

SECTION 015000

TEMPORARY FACILITIES AND CONTROLS

PART 1 - GENERAL

1.1 GENERAL PROVISIONS

- A. Attention is directed to the CONTRACT AND GENERAL CONDITIONS and all Sections within DIVISION 01 - GENERAL REQUIREMENTS which are hereby made a part of this Section of the Specifications.
- B. Sustainable Design Intent: Refer to Section 018113 - SUSTAINABLE DESIGN REQUIREMENTS.

1.2 DESCRIPTION OF WORK

- A. The Work of this Section includes, but is not limited to, requirements for the following:
  - 1. Temporary facilities and services.
  - 2. Temporary water.
  - 3. Weather protection.
  - 4. Temporary heating and ventilating.
  - 5. Temporary humidity control.
  - 6. Temporary electricity and lighting.
  - 7. Temporary telephone.
  - 8. Temporary sanitary facilities.
  - 9. Temporary fire protection.
  - 10. Temporary stairs and ladders.
  - 11. Temporary hoists and chutes.
  - 12. Staging and scaffolding.
  - 13. Temporary use of elevators.
  - 14. Temporary enclosures.
  - 15. Protection of work, property and the public.
  - 16. Security of the work.
  - 17. Rodent control.
  - 18. Water control.
  - 19. Snow and ice control.
  - 20. Construction fence.
  - 21. Project signs.
  - 22. Temporary offices.

1.3 SUBMITTALS

- A. General: Refer to Section 013300 – SUBMITTAL PROCEDURES, for submittal provisions and procedures.
- B. Informational Submittals: Submit the following plans for temporary protection and facilities as specified in this Section:
  - 1. Weather protection plan.
  - 2. Temporary humidity control procedures.

3. Temporary heating plan.
4. Temporary fire protection plan.

#### 1.4 TEMPORARY FACILITIES AND SERVICES

- A. Contractor shall be responsible for arranging and providing temporary facilities and general services at the site as specified herein and as otherwise required for proper and expeditious prosecution of work. Except as otherwise specified, the Contractor shall pay costs for all temporary facilities and general services until Final Acceptance of the Work and shall remove same at completion of the Work.
- B. All such services and facilities shall comply with applicable Federal, State and local regulations.
- C. Contractor shall make all connections to existing services and sources of supply, shall provide all necessary installations, labor, materials, and equipment, in a manner subject to the approval of the Architect and the Owner, shall remove temporary installations and conditions when no longer required, and shall restore the services and sources of supply to proper operating condition as approved by the Architect.
- D. Discontinuance of any temporary service prior to the completion of any portions of the Work shall not render the Owner liable for any additional cost resulting therefrom.
- E. Should a change in location of any temporary equipment be necessary in order for the Work to progress properly, Contractor shall remove and relocate such equipment as required without additional cost to the Owner.
- F. Temporary Parking Lot: Construct temporary parking lot shown on approved Logistics Plan for temporary use of Owner and Contractor during construction. Demolish temporary parking lot and restore area for permanent use as shown on Drawings.

#### 1.5 TEMPORARY WATER

- A. Furnish potable water for construction purposes for trades at a point within 10 feet of building being constructed. Arrange and pay charges for water service installation, maintenance, and removal thereof, and pay costs of water for all trades.
- B. After installation, permanent water supply and distribution system may be used as source of water for construction purposes, provided that the Contractor pays applicable municipal water costs and assumes responsibility for damage to water distribution system and pays costs of restoration of system where so damaged.
- C. Temporary pipe lines and connections from the permanent service line, either outside or within the building, necessary for the use of the Contractor and his Subcontractors shall be installed, protected and maintained at the expense of the Contractor.
- D. In addition to temporary lines and connections, the Contractor, if required by the Owner, shall at the Contractor's expense install a temporary meter in a frostproof box in such location and in such manner as may be approved by the Architect.
- E. Provide an adequate supply of drinking water from approved sources of acceptable quality, satisfactorily cooled, for Contractor's employees and those of his Subcontractors. Where required, furnish drinking water in suitable containers and provide single-service cups for use of employees. Drinking water dispensers shall be conveniently located in building where work is in progress.

- F. At completion of construction work, temporary water service equipment and piping shall be removed by Contractor.

#### 1.6 WEATHER PROTECTION

- A. It is the intent of these Specifications to require the Contractor to provide temporary enclosures and heat to permit construction work to be carried on during the months of November through March in compliance with Massachusetts General Laws. These Specifications are not to be construed as requiring enclosures or heat for operations that are economically infeasible to protect in the judgment of the Architect. Included in this category, without limitation, are such items as site work, excavation, pile driving, steel erection, erection of certain exterior wall panels, roofing, and similar operations.
- B. "Weather Protection" shall mean the temporary protection of that work adversely affected by moisture, wind and cold, by covering, enclosing and/or heating. This protection shall provide adequate working areas during the months of November through March as determined by the Architect and consistent with the approved construction schedule to permit the continuous progress of all work necessary to maintain an orderly and efficient sequence of construction operations. The Contractor shall furnish and install all "weather protection" material and be responsible for all costs, including heating required to maintain temperature of 40 degrees F. at the working surface. This provision does not supersede any specific requirements for methods of construction, curing of materials or to performance obligations of the Contractor.
- C. Within 30 calendar days after award of Contract, the Contractor shall submit in writing to the Architect for approval, three (3) copies of his proposed methods for weather protection.
- D. Installation of weather protection shall comply with all safety regulations including provisions for adequate ventilation and fire protection.
- E. Determination of extent of work to be performed during winter months shall be by the Contractor, with Owner's approval provided that work shall proceed at such a rate as to insure Substantial Completion on or before the stipulated date in accordance with the Progress Schedule.
- F. Be responsible for providing protection against damage to materials and work installed in freezing weather by providing special heat and coverings to prevent damage by the elements, in a manner approved by the Architect. Protect the ground surfaces under footings, under pipelines, under masonry, under concrete and other work subject to damage, against freezing or ice formation. If low temperature makes it impossible to continue operations safely in spite of cold weather precautions, cease work, and so notify the Architect.

#### 1.7 TEMPORARY HEATING AND VENTILATING

- A. Within thirty (30) calendar days after commencement of work under this Contract, the Contractor shall submit in writing to the Architect for approval, three (3) copies of his method and time schedule for heating during construction, which shall concur with his general Progress Schedule.
- B. Temporary weather-tight enclosures and temporary heating shall be provided by the Contractor as required during construction to make the building weather-tight and to protect work from freezing and frost damage. All costs of closing in buildings, and all costs of temporary heat shall be paid for by the Contractor until Substantial Completion.
- C. Contractor shall provide for temporary heating and shall pay fuel costs for heating directly to the utility company. Contractor may not tie into the Owner's permanent heating and ventilating

system. In areas of building where work is being conducted, temperature shall be continuously maintained as specified in Sections of Specifications but not less than 50 degrees F. nor more than 75 degrees F.

- D. Furnish and install one accurate recording Fahrenheit thermometer at a place designated by the Owner, located as directed by the Owner in order to determine that the specified temperatures are being maintained.
- E. When work has progressed sufficiently for installation of glazing, Contractor may, if approved by Architect, use glazed windows in place of temporary enclosures. Permanent windows shall be protected against damage from mortar, cement, plaster, etc., and from damage by other trades; and upon completion of work shall be thoroughly cleaned, damaged component parts including glass shall be satisfactorily repaired or replaced, and windows left in perfect condition, prior to Substantial Completion.
- F. Where building systems are inoperable, temporary heating shall be by smokeless portable unit heaters, steam generators or forced warm air heaters (UL, Factory Mutual, Fire Marshall approved), located outside building or vented to the outside. Contractor shall pay for fuel, maintenance and attendance required in connection with temporary heat. Surfaces, interior or exterior, damaged by use of these space heaters shall be replaced by new materials or be refinished to the satisfaction of the Architect without additional cost to the Owner. Use of oil burning "salamanders" is forbidden and nonvented open flame heaters will not be permitted inside after the building is closed in. Do not use propane-fueled heaters inside building or near stockpiles of combustible materials.
- G. When new heating system, or suitable portion thereof, is in operating condition, such system may be used for temporary heating, provided that the Contractor obtains written approval of Architect and Owner.
- H. Use of permanent air handling facilities for construction heating purposes will not be permitted.
- I. Make periodic inspections of the equipment and controls to insure proper operation of the system, as conditions require, and report any failings. Installation and operation of weather protection and heating devices shall comply with all safety regulations including provisions for adequate ventilation and fire protection.
- J. Upon conclusion of temporary heating period, Contractor shall remove temporary piping, temporary radiators, other equipment and pay costs in connection with repairing damaged caused by installation or removal of temporary heating equipment and shall thoroughly clean and recondition those parts of permanent heating system used for temporary service.
- K. Provide adequate ventilation as required to keep temperature of building within 10 degrees of ambient outdoor temperature when such. ambient temperature exceeds 70 degrees F., and to prevent accumulation of excess moisture in building. Refer to Section for Indoor Air Quality Control, for additional requirements for ventilation during construction

#### 1.8 TEMPORARY HUMIDITY CONTROL

- A. Humidity Control of Enclosed Building: The contractor shall install the following equipment to monitor and regulate relative humidity as required for the installation of all interior products. Humidity control equipment shall include, but not be limited to, the following:
  - 1. Hygrometer: Provide one device to measure temperature and relative humidity in each construction area.
  - 2. Dehumidifier, as required to maintain humidity of enclosed areas below 70%:

3. Fans: As required to eliminate significant variation in humidity levels within enclosed spaces.

- B. Schedule for Humidity Control: Relative humidity shall be maintained within the limits set by manufacturers of all interior materials and equipment. Refer to individual specification sections in Divisions 6, 9, 10, 11 and 12 for additional environmental requirements. No interior construction product shall be installed or applied prior to enclosure of building and installation of temporary humidity control measures.
- C. Within 30 calendar days after award of Contract, the Contractor shall submit in writing to the Architect for approval, three (3) copies of his proposed methods for humidity control.

#### 1.9 TEMPORARY ELECTRICITY AND LIGHTING

- A. Arrange as required with local electric company for temporary electric service, pay expenses in connection with installation, operation, and removal thereof, and pay cost of energy consumed by all trades until Substantial Completion of the building. Contractor shall make payments for electrical service directly to the electric company.
- B. Take care not to overload equipment and lines. Provide and relocate temporary electric meters as required.
- C. Power: Provide power distribution as required throughout new structure 120/208 volt, 3 phase, 60 cycle AC. Termination of power distribution shall be at one location in each major section of building, approximately at center. Termination shall be provided complete with circuit breakers, disconnect switches and other electrical devices as required to protect power supply system. Submit plan showing electrical distribution locations for Architect's approval.
- D. Lighting: Temporary lighting system shall be furnished, installed and maintained by Contractor as required to satisfy minimum requirements of safety and security. Temporary lighting system shall afford general illumination in building areas and supply not less than one (1) watt per square foot of floor area for illumination in areas of building where work is being performed. Provide adequate outdoor lighting to illuminate staging, stockpiles, trenches, projections, office trailers etc., to the satisfaction of the Architect, and general illumination throughout adequate for watchmen and emergency personnel.
- E. Safety: All temporary equipment and wiring for power and lighting shall be furnished and installed in conformity with the National Electrical Code and in accordance with local ordinances and requirements of the municipal power authority. All temporary wiring and accessories shall be maintained in a safe manner and utilized so as not to constitute hazard to persons or property and shall be removed after they have served their purposes.
- F. When permanent electrical power and lighting systems are in operating condition, they may be used for temporary power and lighting for construction purposes, provided that Contractor obtains written approval of Architect and Owner. If permanent lighting fixtures are used in temporary light, provide new lamps for fixtures used for temporary light before Substantial Completion of the Work.
- G. At completion of construction work, or at such time as Contractor makes use of permanent electrical installation, temporary wiring, lighting and other temporary electrical equipment and devices shall be removed by Contractor.

1.10 TEMPORARY TELEPHONE

- A. Arrange to provide direct line telephone service at construction site. Provide:
  - 1. Mobile phone service in Field Office for the Contractor with electronic answering service.
  - 2. Two (2) Mobile Phones with Service Plans for use by the Clerk of the Works.
  - 3. High Speed internet access and router via DSL, Broadband, Cable, or equal with unlimited internet access to the Field offices of the Contractor and Clerk of the Works.
  - 4. Other instruments at the option of the Contractor, or as required by regulations.
  - 5. Each Subcontractor shall make his own arrangements for telephone service.
- B. Pay for temporary telephones and for all calls and fixed charges in connection therewith; including unlimited long-distance calling.
- C. Temporary telephone services shall be maintained until Substantial Completion of the Work.

1.11 TEMPORARY SANITARY FACILITIES

- A. Contractor shall provide an adequate number of toilet facilities with chemical type toilets and temporary lighting rented from and serviced by an approved company, as necessary for all persons engaged on the Work. Provide separate facilities for male and female workers.
- B. Toilets shall be erected in location approved by the Architect, shall be maintained by the Contractor in a clean and orderly condition in compliance with all local and State health requirements, and shall be removed at Substantial Completion of the Work.
- C. Permanent toilet facilities shall not be used by the Contractor, Subcontractors or any persons engaged by them during the course of work under this Contract.

1.12 TEMPORARY FIRE PROTECTION

- A. Provide and maintain adequate temporary fire protection in the form of barrels of water with buckets, fire bucket tanks, fire extinguishers, or other effective means of extinguishing fire, ready for instant use, distributed around the Project and in and about temporary inflammable structures during construction of the Work.
- B. Within 30 calendar days after award of Contract, the Contractor shall submit in writing to the Architect, three (3) copies of his proposed methods for fire protection that have been reviewed and approved by the local Fire Department. Post a copy of the approved fire protection plan in the Field Office for reference.
- C. Gasoline and other flammable liquids shall be stored in and dispensed from UL listed safety containers in conformance with National Board of Fire Underwriter's recommendations. Storage shall not be within building.
- D. Arrange for periodic inspection by local fire protection authorities and insurance underwriter's inspectors. Cooperate with said authorities and promptly carry out their recommendations.
- E. Tarpaulins used during construction work shall be made of material that is resistant to fire, water, and weather. Tarpaulins shall have UL approval and comply with FS-CCC-D-746.
- F. Torch-cutting and welding operations performed by Subcontractors shall have approval of Contractor before such work is started and chemical extinguisher shall be available within sight and not over ten (10) feet from location where such work is in progress.

- G. Do not light fires in or about premises.

#### 1.13 TEMPORARY STAIRS AND LADDERS

- A. Each trade shall provide its own ladders where such ladders do not exceed a height of eight feet. Where ladders over eight feet, or stairs, steps or ramps of any height are required, the Contractor shall provide the entire installation, including the first eight feet.
- B. All such apparatus, equipment and construction shall meet all requirements of Federal, State and local laws applicable thereto.
- C. As soon as permanent stairs are erected, Contractor shall provide temporary protective treads, handrails, and shaft protection at stair locations.

#### 1.14 TEMPORARY HOISTS AND CHUTES

- A. Each trade shall provide its own hoists, including associated rigging, conveyance apparatus and chutes, where the maximum elevation of such hoists does not exceed a height of eight feet. Where hoists with elevations over eight feet are required, the Contractor shall provide the entire installation, including the first eight feet, and also including associated rigging, conveyance apparatus and chutes.
- B. Construction, maintenance and operation of material hoists shall conform to applicable requirements of the "Standard Safety Code for Building Construction", ANSI; to AGC "Manual" requirements and to State and local regulations.
- C. Temporary ladders, ramps, runways, chutes, derricks, stairs, and similar items required for proper execution of Contractor's work and that of his Subcontractors shall be properly maintained. Use of such facilities by other contractors, subcontractors and trades shall be permitted as required by construction schedule. Hoists and chutes shall be so constructed as to prevent damage, staining and marring of permanent work.
- D. No materials, rubbish or debris, shall be permitted to drop free, but shall be removed by the use of material hoist and/or fully enclosed rubbish chute.
- E. Provide openings in slabs, roofs, walls and partitions, where required, for moving in large pieces of equipment. Close and restore openings and finish them after equipment is in place. Structural modification, if required, shall be subject to prior written approval by the Architect.

#### 1.15 STAGING AND SCAFFOLDING

- A. Responsibility for Staging:
  - 1. Staging eight feet or less in height: Each trade shall provide staging and scaffolding required for its work, where such staging and scaffolding does not exceed a height of eight feet.
  - 2. Staging greater than eight feet in height: Where staging or scaffolding over eight feet high is required, the General Contractor shall provide the entire installation, including the first eight feet.
  - 3. The General Contractor shall coordinate the use of staging and scaffolding as required to permit trades to perform the Work in a timely manner.
- B. Construction Requirements for Staging: The General Contractor is responsible for safety of staging and scaffolding, including but not limited to the following requirements:

1. Staging shall be of approved design, erected and removed by experienced stage builders, and shall comply with all applicable OSHA standards.
2. Provide accident prevention devices required by State and local laws.

#### 1.16 TEMPORARY USE OF ELEVATORS

- A. Arrange with Elevator Subcontractor for temporary use of elevators, if required, during construction period, and for normal use by all trades and Subcontractors.
- B. Arrange for provision of temporary cab enclosures, cars, car switches, gate contacts, power, signaling devices, temporary hoistway openings, protection of permanent hoistway entrances and other installed finished work, and all such other items as are necessary to permit temporary operation in accordance with local, State and national codes.
- C. Arrange with Elevator Subcontractor for all necessary maintenance of elevators during period of temporary operation and for restoration of elevators to their original, perfect condition with guarantees as specified. All costs in connection with temporary operation of elevators shall be paid by the Contractor.
- D. Do not abuse, overload or otherwise damage elevators in temporary use for construction purposes.

#### 1.17 TEMPORARY ENCLOSURES

- A. Provide temporary weather tight enclosure of exterior walls as necessary to provide acceptable working conditions, provide weather protection for interior materials, allow for effective temporary heating, and to prevent entry of unauthorized persons.
- B. Provide temporary exterior doors with self-closing hardware and padlocks. Permanent door enclosures shall not be used as temporary enclosures. Other enclosures shall be removable as necessary for work and for handling of materials.
- C. Refer to Section – 018119 CONSTRUCTION INDOOR AIR QUALITY (IAQ) MANAGEMENT, for requirements for temporary interior partitions to enclose portions of the work where required for protection of indoor air quality.
- D. Relocate temporary enclosures as required by progress of construction, by operations of the building, or work requirements, and to accommodate legitimate requirements of Owner and Subcontractors employed at the site.
- E. Completely remove temporary materials, equipment and services when enclosure needs can be met by use of permanent construction and at completion of the Project.

#### 1.18 PROTECTION OF WORK, PROPERTY AND THE PUBLIC

- A. Furnish, erect, and maintain, until such time as removal is approved by the Architect, temporary fencing and barricades to extent recommended by OSHA and as otherwise required for the protection of life and property during operations under the Contract.
- B. Construct barricades and protective facilities in accordance with local and State regulations. Furnish and install all signs, lights, reflectors, and all such protection facilities as may be required.

- C. Contractor shall save the Owner harmless from all claims arising from the use of public streets, sidewalks, and adjoining premises for construction purposes.
- D. Keep all access roads and walks clear of debris, materials, construction plant and equipment during building operation. Repair streets, drives, curbs, sidewalks, fences, poles and the like where disturbed in building operation and leave them in as good condition after completion of the Work as before operations started.
- E. Protect all planting, landscaping, trees and site improvements to remain.
- F. The Contractor shall be responsible for the maintenance of construction barriers and traffic barriers in order to maintain traffic around the Work with the maximum of safety and practical convenience to such traffic during the life of the Contract, and whether or not work has been suspended temporarily. He shall take all precautions for preventing injuries to persons or damage to property on or about the Work.
- G. Work shall be carried on and barriers erected in such a manner as to provide safe passage at all times for public travel and with least obstruction to traffic. The Contractor shall provide and maintain at his own expense in a safe and passable condition such temporary bypasses created by the barriers as may be necessary to accommodate both pedestrian and vehicular traffic.
- H. Whenever gale or high winds are forecast, take proper measurements to secure all loose material, equipment or other items that could blow about and be damaged or cause damage to other work. No such loose items shall be left unsecured at end of working day. Particular attention shall be taken with scaffolding and items placed or stored on roofs or within the structure prior to being enclosed.
- I. Remove all snow and ice which may impede work, damage the finishes or materials, be detrimental to workers, or impede trucking, delivery, or moving of materials at the job site, or prevent adequate drainage of the site or adjoining areas.
- J. Be responsible for all breakage of glass from the time construction operations commence in each portion of the Project until each portion of the Project is occupied by the Owner. Unless glass has been broken by the Owner or his representatives, or by other separate prime contractors, the cost of glass replacement shall be borne by Contractor.

#### 1.19 SECURITY OF THE WORK

- A. The Contractor shall be responsible for providing any and all security precautions necessary to insure adequate protection of his and the Owner's interests.
- B. Take all required measures to protect the Work at all times against fire, storm, theft, vandalism and other losses.
- C. The Contractor shall be wholly responsible for patrolling and protecting the work under construction and the materials stored on the site; and shall reimburse the Owner for any losses, damage or injury not compensated by insurance, except those directly caused by the Owner, his agents or his employees.
- D. The Contractor shall rebuild, repair, restore and make good all damage to any portion of the Work occasioned by any of the above causes before completion and written acceptance of the completed Work, and shall bear the expense thereof. No extension of time will be allowed in such cases.

- E. Should the Contractor fail to take prompt action whenever conditions make it necessary, the Owner may make emergency repairs or cause the same to be made, with the stipulation that the costs for such repairs shall be charged against the Contractor and deducted from monies due to him.

#### 1.20 RODENT CONTROL

- A. Pest Control: Engage pest-control service to recommend practices to minimize attraction and harboring of rodents and to perform extermination and control procedures at regular intervals so Project will be free of rodents and their residues at Substantial Completion.
  - 1. Obtain extended warranty for Owner.
  - 2. Perform control operations lawfully, using environmentally safe materials.
  - 3. The Contractor's attention is brought to the fact that the building will be occupied by children. Every effort shall be made to avoid applications of materials that will in any way compromise their health.

#### 1.21 WATER CONTROL

- A. Take over responsibility for site drainage in work areas upon entering the premises and maintain such drainage during the life of this Contract in a manner approved by the Architect and so as not to adversely affect adjacent areas or abutting property.
- B. During the progress of the Work, provide and maintain all required pumps, suction and discharge lines, and power in sufficient number and capacity to keep all excavations, pits, trenches, foundations, and the entire property area free from accumulation of water from any source whatsoever, at all times, and under any and all circumstances and contingencies that may arise.

#### 1.22 SNOW AND ICE CONTROL

- A. De-icing Materials:
  - 1. General: Comply with state and local regulations.
- B. Snow Storage:
  - 1. General: Comply with state and local regulations.

### PART 2 - PRODUCTS

#### 2.1 CONSTRUCTION FENCE

- A. Furnish, install, maintain, and pay for temporary fencing and other protection required for the safety of the Work and of stored materials and equipment. Provide temporary construction fence as required for public safety and protection around entire construction area at the Limit of Work line, at each site as shown on Drawings. Fence shall be installed in a manner that will not impact wetlands.
- B. Construction fence shall be eight (8) feet high and of chain link construction with 6 gauge wire at the top and the bottom of the fencing material, erected in a substantial manner, straight, plumb and true.
- C. Gates shall be built into fence at such approved locations as are necessary, well cross-braced and hung on heavy strap hinges with proper post and hook for double gates. Provide heavy

hasps and padlocks for each gate. Provide keys to Owner to facilitate emergency access by Owner's Security Forces and local Police and Fire Department.

- D. All fencing shall be in accordance with local ordinances and shall be removed at such time before Final Acceptance as the Architect directs. Restore site to acceptable condition after removing fence.
- E. Vehicular access to the site, and parking for Contractor's employees' vehicles shall be restricted to the specific areas designated by the Owner.

## 2.2 PROJECT SIGNS

- A. Provide in a location designated by the Architect one (1) sign, 4 feet by 8 feet in size, with three 4-inch by 4-inch post supports. Sign shall be fabricated from 3/4 inch thick medium density overlaid exterior plywood, edged continuously with 3/4 inch square pine banding. Apply one coat of exterior primer and two coats of exterior gloss enamel to all surfaces of sign and supports.
- B. Sign shall be professionally produced and shall indicate: (1) the name of the Project, (2) the name of the Owner, (3) the name of the Contractor, (4) names and addresses of the Architect and Consulting Engineers, and (5) MSBA information. Graphic images and lettering, including type size, style and colors, will be provided by the Architect prior to beginning of construction. Architect will provide layout in electronic disc format or printed copy for sign production.
- C. Provide directional signs as required to properly control construction traffic at each site.
- D. No other signs or advertisements will be allowed on building or premises.
- E. Erect where required for DEP File No. in accordance with Wetland Regulations and the Order of Conditions where applicable.

## 2.3 TEMPORARY OFFICES

- A. Provide, maintain, and pay all costs in connection with temporary offices; including but not limited to office furniture, office equipment, and exhaustible office supplies.
- B. In addition to his own requirements, the Contractor shall provide and bear all costs for completely enclosed weathertight structure equal to Williams Scotsman Model MO6012; not less than 60'-0" x 12'-0" in area for use of the Owner, the Architect, and their representatives. The trailer shall have two offices and a conference room, a reasonable amount of natural light, adjustable natural ventilation, and two exterior doors with dead bolt locks accessible and keyed from the outside. In addition include the following equipment:
  - 1. One private toilet facility with running water within the structure.
  - 2. Heat during cold weather below 55 degrees F.
  - 3. One layout table, approximately 36" x 84" with one drafting stool and two drafting lamps with bulbs.
  - 4. Two desks (30x60 standard double pedestal) and two desk chairs (swivel type with arms) in separate offices. One desk and one desk chair in the main area.
  - 5. Twelve straight back folding chairs.
  - 6. Four metal file cabinets (4 drawers each) with locks.
  - 7. One plan rack to accommodate at least 6 sets of drawings.
  - 8. Two desk-type telephones.
  - 9. One electronic telephone answering machine.

10. One coat rack, two wastepaper baskets, and one 30"x40" wall-mounted tackboard.
  11. One exterior high quality mercury thermometer.
  12. Air conditioning during weather above 75 degrees F.
  13. Two conference tables, 36" x 72" and 8'-0" of 12" deep shelving.
  14. Sufficient number of electric lights (50 fc at desk level over entire area) and outlets.
  15. One electrostatic copying machine, capable of copying, sorting, stapling, and collating equal to Xerox model XC830 or Sharp Z-820 with toner and drum cartridges. The copier shall have a 100-sheet paper drawer, able to reduce 30%, enlarge 40% and produce letter and legal size copies. Provide letter and legal size paper supply for the duration of the work
  16. Once digital camera equal to USA PowerShot S45 and direct interface data cable.
  17. Supplies: Office supplies, including toners for all equipment, four (4) pairs of boots, four hard hats, and raincoats, one water-cooler with refrigerator, paper cups, and weekly bottle replacement for the duration of the project.
  18. One industrial quality wall-mounted first aid kit sized and supplied for 10 people.
  19. One automatic coffee machine.
  20. One new computer equal to or better than a Dell Dimension 4550 Series Pentium 4 processor at 2.66 GHz w/ 533 MHz front side bus/512K L2 Cache, 333MHz DDR SDRAM, 512mb RAM. Include a Dell quitekey keyboard, a new 17 in E171 FPb Flat Panel Display, a Video Card equal to or better than 64mb DDR NVIDIA GeForce MX Graphics Card with TV-Out, a Hard Drive with a minimum of 60 GB Ultra ATA/100 7200 RPM, a 3.5 floppy disk drive, an operating system equal to MS Windows XP Professional, a Logitech Optical USB or equal mouse, a Network to include Integrated Intel Pro 10/100 Ethernet or equal and related cord, a 56K PCI Data/Fax Modem and related cord, a CD/DVD Drive equal to 48x/24x/40x Max CD-RW/DVD Combo Drive, a Sound Card equal to Sound Blaster Live 5.1 Digital Sound Card, a Speaker equal to Harmon Kardon HK-206, a zip drive equal to 250 mb lomega ZIP Built-in Drive, and Software equal to MS Office XP Small Business. All items, including related power cords, adapters, surge suppressors, and other misc items necessary to operate the equipment are to be installed and made operational for use by the Owner.
  21. One printer equal to the HP Officejet all-in-one printer/scanner/fax; include all related cables and driver software.
  22. 70 inch monitor in Conference Room.
  23. UPS backup power unit, 20 minute capacity.
- C. Heat and Air Conditioning shall be maintained to provide an indoor air temperature of 76 degrees F at 72 inches above the floor and throughout the space during the cooling season and 70 degrees F at 30 inches above the floor during the heating season.
- D. Electrical Convenience Power: Provide convenience outlets for at least 2400 watts and at least 2 convenience circuits independent of the lighting, equipment power, and heating needs.
- E. Offices shall be located in location approved by the Architect, shall be maintained by the Contractor in a clean and orderly condition, and shall be removed at Substantial Completion. The Contractor shall provide a cleaning service in each office at regular intervals (at least weekly).
- F. Provide routine emergency service for office equipment specified and reasonable quantities of expendable supplies as required for job related use. When the sitework and building has been completed to the extent that removal of the temporary structures is required, the Contractor shall provide a fully organized and connected temporary office spaces within the building located in and area approved by the Architect.
- G. All office equipment provided under this Section shall be the property of the Contractor and shall be removed at Substantial Completion; except the computer, camera, printer, and associated

hardware and software for which the titles and licenses shall be transferred to the Awarding Authority before final acceptance of the Project.

PART 3 - EXECUTION (NOT USED)]

END OF SECTION