

37: Construction Management Plan
August 28, 2018
City of Portland
1884 Forest Avenue – Pine State Family Mart
Applicant: John Chau

Purpose:

Construction Management Plans shall be depicted on the projects site plan and will include the overall planning, coordination, and control of a construction site, including phases as applicable, from beginning to completion. The City’s goal for a construction management plan is to support a safe construction site and protect the public safety, accessibility (including preserving accessible pedestrian, bicycle, and vehicular modes of transport throughout the city), and welfare during construction. In addition, the construction management plan shall minimize construction impacts in their duration and magnitude to the surrounding area and develop an effective communication process for resolving concerns and conflicts.

Project Narrative:

The applicant/developer is proposing a new mixed-use retail building and a convenience store/gas station at 1884 Forest Avenue (Route 302) in the City of Portland. This project will disturb approximately 1.61 acres and the work will include:

1. Install erosion control measures and construction entrance;
2. Strip and stockpile loam for reuse;
3. Excavate and stockpile borrow;
4. Coordination with respective utilities regarding connections and required inspections;
5. Cut Forest Avenue and Riverton Drive, as necessary for utilities service connections;
6. Sanitary sewer connection coordination at existing main;
7. Preparation and utilities and drainage;
8. Installation of subsurface under-drained soil filters;
9. Building pads and parking preparation;
10. Installation of access drive/parking base course;
11. Installation of binder course of asphalt for drives/parking;
12. Building construction;
13. Service connections;
14. Final grading and drive/parking wearing course asphalt installation;
15. Installation landscaping;
16. Dumpster placement;
17. Loam, seed and mulch or sod to disturbed areas;
18. Temporary erosion control measures removed.

Performance Guarantees, Inspection Fees, Preconstruction Meeting, and Permits:

As a Level III Site Plan review, the developer of the project will be required to submit a performance guarantee for the proposed infrastructure work. This performance guarantee and site development inspection fees will be based upon a cost estimate submitted and approved by the City. The guarantee will be a letter of credit from an approved bank or credit union, deposited in a bank-held escrow account or a City- held escrow account. These fees/guarantees will need to be paid and in place prior to scheduling the pre-construction meeting.

As this project involves work within the right-of-way, the contractor will be responsible for obtaining street opening and street occupancy permits from the Department of Public Works. All construction in the right-of-way shall conform to Chapter 25 and all sewer and stormwater construction/connections shall conform to Chapters 24 & 32 of the Land Use Code. These permits will be for the connection to existing utilities and the drive connection at Forest Avenue and Riverton Drive. Work will be performed in conformance with applicable utility company standards. No blasting is anticipated for this project.

Construction Administration and Communication:

This project will be managed by a representation of the developer, Two Eisenhower Drive LLC along with a project manager from the land development construction firm hired by the developer.

1. Contact Person and contact information:
 - Developer : John Chau, (207761-0858
 - Site Contractor: TBD.
 - Engineer (Sebago Technics, Inc.): Jim Seymour, P.E., (207) 200-2083.
2. Signage will be placed at the site that will include the above contact information. This signage will be removed when the infrastructure for the project are complete.
3. The representative for the contractor /developer will reach out to adjacent abutter to notify them of the commencement of constructions and the proposed time frame to complete the infrastructure/roadway improvements for the project.

Construction Schedule*:

- Site Plan Approval: Expected –Autumn 2018.
- Preconstruction Meeting: November 2018
- Site preparation: Approximately 6 weeks.
- Stormwater management features, utilities, building construction: ± 24 weeks
- Expected Completion – Approximately June 2019. Paving – Spring 2019.

* Dates are subject to change at the discretion of the engineer, depending on construction progress.

Estimated construction time: ----- 32 Weeks (8 Months)
 Erosion Control Measures Placed: ----- Week 1
 Site clearing and grubbing ----- Weeks 2-4
 Construction of drive subbase for access ----- Week 4

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| Stormwater and Utility Improvements ----- | Weeks 4 – 20 |
| Final yard grading and compaction ----- | Week 20-22 |
| Final drive/parking paving ----- | Week 22 |
| Landscaping and seeding on prepared areas----- | Week 24 |
| Biweekly monitoring of vegetative growth ----- | Week 26-32 |
| Replanting/seeding, if needed ----- | Week 26-32 |
| Removal of erosion control devices ----- | Upon Final Project Completion |

1. From September 1st to May 31st, no person shall engage in construction activities generating noise exceeding fifty (50) decibels, between the hours of 7:00 p.m. and 7:00 a.m., of the following day within five hundred (500) feet of any buildings. From June 1st to August 31st construction activity may continue until 8:00 p.m.
2. Extended Hours or Night Work: Pursuant to Section 17-18, this section 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.”
3. Pursuant to Section 25-129: “Each permittee shall conduct and carry out excavation work in such manner as to avoid unnecessary inconvenience and annoyance to the general public and occupants of neighboring property. To the fullest extent practicable, the permittee shall take appropriate measures to reduce noise, dust and unsightly debris in the performance of the excavation work. Excavation work, including the use of any tool, appliance, or equipment, shall be performed between the hours of 7:00 a.m. and 10:00 p.m. only, exclusive of emergency work. Time waiver requests may be submitted to the public works authority for work outside of this time period and will be subject to neighborhood concerns. Excavation work shall not occur on Sundays, holidays or on major holiday weekends, unless expressly authorized by the public works authority or as a result of emergency need.
4. If allowed, no construction activity shall begin before 8:00 a.m. on a Saturday, Sunday or legal holiday.
5. All deliveries for materials will comply with the noise requirements listed above or be restricted to the hours allowed for construction work.

Security and Public Safety:

1. Prior to commencing construction, site contractor shall install a “Construction Ahead” signs to warn bicyclists and motorists of construction with the area.
2. Contractor shall be responsible for the setup of construction staging area before construction begins. Contractor may provide fencing for staging area at their discretion. Fenced in areas shall be provided with gates passable by emergency vehicles and equipped with a Knox locking device.

3. Contractor shall be responsible for the safe storage of materials or equipment on-site.
4. Contractor shall have weekly tailgate meetings which shall include discussion relative to security and public security.
5. Contractor shall develop a fire safety and emergency protocol and contact the nearest fire station to advise them of the ongoing construction project.
6. All excavations with the right-of-way shall be filled or plated at night. Excavations within the site shall be provided with adequate barricades or warnings (i.e. construction area tape around excavation) at night.

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. Sewer and Stormwater: Sewer and stormwater water 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.
3. Traffic Control Plans: 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.
 - a. Contractor will be required to submit Maintenance of Traffic Plans for all construction within the right-of-way of Riverside Industrial Parkway.
 - b. Flaggers will be required for temporary lane closures for construction.
 - c. Traffic Control signs shall not be placed where they are an obstruction to bicycles or pedestrians.

Site Management and Controls:

1. The land development contractor shall be responsible for the site managements during construction of site infrastructure. Building contractors will be responsible for the building site management.
2. Contractor will be responsible for providing and maintaining a dumpster during construction.
3. Contractor will install and maintain the construction entrance as shown on the plans and will maintain Riverton Drive by including sweeping as necessary for removal of tracked materials.
4. Contractor shall be responsible for maintaining construction BMP's and executing good housekeeping measures as depicted on the approved plans and as included in the Inspection, Maintenance and Housekeeping Plan.

5. Dust controls: The construction shall comply with Portland's requirements under Section 25-129 on Noise, dust and debris.
6. 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. The Contractor and City will be responsible for adjusting work should noise become an issue.
7. Rodent Control is not expected for this project. Should it become necessary, it will be provided, if applicable, by a professional exterminator and consistent with Chapter 22 of the City Code or City of Portland Public Works.
8. 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 basin or drainage structures to help snow melt
 - 6) This would include Monday-Friday Sat/Sunday/Holidays.
9. Site management and controls shall be discussed at each tailgate meeting including maintenance of BMP's and good housekeeping measures.

Erosion Control and Preservation of Trees:

1. The site 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 upon request.
2. The site contractor shall maintain storage and of materials and equipment away from the tree drip lines in an effort to preserve vegetation on adjacent properties. Due to development constraints, no vegetation will be preserved on the development site.

Construction Staging Area:

1. A Construction Management Plan is described on the site plan and depicts the location of the material (open storage) and equipment storage area. The exact location of these areas shall be up to the contractor but should be sufficiently away from any trees at the designated construction limit line.
2. Delivery Truck Holding Areas On-Site: The delivery holding area shall be adjacent to the site storage area shown on the plan and shall not be blocked during construction. On days when the construction activities require multiple truck deliveries, these deliveries will be carefully scheduled so that there is always adequate on-site area for the holding of the trucks until they can be unloaded. Once at the site all vehicles well be brought within the property and will make every attempt to avoid queueing on public streets.

3. Delivery Truck Holding Areas Off-Site: In the event that adequate on-site area for holding of trucks is not available, the contractor shall provide an area along the adjacent shoulder of Riverton Drive for offloading. This area shall be provided within the buffer area of a maintenance of traffic area with the appropriate cones, advanced warning signs and flaggers as necessary. All off-loading shall occur from the project side of the truck and not within the roadway.

Parking During Construction:

1. Construction Parking: Parking for construction workers shall be on the site as indicted on the Construction Management Plan. No parking shall occur along Forest Avenue. If sufficient space is not available on-site for parking, contractor shall make other parking arrangements and have workers brought or carpooled to the site.
2. Truck Routes and Volumes: All deliveries to and from site shall occur from Route 302 (Forest Avenue) or Riverside Street and proceed along Forest Avenue to the site. Drivers for the contractors shall be advised weekly of the residential nature of portions of the site approach over Riverside Street and Forest Avenue in the weekly tailgate meetings or by some other appropriate communication.

Prepared by:
Sebago Technics, Inc.

