luminaries to provide a minimum illumination, level of 30-foot candles at desk height level. Comply with temporary lighting, wiring and Ground Fault Circuit Interrupter (GFCI) requirements found in COE EM 385-1-1.

3.2.2 Heating and Cooling

Adequate equipment to maintain internal ambient air temperature of 75 degrees F in 105 degrees F and 70 degrees F in 30 degrees F. Equip trailer(s) with smoke alarms. If bottled gas is used to heat, equip trailer(s) with carbon monoxide alarms.

3.2.3 Water

Non-potable well water may be used to flush toilets, dish and hand washing. Provide bulk potable water storage tanks or provide bottled water for drinking.

3.2.4 Fire Extinguisher

Refer to COE EM 385-1-1. Non-toxic, dry chemical, fire extinguisher meeting Underwriters Laboratories, Inc., approval for Class A, Class B, and Class C fires with a minimum rating of 2A; 10B; and 10C.

3.2.5 Utility Lines

Install, connect and modify temporary lines as coordinated with owning utility. Conform requirements in accordance with ANSI C2 and NFPA 70 for Temporary Electric Lines. Remove temporary line at completion of project.

3.2.6 Electric Power

Provide Contracting Officer's Field Office sufficient continuous power and electric supply to assure operation of systems, including computer, light and HVAC. Provide electrical service and transformers sufficient to operate heating/air conditioning units. Electrical power shall be purchased directly by Contractor.

3.3 BULLETIN BOARD, PROJECT SIGN, AND PROJECT SAFETY SIGN

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NOTE: VERIFY THE NEED ON DREDGING/SHORE

PROTECTION/BEACH EROSION CONTROL PROJECTS.
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3.3.1 Bulletin Board

Immediately upon beginning of work, the Contractor shall provide a weatherproof glass-covered bulletin board not less than 36 by 48 inches in size for displaying the Equal Employment Opportunity poster, a copy of the wage decision contained in the contract, Wage Rate Information poster, and other information approved by the Contracting Officer. The bulletin board shall be located at the project site in a conspicuous place easily accessible to all employees, as approved by the Contracting Officer. Legible copies of the aforementioned data shall be displayed until work is completed. Upon completion of work the bulletin board shall be removed by and remain the property of the Contractor.

3.3.2 Project and Safety Signs

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NOTE: WHEN CONSTRUCTION PROJECT SIGNS ARE NEEDED IN CONJUNCTION WITH DREDGING/SHORE PROTECTION/BEACH EROSION CONTROL PROJECTS, ADD THE SENTENCE IN BRACKETS; REMEMBER TO DELETE BRACKETS.
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The requirements for the signs, their content, and location shall be as indicated on the web site indicated in paragraph CONSTRUCTION FORMS AND DETAILS below. The signs shall be erected within 15 days after receipt of the Notice to Proceed. The data required by the safety sign shall be corrected daily, with light colored metallic or non-metallic numerals. [The Safety Scoreboard sign shall be used on board the dredge in lieu of the safety performance sign.] Upon completion of the project, the signs shall be removed from the site.

3.4 PROTECTION AND MAINTENANCE OF TRAFFIC

During construction the Contractor shall provide access and temporary relocated roads as necessary to maintain traffic. The Contractor shall maintain and protect traffic on all affected roads during the construction period except as otherwise specifically directed by the Contracting Officer. Measures for the protection and diversion of traffic, including the provision of watchmen and flagmen, erection of barricades, placing of lights around and in front of equipment and the work, and the erection and maintenance of adequate warning, danger, and direction signs, shall be as required by the State and local authorities having jurisdiction. The traveling public shall be protected from damage to person and property. The Contractor's traffic on roads selected for hauling material to and from the site shall interfere as little as possible with public traffic. The Contractor shall investigate the adequacy of existing roads and the allowable load limit on these roads. The Contractor shall be responsible for the repair of any damage to roads caused by construction operations.

3.4.1 Barricades

The Contractor shall erect and maintain temporary barricades to limit public access to hazardous areas. Such barricades shall be required whenever safe public access to paved areas such as roads, parking areas or sidewalks is prevented by construction activities or as otherwise necessary to ensure the safety of both pedestrian and vehicular traffic. Barricades

shall be securely placed, clearly visible with adequate illumination to provide sufficient visual warning of the hazard during both day and night.

3.5 HAUL ROADS

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NOTE: To be used when contract requires construction of haul road for construction projects. This paragraph is not applicable to DREDGING/SHORE PROTECTION/BEACH EROSION CONTROL projects.

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The Contractor shall, at its own expense, construct access and haul roads necessary for proper prosecution of the work under this contract. Haul roads shall be constructed with suitable grades and widths; sharp curves, blind corners, and dangerous cross traffic shall be avoided. The Contractor shall provide necessary lighting, signs, barricades, and distinctive markings for the safe movement of traffic. The method of dust control, although optional, shall be adequate to ensure safe operation at all times. Location, grade, width, and alignment of construction and hauling roads shall be subject to approval by the Contracting Officer. Lighting shall be adequate to assure full and clear visibility for full width of haul road and work areas during any night work operations. Upon completion of the work, haul roads designated by the Contracting Officer shall be removed.

Whenever practical, one-way haul roads shall be used on this contract. Haul roads built and maintained for this work shall comply with the following:

a. One-way haul roads for off-the-road equipment; e.g., belly dumps, scrapers, and off-the-road trucks shall have a minimum usable width of 25 ft. One-way haul roads for over-the-road haulage equipment only (e.g., dump trucks, etc.) may be reduced to a usable width of 15 feet. When the Contracting Officer determines that it is impractical to obtain the required width for one-way haul roads (e.g., a road on top of a levee), a usable width of not less than 10 feet may be approved by the Contracting Officer, provided a positive means of traffic control is implemented. Such positive means shall be signs, signals, and/or signalman and an effective means of speed control.

b. Two-way haul roads for off-the-road haulage equipment shall have a usable width of 60 feet. Two-way haul roads for over-the-road haulage equipment only may be reduced to a usable width of 30 feet.

c. Haul roads shall be upgraded and otherwise maintained to keep the surface free from potholes, ruts, and similar conditions that could result in unsafe operation.

d. Grades and curves shall allow a minimum sight distance of 200 feet for one-way roads and 300 feet for two-way roads. Sight distance is defined as the centerline distance an equipment operator (4.5 feet above the road surface) can see an object 4.5 feet above the road surface. When conditions make it impractical to obtain the required sight distance (e.g., ramps over levees), a positive means of traffic control, indicated above, shall be implemented.

e. Dust abatement shall permit observation of objects on the roadway at a minimum distance of 300 feet.

f. Haul roads shall have the edges of the usable portion marked with posts at intervals of 50 feet on curves and 200 feet maximum elsewhere. Such markers shall extend 6 feet above the road surface, and for nighttime haulage, be provided with reflectors in both directions.

3.6 CONTRACTOR'S TEMPORARY FACILITIES

3.6.1 Contractor Field Office

Provide on-site field office of sufficient size and staff capability to manage project activities. Provide communications and computer capabilities to manage the work, including implementing QCS (refer to Section 01312 QUALITY CONTROL SYSTEM (QCS)), facsimile, electronic mail, reproduction, to schedule and cost tracking. Contractor's field office should include a conference area with table and chairs to accommodate a minimum of 8 people. Provide handicap access with a 1 on 12 ramp and gravel parking spot marked with handicap parking sign.

3.6.2 Appearance of Trailer(s)

Trailer(s), used for both office and material storage purposes, shall be clean, neat exterior appearance and in good repair. Trailer(s) requiring exterior painting or maintenance will not be allowed on site until determined satisfactory by Contracting Officer.

3.6.3 Storage Area

Provide temporary six-foot high chain link fence for storage containers, trailers or sheds containing Government property. Fence posts may be driven. Ground chain link fence against lightning. Store Contracting Officer's property, owned materials and equipment within fenced storage area. Store small size Government property, equipment, tools, materials in locked steel containers. No Government property and materials shall be stockpiled outside fence in preparation for next day's work. Park mobile equipment, tractors, wheeled lifting equipment, cranes, trucks, and like equipment, within fenced areas on weekends.

3.6.3.1 Maintenance of Storage Area

Fencing shall be kept in a state of good repair and proper alignment. Should the Contractor elect to traverse, with construction equipment or other vehicles, grassed or unpaved areas which are not established roadways, such areas shall be covered with a layer of gravel as necessary to prevent rutting and the tracking of mud onto paved or established roadways; gravel gradation shall be at the Contractor's discretion. Grass located within the boundaries of the construction site shall be mowed for the duration of the project. Grass and vegetation along fences, buildings, under trailers, and in areas not accessible to mowers shall be edged or trimmed neatly.

3.6.4 Waste Storage

Provide dumpsters or suitable debris containers. Prevent wind blown trash; cover as needed. Dispose of offsite when needed. Refer to Section 01355 ENVIRONMENTAL PROTECTION.

3.6.5 Fuel Storage and Fueling Operations

Refer to Section 01355 ENVIRONMENTAL PROTECTION. Provide light when fueling at night.

3.7 SECURITY PLAN

Provide site security person at all times when there are no on-site activities. Maintain 24-hour security during weekends and holidays. Site security shall include, but not be limited, to:

a. Limit vehicular access to authorized vehicles and personnel only.

b. Limit public access to travel along access road only. Access road shall be kept closed at all times except for passage of authorized personnel and vehicles.

c. Maintain a list of authorized personnel and subcontractors available at site offices.

d. Maintain a sign-in log documenting visitors, deliveries, and security incidents. Include date, name, address, company, time in and time out for each employee and visitor.

e. Check fenced areas, equipment, trailers on a daily basis. If damage is observed or vandalism is found report to Contracting Officer.

3.7.1 Visitors

No visitors will be allowed on site without knowledge of Contractor and permission of Contracting Officer. Direct visitors to report upon arrival to Contractor's Field Office for site safety and accident prevention briefing. Provide visitors appropriate protective equipment (i.e., ear plugs, safety glasses, etc.).

3.8 TEMPORARY PROJECT SAFETY FENCING

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NOTE: DELETE IF NOT APPLICABLE.
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As soon as practicable, but not later than 15 days after the date established for commencement of work, the Contractor shall furnish and erect temporary project safety fencing at the work site. The safety fencing shall be a high visibility orange colored, high density polyethylene grid or approved equal, a minimum of 42 inches high, supported and tightly secured to steel posts located on maximum 10 foot centers, constructed at the approved location. The safety fencing shall be maintained by the Contractor during the life of the contract and, upon completion and acceptance of the work, shall become the property of the Contractor and shall be removed from the work site.

3.9 CONSTRUCTION FENCING AND DANGER SIGNS

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NOTE: DELETE IN ITS ENTIRETY IF NOT APPLICABLE.; HOWEVER, IF APPLICABLE, FOR WORK IN PUERTO RICO/VIRGIN ISLANDS, ADD SENTENCE IN BRACKETS. IF WORK IS STRICTLY STATESIDE, DELETE SENTENCE IN

BRACKETS.
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a. The Contractor shall furnish, install, and maintain barbed wire fencing along the entire right-of-way lines. The fence shall be installed prior to construction. The fence shall contain a minimum of four strands of barbed wire and be at least 4 feet in height. Access gates (size and quantity determined by the Contractor) shall be provided to permit movement of machinery and equipment. The fence shall be grounded to reduce possibilities of electrical shock. The fence shall be maintained to restrain the public until completion of construction.

b. The Contractor shall furnish 28 danger signs, as indicated on the sketch on the web site indicated in paragraph CONSTRUCTION FORMS AND DETAILS below, and post them on the fence at locations directed by the Contracting Officer. The signs shall be of the format, style, and minimum size indicated, shall be neatly and sturdily constructed, and shall be securely erected in a workmanlike manner to support the sign properly for the life of the contract. [For work in Puerto Rico and the Virgin Islands, Contractor is required to post both the English and Spanish version of the sign. The signs shall be posted together.]

c. Upon completion of construction and when so directed by the Contracting Officer, the fencing and signs shall be removed by the Contractor during the final cleanup process. The fencing and signs shall be disposed of by the Contractor in a manner satisfactory to the Contracting Officer.

3.10 CONTRACTING OFFICER'S FIELD OFFICE

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NOTE: DO NOT USE FOLLOWING PARAGRAPH UNLESS VERIFIED IN WRITING WITH DEPUTY DISTRICT ENGINEER FOR PROJECT MANAGEMENT.
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Supply and maintain lockable field office separate from Contractor for use by Contracting Officer.

3.10.1 Office Trailer

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NOTE: For all work in Puerto Rico/Virgin Islands, delete reference to "electric baseboard heat".
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a. An all metal exterior, sides and roof; double-insulated walls, floor, and roof; electric baseboard heat; self-contained, built-in air conditioning; and 110 volt wall outlets.

b. Security guard screens, screens, and blinds for all windows.

c. Toilet facility -- A separately enclosed room properly ventilated and complying with applicable sanitary codes including hot and cold running water and flush type toilet.

d. Installed during site mobilization.

3.10.2 Office Equipment

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NOTE: VERIFY BASE TRANSCEIVER WITH DEPUTY DISTRICT ENGINEER FOR PROJECT MANAGEMENT (REQUIRED IF RADIO FURNISHED IN CONTRACTOR-FURNISHED VEHICLE); HOWEVER, WILL BE DELETED IF NOT PREVIOUSLY APPROVED IN WRITING BY PROJECT MANAGEMENT.

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Provide following furnishings:

2 - Office desks with five lockable drawers (60 inches by 30 inches, laminated top) and swivel chair for each (desks should be designed for use with PCs)
1 - Conference Table with eight chairs
1 - First aid kit, wall mounted
Intercom connection to Contractor's secretarial station
1 - Fire resistant, five drawer, legal size lockable filing cabinet
2 - Five drawer, letter size lockable filing cabinets
Telephone answering machine with remote answering capability and voice time/day stamp
1 - Table to support FAX and printer
2 shelf sets - Four shelves high by 12 inches deep by 3 feet long (attachable to wall)
2 - 3' x 6' Cork Bulletin Boards
3 - 3' x 6' Dry Erase Boards
3 - Waste baskets
1 - Plan Table installed in one office (may be built in) with a minimum working surface of 4 feet by 6 feet, and draftsman stool
1 - Vertical filing plan rack sufficient for contract drawings
1 - Seven cubic foot refrigerator with freezer
1 - Microwave oven
1 - Water cooler/dispenser with minimum 3 gallon capacity
Photo-static copy machine
[1 - VHF/FM Base Transceiver, Motorola Model No. L73JJB3190 or equal (4 Channel, 110 Watt, Consolette, 146-174 MHz Frequency Range)]

3.11 ACCOMMODATIONS FOR GOVERNMENT PERSONNEL

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NOTE: DO NOT USE FOLLOWING PARAGRAPH UNLESS VERIFIED IN WRITING WITH DEPUTY DISTRICT ENGINEER FOR PROJECT MANAGEMENT.

NOTE TO SPEC WRITER: THIS PARAGRAPH IS APPLICABLE WHEN A TRAILER CANNOT BE USED DUE TO LACK OF ADEQUATE STAGING AREA AND HAS BEEN APPROVED BY DP.

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3.11.1 General

The Contractor shall furnish an Office/Efficiency Motel Room for the exclusive use of Government personnel throughout the contract period. The Office/Efficiency Motel Room shall have an AAA rating; shall be independent of any room or office used by the Contractor; and, shall be ready for Government occupancy no later than 30 calendar days after receipt of the Notice to Proceed. The Office/Efficiency Motel Room shall be located at a site convenient to the work are and as approved by the Contracting Officer.

3.11.2 Equipment

The Office/Efficiency Motel Room shall be equipped as follows:

2 - Double beds
1 - Seven cubic-foot refrigerator
1 - Table with four chairs
1 - Locking 5-drawer file cabinet (legal size) 60 inches high
Daily maid service
Fax machine with facility
Local newspaper delivered daily
Portable copy machine
Telephone

3.11.3 Utilities

The Office/Efficiency Motel Room shall include electrical power, water, and sewage. In addition to the telephone provided for the Office/Efficiency Motel Room, the Contractor shall also provide four (4) cellular telephones. Two (2) cellular telephones shall be provided for the exclusive use of Government personnel; one (1) cellular telephone shall be maintained by the Contractor at the borrow site; and, one (1) cellular telephone shall be maintained by the Contractor at the beach site. Monthly charges for long distance calls shall be reimbursed to the Contractor.

3.12 CONTRACTOR-FURNISHED BOAT AND MARINE RADIOS FOR GOVERNMENT PERSONNEL

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NOTE: DO NOT USE FOLLOWING PARAGRAPH UNLESS VERIFIED IN WRITING WITH DEPUTY DISTRICT ENGINEER FOR PROJECT MANAGEMENT.
****

3.12.1 General

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NOTE: SELECT APPROPRIATE SECTION REFERENCE.
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The Contractor shall furnish a boat, on the project site at a location protected from storms, for the exclusive use of Government personnel. The boat shall be an all aluminum, welded construction, 21-foot SeaArk (formerly Mon Ark) "Little Giant" or equal, with twin 90 horsepower outboard motors; complete with two 18 gallon fuel tanks, starting batteries, power trim and tilt, stainless steel propellers, engine controls and control station, raw water pressure gauges, voltmeters, hourmeter, trim indicator gauges, engine oil pressure gauges, tachometers, engine water temperature gauges, marine VHF/FM radio, etc. Engine instrumentation shall be duplicated for each engine, and engine controls shall be constructed/installed such that either engine may be operated if one is disabled. The boat shall be properly outfitted to meet all safety requirements of the Corps of Engineers and U.S. Coast Guard. The Contractor shall also provide an operator who possesses an appropriate U.S. Coast Guard operators license for carrying passengers on board. The Contractor shall furnish proof of the operators license within 30 calendar days after receipt of Notice to Proceed. Should the boat become inoperable, the Contractor shall furnish a suitable boat meeting the aforementioned requirements for as long as necessary until the inoperable

boat is either fixed or replaced. Should the Contractor fail to furnish the required transportation for any one day, the Contractor will be charged for the cost of alternate transportation, including operator, and the cost deducted from any amounts due the Contractor in accordance with the paragraph INSPECTION of Section [02325 DREDGING] [02391 BEACH FILL]. The Contractor shall also furnish two (2) new VHF hand-held marine radios, with chargers, for the exclusive use of Government personnel.

3.12.2 Submittal

Within 20 calendar days after award and before issuance of Notice to Proceed, the Contractor shall submit manufacturer's literature of all items to be furnished for the exclusive use of Government personnel under this clause.

3.12.3 Delivery Schedule

****
NOTE: FILL IN BLANK AND SELECT APPROPRIATE OFFICE.
****

The hand-held radios shall be delivered to the [ ] [Area] [Project] [Resident] Office within 30 calendar days after receipt of Notice to Proceed. No work will be allowed to proceed under this contract until all Contractor-furnished equipment under this clause has been furnished.

3.12.4 License and Insurance

The Contractor shall be responsible for boat license, insurance, and inspections required by the State of Florida.

3.12.5 Maintenance

The Contractor shall furnish all fuel, oil, and all parts, materials, and supplies required for the operation and maintenance of the boat. The Contractor shall perform all routine maintenance on the boat at frequencies not to exceed the manufacturer's recommended maintenance schedule. The Contractor shall schedule and provide the labor required to maintain the boat and shall have the boat washed and cleaned once a week. The motors are expected to be run a minimum of 50 hours per month.

3.12.6 Final Disposition

The boat and hand-held radios furnished under this contract will remain the property of the Contractor and, upon completion of the contract, will be returned to the Contractor.

3.13 CONTRACTOR-FURNISHED VEHICLE(S) FOR GOVERNMENT PERSONNEL

****
NOTE: DO NOT USE FOLLOWING PARAGRAPH UNLESS VERIFIED IN WRITING WITH DEPUTY DISTRICT ENGINEER FOR PROJECT MANAGEMENT.
****

3.13.1 General

****
NOTE: FILL IN BLANK.

****

The Contractor shall provide the following new and unused vehicle(s) for the exclusive use of Government personnel [on all contracts which are a part of the authorized [ ] Project], for official use only in accordance with Title 31, U.S.C. 638A(c)(2), as implemented by COE CESAJR 58-1-1. All vehicle(s) shall be manufactured in the United States and accessories shall be products of the manufacturer.

No. of Vehicles	Description
3	Utility (Passenger-Cargo) Vehicle conforming to Fed. Std. No. 292R, Class (4x4), Item 105 X/A, Option Code Nos. AC, RA, T2.
1	1/2-ton pickup truck, conforming to Fed. Std. No. 292R, Class (4x4), Item 47 IV/D, Option Code Nos. E2, T2, OT, D3, D7, GD, RA, AC.
1	Sedan conforming to Fed. Std. No. 122AD, Class II, Item 9c, Option Code Nos. E2, CR.

****

NOTE: Verify need for car radio; if used, include Base Station in equipment list of paragraph CONTRACTING OFFICER'S FIELD OFFICE above.

****

[Each vehicle shall be equipped with one VHF/FM Mobile Transceiver, General Electric Mobile Communications Model No. N3A117 or equal (16 Channel Synthesized, 110 Watt, 136-174 MHz Frequency Range).]

3.13.2 Delivery Schedule

****

NOTE: FILL IN BLANK AND SELECT APPROPRIATE OFFICE.

****

All vehicle(s) shall be delivered to the [ ] [Area] [Project] [Resident] Office within 30 calendar days after receipt of Notice to Proceed.

3.13.3 License and Insurance

****

NOTE: DELETE SENTENCE IN BRACKETS IF VEHICLE IS NOT TO BE USED ON A MILITARY INSTALLATION; HOWEVER, FILL IN BLANK IF APPLICABLE.

****

The Contractor shall be responsible for vehicle license and inspections required by the State of Florida. [He shall also provide public liability and property damage insurance and will register the vehicle(s) for entry onto [ ]].

3.13.4 Maintenance

The Contractor shall furnish all fuel, oil, tires, and all parts, materials, and supplies required for the operation and maintenance of the vehicle(s). The Contractor shall perform all routine maintenance on the vehicle(s) at frequencies not to exceed the manufacturer's recommended maintenance schedule. The Contractor shall schedule and provide the labor required to maintain the vehicle(s) and shall have each vehicle washed and vacuumed once a week. The sedan and pickup truck are expected to each be driven a minimum of 15,000 miles per year, and the other vehicle(s) are expected to each be driven a minimum of 30,000 miles per year.

3.13.5 Final Disposition

All vehicle(s) furnished under this contract will remain the property of the Contractor and, upon completion of the contract, the vehicle(s) will be returned to the Contractor.

3.14 ACCOMMODATIONS AND MEALS FOR INSPECTORS

****
NOTE: Paragraph is applicable to dredging work.
Delete in its entirety if NOT APPLICABLE.
****

a. The Contractor shall furnish regularly to inspectors, for office purposes, a suitable separate room on board the dredge or other craft upon which they are employed or, if not available thereon, shall furnish suitable alternate accommodations ashore at a location approved by the Contracting Officer, and furnish suitable transportation between the alternate accommodations and the dredge or other craft upon which they are employed.

b. If the Contractor maintains on this work an establishment for the subsistence of the Contractor's own employees, the Contractor shall, when required, furnish to inspectors employed on the work, and to all Government agents who may visit the work on official business, meals of a quality satisfactory to the Contracting Officer. The meals furnished will be paid for by the Government employees at a rate of $1.75 per person for each meal.

3.15 PLANT COMMUNICATION

Whenever the Contractor has the individual elements of its plant so located that operation by normal voice between these elements is not satisfactory, the Contractor shall install a satisfactory means of communication, such as telephone or other suitable devices. The devices shall be made available for use by Government personnel.

3.16 CLEANUP

Construction debris, waste materials, packaging material and the like shall be removed from the work site daily. Any dirt or mud which is tracked onto paved or surfaced roadways shall be cleaned away. Materials resulting from demolition activities which are salvageable shall be stored within the fenced area described above or at the supplemental storage area. Stored material not in trailers, whether new or salvaged, shall be neatly stacked when stored. Refer to Section 01355 ENVIRONMENTAL PROTECTION for solid waste and post construction clean-up.

3.17 RESTORATION OF STORAGE AREA

Upon completion of the project and after removal of trailers, materials, and equipment from within the fenced area, the fence shall be removed and will become the property of the Contractor. Areas used by the Contractor for the storage of equipment or material, or other use, shall be restored to the original or better condition. Gravel used to traverse grassed areas shall be removed and the area restored to its original condition, including top soil and seeding as necessary.

3.18 CONSTRUCTION FORMS AND DETAILS

From the Jacksonville District Home Page, click the links ORGANIZATIONS, ENGINEERING, then CONSTRUCTION FORMS AND DETAILS. See web site address www.saj.usace.army.mil/cadd/end/construction_forms_and_details.htm.

-- End of Section --