

SECTION 1000 – GENERAL REQUIREMENTS FOR UNIFIED GOVERNMENT PROJECTS**PART 1 - GENERAL**

1.01 SCOPE: This Section covers the relationship of the Technical Provisions to the General Conditions and drawings, permit requirements, limits of construction, general requirements for measurement of installed quantities, water and electrical power, posting of no parking areas, mobilization, photographic record, site restoration, and clean up.

1.02 APPLICABILITY: Section 1000 applies only to construction contracts administered by the Unified Government Public Works Department.

1.03 RELATED WORK: The General Conditions contain other administrative and procedural requirements related to the sequencing and prosecution of the work. The location of specific topics is given below:

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|----|--|---------------------|
| A. | Progress Schedules | GC - 3 |
| B. | Shop Drawing Submittal Procedures (all submittals required by these Technical Provisions shall follow the form of the shop drawing submittal procedures.) | GC - 5 |
| C. | Uncovering Untested Work | GC - 7 |
| D. | Substitutions | GC - 8 |
| E. | Staking | GC - 10 and SGC - 3 |
| F. | Contractor's Superintendent | GC - 12 |
| G. | Construction Methods | GC - 12 |
| H. | Job Site Safety | GC - 11 and GC - 42 |
| I. | Change Order Procedure | GC - 13 |
| J. | Correction of Defective Work | GC - 20 |
| K. | Duration of Performance Bond | GC - 37 |
| L. | Weekend and Holiday Work | GC - 41 and GC - 50 |
| M. | Utility Coordination | GC - 11 and GC - 45 |
| N. | Record Documents | GC - 48 |

O. Historical and Archeological Deposits GC - 49

1.04 REFERENCE SPECIFICATIONS: Throughout the Technical Provisions and Special Conditions, the following abbreviations refer to the indicated documents:

- A. KDOT Standard Specifications shall mean the Standard Specifications for State Road and Bridge Construction by the Kansas Department of Transportation, current edition.
- B. ASTM shall mean a standard specification by the American Society for Testing and Materials, current edition.

1.05 PERMITS: Unified Government will obtain State of Kansas Department of Transportation permits. Contractor shall obtain Unified Government right-of-way use permit, haul permit, and Land Disturbance permits. Contractor shall obtain other permits pursuant to the General Conditions.

1.06 SUBMITTALS: The following shall be submitted by Contractor prior to starting construction:

- A. Superintendent's name and phone number.
- B. Progress Schedule, Schedule for Payments, Subcontractor list, including estimated values of the work to be provided by each Subcontractor.
- C. Copies of construction easement agreements between Contractor and private parties.

1.07 PROGRESS SCHEDULE, UPDATES, AND SITE MEETINGS: Contractor shall submit initial project schedule at the preconstruction meeting. Contractor shall update the schedule in writing when accumulated variance makes the initial schedule unusable, as determined by Engineer. Contractor shall give Engineer oral notification 48 hours in advance of changes in work location or activity. Contractor and his subcontractors shall attend site meetings as required to fully coordinate the project with Engineer. Failure to provide schedule, to give advance notification, or to fully coordinate the project may result in closure of the work site.

1.08 LIMITS OF CONSTRUCTION: Construction activity (including demolition, clearing, storage of equipment and materials, installation of materials and equipment, and employee parking) shall be restricted to the right-of-ways, easements, Unified Government-owned property indicated on the drawings, and other areas secured by Contractor by private agreement. Engineer shall be informed of Contractor's private arrangements for construction easements and shall be supplied a copy of the written agreement.

1.09 MEASUREMENT OF INSTALLED QUANTITIES: Contractor shall provide a responsible individual to work with a representative of Engineer to measure all quantities to be paid by unit price. Measurements of work completed shall be made at the end of each day's work. Said measurements shall be the basis of payment, as no remeasurement shall be made at completion of the project.

1.10 WATER AND ELECTRICAL POWER: Contractor shall provide water and electrical power required for the work. Cost of water and power shall be subsidiary to the work as a whole.

- 1.11 TECHNICAL PROVISIONS ON SITE:** Contractor shall have at least one copy of these Technical Provisions on the job site available for reference whenever the work is in progress.
- 1.12 NOTICE OF CONSTRUCTION:** Contractor shall send out a flyer for “Notice of Construction” as shown in *Attachment 1000-A* at least 48 hours in advance to the start of work. Flyers shall be posted on doorways of all residents and businesses within 200 feet of the proposed work zone.

PART 2 - PRODUCTS

- 2.01 PROJECT SIGN:** Project sign shall vary by duration of project. Sign shall be black on white of durable weatherproof construction with professional layout of information.
- A. For projects lasting longer than 45 calendar days at a single site:
1. Use attached Project Sign detail UG 1000-A.
- B. For projects of shorter duration or multiple site spot repair projects:
1. Use attached Project Sign detail UG 1000-B.

For emergency repair, no sign required.

PART 3 – EXECUTION

- 3.01 PROJECT SIGN:** Prominently place project sign, inspect regularly, clean, repair or replace as needed.
- 3.02 PARKING CONTROL:** Contractor shall identify where on-street parking must be temporarily prohibited. Engineer will provide temporary signs and direct the installation. Contractor shall provide labor and equipment for installation and subsequent removal of temporary signs. Temporary parking prohibitions shall be posted at least 48 hours in advance of the effective date of parking prohibition. Unified Government will assist in the removal of illegally parked cars.
- 3.03 PHOTOGRAPHIC RECORD:** The intent of this requirement is to protect Unified Government and Contractor from claims of inadequate restoration and to protect the property owner from less than complete restoration. Contractor shall maintain photographic records in good order throughout the term of the Contract surety bond or bonds. Photo record shall be delivered to Engineer only when so indicated in the Special Conditions, or when requested by the Engineer. Individual photos shall be made available to Engineer when damaged claims are alleged.
- A. Recorded items shall include private improvements scheduled to be removed and replaced; structures scheduled to remain that may be exposed to ground vibrations or settlement due to adjacent excavation; curbs, walks, and drives scheduled to remain that may be exposed to concentrated construction loads; and trees, shrubs, and turf scheduled to remain within the

limits of construction. Work limited to the paved areas within the public right-of-way shall not require a photographic record unless specifically required in the special conditions; such work includes grind and overlay, haydite seal, and pavement patching.

- B. Each photograph shall:
1. Show sufficient detail to evaluate surface conditions.
 2. Have sharp focus and proper exposure.
 3. Include a reader board identifying project, approximate station, direction, and date of view.
 4. Provide photographic record images in JPEG format, with minimum sensor size of 4.0 megapixels, on compact disc when requested by Engineer. Submit images with the same aspect ratio as the sensor, uncropped. Identify electronic media with date(s) photos were taken.
- C. Contractor shall give Engineer 24 hours' notice of photographic work, so Unified Government representative can accompany Contractor during photography:
1. Prior to commencing work in an area to photographically record designated items.
 2. 24-hour notice shall be waived for photographic record during emergency condition.

ATTACHMENTS:

Attachment 1000-A FLYER FOR ADJACENT OWNER NOTIFICATION

STANDARD DETAILS RELATED TO THE WORK OF THIS SECTION:

UG 1000-A PROJECT SIGN

UG 1000-B PROJECT SIGN FOR PROJECTS OF SHORT DURATION

END OF SECTION 1000



Notice of Construction in Your Area

Construction work that may affect the curb, sidewalk, lawn or driveway adjacent to your property is scheduled by the Unified Government Engineering Division. Noise, congestion, and limits on automobile access are common inconveniences. Please bear with us. The contractor listed below is responsible to maintain a clean worksite and to restore property damaged due to construction.

Anticipated beginning date _____

Anticipated ending date _____

Contractor's Name _____

Contact _____

Phone _____

Unified Government Contact _____

FLYER FOR ADJACENT OWNER NOTIFICATION
PUBLIC WORKS DEPARTMENT, ENGINEERING DIVISION
UNIFIED GOVERNMENT