

**DERRY-LONDONDERRY EXIT 4A
13065****May 19, 2020****SPECIAL PROVISION****AMENDMENT TO SECTION 698 – Field Facilities****Item 698.11 – Type A Field Office**

This Special Provision provides for all office space, facilities, equipment, and services, including additional equipment and software to allow the Department to utilize satellite based survey methods necessary for NHDOT to oversee the work, and neither amends nor modifies the Supplemental Specification except as noted below.

Description

1.1 This section is intended to specify what the Design-Build Team shall provide and maintain for a field office Type A during the performance of the project. This work shall include providing commercial office space or installing, leveling, maintaining, and removing portable, modular facilities and providing the required equipment and services. The location of the facilities shall be within approximately ¼ mile of the project limits and subject to the approval of the Engineer.

1.2 The Design-Build Team shall, as part of the project:

- (a) Provide and pay for all office space, facilities, equipment, and services necessary for NHDOT to oversee the Work.
- (b) Maintain the Project office space for the period specified or until otherwise agreed to by NHDOT in writing.
- (c) After the Term of the Agreement, provide disposal or removal of all facilities and any site restoration needed for the Project.

1.3 All space requirements are approximate in nature. Facilities that reasonably comply with these requirements will be deemed acceptable.

Materials

2.1 General. Housing for field offices shall be building office space, which meets the following minimum requirements:

2.1.1 Field Office Type A.

- a. Dimensions: Office space, with an interior door and lock, shall be suitable for six (6) NHDOT employees or its representatives for the duration of the design and

construction phases of the Project. Each “personal office area” shall be at least 120 square feet.

- b. Closet: In addition, one enclosed lockable space shall be for storage/filing, storage of equipment, and computer/phone/network equipment; minimum size shall be 120 square feet.
- c. Conference Room: One enclosed conference room at least 12 ft. X 30 ft. This conference room shall be dedicated for NHDOT use and not part of a common area shared with the Design-Build Team.
- d. Lavatory: The lavatory shall be built-in, containing toilet facilities and working sink with hot and cold water. Toilet paper, paper towels and hand soap shall be provided as needed.
- e. Electrical: Adequate overhead lighting and two power outlets at each work area. One exterior outlet and light near entrance.
- f. Air Conditioner(s): Central air conditioning or a sufficient number of individual units to maintain a maximum temperature of 78° F (26° C).
- g. Heat: Thermostatically controlled to maintain a minimum temperature of 68° F (20° C).
- h. Parking: The Design-Build Team shall provide a parking area for the intended number of occupants plus visitor spaces. The parking area shall be reasonably level and have an all-weather surface and all-weather access.
- i. Weatherproofing: Roof, sides, and floor shall be maintained weatherproof at all times.
- j. Communication/Data: The Design-Build Team shall provide and install the complete voice/data communications cabling system, which includes but is not limited to the EMT conduit, bridle rings, pill boxes, Category 5e UTP cable, Category 5e “RJ-45” UTP receptacles, Category 3 “RJ-11” UTP receptacles, receptacle boxes, cover plates, and multimode fiber optic cable. All cable shall be routed, terminated, labeled and tested. Voice and data circuits shall be installed in conjunction with NHDOT Bureau of Construction staff in Concord, NH.
 - o Design-Build Team shall certify and state supplied components as functional before installation and shall bear all responsibility for replacement of parts at work commencement.
 - o Design-Build Team shall prepare test plan and submit before installation, test installed system and supply test results, and will conform to all industry standard testing procedures.
 - o Design-Build Team shall terminate all Category 5e UTP cable in 66M150 punch down blocks for voice cabling and shall terminate all Category 5e UTP data cable in data patch panels within the wiring closet.

- Each drop will contain two data ports with RJ45 connectors and two voice ports with RJ11 connectors.
- Design-Build Team will provide all materials, as needed and required, to complete the installation of the cable plant which shall include all cable, connectors, patch panels, equipment rack(s), patch cables, face plates, punch down blocks, fiber optic cable and other equipment during the Project duration, Design-Build Team shall (at its own expense, except as noted herein) repair it, replace it, and/or otherwise restore it to its original condition within five Business Days after the occurrence of such damage or loss.

2.2 Field Office Equipment. The Design-Build Team shall supply items as specified in the Supplemental Specification for Sections 698.2.2.1, 698.2.2.2, 698.2.2.2.1 and 698.2.4 for a Field Office Type A except as noted below.

2.2.1 The following items will be needed but shall be modified to meet the requirements as shown in 2.2.2 (below):

From 698.2.2.1: Facsimile Machine

From 698.2.2.2: Copier

2.2.2 Additional Equipment Required. Due to the nature and size of this project, the Contractor shall also provide the following equipment for use by the Engineer:

Smart Phone

Smart Phone with the following minimum specifications:

Quantity: 5

- Memory: min. 64 MB
- RAM/256 MB (Accessible: 172 MB)
- Resolution/Screen: min. 240x320 pixels, touch screen LCD, portrait & landscape display
- Software: Microsoft® Office Word Mobile, Excel® Mobile, and PowerPoint® Mobile Adobe® Reader® LE PDF viewer, Internet Explorer Mobile, Windows Media Player, Bluetooth profile (or equivalent) enabled
- EV-DO, 1X RTT capable
- Internal flash card: min. 8 GB
- Unlimited data service
- Minimum service area shall be Maine, New Hampshire, Vermont, and Massachusetts with a minimum 90% coverage area. The service plan shall have a New Hampshire calling number, a minimum service plan of 1,000 minutes per month, and unlimited texting.
- Accessories: Wall charger, car charger, screen protector protective case, belt attachment capability, hands-free adapter and owner's manual

Cellular Phone

Quantity: _____

Cellular hand set shall have a 1/3-watt nominal power output, shall have a protective case and belt attachment capability, DC adapter (cigarette lighter operation), battery charger, hands-free adapter, and owner's manual. The minimum service area shall be Maine, New Hampshire, Vermont, and Massachusetts with a minimum 90% coverage area. The service plan shall have a New Hampshire calling number, a minimum service plan of 1,000 minutes per month, and unlimited texting.

Internet Access for
Department
Supplied
Equipment:

Quantity: 5

Mobile Hotspot - Coverage shall be adequate for the area required and shall be 4G compatible. Unlimited data usage and at least 128 kbps upload and 384 kbps download bandwidth. This unit shall be separate from the Smartphone.

Internet Access for
Desktop

Unlimited-hours Broadband Internet Access
Wireless router

Desktop Computer

Quantity: 2

Processor: Intel Core i5, Dual Core 2.4 GHz or better
Operating System: Microsoft Windows 10
Memory: 8 GB RAM Minimum
Hard Disk Drive: 500 GB Minimum
CD-ROM: DVD +/- RW
Monitor: 24 inches or larger
1920 x 1080 resolution or better
Video: Internal web camera
512 MB Video memory or higher
Audio: 16 Bit Audio with Speaker and Microphone
Communication: Wireless (802.11a/b/g/n compliant)
10/100/1000 Ethernet
Expansion Ports: Four USB 2.0/3.0
Internet Access: Unlimited, cable modem service.
DSL only acceptable if cable unavailable.

Software:

- Microsoft Office 2010, or newer, Professional Version
- Bluebeam Revu (current version), or other approved software, that allows user to create, markup, and edit project documents; collaborate work processes with contracting parties; and offers full integration with Microsoft Office Antivirus software w/updated subscription maintained

Other Equipment:

- Keyboard
- Optical mouse, wireless or with connecting cable
- Surge Protector: 15 Amps, six outlets with circuit breaker control and spike protection
- Ten (10) rewriteable DVD-RW disks with protective covers
- Two (2) flash drives, 64 GB minimum each
- Computer workstation unit: Approximately 6 feet long with 5 pedestal chair and static guard mats.

Monitor

Quantity*: 5

24" Minimum Diagonal View Area

**Note: The Desktop Computer specification requires that a monitor be provided with the desktop when selected. This quantity is in addition to the desktop computer monitor quantity.*

- Color Flat Panel
- Minimum 16:9 aspect ratio with a 1600x900 pixel resolution
- 3ms response time or better
- Adequate graphics card that supports the monitor's resolution; interfaces properly with the field computers and laptops; and provides high definition video display.
- Compatible connecting cable(s)

Color Printer/Scanner/
Copier

- Laser Jet or Ink Jet
- Network Capable
- Wireless
- Microsoft Windows compatible
- Resolution: 1200 vertical x 1200 horizontal dpi, minimum
- Capable of scan/copy/print 8 ½ x 14 color originals
- Computer disks with software drivers and utilities
- Tray Capacity: 100 sheets, minimum
- Replacement Toner Cartridge(s) as required, with 1 spare on hand at all times
- Speed: 10 sheets per minute, minimum
- Laser Jet or Ink Jet
- Network Capable
- Paper with the following minimum specifications:
 - 8 ½" x 11" sheets – 3 reams to be maintained
 - 8 ½" x 14" cut sheets – 2 reams to be maintained

High Capacity Color
Copier/Scanner/Printer

- Laser Jet
- Network Capable
- Wireless
- Microsoft Windows compatible
- Resolution: 600dpi color, 1200dpw b&w, minimum
- Capable of scan/copy/print 11 x 17 color originals
- Two dedicated printing trays: (1) 8½ x 11 and (1) 11 x 17
- Tray Capacity: 250 sheets, minimum
- Speed: 30 sheets per minute, minimum
- Duplex printing capable
- Computer disks with software drivers and utilities
- Replacement Toner Cartridge(s) as required, with 1 spare on hand at all times
- Paper with the following minimum specifications:
 - 8 ½" x 11" sheets – 3 reams to be maintained
 - 8 ½" x 14" cut sheets – 2 reams to be maintained
 - 11" x 17" cut sheets – 1 ream to be maintained

- Telephone Service Landline phone service with voicemail accessibility.
- Telephone A wired phone with an additional portable handset.
Quantity: 5 ___
- Digital Camera Digital camera with the following minimum specifications:
Quantity: ___1___
- Min. 8.0 Mega Pixels resolution
 - Picture file storage media, compatible for uploading picture data to the computer unit and printer (min. 8 GB)
 - Supports jpeg file format
 - HD Video capability
 - USB interface and cable
 - 12-volt DC adapter and AC adapter power supply cables
 - Rechargeable with backup set of batteries and charger
 - Owner's manual
 - Carrying case
- Video Camera Video Camera with the following minimum specifications:
Quantity: ___1___
- New (or used with a recently performed service check verified by an invoice)
 - 30 GB internal hard drive
 - 34x optical zoom
 - Low light capability
 - Image stabilization
 - USB interface and cable
 - Extra battery with charger
 - Owner's manual
 - Storage case
- 2-Drawer File Cabinet In addition to the File Cabinet quantity requirements of 698.2.2.2, provide a 2-drawer file cabinet with the following minimum specifications:
Quantity: ___3___ Fire resistant, legal size; inside dimension approximately 10 x 15 x 26 in, each, with lock(s) and key(s). The file shall bear an Underwriters Laboratories "C" Label - 350°F (177° C) for one hour, inside surface.
- 3 Hole Punch: Adjustable, 2 to 3 metal hole punch able to punch through a minimum of 10 sheets of standard paper at once with 9/32" holes and chip tray.
- Surge Protector/
Battery Backup 15 Amps, 6 outlets with circuit breaker control and spike protection
Quantity**: ___2___ ***Note: The Desktop Computer specification requires that a surge protector be provided with the desktop when selected. **This quantity is in addition to the desktop computer surge protector quantity.*
- Strobe Light Magnetic mount, 20 watt, 12/24 Volt DC (Whelen model VP420M or equivalent) with Port car or equivalent DC adapter.
Quantity: ___2___
- Concrete Testing Equipment In addition to the Concrete Testing Equipment required per section 520.3.1.3.1.2, provide a complete additional set of Concrete Testing Equipment meeting the requirements of Section 520.3.1.3.1.2

Portable Turbidimeter

Quantity: 1

Portable Turbidimeter with the following minimum specifications:

- Turbidity Range: 0 to 1000 NTU
- Range: .01 to 1100 NTU
- Accuracy: $\pm 2\%$ of reading or .01 NTU (0 to 500 NTU); $\pm 3\%$ of reading
- Resolution: .01 NTU < 10 NTU; .1 NTU < 100 NTU; 1NTU < 1100 NTU
- Analytical Method: ISO 7027
- Rechargeable battery pack with charger
- Twelve (12) sampling vials
- Calibration kit
- Range: .01 to 1100 NTU

Distance Measuring Instrument:

1 portable distance measuring instrument, accuracy 1 foot per mile (minimum), automatic calibration, built-in WAAS enabled - 66-channel GPS receiver, 4 MB memory (400,000 events - including event code identifiers, distance, time and speed), 12 volt DC, able to download data to computer via USB or Serial RS-232. Must be capable of providing GPS coordinates in the WGS 1984 coordinate system.

2.2.2.1 All desktop computer(s), laptop computer(s), high capacity color copier/scanner/printer(s), and phone(s) shall be new. Used or refurbished will not be allowed.

Construction Requirements

3.1 Maintenance, Service, and Utilities.

3.1.1 The Design-Build Team shall furnish the following for a field office Type A:

- (a) Fuel. Adequate supply for heating and testing operations.
- (b) Electricity. Minimum 200A, 115-125 volt service for each field office.
- (c) Telephone. Telephone service, telephone and telephone message recorder shall be provided in the field office.
- (d) Internet. The Design-Build Team shall provide high-speed internet access with a wireless router including monthly service charges.
- (e) Water. Potable water shall be supplied to the office.
- (f) Maintenance, including trash pickup and disposal.
- (g) Cleaning. Design-Build Team shall provide a cleaning service once (1) a week, which shall include satisfactory cleaning of all office spaces and bathrooms. The Design-Build Team shall be responsible for providing all cleaning supplies and paper products including trash can liners, paper towels, trash bags and toilet paper.
- (h) First Aid Kit. Shall be maintained and restocked as necessary or as directed.

- (i) Access. This includes snow removal as long as field offices are occupied.
- (j) Security. 24-hour security patrol service or a silent watchman-type security system shall be provided.