

## CONSTRUCTION MANAGEMENT PLAN

**Project:**

Onejoy Place  
1 Joy Place  
Portland, Maine 04101

**Applicant:**

Onejoy Place, LLC  
c/o Renewal Housing Associates  
2 Union Street, 5<sup>th</sup> Floor  
Portland, Maine 04101

**Prepared By:**

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565 Congress Street, Suite 310  
Portland, Maine 04101

**Construction Manager:**

TBD

**A. Construction Management Principles**

The following narrative provides an overview of the construction management principles that the Applicant and Contractor have identified to minimize impacts from the construction of Onejoy, such as noise, vibrations, ground movement, truck traffic, and other construction related factors to the surrounding building 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.

1. The Contractor and Owner 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.

2. The Contractor or Owner shall provide notice to abutters, including the City of Portland and the Reiche School, prior to the start of construction. Notifications to the City of Portland shall be sent to Phil Dipierro in the Planning Division. Notice to the Reiche School shall be sent to Doug Sherwood, Facilities Coordinator, at the Portland Public School District.
3. The Contractor and Owner shall be responsible for scheduling an on-site meeting with the property owners of 167 and 169 Brackett Street prior to the start of construction. At the meeting, the owners of 167 and 169 Brackett shall be provided information regarding construction schedules, construction fencing, and how access between Joy Place the respective properties will be maintained. The Contractor and Owner shall also be responsible for scheduling and holding an on-site meeting with the Reiche School Team Leaders prior to the start of construction.

A Construction Manager for Onejoy Place has not been selected. 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.
2. The target start date for construction is April 10th. The construction completion date is on or around March 10th (11 month schedule). The Construction Management Plan prohibits the delivery of materials and vehicle lane closures on Brackett Street around school start and end times.
3. 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).
4. 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."

5. **Material Deliveries:** Delivery of materials shall take place during the Hours of Construction listed above and shall be stored outside the Joy Place right of way in the locations noted on the Construction Management Plan (Sheet C-2.3). See Section I below for restrictions on delivery of materials around school drop off and pick up times.

#### **E. Security & Public Safety**

1. The Contractor shall erect the temporary barriers and access gates shown on the Construction Management Plan (Sheet C-2.3) with the intent of separating pedestrian and vehicle circulation from the construction site.
2. The Applicant or Contractor shall purchase and install a Knox padlock from the Portland Fire Department to allow access by the Portland Fire Department at the primary access gate.
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: Underground utility installation in Brackett Street will require temporary lane closures. This work shall be scheduled and sequenced to minimize the duration of street occupancy, but is expected to take up to 2 days. 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: Travel lanes in Brackett Street may only be closed for utility connections; both lanes shall remain open otherwise. Site work that will impact vehicle traffic on Brackett Street shall be scheduled between school start and completion times at the Reiche School to minimize impacts. Street openings on Brackett Street for utility connections shall be scheduled to coincide with school vacation days. The contractor and owner shall coordinate with the City of Portland to obtain the necessary permits and approvals to allow Brackett Street openings to occur on school vacation days.
3. Public Sidewalk Closures: The Brackett Street sidewalk at the intersection of Joy Place will be reconstructed as part of the proposed project. Short term closure of the sidewalk is expected to be required for underground utility installation and sidewalk reconstruction. Sidewalk closures shall be scheduled to coincide with school vacation days to the extent practical. Total sidewalk closure time is expected to be up to 5 days. During this time, one on-street parking space, located on the east side of Brackett Street, immediately south of Joy Place, will be temporarily unavailable. Construction shall be scheduled and sequenced to minimize the duration of sidewalk closures. Temporary pedestrian walkway accommodations, as shown on the Construction Management Plan, shall be implemented during this time.
4. Work on Private Property: No construction easements are expected to be necessary for work on private property. An existing agreement with the owner of 165 Brackett Street allows for construction to take place in order to improve the existing parking space adjacent to the Joy Place right of way.
5. 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 and/or abandonment of existing 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.
6. Work within City Right of Way: Construction activity that impacts the existing public street system must be controlled to protect the safety of the construction workers and all modes of the traveling public.

Construction operations shall provide for the safe passage of the public through or along the construction work zone. 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.
- During times of lane closures, flaggers shall be employed to direct traffic safely through the construction zone.

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 construction site must be maintained in a safe condition at all times and shall include the following:

1. A solid waste dumpster shall be located on site for the disposal of trash and debris.
2. The Brackett Street and Joy Place rights of way shall be swept regularly to control the tracking of mud onto 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 Contractor shall maintain all tree and landscaping preservation measures as depicted on the Landscape Plan (Sheet L-1) within the area of construction.
3. The storage of materials shall be located in the areas depicted on the Construction Management Plan (Sheet C-2.3) and avoid being located under/near trees.

**I. Construction Staging and Deliveries**

1. A location for material storage and lay down is shown on the Construction Management Plan. Additional areas may be utilized as available as long as they do not interfere with material deliveries.
2. Deliveries are prohibited during school drop off times:
  - i. 30 minutes prior to the posted school start time to 15 minutes after the posted school start time.
  - ii. 15 minutes prior to the posted school end time to 30 minutes after the posted school end time.

**J. Parking During Construction**

1. Construction Parking: Construction workers may park on the 1 Joy Place property. Vehicles shall not be parked within the Joy Place private drive, unless expressly agreed to in advance by residents of 165 and 167 Brackett Street, who retain an easement right to utilize Joy Place to access their properties. To the extent vehicles are parked in the private drive on a temporary basis, travel lanes to and from 1 Joy Place and parking areas serving 165 and 167 Brackett Street shall remain open at all times. Construction workers must secure their own off-street parking spaces. Vehicles shall not be parked in the municipal parking lot located at 157 Brackett Street during posted restricted times (7:00 am to 4:00 pm). If contractor desires to reserve on-street parking space(s) on Brackett Street for a fee, it must seek approval from the Department of Public Works.
2. Parking: Residents of 165 Brackett Street utilize Joy Place to access parking areas. These parking areas, as identified on the Construction Management Plan, shall remain unobstructed unless agreed to by the abutting property owner. Work that will affect the parking areas or access to the parking areas shall be coordinated in advance with the abutting property owner.