

**Construction Management Plan**  
WEX Corporate Headquarters Project  
Cianbro Corporation

This document and its subsequent attachments comprise The Construction Management Plan being submitted to the City of Portland for the WEX Corporate Headquarters Project, located at 0 Hancock Street. This plan is being submitted by Cianbro Corporation on behalf of the Owner of the property, 0 Hancock Street LLC. The Construction Management plan contains information pertaining to the overall planning and coordination of the project.

The WEX Corporate Headquarters Project involves a new three and four level 100,000 square foot mixed use building located on the corner of Thames Street and Hancock Street. The majority of the building will be office spaced occupied by WEX Corporation, with two 5,000 square foot retail spaces located on the ground floor. The portion of the building which is three levels will have a roof top patio for usage by WEX.

**A. Construction Management Principles**

The impact of this project on the public will be minimized via the following construction management principles:

- The construction zone will be fully secured with hard barriers/fencing preventing any access into the site by the public.
- All construction activities will occur within the construction barriers/fencing to ensure the public is never exposed to any risks caused by the activities.
- There will be an onsite staging and unloading area for all deliveries which will prevent any impacts caused by offsite staging of trucks.
- All deliveries will be coordinated and scheduled to ensure that there is no off site queuing required. Cianbro plans to schedule as many deliveries as possible in the early morning to limit impact on the surrounding area.
- All construction activities will occur within normal working hours to minimize sound impacts to the surrounding area.

**B. Development Review of Construction Management Plan**

Cianbro has developed a comprehensive logistics plan specific to this project. Please see **Exhibit A** of this document for the logistics plan.

Cianbro will also utilize a site specific safety program for all team members who work on the construction site. Each team member will complete a job specific orientation before starting work on the project site. The public will not be put at risk at any point throughout this project, as all work will be completed within the fenced off jobsite. At no point of the project will the public have access to this job site.

Cianbro shall submit a construction management plan that provides a comprehensive logistics and safety program for the construction project, which will be reviewed and approved as part of the site plan review process. Minimizing impacts to areas surrounding the building/construction site will be primary considerations in the process.

The Planning Authority and the Department of Public Works have the right to seek revisions to an approved Construction Management Plan or require a condition of approval that states an applicant shall coordinate a project's construction schedule with the timing of nearby

construction activity, in order to avoid cumulative impacts on a neighborhood. Such a condition may involve a delay in commencement of construction, if necessary.

### **C. Performance Guarantees, Inspection Fees, Preconstruction Meeting, and Permits**

All fees, permits, and guarantees will be paid/issued prior to construction commencing.

This project will require public street openings for utility tie-ins. All required permits will be requested and granted by the Department of Public Works prior to any street openings occurring. Street openings will need to occur on both Thames and Hancock street. MUTCD plans will be submitted to and approved by the City of Portland for any traffic disruptions caused by street openings.

### **D. Construction Administration and Communication**

The contact person for all construction activities for the project will be:

Brian Larsen: Project Manager  
(207) 614-4342  
[blarsen@cianbro.com](mailto:blarsen@cianbro.com)

Temporary signage will be posted onsite with additional contact information for the contractor.

### **E. Construction Schedule**

The preliminary construction schedule for the project starts in September of 2017 and runs through September of 2018.

- **Exhibit B** of this document is the current preliminary construction schedule.

All construction activities will be completed during daytime hours, there will be no need for night work. All deliveries for this project will also occur during normal daytime hours.

### **F. Security & Public Safety**

See **Exhibit A** for fencing and barriers to be used to isolate the construction site from the public. All gates into the project will have Knox locking devices to allow for emergency access.

The fire safety program onsite will consist of the following:

- Fire extinguishers placed throughout the construction site for the duration of the project.
- The new fire alarm system installation will be ongoing throughout the project duration.
- All team members will be briefed on the emergency evacuation plan for the project site prior to starting work.

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

Construction Activity in Public Streets: This project will require street openings on both Hancock Street and Thames Street. These openings are required to tie the building into the electrical, water, sewer, and storm water systems. Prior to any of this work starting, permits will be submitted for and approved by the Street Opening Clerk at the Department of Public Works.

Sewer and Storm Water: This building will need to connect to the sewer and storm water systems on Thames Street. All required permits will be submitted for and approved by the Street Opening Clerk at the Department of Public Works.

Traffic Control Plans: There will be periods of time throughout the project where construction activity impacts the existing public street system. Prior to any interruptions and MUTCD plan will be created and submitted to the city for approval. The MUTCD will ensure that traffic and safe passage for the public is maintained in a satisfactory manner.

#### **H. Site Management and Controls**

The following actions will be taken by Cianbro as regular site management and control activities:

- Construction site signage will be provided, installed, and maintained by Cianbro throughout the duration of the project.
- Access to the site will be controlled
- Trash and debris will be removed from site via a construction dumpster which will be changed out as needed on a regular basis.
- Street cleaning will not be required on a regular basis, but if it is deemed necessary Cianbro will coordinate the cleaning of any excess dirt that has resulted from construction activities.
- Onsite snow removal will be Cianbro's responsibility.

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

Erosion control measures will be installed onsite prior to any work commencing. A complete erosion control plan will be put together and reviewed with the city at the preconstruction meeting. Some of the measures that will be taken are utilization of silt sacks and fences to protect the surrounding area from any silt run off from the site. The control measures will be maintained daily and inspected weekly or after any major rain event. The inspections will be documented for review by the City of Portland, Maine Department of Environmental Protection or the U.S. Environmental Protection Agency.

Please review **Exhibit C** of this document for the landscaping plan which will be maintained throughout the duration of the project.

All stored materials onsite will be located away from any trees or vegetation.

#### **J. Construction Staging Area**

**Exhibit A** of this document is the site logistics plan for the project. This plan shows the location of the onsite staging area for materials. The logistics plan also depicts the onsite truck unloading/staging area. All trucks will be unloaded within the construction site's foot print to avoid and impacts on public traffic. An offsite marshalling area will not be required for this project.

#### **K. Parking During Construction**

Construction parking will be provided in the private parking lot of 104 Fore Street as well as at the Ocean Gateway Parking Garage.

**Exhibit D** is the truck route that will be followed by deliveries for the project.

#### **L. Special Measures as Necessary**

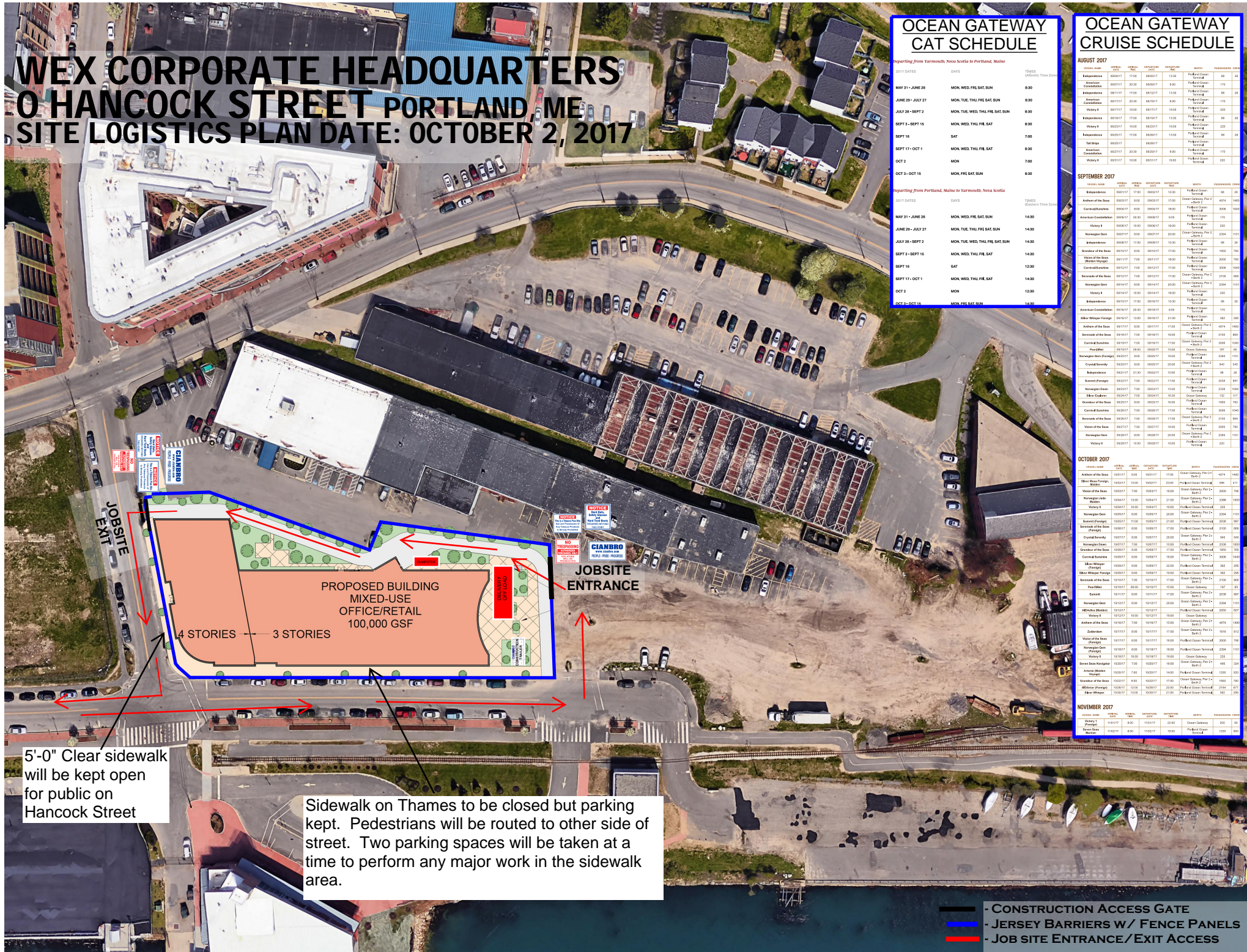
There will be no special measures necessary for this project.

Please do not hesitate to contact me with any comments, questions, or concerns regarding the WEX Corporate Headquarters Project and subsequent construction management plan.

Sincerely,

Brian Larsen  
Project Manager  
Building  
**CIANBRO**  
Mobile (207) 614-4342

# WEX CORPORATE HEADQUARTERS 10 HANCOCK STREET PORTLAND, ME SITE LOGISTICS PLAN DATE: OCTOBER 2, 2017



5'-0" Clear sidewalk will be kept open for public on Hancock Street

Sidewalk on Thames to be closed but parking kept. Pedestrians will be routed to other side of street. Two parking spaces will be taken at a time to perform any major work in the sidewalk area.

## OCEAN GATEWAY CAT SCHEDULE

Departing from Yarmouth, Nova Scotia to Portland, Maine

2017 DATES	DAYS	TIMES	ARRIVAL TIME ZONE
MAY 21 - JUNE 26	MON, WED, FRI, SAT, SUN	8:30	
JUNE 29 - JULY 27	MON, TUE, THU, FRI, SAT, SUN	8:30	
JULY 28 - SEPT 2	MON, TUE, WED, THU, FRI, SAT, SUN	8:30	
SEPT 3 - SEPT 15	MON, WED, THU, FRI, SAT	8:30	
SEPT 16	SAT	7:30	
SEPT 17 - OCT 1	MON, WED, THU, FRI, SAT	8:30	
OCT 2	MON	7:30	
OCT 3 - OCT 15	MON, FRI, SAT, SUN	8:30	

Departing from Portland, Maine to Yarmouth, Nova Scotia

2017 DATES	DAYS	TIMES	DEPARTURE TIME ZONE
MAY 21 - JUNE 26	MON, WED, FRI, SAT, SUN	14:30	
JUNE 29 - JULY 27	MON, TUE, THU, FRI, SAT, SUN	14:30	
JULY 28 - SEPT 2	MON, TUE, WED, THU, FRI, SAT, SUN	14:30	
SEPT 3 - SEPT 15	MON, WED, THU, FRI, SAT	14:30	
SEPT 16	SAT	12:30	
SEPT 17 - OCT 1	MON, WED, THU, FRI, SAT	14:30	
OCT 2	MON	12:30	
OCT 3 - OCT 15	MON, FRI, SAT, SUN	14:30	

## OCEAN GATEWAY CRUISE SCHEDULE

AUGUST 2017

ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE
Independence	8/20/17 17:00	8/20/17 17:30	8/20/17 17:30	Public Ocean Terminal	8/20 18:00
American Celebration	8/20/17 20:00	8/20/17 8:00	8/20/17 8:00	Public Ocean Terminal	8/20 18:00
Independence	8/21/17 17:00	8/21/17 17:30	8/21/17 17:30	Public Ocean Terminal	8/21 18:00
American Celebration	8/21/17 20:00	8/21/17 8:00	8/21/17 8:00	Public Ocean Terminal	8/21 18:00
Victory II	8/21/17 16:00	8/21/17 16:00	8/21/17 16:00	Public Ocean Terminal	8/21 18:00

SEPTEMBER 2017

ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE
Independence	9/03/17 17:00	9/03/17 17:30	9/03/17 17:30	Public Ocean Terminal	9/3 18:00
American Celebration	9/03/17 20:00	9/03/17 8:00	9/03/17 8:00	Public Ocean Terminal	9/3 18:00
Independence	9/04/17 17:00	9/04/17 17:30	9/04/17 17:30	Public Ocean Terminal	9/4 18:00
American Celebration	9/04/17 20:00	9/04/17 8:00	9/04/17 8:00	Public Ocean Terminal	9/4 18:00
Victory II	9/04/17 16:00	9/04/17 16:00	9/04/17 16:00	Public Ocean Terminal	9/4 18:00

OCTOBER 2017

ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE
American Celebration	10/01/17 08:00	10/01/17 17:00	10/01/17 17:00	Ocean Gateway Pier 2 - Pier 2	10/1 18:00
Star Warrior Foreign	10/01/17 18:00	10/01/17 18:00	10/01/17 18:00	Public Ocean Terminal	10/1 18:00
American Celebration	10/02/17 08:00	10/02/17 17:00	10/02/17 17:00	Ocean Gateway Pier 2 - Pier 2	10/2 18:00
Star Warrior Foreign	10/02/17 18:00	10/02/17 18:00	10/02/17 18:00	Public Ocean Terminal	10/2 18:00
American Celebration	10/03/17 08:00	10/03/17 17:00	10/03/17 17:00	Ocean Gateway Pier 2 - Pier 2	10/3 18:00

NOVEMBER 2017

ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE	ARRIVAL	DEPARTURE
Victory II	11/01/17 16:00	11/01/17 16:00	11/01/17 16:00	Public Ocean Terminal	11/1 18:00
Star Warrior Foreign	11/01/17 18:00	11/01/17 18:00	11/01/17 18:00	Public Ocean Terminal	11/1 18:00
American Celebration	11/02/17 08:00	11/02/17 17:00	11/02/17 17:00	Ocean Gateway Pier 2 - Pier 2	11/2 18:00
Star Warrior Foreign	11/02/17 18:00	11/02/17 18:00	11/02/17 18:00	Public Ocean Terminal	11/2 18:00
American Celebration	11/03/17 08:00	11/03/17 17:00	11/03/17 17:00	Ocean Gateway Pier 2 - Pier 2	11/3 18:00

- CONSTRUCTION ACCESS GATE
- JERSEY BARRIERS W/ FENCE PANELS
- JOB SITE ENTRANCE/EXIT ACCESS

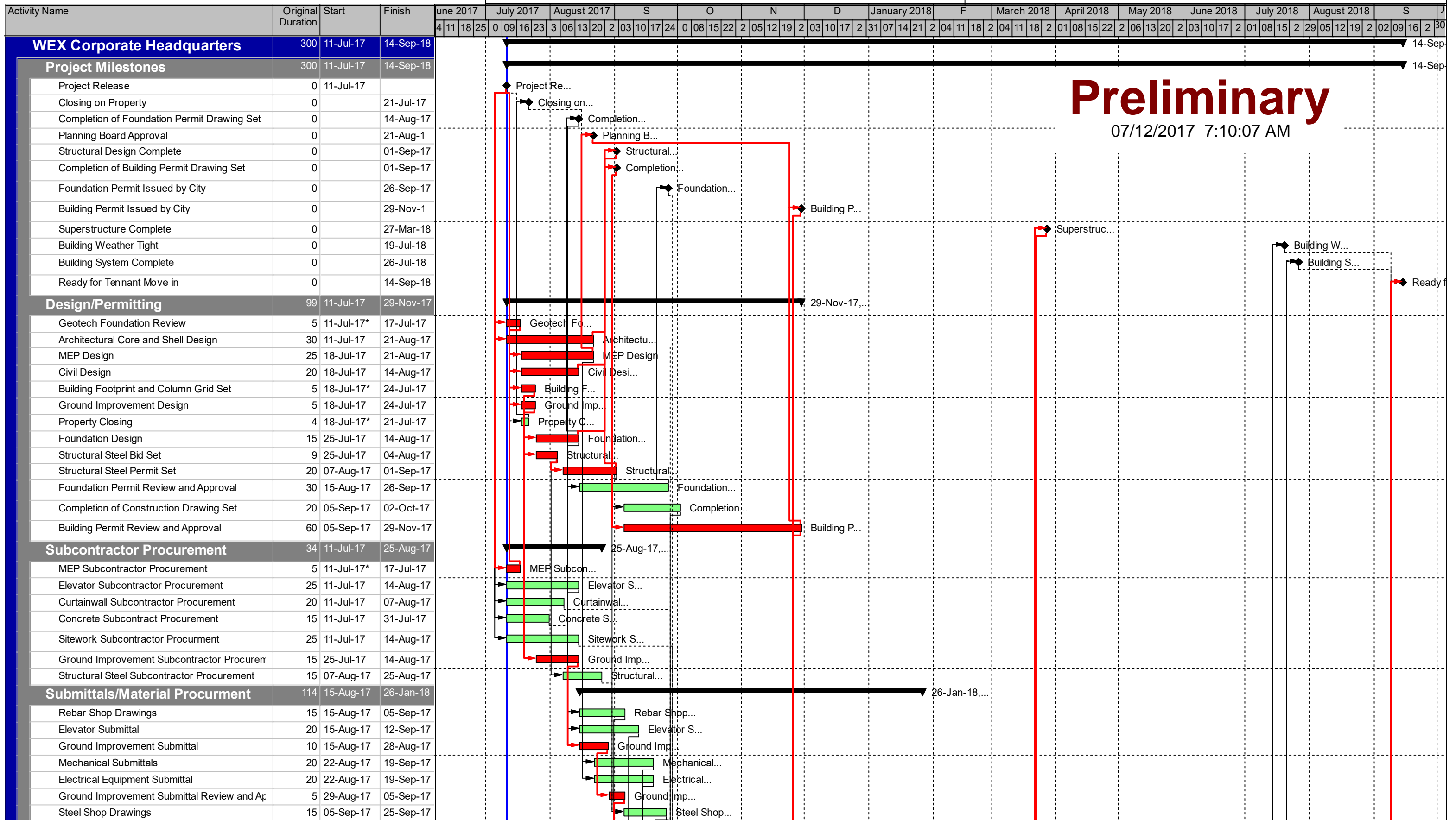
EXHIBIT B

WEX Corporate Headquarters

CIANBRO Corporation

Data Date: 11-Jul-17

Run Date: 11-Jul-17



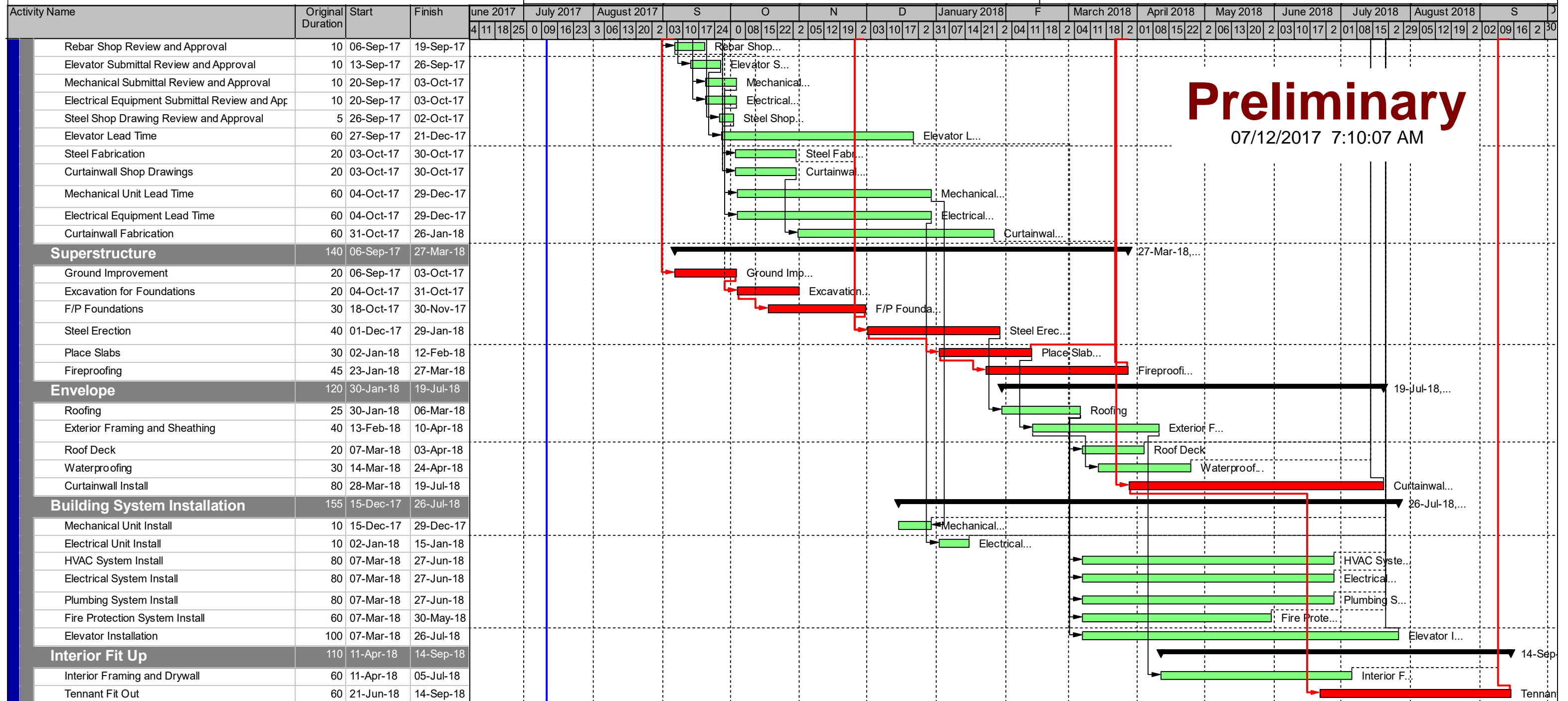
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█ Remaining Level of Effort   
 █ Actual Work   
 █ Critical Re...  
█ Actual Level of Effort   
 █ Remaining Work   
 ◆ Milestone

**CIANBRO Corporation**  
Preliminary Milestone Schedule

TASK filter: All Activities  
Page 1 of 2

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**Preliminary**  
07/12/2017 7:10:07 AM

█ Remaining Level of Effort   
 █ Actual Work   
 █ Critical Re...  
█ Actual Level of Effort   
 █ Remaining Work   
 ◆ Milestone

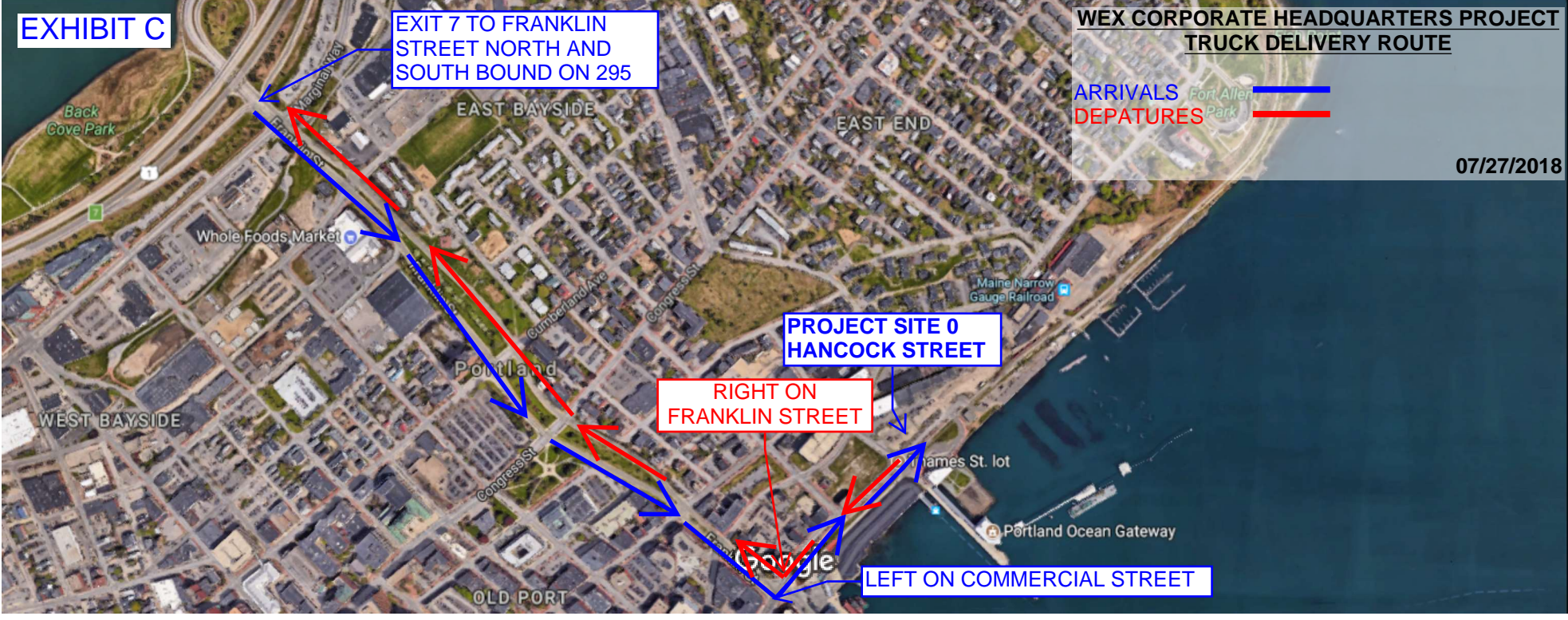
**EXHIBIT C**

**EXIT 7 TO FRANKLIN STREET NORTH AND SOUTH BOUND ON 295**

**WEX CORPORATE HEADQUARTERS PROJECT TRUCK DELIVERY ROUTE**

**ARRIVALS**   
**DEPARTURES** 

07/27/2018



**PROJECT SITE 0  
HANCOCK STREET**

**RIGHT ON  
FRANKLIN STREET**

**LEFT ON COMMERCIAL STREET**