

## CONSTRUCTION MANAGEMENT PLAN

**Project:**

30 Mellen Street  
Portland, Maine 04101

**Applicant:**

Shalom House, Inc.  
106 Gilman Street  
Portland, Maine 04102

**Prepared By:**

Terradyn Consultants, LLC  
565 Congress Street, Suite 201  
Portland, Maine 04101

**Construction Manager:**

To be determined

**A. Construction Management Principles**

The following narrative provides an overview of the construction management principles that the Applicant has identified to minimize impacts from the construction of 30 Mellen Street, such as noise, vibrations, ground movement, truck traffic, and other construction related factors to the surrounding buildings and communities.

**B. Performance Guarantees, Inspection Fees, Preconstruction Meeting, and Permits**

Prior to scheduling a preconstruction meeting and the issuance of any city required permits, the Applicant and Contractor shall meet all of the requirements contained in Section 14-530. Development review fees and post approval requirements and 14-532. General requirements and enforcement of Portland's Land Use Code.

Other permits, as applicable, include

- 1. Street Opening and Street Occupancy Permits:** Construction activity in the public right-of-way are controlled by Chapter 25 and sewer and stormwater system connections are controlled by Chapters 24 and 32 of the Land Use Code. All required permits shall be obtained through the Department of Public Works and the requests shall conform with the approved construction management plan.

**C. Construction Administration and Communication**

The Applicant and Contractor will work diligently to implement a communication strategy as outlined below. The communication strategy is intended to ensure that all construction operations are performed in accordance with all agreements, ordinances and special permits applicable to this project. The Construction Manager will work closely with adjacent abutters, businesses and all parties informed, as far in advance as possible, of scheduled work, particularly work anticipated to cause significant noise, vibrations, or dust.

A Construction Manager has not been selected for the project yet. Once selected, a Contact Person, who will be available 24 hours in the event of an emergency, will be identified and the City shall be notified:

**CONTACT PERSON:**

To be determined

Construction Signage shall be posted at the site with Contact Information for the Contractor. Construction site signage shall be removed at project completion.

**D. Construction Schedule**

1. The contractor shall submit a schedule or time line for the construction project, including any Phasing, prior to construction. The project is anticipated to start construction in October 2019.
2. Hours of Construction: Construction may occur during the daytime hours as defined in Section 17-18 of the City Code (Construction Activities) and Section 25-129 of the City Code (Noise, dust and debris).
3. Extended Hours or Night Work: Pursuant to Section 17-18, this section does not apply to emergency utility work or "Situations where the public works authority or the office of building inspections determines that the construction activity is of a unique character which cannot reasonably be completed or performed during the permitted hours and which is not of a recurring nature, provided that prior to engaging in such activity the contractor or his representatives gives notice of the time and scope of such proposed activity, the notice to be given in a manner approved by the public works authority."
4. Material Deliveries: Delivery of materials shall take place during the Hours of Construction listed above and shall be stored on the project site in areas adjacent to the existing buildings.

**E. Security & Public Safety**

1. Construction fence and barriers are not necessary for this project because the proposed work is interior to the existing buildings. Exterior work is limited to maintenance of the existing building exteriors, tree removal, and light installation.
2. No construction gate is proposed so Fire Department access to the site will not be restricted during construction.
3. Structures undergoing construction, alteration, or demolition operations, including those in underground locations, shall comply with NFPA 1 Chapter 16. *Safeguarding Construction, Alteration, and Demolition Operations.*

4. Fire Safety Program. An overall construction of demolition fire safety program shall be developed. Essential items to be emphasized include the following:
  - Good Housekeeping
  - On-site security
  - Installation of new fire protection systems as construction progresses
  - Preservation of existing systems during demolition
  - Organization and training of an on-site fire brigade
  - Development of a pre-fire plan with the local fire department
  - Rapid communication
  - Consideration of special hazards resulting from previous occupancies
  - Protection of existing structures and equipment from exposure fires resulting from construction, alteration, and demolition operations
5. Any temporary security lighting fixtures shall feature full cutoff optics to reduce light trespass onto abutting properties.

#### **F. Construction Permitting and Traffic Control Plans**

1. Construction Activity in Public Streets: Construction activity in the public right-of-way is controlled by Chapter 25 Article VII of the City Code of Ordinances. Required licenses and permits, restrictions on activity, and fees & area are outlined in that Chapter. Rules and Regulations for Excavation Activity are available through the Street Opening Clerk at the Department of Public Works. At no time can construction activity including delivery vehicles close or block streets or affect public safety access without prior notice and approval of the Department of Public Works.
2. Lane Closures: No lane closures are expected to occur as part of the proposed project.
3. Public Sidewalk Closures: No public sidewalk closures are expected to occur as part of the proposed project.
4. Sewer and Stormwater: Sewer and stormwater system connections are controlled by Chapters 24 and 32 of the City Code of Ordinance. Required permits for new connections are available through the Street Opening Clerk at the Department of Public Works. Rules and Regulations for these utility systems are available through the City Engineer's office of the Department of Public Works and in Section II of the Technical Manual. No new sewer or stormwater connections are proposed as part of this project.
5. Work within City Right of Way: No work is expected within the City Right of Way as part of this project.

Construction operations shall provide for the safe passage of the public through or along the construction work zone. On a case-by-case basis, the Contractor may be allowed to close a street and/or detour a mode of traffic when absolutely necessary for safety. The Contractor shall employ the appropriate techniques

and devices as called for in the latest edition of the Manual on Uniform Traffic Control Devices (MUTCD). In addition:

- Construction speed signing may be used as needed to slow traffic
- Traffic Control signs shall not be placed where they are an obstruction to bicycles or pedestrians.
- In extreme situations, flaggers may be required.
- Police detail is required at lighted intersections and may be requested by the City's transportation engineer or his designee.

All existing modes of travel in work zone area shall be accommodated if impacted by the activity. The safe passage of pedestrians, bicyclists, transit providers, and motorists are of equal importance when planning out the work zone; no pre-existing travel mode may be eliminated without the express approval of the Department of Public Works.

- Traffic control bicycle and pedestrian facilities or routes through work zones shall be maintained until the bicycle and pedestrian facilities or routes are ready for safe operation. Traffic control will not be removed to allow auto travel at the expense of bicycle and pedestrians.
- Barrier systems utilized to separate the construction activity from the public street and /or sidewalk shall not inhibit sight distances, particularly for visibility of pedestrians and bicyclists.
- ADA compliance shall be maintained.
- Use of public parking spaces or the blockage of any portion of sidewalk for the purpose of construction activity shall require an occupancy permit and appropriate fee as assessed by the Department of Public Works.

#### **G. Site Management and Controls**

The contractor shall be responsible for maintaining the site in a safe condition and including the following:

1. A solid waste dumpster shall be located on site for the disposal of trash and debris.
2. The Mellen Street right of way shall be swept regularly to control the tracking of mud onto adjacent public streets.
3. Dust controls: The construction shall comply with Portland's requirements under Section 25-129 on Noise, dust and debris.
4. Noise: The construction shall comply with Portland's requirements under Section 17-18 of the City Code and Section 25-129 on Noise, dust and debris.
5. Rodent Control will be provided, if applicable, by a professional exterminator and consistent with Chapter 22 of the City Code.
6. Snow Removal: Pursuant to Section 25-173 Contractors to ensure a safe means of travel within the work zone.

- 1) Snow/ice removal or commence automatically from (1" of snow and up) or Ice
- 2) Remove snow as needed within the work zone, including parking spaces & not to block any driveways or site lines with the piles of snow.
- 3) Clear all walks & ramps with the work zone
- 4) Sand or Salt as needed
- 5) Clear all basin or drainage to help snow melt
- 6) This would include Monday-Friday Sat/Sunday/Holidays

#### **H. Erosion Control and Preservation of Trees**

1. The Contractor shall install all erosion and sedimentation controls as depicted on the approved erosion and sedimentation control plan prior to the pre-construction meeting for inspection by the City. The Contractor shall regularly inspect the control measures, no less than weekly and after significant storm events, and maintain any installed temporary or permanent stormwater management systems in working order. The Contractor shall document all inspection activities and corrective actions and be prepared to provide these documents for inspection by the City, Maine Department of Environmental Protection or the U.S. Environmental Protection Agency upon request.
2. The storage of materials shall be located in on-site areas surrounding the existing buildings.

#### **I. Construction Staging and Deliveries**

1. Material storage and lay down shall be located in on-site areas surrounding the existing buildings. Material storage shall not interfere with material deliveries.

#### **J. Parking During Construction**

1. Construction Parking: Construction workers shall utilize on-site parking. Additional off-site off-street parking shall be utilized if necessary. Construction workers shall abide by all posted on-street parking restrictions.