

MAINE MEDICAL CENTER LEVEL III SITE PLAN APPLICATION
EAST TOWER / VISITOR GARAGE VERTICAL EXPANSIONS
WRITTEN SUBMISSION S – 9D MOT UPDATE MARCH 14

THE APPLICANT ENCLOSES THE FOLLOWING MATERIALS AS AN UPDATE TO THE PREVIOUSLY SUBMITTED MOT DOCUMENT :

- I. CONGRESS STREET CLOSURE & DETOUR POWERPOINT
- II. CONGRESS ST CLOSURE IMPLEMENTATION SCHEDULE
- III. MFP COMMUNICATION PLAN : PUBLIC / MEDIA
- IV. LETTER TO NEIGHBORS / MEETING INVITE
- V. METRO RESPONSE TO CONGRESS ST CLOSURE
- VI. MDOT SIGNOFF ON CONGRESS ST DETOUR



Congress Street Closure & Detour

PATIENT
CENTERED

RESPECT

INTEGRITY

EXCELLENCE

OWNERSHIP

INNOVATION

Congress Street Closure

- What:
 - On Congress St between Forest St and Weymouth St immediately adjacent to MMC's Visitor Garage
- When:
 - May and June 2018
- How Long:
 - 8 weeks (includes several contingency days)

Act with kindness and compassion.

Be an active listener.




Be a role model.






















Set high standards.

Take responsibility.

Embrace change.

Visitor Garage Construction Option Comparison*

Legend			
Not Possible		Temporary Interruption	
			Possible 

	Option 1 Cast in Place	Option 2 South Side Approach	Option 3 North Side Approach, One Lane	Workable Solution	
				Option 4 North Side Approach, Two Lane	Option 5 Place Crane in vacant site of former Employee Garage
Structural capacity of existing structure					
Structural capacity of retaining wall	N/A				
Ability to deliver material	N/A				
Space to assemble / dismantle crane	N/A				
ED Access		N/A			N/A
Space to operate crane		N/A			N/A
Site Safety		N/A			N/A
Capacity of soil, site grading		N/A			N/A

-  Act with kindness and compassion.
-  Be an active listener.
-  Be a role model.
-  Set high standards.
-  Take responsibility.
-  Embrace change.

*Any red bullet eliminates the option

Intent

- Minimize the impact of the Congress St closure
- Provide a safe and reliable system for commuters and local traffic
- Reduce the volume of traffic that approaches the closure location to avoid concentrating traffic at the closure
- Ongoing monitoring of traffic to identify opportunities to improve

Act with kindness and compassion.

Be an active listener.

Be a role model.




Set high standards.
























Take responsibility.

Embrace change.

Congress St Detour

Inbound Alternatives Explored

Legend		
POOR		OK  GOOD 

	St John St to Park	Valley St to Park	Gilman St to Park	Forest St to Park	Forest St to Boynton
Impact to Neighborhood Parking	0 	0 	20 	14 	13 
Street Size					
Emergency Vehicle Access					
Interface with traffic light at St John & Park	NA				NA
Familiarity for Public					



Congress St Detour

Best Option

- Dilute traffic adjacent to Congress St closure with variable message signage
- Inbound:
 - Congress St > St John St > Park Ave > Weymouth St > Congress St
 - Local Traffic Only:
 - » Congress St > Forest St > Boynton St > Weymouth St > Congress St
 - » No parking on Boynton St temporarily to allow for emergency vehicle access
- Outbound:
 - Congress St > Weymouth St > Park Ave
- Flaggers and Police where appropriate

Act with
kindness and
compassion.

Be an active
listener.

Be a role
model.

Set high
standards.

Take
responsibility.

Embrace
change.

Congress St Detour

Patient / Visitor Garage Traffic Control Plan

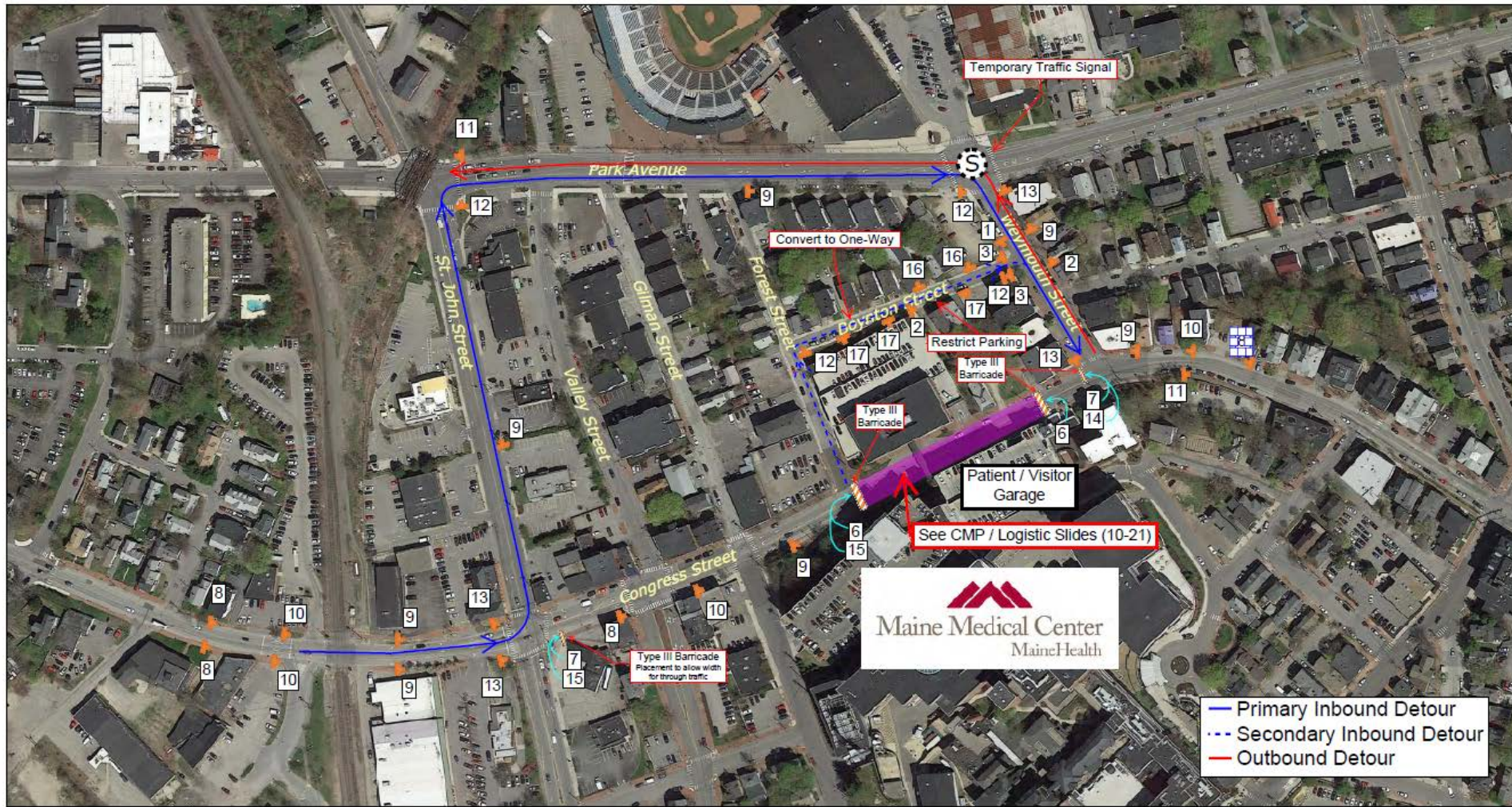


Maine Medical Center Expansion
PORTLAND, MAINE

Congress St Detour (cont.)

Congress Street Detour

Figure No. 2



Maine Medical Center Expansion
PORTLAND, MAINE

In-bound: Congress St & St John St



Congress St Detour (cont.)

General Notes and Sign Specifications

GENERAL NOTES:

1. ALL TRAFFIC CONTROL SHALL BE IN ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES FOR STREET AND HIGHWAYS (MUTCD), USDOT, FHWA, LATEST EDITION, AND CITY STANDARDS.
2. SIGN LOCATIONS SHOWN ARE APPROXIMATE. ACTUAL LOCATIONS SHALL BE DETERMINED IN THE FIELD AND APPROVED BY THE CITY.
3. OTHER SIGNS MAY BE NEEDED AS DIRECTED BY THE CITY.
4. ALL CONTROL DEVICES SHALL BE PLACED IN HIGHLY VISIBLE LOCATIONS.
5. ALL CONSTRUCTION RELATED TRAFFIC CONTROL SIGNS NOT IN EFFECT SHALL BE COVERED OR TURNED FROM TRAFFIC VIEW UNTIL THEY ARE MADE ACTIVE. SIGNS SHALL BE COVERED OR REMOVED WHEN THE WORK IS NOT ACTIVE.
6. ANY EXISTING SIGNS OR PAVEMENT MARKINGS DAMAGED DURING CONSTRUCTION SHALL BE RESTORED TO THEIR ORIGINAL CONDITIONS OR REPLACED AS NEEDED.
7. ANY CONFLICTING SIGNS OR PAVEMENT MARKINGS SHALL BE COVERED OR REMOVED AS NEEDED.
8. CHANNELIZING DEVICES SHALL BE PLACED PER MUTCD.
9. POST-MOUNTED SIGNS SHALL BE A MINIMUM HEIGHT OF 7 FEET (TO THE BOTTOM OF THE SIGN) AND MUST BE CRASHWORTHY.

SIGN SPECIFICATIONS:

1
R3-1
24" x 24"

2
R3-2
24" x 24"

3
R5-1
30" x 30"

4
R8-3
24" x 24"

5
R9-9 Modified
24" x 12"

6
R11-2
48" x 30"

7
R11-3a
60" x 30"

8
W20-1
36" x 36"

9
W20-2
36" x 36"

10
W20-3
36" x 36"

11
M4-8a
24" x 18"

12
M4-9R
30" x 24"

13
M4-9L
30" x 24"

14
M4-10R
48" x 18"

15
M4-10L
48" x 18"

16
R6-1R
36" x 12"

17
R6-1L
36" x 12"

TYPE 3 BARRICADE

TEMPORARY SIGNALIZATION: SIGNAL SHALL BE ON FLASH FOR A MINIMUM OF ONE WEEK PRIOR TO BEING PUT INTO RED-YELLOW-GREEN OPERATION. THE SIGNAL SHALL BE PUT INTO RED-YELLOW-GREEN OPERATION PRIOR TO 6 AM ON A MONDAY MORNING AND SIGNAL CONTRACTOR SHALL REMAIN ON-SITE UNTIL A MINIMUM OF 9 AM TO MAKE ADJUSTMENTS TO SIGNALS / TIMING PER THE DIRECTION OF THE CITY TRAFFIC ENGINEER OR REPRESENTATIVE. THE CONTRACTOR SHALL ALSO BE AVAILABLE FROM 11 AM TO 1 PM AND AGAIN FROM 3 PM TO 6 PM ON THE SAME DAY TO MAKE ADJUSTMENTS AS DIRECTED BY THE CITY ENGINEER OR THEIR REPRESENTATIVE. TWO WEEKS AFTER INITIAL RED-YELLOW-GREEN INITIALIZATION, THE CONTRACTOR SHALL BE AVAILABLE AT THOSE SAME TIMES FOR FURTHER ADJUSTMENTS AS DIRECTED BY THE CITY TRAFFIC ENGINEER OR THEIR REPRESENTATIVE.

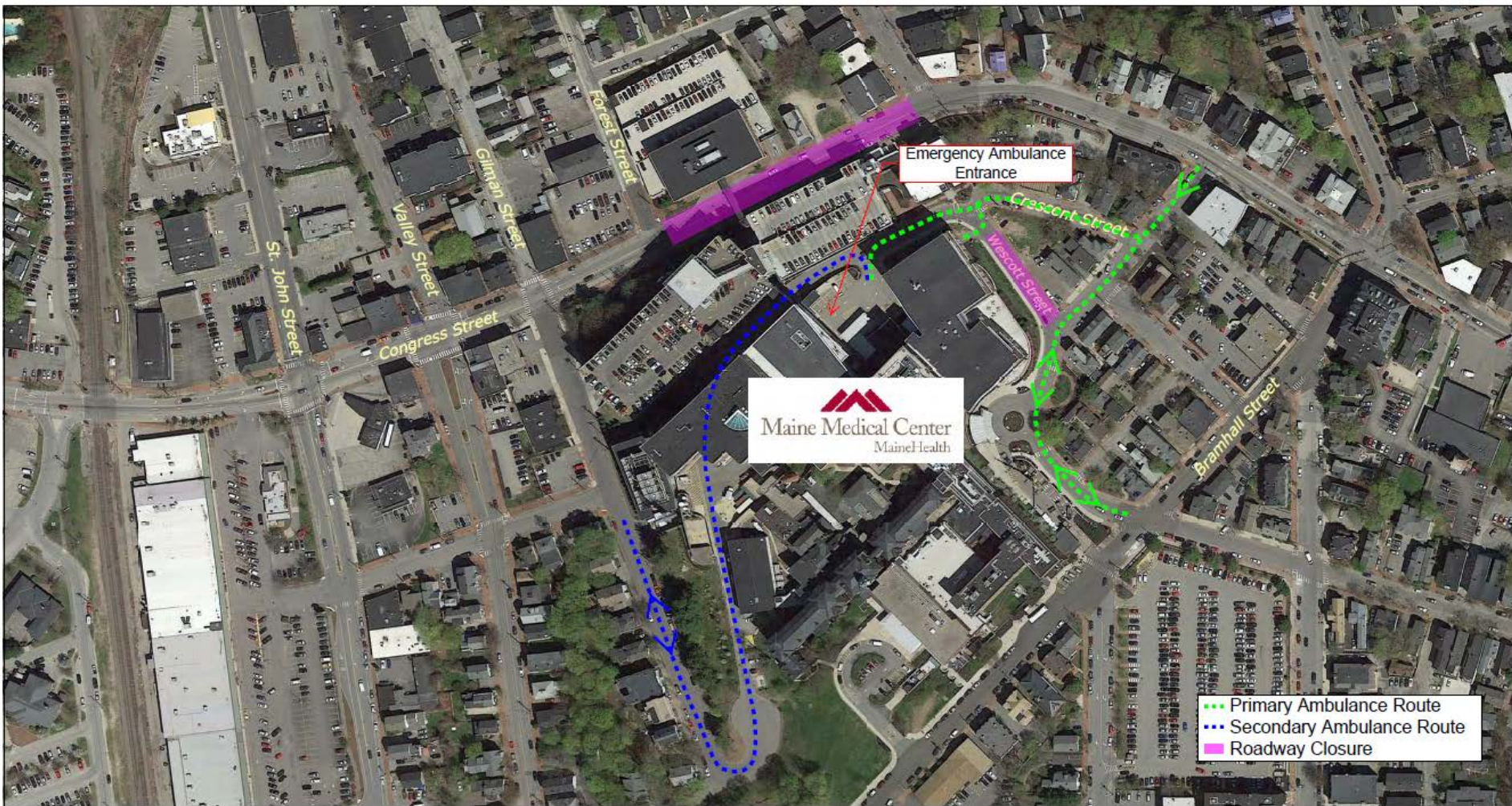
NOTE: SIZES OF SIGNS AND LETTERING ON ALL SIGNS SHALL BE VERIFIED THAT THEY MEET MUTCD REQUIREMENTS PRIOR TO ORDERING AND INSTALLATION.

Maine Medical Center Expansion PORTLAND, MAINE

Emergency Access

Ambulance Routes

Figure No. 1



Maine Medical Center Expansion
PORTLAND, MAINE

Congress St Closure Implementation Schedule
Monday, March 12, 2018

Task Name	Start	Finish
Congress St Detour Implementation Schedule	Mon 4/2/18	Thu 6/28/18
Communication Team	Mon 4/9/18	Fri 5/4/18
Facebook Posts	Mon 4/9/18	Fri 5/4/18
Other Social Media Posts: "Earned Media"	Mon 4/23/18	Fri 5/4/18
Press Release on Closure	Mon 4/30/18	Fri 5/4/18
Community Update	Mon 4/30/18	Fri 5/4/18
Boosted Facebook Post	Mon 4/30/18	Fri 5/4/18
City 'Alert' to Parking Ban List	Mon 4/30/18	Fri 5/4/18
Joint City / MMC Press Conference	Mon 4/30/18	Fri 5/4/18
Construction Team	Mon 4/2/18	Thu 6/28/18
Weymouth St Road Patching	Mon 4/2/18	Fri 5/4/18
Install Temporary Bus Stop on Park Ave	Mon 4/2/18	Fri 5/4/18
Sign Location Spray Painted	Mon 4/23/18	Mon 4/23/18
Temporary Signal In Place	Mon 4/30/18	Mon 4/30/18
Temporary Signage In Place	Mon 4/30/18	Mon 4/30/18
Variable Message Boards In Place	Mon 4/30/18	Mon 4/30/18
Congress St Closed	Mon 5/7/18	Thu 6/28/18

Master Facility Plan Phase 2: Site Planning and Construction Communication Plan: Public/Media

Goal

- Demonstrate to the public and media that the time, inconvenience and impacts caused by construction of the MMC expansion will be worth it because of the value delivered by the upgraded facility and enhanced care services.

Objectives

- Minimize disruption from planning and construction for general public
- Communicate information regarding construction
- Communicate information regarding parking changes
- Communicate information regarding traffic changes

Strategies

- Coordinate with City of Portland to amplify awareness of impacts and communications
- Utilize traditional and social media
- Highlight community, economic and clinical benefits of MMC in the past, present and future

Messages

- Maine Medical Center's modernization and expansion project is centered on providing excellent patient care
- Information will be shared in a timely basis and feedback will be collected and incorporated when the project can be improved
- MMC is committed to mitigating and minimizing impacts caused by the construction of its project

Key Audiences/Stakeholders

- Public / Media

Communication Channels

- Social Media (MMC and Portland sites)
- Earned Media – Print and broadcast

Milestone events:

- Site Plan 1 Approval
- Congress & Wescott Closures and visitor garage access
- May 7 Construction Start / Groundbreaking
- Site Plan 2 Approval

Questions/Needs

- **Who will speak with media about the logistics of the construction impact?**
- **How to balance Congress Closure with Wescott closure for various audiences**

Event/Date	Item #	Product	Copy Due / Run	Audience	Accountability	Approvals	Notes/Status
Site Plan 1 Approval	1						East Tower Overbuild Prep
	1a	Media Info Packet / thumb drive	March 27	Media Covering Hearing	Caroline, Matt		Includes bulleted fact sheet, Congress Street map, East Tower area map
	1b	Press Release (posted to the website and distributed to media)	March 28 (Morning after Planning Board Vote)	Statewide Media			<i>Include Congress Detour Map, East Tower area map</i>
	1c	Media Availability (as needed)	March 28 – 11-1 p.m.	Local media doing Folos			Spokesman on Congress Street, with blow-up poster board of new street scape; discussing detour and future
Congress & Wescott Closures and visitor garage access	2						Communicate throughout April
	2a	Facebook Detour posts; Info on Visitor Garage	Reminders posted each to run week-long; week of April 9, 16, 23, 30				<i>Include posts on Twitter and Instagram; On-site signage posted just prior to closure coordinated with project team</i>
	2b	Earned news media and ‘earned’ news media social posts covering Congress & Wescott Detours,	Start talking week of April 23 for				Targets include PPH, BDN, Forecaster, Sun Journal, (1 story, 3

Event/Date	Item #	Product	Copy Due / Run Date	Audience	Accountability	Approvals	Notes/ Status
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		and visitor access	Placement Week of Apr 30				outlets?) MPBN, Ch. 6, 8, 13
	2d	Press Release on Closure	Run week of April 30				Distro to Non-Portland sources: Times Record, Journal Tribune, community weeklies
	2e	Update for Portland Convention & Visitors Bureau, Sea Dogs & other helpful community entities	“ “				Visual item they can run April-July
	2f	Boosted Facebook post	“ “				Week of April 30; Focus on Congress Closure uses image to spread far, align with the City to support
	2g	City 'alert' to parking ban list (16,000)	“ “				Need to discuss with the City
	2h	Joint City / MMC Press Conference?	“ “				Need to discuss with the City.
Ground Breaking Ceremony	3						
	3a	Ceremony participants / attendees to involve internal, trustees, city officials, neighborhood reps			Sue D., Matt W.		Philanthropy has lead; Comms coordinating with for separate communications and media plan
Site Plan 2 Approval	4						June?
	4a	All-employee email					
	4b	Press Release					

Note: Other Construction updates will be communicated as needed throughout the period, using appropriate vehicles such as social and earned media.

Creative

- Use Slugger in FB Message or other capacity? Video?
- Use humor for Social Messaging to extend sharing and reach; “The Road to Recovery Starts Here,” “A Turn for the Better,” “(Eye Chart) – If You Can Read This, You Can Follow Our Detour”
- Name the Crane
- Get BBCH Kids involved



March 7, 2018

Maine Medical Center
22 Bramhall St.
Portland, ME 04102

Address line 1

Address line 2

Dear Property Owner,

The first phase of construction of the Maine Medical Center campus replacement and modernization project will begin in the coming months. This significant investment in our community and in the future of healthcare will benefit us all, modernizing our facilities to enable the quality of care we offer.

This project can only be successful with the full engagement of our immediate community members. To date, our regular meetings with our local Neighborhood Associations have helped us build awareness and address concerns.

To that end, we would like to invite you to an informational session specifically designed for nearby neighbors on Park Avenue and Weymouth, Boynton, Forest, Brackett, Grant and Bramhall streets.

We will present a number of updates that will be of particular interest to these neighbors, including:

- Information on the temporary closure of Congress Street
- Information on the detours for the Congress Street temporary closure
- Information on the temporary one-way designation of Boynton Street
- Information about the first phase of construction, focusing on additions to the East Tower and Visitor Parking Garage
- Information on the temporary two-way designation of Crescent Street

Time and Date: 5 to 6 p.m. Tuesday, March 20

Location: MMC East Tower, Classroom 2

Parking: MMC visitor parking (free) located at Bramhall & Chadwick streets in the South Visitor Parking Lot

In the meantime, we urge you to visit www.MMC.org/Modernization for project information and to sign up for email and/or text alerts when new project updates are posted. If you have any questions, please contact us at MMCPROJECTCONTACT@MMC.ORG.

Respectfully,

Jeffrey D. Sanders
Executive Vice President & Chief Operating Officer
Maine Medical Center

METRO Response to Congress St Closure

Monday, March 9, 2018

Attendees: Glenn Fenton-METRO, Tom-METRO, Bruce Hyman-City of Portland, Randy Dunton-Gorrill Palmer, Al Green-MMC

MINUTES

AG/RD reviewed the details and duration of the closure of Congress St.

1. METRO identified the following acceptable responses to the closure of Congress St.
 - a. Metro will close 4 bus stops for the duration of the Congress St closure listed below. MMC will be responsible for placing temporary signage on the bus stop signs that say the stops are closed.
 - i. East Bound: Congress/Gilman & Congress/Weymouth
 - ii. West Bound: Congress/Weymouth & Congress/Valley
 - b. Metro will temporarily relocate their East Bound stop on Park/Weymouth to approximately 50 feet West on Park (at or just West of an existing utility pole) to avoid the intersection of Park/Weymouth and impacts to the temporary signal. One parking spot will be temporarily taken out of service for this duration. The parking spot is currently limited to 1 hour during daytime hours. MMC will make the necessary improvements to ensure this temporary stop meets ADA requirements – this includes providing paved access from the curb to the sidewalk.
 - c. These temporary changes will be jointly communicated by MMC and Metro ahead of implementation.
2. MMC will follow up with Metro after a conversation with the Seadogs re: queuing of buses on Park.

Will Conway

From: Landry, Stephen <Stephen.Landry@maine.gov>
Sent: Wednesday, March 14, 2018 11:20 AM
To: Alexander M. Green
Cc: 'Randy Dunton'; Will Conway
Subject: RE: TAMING Follow up: Congress St Closure

MaineDOT held a meeting of the Tameing to discuss the subject project.

MaineDOT through explanation from Maine Medical center, their consultants and city staff agree that the closure is necessary to perform the work. We realize that in order to perform the work Maine Medical Center will need to do several things for mitigation including turning some city streets one Way, adding a traffic signal at Park Ave and Weymouth and maintain a consultant and contractor to perform timing changes on the city's traffic signals in the vicinity. MaineDOT will allow Maine Medical Center to place Changeable Message Signs on I-295 to inform the traveling public of the closure. Other CMS should be place on Congress St. Maine Medical center will work to provide communications out to the traveling public regarding the closure and to specifically communicate when The Sea Dogs have games during the time of this closure. MaineDOT is of the understanding that this closure will be 8 weeks max and the roadway will be open to traffic prior to the 4th of July.

From: Alexander M. Green [mailto:AGreen@mmc.org]
Sent: Wednesday, March 14, 2018 10:58 AM
To: Landry, Stephen <Stephen.Landry@maine.gov>
Cc: 'Randy Dunton' <rdunton@gorrillpalmer.com>; 'Will Conway' <wconway@sebagotechnics.com>
Subject: TAMING Follow up: Congress St Closure
Importance: High

Hi Steve,

I'm following up on the conversation we had on Friday. The City of Portland has asked us to submit something in writing from MDOT confirming what we discussed last week:

1. MDOT is comfortable with the plan to close Congress St and the proposed detour
2. MDOT is comfortable with the temporary signal on Weymouth St and Park Ave
3. Gorrill Palmer will submit for review and approval the placement of temporary message boards on I295 to MDOT prior to install

A response to this email confirming the three points above is good enough for us to submit to the City of Portland.

Thank you,

AI

AI Green, MHSA, PMP | Director of System Planning and Regulatory Compliance | Maine Medical Center | 131 Chadwick Street, Portland ME 04102 | 207.662.3689 | cell 616.540.2571

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