

SECTION 01000 – GENERAL PROJECT REQUIREMENTS

PART 1 - GENERAL

1.01 SUMMARY

- A. This section covers the general project requirements for all projects.

1.02 RELATED SECTIONS

- A. Section 00700 – General Conditions.
- B. Section 00800 – Supplementary Conditions.
- C. Section 01015 – Specific Project Requirements.
- D. Section 01020 – Record Documents.
- E. Section 01300 – Submittals.
- F. Section 01566 – Cleanup Operations.
- G. Section 01570 – Temporary Erosion Control.
- H. Section 01580 – Project Signs.
- I. Section 01581 – Public Communications.
- J. Section 02180 – Clearing and Grubbing.
- K. Section 02190 – Demolition and Disposal of Debris.
- L. Section 02200 – Earthwork.
- M. Section 02949 – Tree Protection, Removal and Replacement.

1.03 CODES AND STANDARDS

- A. By reference, as applicable for the Work being performed.

1.04 SUBMITTALS

- A. Submit as specified in Section 01300 – Submittals.
- B. Project Communications:
 - 1. Progress Meeting Minutes.
- C. Other:
 - 1. Description and location of offsite storage arrangements.
 - 2. Construction Site Plan.
 - 3. Safety Representative.

1.05 QUALITY ASSURANCE

- A. The Contractor is responsible for the quality assurance and quality control of the Work.

1.06 PRODUCT DELIVERY, STORAGE AND HANDLING

- A. Storage of materials and equipment shall conform to manufacturer's recommendations.
- B. Storage of equipment and material shall not interfere with public access and/or safety.
- C. All material shall be protected from weather. Gaskets shall be protected from exposure to sunlight.
- D. Offsite Storage:
 - 1. Offsite storage arrangements shall be approved by the City for all materials and equipment.

2. It is the Contractor's sole responsibility to provide adequate and satisfactory security and protection.
 3. Offsite storage facilities shall be bonded and accessible to City.
- E. Preparation for Shipment:
1. All materials and equipment incorporated into the project shall be suitably packaged to facilitate handling and protect against damage during transit and storage.
 2. Painted surfaces shall be protected against impact, abrasion, discoloration, and other damage. All painted surfaces, which are damaged prior to acceptance of materials and equipment, shall be repainted to the satisfaction of the City.
 3. Pipe and fitting linings shall be protected against damage.
 4. Each item, package, bundle of material, or piece of equipment shall be tagged or marked as identified in the delivery schedule or on the Shop Drawings. Complete packing lists and bills of material shall be included with each shipment.

1.07 MATERIALS SELECTION AND ACQUISITION

- A. The Contractor shall not use materials or equipment removed from existing premises, except as specifically permitted by the Contract Documents. All products shall be new, never used before, unless otherwise specified.
- B. Provide interchangeable components of the same manufacturer, for similar removable components, such as: T-bolts, glands, gaskets, manhole rings and covers, etc.

1.08 CONSTRUCTION SITE PLAN

- A. Unless otherwise specified in Section 01015 – Specific Project Requirements, prior to the start of work, the Contractor shall submit a site plan showing the locations and dimensions of temporary facilities which include, but are not limited to, the following layouts and details:
 1. Equipment and material storage area (on-site and off-site).
 2. Access and haul routes.
 3. Avenues of ingress/egress in fenced areas.
 4. Details of the fence installation.
 5. Any areas which may have to be protected to prevent the tracking of mud.
 6. Indicate if a supplemental or other staging area is being utilized.
 7. Show locations of safety and construction fencing, job site trailer, construction entrances, trash dumpsters, temporary sanitary facilities and parking areas for project personnel.
 8. Indicate locations of concrete washout facilities.

1.09 EASEMENTS AND RIGHTS-OF-WAY

- A. The City will furnish the Site in accordance with Section 00700 - General Conditions. The Contractor shall confine construction operations to the immediate vicinity of the Site shown in the Contract Documents and shall use due care in placing construction tools, equipment, excavated materials, construction materials and supplies to cause the least possible damage to property and least possible interference with public traffic.

- B. On Private Property:
1. The permanent easements are as noted in the Contract Documents. No additional temporary construction easements have been obtained, unless otherwise indicated in the Contract Documents. The Contractor shall set stakes to mark the boundaries of construction easements across each private property. The stakes shall be protected and maintained until completion of the Work. After cleanup has been completed in accordance with Section 01566 – Cleanup Operations, the Contractor shall remove all construction stakes.
 2. The Contractor shall not enter any private property outside the designated construction easement boundaries without written permission from the owner of the property.
 3. Should it become necessary to use or occupy the land beyond the limits of the Site (as defined by Section 00700 – General Conditions), the Contractor shall obtain a written agreement with each affected property owner and tenant. Each agreement shall clearly outline the terms for which the Contractor may utilize the property and shall be fully executed by the Contractor, the property owner and the tenant (when applicable).
 4. Whenever the easement is occupied by crops which will be damaged by construction operations, the Contractor shall notify the property owner sufficiently in advance so that the crops may be removed before the Work is started. The Contractor is responsible for all damage to crops outside the easement and shall make satisfactory settlement for the damage directly with the property owner.
 5. Where the Work impacts fields that are leveled for irrigation or terraced, the Contractor shall relevel irrigated fields and replace all terraces to their original or better condition and to the satisfaction of the property owner.
- C. Crossing State Highways:
1. The City has obtained permission from the Missouri Department of Transportation (MoDOT) for the construction of the Work. The Contractor shall secure all necessary MoDOT permits and post bond as required for construction within the limits of the MoDOT right-of-way. All work within MoDOT right-of-way shall be in conformance with MoDOT regulations. The permit must be secured before any construction is started within MoDOT right-of-way.

1.10 MAIL BOXES

- A. The U.S. Post Office Department’s regulations prohibit the delivery of mail to addresses where there are no mailboxes or where the mailboxes are not readily accessible because of construction excavation.
- B. The Contractor’s execution of the Work shall not impede delivery of the mail. The Contractor shall ensure that all mail delivery to all mail boxes is uninterrupted. All excavated material, equipment, supplies shall be kept clear of mail boxes to allow normal access for mail delivery personnel and vehicles.
- C. When removal of a mail box is necessary to facilitate the Work, it shall be removed, stored and re-set to its original position and elevation. From the time a mail box is removed, it shall be re-set and the surrounding area stabilized and restored within 24 hours.

1.11 LINES AND GRADES

- A. All Work shall be done to the lines, grades and elevations indicated in the Contract Documents.
- B. Basic horizontal and vertical control points are provided in the Contract Documents. All additional survey, layout and measurement work shall be performed by the Contractor as a part of the Work.
- C. The Contractor shall provide an experienced instrument person, competent assistants and all instruments, tools, stakes and other materials required to complete the survey, layout and measurement work.
- D. The Contractor shall provide qualified personnel, materials and equipment (tools, stakes and other materials) as may be required for the following tasks needed in the Work:
 - 1. Establish or designate control points.
 - 2. Establish construction easement boundaries.
 - 3. Verify survey.
 - 4. Verify layout shown on the Contract Documents.
 - 5. Verify and document work performed by the Contractor.These efforts shall be included in the Contractor's bid price and performed at no additional cost to the City.
- E. The Contractor shall remove and reconstruct, at no additional cost to the City, any Work that was improperly installed or improperly located.
- F. See Section 01020 – Record Documents, paragraph SURVEY REQUIREMENTS for additional requirements.

1.12 CONNECTIONS TO EXISTING FACILITIES

- A. Unless otherwise specified or indicated, the Contractor shall make all necessary connections to existing facilities. This includes, but is not limited to, structures, drain lines, water utilities, sewer utilities, gas utilities, communications utilities and electric utilities. In each case, the Contractor shall receive permission from the City or the owning utility prior to undertaking a connection. The Contractor shall protect facilities against deleterious substances and damage.
- B. Connections to existing facilities that are in service shall be thoroughly planned in advance. All required equipment, material and labor shall be on hand at the time of undertaking the connections. Work shall proceed continuously (around the clock) to complete connections in the minimum time possible. Operation of valves or other appurtenances on existing utilities, when required, shall be by or under the direct supervision of the owning utility.

1.13 UNFAVORABLE CONSTRUCTION CONDITIONS.

- A. During unfavorable weather, wet ground, or other unsuitable construction conditions, the Contractor shall confine operations to Work that will not be adversely affected by such conditions.
- B. No portion of the Work shall be constructed under conditions that would adversely affect the quality or efficiency thereof, unless special means or precautions are taken by the Contractor to perform the Work in a manner acceptable to the City.

- 1.14 UNDERGROUND FACILITIES AND ASSOCIATED RESTORATION
- A. As provided in Section 00700, paragraph 4.04 of the General Conditions, the Contractor shall perform all cutting and patching required for the Work and as may be necessary in connection with locating all underground facilities, installation of Work, uncovering Work for inspection or for the correction of defective Work.
 - B. The Contractor shall perform all cutting and patching required for and in connection with the Work, including but not limited to the following:
 - 1. Removal of improperly timed Work.
 - 2. Removal of samples of installed materials for testing.
 - 3. Alteration of existing facilities.
 - 4. Installation of new Work.
 - C. The Contractor shall provide all shoring, bracing, supports and protective devices necessary to safeguard all Work and existing facilities during cutting and patching operations. The Contractor shall not undertake any cutting or demolition that may affect the structural stability of the Work or existing facilities without City's approval.
 - D. Materials shall be cut and removed as required to complete the Work. Materials shall be removed in a careful manner, with no damage to adjacent facilities or materials. The Contractor shall remove all excavated materials from the site that cannot be incorporated in the Work.
 - E. All Work and existing facilities affected by cutting operations shall be restored with new materials, or with salvaged materials acceptable to City, to obtain a finished installation with strength, appearance and functional capacity required to match the existing area. If necessary, entire surfaces shall be patched and refinished.
 - F. The Contractor, at no extra cost to the City, shall replace all surface features damaged, removed or so designated to be replaced.

1.15 ENVIRONMENTAL PROTECTION

- A. Laws and Regulations:
 - 1. The Contractor shall conform to all laws and regulations as required by Section 00700 – General Conditions, Article 6 – Contractor's Responsibilities.
- B. Storm Water Runoff:
 - 1. Storm Water Pollution Prevention Plan (SWPPP): As required by Section 00700 – General Conditions, Article 6 – Contractor's Responsibilities.
 - 2. Erosion Sediment Control: See Paragraph 1.25.
 - 3. The Contractor shall prevent the pollution of drains and watercourses by sanitary wastes, sediment, debris and other substances resulting from construction activities. See paragraph 1.38.
 - 4. Dewatering: As required by Section 02200 – Earthwork.
 - 5. Concrete Washout Facilities: As required by Section 01566 – Cleanup Operations.
- C. Air Pollution:
 - 1. Burning: No open burning will be permitted.
 - 2. Dust Control: See paragraph 1.37.
- D. Other Construction Activities:
 - 1. Disposal of Demolition Material: As required by Section 02190 – Demolition.
 - 2. Disposal of Debris: Section 02180 – Clearing and Grubbing and Section 02200 – Earthwork.

3. Protection of Wetlands: As shown on the Drawings or as specified in Section 01015 – Specific Project Requirements.
4. Floodplains: As shown on the Drawings or as specified in Section 01015 – Specific Project Requirements.
5. Cleanup and Site Maintenance: As required by Section 01566 – Cleanup and Site Maintenance.

1.16 LICENSES, PERMITS, AND CERTIFICATES

- A. Requirements for licenses, permits and certificates are provided in Section 00700 – General Conditions, paragraph 6.09.
- B. Permitting exceptions (if any) are noted in Section 00800 – Supplementary Conditions.

1.17 APPLICABLE CODES

- A. Standard specifications of the Kansas City, Missouri Department of Public Works are, by reference, hereby made a part of this contract specifications. See Section 01015 – Specific Project Requirements for additional information.

1.18 REFERENCE STANDARDS

- A. See Section 00700 – General Conditions, paragraph 3.02 for references to standards and specifications of technical societies.

1.19 PRECONSTRUCTION CONFERENCE

- A. A Preconstruction Conference will be held in accordance with Article 2 of the General Conditions. The conference will be held at a mutually agreed time and location. The conference shall be attended by:
 1. Contractor and the project superintendent.
 2. Design Professional.
 3. Resident Project Representative.
 4. Representatives of City.
- B. Other participants as requested by the Contractor, City, or Design Professional; such as the following:
 1. Principal Subcontractors.
 2. Representative of principal suppliers and manufacturers as appropriate.
 3. Utility Company representatives.
 4. Governmental representatives as appropriate.
 5. The Contractor shall bring to the conference the Preliminary Schedules described in Article 2 of the General Conditions (Preliminary Project Schedule, Preliminary Schedule of Values, Preliminary Schedule of Shop Drawings and Samples) and other pertinent information.
- C. The purpose of the conference is to designate responsible personnel and to establish a working relationship. Matters requiring coordination will be discussed and procedures for handling such matters established. The agenda shall include, but not limited to, the following:
 1. Contractor's Preliminary Schedules.
 2. Document Management.
 3. Processing Applications for Payment.
 4. Maintaining record documents and electronic data requirements.
 5. Critical Work sequencing.
 6. Field decisions and Change Orders.

7. Use of premises, field office, material storage areas, security, housekeeping, and City's needs.
 8. Major equipment deliveries and priorities.
 9. Contractor's assignment for Safety Representative.
 10. Expectations and the Contractor's plan for Environmental Protection.
- D. City or Design Professional will preside at the conference, will arrange for keeping the minutes and will distribute the minutes to all persons in attendance.

1.20 PROGRESS MEETINGS

- A. The Contractor shall schedule and hold progress meetings at least monthly, at other times as requested by the City or as needed by the progress of the Work. The Contractor, City, Design Professional, and all Subcontractors active on the Site shall be represented at each meeting. The Contractor may, at their discretion, request attendance of their suppliers, manufacturers or other utilities.
- B. The Contractor shall preside at the meeting. Meeting minutes shall be prepared and distributed by the Contractor after review by the City or Design Professional. The purpose of the meetings will be to review the progress of the Work, maintain coordination of efforts, discuss changes in scheduling and resolve problems which may have developed on the project.

1.21 SAFETY REPRESENTATIVE

- A. In accordance with Section 00700 – General Conditions, Article 6 – Contractor's Responsibilities, the Contractor shall submit the name and complete contact information for the person designated as the Safety Representative for the Project.
- B. In accordance with Section 01300 – Submittals, This information shall be submitted prior to the Preconstruction Conference.
- C. If the Safety Representative changes during the Project, the Contractor shall designate a new person to fulfill the role and submit their name and complete contact information.

1.22 SITE ADMINISTRATION

- A. The Contractor is responsible for all areas of the site used by their personnel and all Subcontractors in the performance of the Work. The Contractor will exert full control over the actions of all employees and other persons with respect to the use and preservation of property and existing facilities, except such controls as may be specifically reserved to Owner or others. The Contractor has the right to exclude from the site all persons who have no purpose related to the Work or its inspection and may require all persons on the site to observe the same regulations as their personnel.

1.23 CLEAN-UP

- A. The Contractor shall conduct cleanup operations in accordance with Section 01566 – Project Cleanup.

1.24 FINAL ACCEPTANCE

- A. Final Acceptance of the Work shall be in accordance with Section 00700 – General Conditions, Article 14.

- 1.25 EROSION AND SEDIMENT CONTROL
- A. Work associated with erosion and sedimentation control shall be done in accordance with Section 01570 – Temporary Erosion and Sediment Control.
- 1.26 STREET LIGHTS
- A. Relocation or restoration of streetlights due to construction interference shall be included in the Contractor’s Bid Price. No separate measurement and payment will be made. The Contractor shall notify and coordinate street light relocations with the Public Works Department:
- Street Lights Division
Phone: (816) 513-9500.
- 1.27 PROJECT SIGNS
- A. Work associated with Project signs shall be done in accordance with Section 01580 – Project Signs.
- 1.28 RESTORATION
- A. The Contractor shall replace all surface material and shall restore all paving, curbs, gutters, sidewalks, driveways, shrubbery, fences, sod and all other features disturbed to a condition of equal to or better than before the work began, furnishing all material, labor and equipment incidental thereto.
- 1.29 WATER
- A. The City will furnish, without charge, all water necessary for the Work (i.e., filling, flushing, testing and disinfecting completed water lines). The Contractor shall make arrangements with the City for all water used.
- B. Use of the City’s water facilities shall be at the direction of the Water Services Department so that water is not wasted and service to customers is not impaired.
- C. Any water furnished by the City must be obtained from an existing City main.
- D. The Contractor shall use a Reduced Pressure Zone (R.P.Z.) Backflow Preventer and meter when connected to the City’s water system. The Contractor shall contact the Kansas City Fire Department (KCFD) at (816) 513-4645 to purchase a hydrant meter permit. After securing a hydrant meter permit from KCFD, the Contractor shall present the permit to the Consumer Services desk located at Water Services Department headquarters, 4800 E. 63rd Street, KCMO. The Contractor shall apply for and pay Consumer Services the refundable security deposit. If approved, the Contractor shall contact the Water Services Backflow Department at (816) 513-4797 to schedule the installation of the R.P.Z./Meter (hydrant meter). The Contractor shall provide the location of the hydrant where the R.P.Z./Meter is to be installed. The Contractor shall contact the Backflow Department to have the R.P.Z./Meter moved or returned to Water Services. Jetting and Vacuum trucks with approved backflow prevention devices or air gap separation are not required to utilize a R.P.Z. backflow preventer; however, a meter to track water usage shall be used at all the times. The Jetter/Vac Contractor shall contact the Water Services Backflow Department for issuance of the meter and pay the associated refundable security deposit. In all cases, the Contractor is solely responsible for any and all damage to the equipment issued by the Water Services Backflow Department. The cost to repair the damage or the cost of complete replacement of the unit shall be deducted from the security deposit.

- E. All costs for labor, material, equipment and services needed to obtain water for construction purposes shall be included in the Bid. No separate measurement or payment will be made to make connections.

1.30 OPERATION OF EXISTING VALVES

- A. The Contractor shall not operate any valves on the City's system without direct supervision from a Water Services Department representative.
- B. If the Contractor needs valves operated, the request shall be made at least forty-eight (48) hours in advance to Water Services for such operation, also giving notice to any affected customers/properties in accordance with the notification requirements outlined in Section 01581 – Public Communications.
- C. The hydrant branch valves may be operated in the presence of a Water Services Department representative with no official advance notification.
- D. All fire hydrants and water valves shall be kept free from obstruction and available for use at all times.

1.31 BARRICADES AND LIGHTS

- A. All streets, roads, highways and other public thoroughfares which are closed to traffic shall be protected by effective barricades and acceptable warning signs. Barricades shall be located per the approved traffic control plan and associated permit.
- B. All trenches and other excavations shall be covered and shall have suitable barricades, signs and lights to provide adequate protection to the public. Obstructions such as material piles and equipment shall be provided with similar warning signs and lights.
- C. All barricades and obstructions shall be illuminated with warning lights from sunset to sunrise. Material storage and execution of the Work on or alongside public streets and highways shall cause the minimum obstruction and inconvenience to the traveling public.
- D. All barricades, signs, lights and other protective devices shall be installed and maintained in conformity with applicable statutory requirements and as required by the authority having jurisdiction; such as, Work within railroad right-of-way, highway right-of-way, etc.

1.32 EXISTING FENCING

- A. All existing fences affected by the Work shall be maintained by the Contractor until completion of the Work. Fences which interfere with construction operations shall not be relocated or dismantled until written permission is obtained from the owner of the fence and the period the fence may be left relocated or dismantled has been agreed upon.
- B. Where fences must be maintained across the construction easement, adequate gates shall be installed. Gates shall be kept closed and locked at all times when not in use.
- C. On completion of the Work across any tract of land, the Contractor shall restore all fences to their original location and to their original or better condition.

1.33 SAFETY FENCING

- A. Provide fencing along the construction site at all open excavations and tunnels to control access by unauthorized people.

- B. The safety fencing must be a high visibility orange colored, high density polyethylene grid or approved equal, a minimum of 48 inches high and maximum mesh size of 2 inches, supported and tightly secured to steel posts located on maximum 10-foot centers, constructed at the approved location.
- C. Remove the fence from the work site upon completion of the Work.

1.34 PROTECTION OF PUBLIC AND PRIVATE PROPERTY

- A. The Contractor shall protect, shore, brace, support, and maintain all underground pipes, conduits, drains and other underground construction uncovered or otherwise affected by the construction operations.
- B. All pavement, surfacing, driveways, curbs, gutters, sidewalks, buildings, utility poles, guy wires, fences, and all other features and structures affected by construction operations, together with all sod and shrubs in yards, parkways, medians and green spaces, shall be restored to their original condition, whether within or outside the right-of-way or easement. All replacements shall be made with new materials.
- C. Work associated with tree protection, removal and replacement shall be done in accordance with Section 02949 – Tree Protection, Removal and Replacement.

1.35 DAMAGE TO EXISTING PROPERTY

- A. The Contractor is solely responsible for any damage to existing features, structures, Work, materials, or equipment because of their operations and shall repair or replace any damaged features, structures, Work, materials, or equipment to the satisfaction of the City and at no additional cost to the City.
- B. The Contractor shall protect all existing structures and property from damage and shall provide bracing, shoring, or other work necessary for such protection.
- C. The Contractor is responsible for all damage to streets, roads, curbs, sidewalks, highways, shoulders, ditches, embankments, culverts, bridges, or other public or private property, which may be caused by transporting equipment, materials, or personnel to or from the Work. The Contractor shall make satisfactory and acceptable arrangements with the agency having jurisdiction over the damaged property concerning its repair or replacement.

1.36 NOISE CONTROL

- A. The Contractor shall conduct construction operations as described herein and in compliance with the City of Kansas City, Missouri Code of Ordinances, Chapter 46 – NOISE CONTROL.
- B. The Contractor shall take all reasonable measures to avoid unnecessary noise. Such measures shall be appropriate for the normal ambient sound levels in the area during working hours. All construction machinery and vehicles shall be equipped with practical sound-muffling devices and operated in a manner to cause the least noise, consistent with the efficient performance of the Work.
- C. During construction activities on or adjacent to occupied buildings and when appropriate, the Contractor shall erect screens or barriers effective in reducing noise in the building and shall conduct their operations to avoid unnecessary noise which might interfere with the activities of the building occupants.

- D. All work including, but not limited to, excavation, demolition, alteration, or repair being performed in or adjacent to a residential area other than between the hours of 7:00 a.m. and 6:00 p.m. on weekdays, except in the case of urgent necessity in the interest of public safety, shall require a letter of permission from the Water Services Department of the City of Kansas City, Missouri.

1.37 DUST CONTROL

- A. The Contractor shall control dust in accordance with Section 01566 – Cleanup Operations, paragraph DUST CONTROL. The Contractor shall take all reasonable measures to prevent unnecessary dust. Earth surfaces subject to dusting shall be kept moist with water or by the approved application of an approved chemical suppressant. When practicable, dusty materials in piles or in transit shall be covered to prevent blowing.
- B. Buildings or operating facilities which may be affected adversely by dust shall be adequately protected from dust. Existing or new machinery, motors, instrument panels, or similar equipment shall be protected by suitable dust screens. Proper ventilation shall be included with dust screens.

1.38 POLLUTION CONTROL

- A. The Contractor shall prevent the pollution of drains and watercourses by sanitary wastes, sediment, debris or other substances resulting from the construction activities. No sanitary wastes will be permitted to enter any drain or watercourse other than sanitary sewers. No sediment, debris, or other substance will be permitted to enter sanitary sewers and all reasonable measures will be taken to prevent such materials from entering any drain or watercourse.

1.39 SECURITY

- A. The Contractor is solely responsible for security and protection of the site. This includes protecting all Work, materials, equipment, existing facilities and all temporary facilities against theft, vandals and access by unauthorized persons.
- B. No claim shall be made against the City by reason of an act of an employee or trespasser. The Contractor shall make good on all damage and theft of property resulting from the Contractor's failure to provide adequate security measures.

1.40 PARKING

- A. The Contractor shall provide and maintain suitable parking areas for the use of all City personnel, construction workers and others performing work or furnishing services in connection with the Project. Suitable parking is required to avoid the need for parking personal vehicles where they may interfere with traffic, City's operations, or construction activities.

PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

Not used.

END OF SECTION