

**NEW HAMPSHIRE DEPARTMENT OF  
TRANSPORTATION  
AND  
MAINE DEPARTMENT OF TRANSPORTATION**

**REQUEST FOR PROPOSAL (RFP)**

**DESIGN-BUILD SERVICES FOR  
Memorial Bridge Replacement Project**

**PORTSMOUTH, NH – KITTERY, MAINE  
13678F, A000(911)**

**Volume II – Book 2**

**Technical Provisions**



**NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION**

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**April 27, 2011**

**INDUSTRY REVIEW**

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# 1 GENERAL REQUIREMENTS

## 1.1 Project Scope

The overall scope of the project is to replace the Scott Avenue Bridge and its approach, replace the Memorial Bridge, except for the two deep water piers (piers 2 and 3) and replace the Kittery Approach Spans. A Design-Build team selected by NHDOT with input by Maine DOT will complete this work. In advance of the request for proposal, permitting work has been initiated as well as public meetings to determine the project constraints.

The Memorial Bridge is a historic structure and iconic within the local community. The span drive vertical lift bridge was constructed in 1923 and has been in continuous service. The Memorial Bridge has a vertical clearance of 150 feet in the open position from mean high water and a horizontal opening of approximately 274 feet. The replacement superstructure will maintain these minimum opening requirements. In addition, the replacement superstructure will be widened transversely by 4 feet to accommodate bicycles in a widen shoulder. The bridge structure is currently rated at 3 tons and is considered to be at the end of its useful life. This project will replace the structure with a visually similar structure with modern materials and design details that gives due consideration to the harsh marine environment. The existing center piers in the Piscataqua River will be retained and rehabilitated as part of this project.

The Scott Avenue Bridge is located on the south approach of the Memorial Bridge in Portsmouth, NH. It is a curved bridge made up of 5 spans with a centerline length of approximately 123 feet. The Scott Avenue substructure and superstructure will be replaced in its entirety with a continuous 2 span structure with new abutments and a new intermediate pier. The North abutment of the Scott Avenue Bridge is a shared abutment (pier 1) with the south end of the south fixed span of the Memorial Bridge. Associated roadway improvements for the City of Portsmouth and Town of Kittery are identified in Section 1.5.

The Kittery Approach Spans is located on the north approach of the Memorial Bridge in Kittery, Maine. It is a viaduct structure comprised of ten - 30 foot spans on piers with a total length of 300 feet. The Kittery Approach Spans substructure and superstructure will be replaced in it's entirety with a multi span structure with new abutments and intermediate piers. The South abutment of the Kittery Approach Spans is a shared abutment (pier 4) with the north end of the north fixed span of the Memorial Bridge.

The design of the new bridges shall be in conformance with the design criteria included within the project specifications. No additional permanent ROW is required for the project as described herein.

## 1.2 Scott Avenue Bridge

The overall scope of work for the Scott Avenue Bridge includes but is not limited to the following items:

- a) Replacement of the existing structure.
- b) Grading and landscaping of new earthen structures.
- c) Paving and striping of new roadway surface and parking areas.
- d) Maintenance and Protection of Traffic during Construction.
- e) Roadway lighting.
- f) Preparation of as built plans.
- g) Transportation Shuttle for pedestrians and bicyclist during Scott Avenue Bridge closure periods as specified in Sections 7.9.3.2 and 7.9.4.3.

The permitting requirements for this work will include vibration monitoring during construction for the preservation of adjacent historic structures.

## 1.3 Memorial Bridge

The overall scope of work for the Memorial Bridge includes but is not limited to the following items:

- a. Removal of the existing superstructure (two fixed spans and one lift span).
- b. Removal, Restoration and Installation of Historic Plaques.
- c. Rehabilitation of Piers 2 and 3 including seismic retrofit and cap modification for the new superstructure.
- d. Replacement of Piers 1 and 4 in conjunction with the Scott Avenue Bridge and Kittery Approach Spans work.
- e. Replacement of the Fender System for Piers 2 and 3.
- f. Fabrication and installation of new Fixed Spans (#1 and #3).
- g. Fabrication and installation of new Lift Span (#2).
- h. Fabrication and installation of new Lift span Machinery.
- i. Fabrication and Installation of Counterweight System.

- j. Fabrication and installation of new Electrical Power Distribution System.
- k. Fabrication and installation of a new Bridge Control System.
- l. Fabrication and installation of new Machinery and Operator Control Houses.
- m. Fabrication and Installation of new Traffic Control Gates and Signals.
- n. Fabrication and installation of Aerial and Navigation Lights and Beacons.
- o. Transportation Shuttle for pedestrians and bicyclist during Memorial Bridge closure periods as specified in Sections 7.9.3.2 and 7.9.4.3.
- p. Preparation of As Built Plans, Operation and Maintenance Manuals, training of NHDOT Operations and Bridge Maintenance staff.
- q. Operation and Maintenance of the existing Memorial Bridge during construction after July 1, 2012.
- r. Functional and Acceptance Testing of the new Memorial Bridge lift components.

A major objective of the project is to minimize both navigation and roadway outage periods.

Based upon negotiations with NHSHPO, Maine SHPO, and other agencies preferences and requirements, a structure that meets Secretary of Interior Standard for Rehabilitation of Historic Structures, Items 9 and 10 is the preferred alternative. Memorandum of Understanding (MOU) with the various regulatory parties is based upon the alternative identified within the plans and specifications and as shown in the Request for Proposals.

## **1.4 Kittery Approach Spans**

The overall scope of work for the Kittery Approach Spans includes but is not limited to the following items:

- a. Removal of the existing structure.
- b. Construction of new Pier #4 in conjunction with the Memorial Bridge Fixed Span Replacement.
- c. Removal of existing piers.
- d. Replacement of the North Abutment.
- e. Construction of new bridge piers.

- f. Construction of a new Kittery Approach Spans.
- g. Paving and striping of new roadway surfaces.
- h. Maintenance and Protection of traffic during construction.
- i. Roadway Lighting.
- j. Preparation of as built plans.
- k. Transportation Shuttle for pedestrians and bicyclist during Kittery Approach Spans closure periods as specified in Sections 7.9.3.2 and 7.9.4.3.

The Kittery approach work will be accepted by NHDOT with concurrent review by Maine DOT.

## **1.5 Roadway Approach Work**

1. The overall scope of work for the City of Portsmouth includes:
  - a. The area under the Scott Avenue Bridge north of Daniel Street shall be configured to accommodate at least four (4) parking spaces for the NHDOT employees that staff the bridge. This area will need to be fenced with a gate at the entrance. The fencing shall conceal the parking area under the bridge.
  - b. The area under the Scott Avenue Bridge north of Daniel Street has been identified for placement of the back-up natural gas generator for the Memorial Bridge. The generator must meet all noise regulations for the City of Portsmouth.
  - c. The area under the Scott Avenue Bridge will require lighting for both Daniel Street and the NHDOT parking area.
  - d. Water, sewer, communication, and electrical facilities shall be provided to the bridge control house.
  - e. Reconfiguration of Memorial Park and Wright Avenue Parking Lot after completion of construction per Reference Document (2008 Contract Documents) or as approved by the City of Portsmouth.
2. The overall scope of work for the Town of Kittery includes:
  - a. Adapting the current roadway approach and sidewalk width to the new bridge width.

## 2 PROJECT MANAGEMENT PLAN

Design-Builder shall establish and maintain an organization and processes to effectively manage all elements of the Work. This Project management effort shall be defined by and follow the Project Management Plan (PMP), which addresses several discrete elements of the Work. The Project Management Plan is an umbrella document that describes Design-Builder's managerial approach, strategy, and procedures to design and build the Project and achieve all requirements of the Design-Build Documents.

The structure of the Project Management Plan is outlined in Table 2-1A. A list of the information to be included in the Project Management Plan is contained in Attachment 2-1, which also indicates when each document must be submitted to NHDOT.

**Table 2-1A: Elements of the Project Management Plan**

PMP Chapter	Chapter Title
1	General Project Management
2	Coordination with Stakeholders
3	Risk Management
4	Schedule and Cost Control Management
5	Public Information and Communications Plan
6	Environmental Management
7	Design Management
8	Construction and Traffic Management During Construction

### 2.1 General Project Management

The Project Management Plan shall describe Design-Builder's overall Project management plan and approach to the work (including design, and construction,), including at least the following:

- (a) A description of the methods to be used to assure necessary communication and documentation within Design-Builder's team, including communication among the sub-organizations and management personnel.
- (b) A description of how Design-Builder intends to: (i) provide the experienced personnel, facilities and equipment, and to integrate such resources, to complete each aspect of the Project; (ii) control and coordinate the various Subcontractors;

- (iii) interface with NHDOT, its consultants and relevant federal, State and local agencies; (iv) interface with applicable railroads and Utility Owners; (v) control Project schedules and minimize Project costs; and (vi) comply with applicable Laws.
- (c) A description of plan to manage permitting and third-party coordination and approvals.
- (d) An organization chart outlining the basic structure of Design-Builder's Project organization (including the design and construction sub-organizations) and a description of the roles, responsibilities, interrelation and work to be accomplished by each member of the management team and each sub-organization, including identified Subcontractors and Suppliers (at all tiers).
- (e) Information describing how each of the Key Personnel will fit into the organization, including a description of each key person's function and responsibility relative to the Project, and indicating the percent of time that the person will devote to the Project.
- (f) A detailed description of how the team members will work together to provide a unified design, construction, and quality approach to all elements of the Work.
- (g) A description of the team decision making process, how internal disputes between team members will be resolved and how Design-Builder will avoid adverse impacts to the Project (cost, schedule or quality) in the event of such disputes.
- (f) All major training program(s) to ensure that continuous improvement practices are being implemented.

## **2.1.1 Document Management**

All electronic information submitted to NHDOT shall be searchable and legible.

### *2.1.1.1 Project Management Plan Requirements*

Design-Builder shall describe procedures and processes in the PMP for the storage and retrieval of documents, including the following:

1. Methods by which all documents issued and received by Design-Builder will be uniquely coded and retrievable.
2. The routing, filing, control, back-up and retrieval methods for all documents.
3. Methods to facilitate sharing of data including procedures and software for accessing all documents.

#### 2.1.1.2 *Electronic Document Management System (EDMS)*

Design-Builder shall develop and implement an Electronic Document Management System (EDMS). Additionally, Design-Builder shall:

- Use data systems, standards and procedures compatible with those employed by NHDOT and implement any new operating practices required as a result of NHDOT's amendments to any such systems, standards and procedures.
- Employ appropriate standards and procedures, and train Design-Builder personnel to operate any NHDOT data management system which NHDOT may require in connection with the Project.
- Provide a mechanism for the electronic transfer of meta data along with the associated document file format images for uploading into an electronic document management system (EDMS) employed by NHDOT.
- Provide NHDOT with procedures and software for accessing all documents generated under the Design-Build Documents.

Design-Builder shall provide NHDOT at Design-Builder's expense, sufficient access to Design-Builder's document control database as deemed necessary by NHDOT.

#### 2.1.1.3 *NHDOT-Design-Builder Communications Plan*

Design-Builder shall develop, implement, and maintain a NHDOT–Design-Builder Communications Plan (Communications Plan) that is consistent with and expands upon the preliminary communications plan submitted with the Proposal. Design-Builder shall maintain and update the Communications Plan throughout the Term.

The Communications Plan shall describe the procedures for communication of Project information between Design-Builder's organization and NHDOT.

The Communications Plan shall describe how Design-Builder's organization will respond to unexpected requests for information, communicate changes or revisions to necessary Design-Builder personnel, and notify affected stakeholders before and after changes are made to the Design-Build Documents.

#### 2.1.1.4 *Partnering*

Partnering is a process of voluntary structured communication between the Department, the Design-Builder, its principal Subcontractors and suppliers, and other Project stakeholders for the purpose of improving efficiency and minimizing Disputes. Partnering, including the establishment of a partnership charter, does not in any way waive, alter, or otherwise affect any provision of the Contract.

Participation in Partnering is mandatory. The associated costs of Partnering will be agreed to mutually and shared equally.

Representatives from both the Design-Builder and the Department will arrange a facilitated initial Partnering Workshop, which shall be held before the start of on-site construction. The Department Project Manager and/or the Resident and the Project Manager will determine Workshop attendees, the facilitator, agenda, duration, and location. Key Project level supervisory personnel, corporate/State level management personnel, and key Project personnel of the Design-Builder's principal Subcontractors and suppliers shall attend. Project design Engineers, FHWA, local government representatives, environmental regulators, emergency service personnel, Utility Companies, impacted business and/or landowners, and other stakeholders may also be invited to attend. The product of the initial Partnering Workshop will be a partnership charter. This charter will include mutually agreed upon Project goals and communication escalation procedures.

The Design-Builder and the Department may agree to hold follow-up Partnering Workshops periodically throughout the duration of the Contract.

Partnering, including the establishment of a partnership charter, does not in any way waive, alter, or otherwise affect any provision of the Contract including those requiring notice and all other provisions governing the resolution of Issues or Disputes.

## **2.1.2 Deliverables**

### *2.1.2.1 Project Management Plan*

Design-Builder shall submit a Project Management Plan to NHDOT for acceptance in accordance with the requirements of Section 2.

## **2.2 Coordination with Stakeholders**

The Project Management Plan shall describe Design-Builder's overall plan and approach to coordinating with Stakeholders, including at least the following:

- (a) A description of the methods to be used to assure communication, cooperation and coordination with Project Stakeholders, including emergency services, City of Portsmouth, New Hampshire and Town of Kittery, Maine and other Stakeholders.
- (b) A description of the approach to communication and cooperation with businesses, residents and public facilities.

## **2.3 Risk Management**

The Project Management Plan shall describe the approach to identification, management, mitigation, and allocation of Project-specific risks, including a risk matrix which shall identify the following at a minimum:

- (a) Significant risk categories during the design and construction of the Project.
- (b) The potential consequences of the identified risks.
- (c) The probability/likelihood of risks.
- (d) Proposed procedures and tools to conduct a risk sensitivity analysis.
- (e) Risk-mitigation strategies to eliminate or reduce specific risks.

## **2.4 Schedule and Cost Control Management**

The Project Management Plan shall provide a description of Design-Builder's plan and management approach for schedule and cost control on the Project, including at least the following:

- (a) Describe Design-Builder's document, cost control and schedule management system to be used to control and coordinate the cost and schedule of the work during the term of the Contract, including during design and construction.
- (b) Describe the proposed Project schedule methodology and cost control approach and include at least the following:
  - A description of the system used for preparing and updating the Project schedule.
  - A description of the system used for preparing and updating the schedule of values.
  - A description of the proposed plan to integrate Subcontractor activities into Design-Builder's scheduling and reporting system.
  - A description of the proposed approach for calculating progress performance on a monthly basis and preparing payment requests.
  - A description of how Design-Builder will approach re-scheduling of its work to achieve schedule recovery objectives and how these objectives will be enforced with its work force and Subcontractors.

## **2.4.1 Project Schedule**

The Project Schedule shall define the timeframe for completion of the Project and achievement of milestones, and be used to monitor progress and denote changes that occur during design and construction. The planning, design, construction, and completion of the Work shall be undertaken and completed in accordance with the most recent Project Schedule accepted by NHDOT.

### *2.4.1.1 General Requirements*

Design-Builder shall be responsible for the adequacy of the Project Schedule and managing resources to meet the requirements of the Design-Build Documents and the PMP, including NHDOT reporting and invoicing requirements. The software that NHDOT is currently using is Microsoft Project.

### *2.4.1.2 Required Submittals*

Design-Builder shall develop, update, and submit the following schedule submittals in accordance with the applicable provisions of the Agreement.

#### 2.4.1.2.1 Baseline Schedule

Design-Builder shall use the preliminary schedule submitted with the Proposal as a foundation to prepare a Project Baseline Schedule. Design-Builder shall be responsible for updating scheduling software to maintain compatibility with current NHDOT-supported scheduling software.

The Project Baseline Schedule shall include a separate narrative report that describes, in general fashion, Design-Builder's proposed methods of operation for designing and constructing the major portions of the Work required by the Design-Build Documents. The schedule narrative shall describe the general sequence of design and construction, the proposed Critical Path of the Project, and all Project Schedule milestones.

The Project Baseline Schedule shall include all Work activities required under the Design-Build Documents, in sufficient detail to monitor and evaluate design and construction progress, from commencement of the Work to Final Acceptance of the Work. The Project Baseline Schedule shall also include activities for property acquisition, Utility Adjustments, permit acquisitions, and interfaces with other projects, localities, municipalities and other Governmental Entities. For each activity, Design-Builder shall indicate the duration (in Days) required to perform the activity and the anticipated beginning and completion date of each activity. In addition, the Project Baseline Schedule shall indicate the sequence of performing each major activity and the logical dependencies and inter-relationships among the activities.

The Project Baseline Schedule shall include a listing of all submittals as called out in the Design-Build Documents. Submittal activity durations shall include specific durations for NHDOT review of Design-Builder's submittals as called out elsewhere in the Design-Build Documents.

With the exception of activities relating to Environmental Approvals by Governmental Entities, each activity depicting Design-Builder's operations shall have duration of not more than 20 Days, and not less than one Day, except as otherwise accepted by NHDOT. All activities shown in the schedule, with the exception of the first and last activities, shall have a minimum of one predecessor and a minimum of one successor activity.

Float shall not be considered as time for the exclusive use of or benefit of either NHDOT or Design-Builder but shall be considered as a jointly owned, expiring resource available to the Project and shall not be used to the financial detriment of either party. Any method utilized to sequester Float calculations will be prohibited without prior acceptance of NHDOT. Any schedule, including the Project Baseline Schedule and all updates thereto, showing an early completion date shall show the time between the scheduled completion date and the applicable Milestone Schedule Deadline as "Project Float."

Design-Builder shall allocate the total contract price and quantities throughout the Project activities in the Project Schedule. Such allocation shall accurately reflect Design-Builder's cost for each Project activity and shall not artificially inflate, imbalance, or front-load line items. The price of each Project activity shall be all-inclusive and shall include all direct and indirect costs, overhead, risks, and profit. Note that cost information will be suppressed on the Proposal submission, but shall be included with Design-Builder's first monthly Project Schedule Update(s) and submitted with Design-Builder's first Draw Request.

Percent complete shall be used to show activity progress as of the status date. The definition of percent complete for activities shall be made in consultation with NHDOT prior to beginning of scheduled Work. It should only be altered with NHDOT's consent. Design-Builder shall establish a Work Based Schedule (WBS) with clearly identifiable linkage between the Price Proposal and Design-Builder-designated Project activities, and phases represented in the Project Schedule. The WBS for each Work element shall indicate the duration, timing, and logical relationship to other Work elements, including relationships to Project activities other than the parent Project activity of the particular Work element. The WBS for each Project activity shall be defined in terms of Work elements reflecting the types of Work.). Project activities shall be broken down at a minimum to Work elements (e.g., bridges may be broken down into foundations, substructure, superstructure, and decks). All Work shall be broken down to similar

manageable Work elements. For Utility Adjustment Work, if Work is not shown as a Project activity itself, such Work shall be shown as a Work element, where applicable. For mobilization, Design-Builder shall provide a list of Work items that are included in each Project activity or Work element.

#### **2.4.1.2.2 Project Status Schedule Updates**

Design-Builder shall update, on a monthly basis, the accepted Project Schedule to reflect the current status of the Project, including approved Change Orders. Design-Builder shall provide such schedule and status updates as such to satisfy TIGER II Grant (see Reference Documents) reporting requirements.

Each Project Status Schedule Update shall accurately reflect actual start and actual finish dates of Work, percentage complete, and Days remaining for Work in progress as of the effective date of the updated Project Baseline Schedule. Each Project Status Schedule Update shall indicate the overall completion percentage of the Project.

No changes in activity durations, calendar assignments, logic ties, or constraints will be allowed in the Project Status Schedule Update without the written acceptance of NHDOT in accordance with Section 2.4.1.2.3 (Project Schedule Revisions). The monthly Project Status Schedule Update shall include a schedule narrative report which describes the status of the Project in detail, including progress made that period, plans for the forthcoming period, all potential delays and problems, their estimated effect on the Project Schedule and on overall completion, and whether on, ahead of, or behind schedule.

#### **2.4.1.2.3 Project Schedule Revisions**

Until NHDOT accepts a revision, all Project Schedule submittals shall be tracked against the previously accepted Project Schedule. Accepted revisions shall be incorporated into the Project Schedule at the next monthly schedule update.

### **2.4.2 NHDOT Submittal Review Timeframes**

The Project Schedule shall allow 14 calendar days for NHDOT to review all submittals except as noted in Contract Section 3.2.2 and Appendix 2 item 104.15.2. NHDOT will try to accommodate any request from the Design-Builder to expedited this review period where requested.

## 2.5 Public Information and Communications

The Project Management Plan shall provide a description of Design-Builder's plan and management approach for public information and communication, including at least the following:

(a) Design-Builder's approach to positively implement and manage community relations and liaison with Stakeholders during the design and construction stages of the Project, including consideration of all outreach activities, impacts on commuter travel and the adjacent community, and other specific aspects, such as noise impacts, fugitive light, construction traffic, Project marketing and advertising. Design-Builder shall describe its approach to public information activities, including identification of personnel for such effort and how Design-Builder will manage interaction with NHDOT, elected officials, public agencies, the communities, and other Stakeholders. Design-Builder shall address all elements of the proposed public information and communications plan as required in Technical Provisions. Describe the Design-Builder's approach to maintain NHDOT's "Vision" and anticipated benefits.

(b) Design-Builder's approach to public comments and mitigation of business, residents and the public's concerns.

(c) Design-Builder's preliminary public information and communications plan, which shall specifically address the following:

- Qualifications and experience of proposed key staff members who will be engaged for purposes of community outreach.
- Adjustments to construction activities in response to community and Stakeholder concerns.
- Proposed communications strategies, such as, a newsletter, websites, and hotlines.
- The proposed methodology for capturing and resolving complaints, concerns or questions from the public.
- The proposed methodology for dealing with the news media.

## 2.6 Environmental Management

The Project Management Plan shall provide a description of Design-Builder's plan and management approach to environmental compliance and permitting, including at least the following:

- (a) Applicable laws, rules and regulations.
- (b) The method Design-Builder will use to ensure planning commitments are integrated into design, construction and maintenance of the Project.

## **2.7 Design Management**

The Project Management Plan shall provide a description of Design-Builder's plan and management approach for performing design on the Project, including at least the following:

- (a) A description of how Design-Builder intends to manage the development and coordination of design, including issues such as design of connecting projects, right of way, survey, environmental permitting, utilities, community relations and safety issues.
- (b) A description of the proposed approach for delivering the design for the Project, including where the designers will be located, how designs are to be developed by different firms, how offices will be integrated and work coordinated to ensure consistency and quality.
- (c) A description of how the design personnel will interface with the construction personnel to achieve a quality constructed Project that minimizes long-term maintenance.

## **2.8 Construction and Traffic Management During Construction**

The Project Management Plan shall provide a description of Design-Builder's plan and approach for performing construction and traffic management on the Project, including at least the following:

- (a) A narrative description of how Design-Builder intends to schedule and sequence the construction to minimize impacts on the environment, communities and traveling public while still providing acceptable construction performance.
- (b) A description of the intended laydown, recycling, staging, disposal and maintenance locations (with approximate areas) to be used during construction.
- (c) A description of how the right of way and adjacent roads and properties will be maintained and protected, including the intended measures to be used to mitigate and minimize noise, vibration, light, dust, erosion/run-off and local road damage.
- (d) A description of how Design-Builder will coordinate its construction work with other projects that are expected to be under construction during the work.

- (e) A description of how Design-Builder will manage and control traffic during construction.

## **2.9 Requirements for NHDOT Offices, Equipment and Vehicles**

### **2.9.1 General Description**

Except where noted elsewhere in the Agreement, at a minimum the Design-Builder's Key Personnel and major task managers, and NHDOT shall co-locate for the Term of the Agreement to facilitate project coordination and daily communication. The definition of co-locate for this Agreement is office space meeting the conditions of this Technical Provision that are within close proximity to each other along or adjacent to the Project within one mile of the Project ROW. The location, condition, and amenities of the office space for NHDOT are subject to NHDOT's prior written approval.

Design-Builder shall provide NHDOT office space and conference room facilities (i.e. available for occupancy) within 21 days of issuance of NTP1 and shall remain in use and service for an additional 60 days after the Project has been completed and accepted by NHDOT.

Design-Builder shall, as part of the project:

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

The office space and equipment provided by the Design-Builder for NHDOT shall be in good and serviceable condition, at least of the same quality as those of Design-Builder's Project office, at all times. Design-Builder and NHDOT shall participate in a Project condition survey prior to and at the completion of occupancy.

Access to the NHDOT Project Office and Conference Room shall be ADA compliant.

### **2.9.2 NHDOT Project Office Space**

Design-Builder shall provide and maintain a NHDOT Project Office, which meets the space requirements identified in Section 2.9.2.1, and provide equipment for the duration of the Project for the exclusive use of NHDOT and its consultants, Maine DOT, FHWA, and other third parties as directed by the NHDOT.

Design-Builder shall provide project a NHDOT Project Office and equipment that shall meet the requirements of a Type A field office specified under Section 698 of the 2010 NHDOT *Standard Specifications for Road and Bridge Construction* except as modified by this Section 2.9.

### **2.9.2.1 NHDOT Project Office Space Requirements**

Design-Builder shall provide housing for an NHDOT Project Office and lavatories that shall be buildings or trailers which meet the following minimum requirements and the ancillary requirements of subsection 2.1.1 of Section 698 of the 2010 NHDOT *Standard Specifications for Road and Bridge Construction*:

- Office space for four (4) NHDOT employee or its representatives for the duration of the design and construction phases of the Project. Personal office areas shall be at least 150 square feet.
- One enclosed conference room at least 250 sq ft. This conference room shall be dedicated for NHDOT use and not part of a common area shared with the Design-Builder.
- One lockable enclosed space for storage/filing at least 150 sq ft
- An enclosed inside space for storage of equipment at least 100 sq ft
- A computer/phone equipment room at least 100 sq ft
- One lavatory that includes toilet and sink
- A combination break and lunch room area at least 400 sq ft. The break/lunch room may be common with the Design-Builder's office space.

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

### **2.9.2.2 Large Conference Room**

The Design-Builder shall also provide a large conference room for conferences and meetings. This room may be separate from the NHDOT Project Office, but must be adjacent or within a short walking distance. The conference room shall be for the primary use of NHDOT and its consultants for the Project, as well as for Maine DOT, FHWA, and other third parties as directed by the NHDOT.

Requirements for the large conference room are as follows:

- The conference room shall be large enough to comfortably fit 25 to 30 people around a table.

- The conference room shall also be equipped with videoconferencing and teleconferencing equipment and service so that long-distance meetings can be held from here.
- Two large white boards with markers and erasers;
- Includes a projector and screen that can be used for powerpoint or video conferencing viewing;
- Includes a table big enough to seat 25 people around; 20 desk chairs; and 10 folding chairs.

### **2.9.2.3 Field Office and Large Conference Room Site Requirements**

Design-Builder shall, as part of the Project:

- Secure a well-graded site that has an access road, a parking area, and building space that meets all local building code requirements.
- Obtain all site permits.
- Provide all utility services.
- Provide a parking area for the intended number of occupants plus visitor spaces to reasonably accommodate stakeholders who may visit the offices for meetings. The parking area shall be reasonably level and has an all weather surface and all-weather access.
- Provide an outside shed of at least 150 sq ft at each Project for storage of small tools and equipment for the exclusive use of NHDOT
- Provide at least two building entrance/exits for each building, each secured with a door lock plus a dead-bolt lock.
- Ensure that the site and office space meet all access requirements of the Americans with Disabilities Act (ADA), as amended (42 USC §§12101, et seq.).

### **2.9.2.4 Maintenance, Services and Utilities**

The Design-Builder shall provide and pay for NHDOT Project Office and Large Conference Room maintenance, service, and utilities that meets the requirements of Section 698 of the 2010 NHDOT *Standard Specifications for Road and Bridge Construction* and as follows:

- Potable water service;

- Daily janitorial service (except on Saturdays, Sundays and Holidays), including maintenance of trash containers and trash pickup service; • Maintenance of the exterior areas, including the access to parking areas, that keeps them neat, clean, in good repair, and safe;
- Exterior security lighting that is automatically activated at low light levels to maintain at least two foot-candles of lighting within the fenced office site;
- 24-hour security patrol service or a silent watchman-type security system;
- Hard-wire high-speed internet access in each personal office area, including monthly service charges; and
- Telephone service with at least one outside line (with voice-mail service) for each personal office area assigned to the office, and one line dedicated to the fax service and one line dedicated to a separate voice grade, touch tone dialing line for the computer modem is required for the NHDOT Field Office. All necessary hardware and appurtenances for the computer modem shall be provided. Large conference room requires telephone service necessary to meet needs listed in section 2.9.2.2.

### **2.9.3 Project Office Equipment**

The Design-Builder shall provide NHDOT Project Office equipment that meets minimum requirements of subsection 2.2 of Section 698 of the 2010 NHDOT *Standard Specifications for Road and Bridge Construction* as well as the following:

The computer system and accessories shall be fully operational (all components and software installed) in the field by representatives of the Design-Builder, with electronic communication established with the NHDOT Bureau of Construction in Concord, NH. Unless otherwise authorized or stated within the D-B Contract, no contractual payments will be processed until the computer and associated equipment is fully operational.

The Design-Builder shall maintain all furnished equipment in good working condition and shall provide replacement equipment at no additional cost to the NHDOT due to breakdown, damage, or theft within two (2) working days of notice.

Upon written request, NHDOT may require the Design-Builder to furnish miscellaneous office supplies such as field books, cross section paper, measuring tapes, loose-leaf binders, writing utensils, etc. as appropriate. The cost of these incidentals shall be included in the Design-Builder's lump sum price.

Upon completion of the project, all equipment and necessary components shall remain the property of the Design-Builder, with the following exceptions: flash drives, DVDs, CDs, video

cards, and any miscellaneous office supplies purchased for the purpose of documentation or measurement will become the property of the NHDOT.

NHDOT will reimburse Design-Builder for the actual, reasonable, and documented costs of the repair, replacement, and/or restoration prior to the Term of the Agreement If any loss or damage has been caused as a direct result of willful misconduct of NHDOT.

#### **2.9.3.1 Furniture**

- One locking desk with three drawers or one desk with a three-drawer locking file cabinet for each employee office or cubicle;
- One office desk chair on wheels for each desk provided; and
- One straightback office guest chair for each desk provided.

#### **2.9.3.2 Telephones**

- At least one touch-tone telephone for each personal office area and conference room, each with a status indicator, access to all outside lines, and conference call capability; and including speakers for the telephones in the enclosed offices and conference rooms

#### **2.9.3.3 Copier and Fax Equipment**

- Access to a full-scale plotter and color copier printer
- One high-speed laser computer printer
- One high-speed color printer capable of handling 11x17 prints
- One high-speed photocopy machine and one facsimile transmission machine

All equipment shall be replaced and updated at least once every five years. A multipurpose piece of equipment capable of meeting multiple parts of the requirements above will be considered to meet the requirements. Replacement toner cartridge(s) shall be supplied as required for each printer, fax machine or copier, with 1 spare on hand at all times. All printers, copiers, and fax machines shall be compatible with and networked wirelessly, or otherwise approved connection, to all field office supplied computers and laptops.

#### **2.9.3.4 Computer and Other Accessories**

The Design-Builder shall also provide the following equipment for use by the NHDOT or its representatives:

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Desktop Computer with built-in web camera: Minimum Computer Unit:  
100% IBM Compatible, PCI bus and Video Architecture  
Minimum 512 KB Cache RAM  
Quantity: 4 Clock Speed: Minimum 3.8 GHz Intel or equivalent  
Memory: 2 GB RAM minimum  
Ports: 6 – USB 2.0 Ports  
10/100 Ethernet adapter  
Keyboard  
Hard Disk: 250 GB minimum  
17” (16” minimum diagonal view area) monitor color flat panel SVGA: 1024 X 768 graphics minimum resolution, 5 ms response time or better, 250 cd/m<sup>2</sup> minimum brightness, non-interlaced and 32 bit controller card with 256 MB RAM minimum (non integrated)  
DVD+/-RW Drive  
Optical mouse with pad  
Modem/Communications:  
Unlimited-hours Internet account  
Cable modem Internet service  
**Software:**  
**MS Windows 7, Professional Version**  
**Microsoft Office 2010, Professional Version**  
**Microsoft Project, 2010**  
**LapLink Gold 12.0 or higher**  
**Anti-virus software with active protection and update subscription**  
**Video conferencing software and service**

Laptop/Notebook Computer with built-in camera: Processor type: Intel® Pentium® dual-core T2300(2MB Cache/1.66GHz/667MHz FSB) or higher  
Quantity: 2 Clock speed: **1.66 GHz minimum**  
RAM: **2 GB minimum**  
Hard drive: **80 GB minimum**  
DVD Drive: **DVD±RW/CD-RW**  
Wireless Modem/PC Card: **EVDO Rev. A (Air Card)\***

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**Communication Ports:** 1 - Parallel, 2 – USB  
**Screen size:** 15.4” minimum

**Other Equipment:**  
**Port car or equivalent DC adapter**  
**Optical mouse with pad**  
**Carrying case**  
**Software:**

MS Windows 7, Professional Version

Microsoft Office 2010, Professional Version

LapLink Gold, version 12 or higher

Video Conferencing software and service

Anti-virus software with active protection and update subscription

\* Wireless Internet Card: USB/PCMCIA compatible (as appropriate for supplied computer) Wireless Internet access device. The coverage shall be adequate for the project(s) area required and shall be 3G (minimum) compatible. Minimum monthly usage of 5MB and at least 128kbps upload and 384kbps download bandwidth.

Wireless Communication      Wireless Router – 802.11b and 802.11g compatible; 4 ports; Microsoft Windows 7, Professional Version compatible

Cellular Phone:              Cellular hand set shall have a 1/3-watt nominal power output, shall have a carrying case, DC adapter (cigarette lighter operation), battery charger, hand free adapter, and owners 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 and unlimited service plan.

Quantity:   2  

PDA/Cellular Phone:        Same calling plan as described above for cellular phone

Minimum operating system: Windows Mobile® 6 Professional

Memory: 64 MB RAM/256 MB (Accessible: 172 MB), minimum

Quantity:   2  

Resolution/Screen: minimum 240x320 pixels, touch screen LCD display, 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 – or approved equivalent
	EV-DO, 1X RTT capable
	Internal flash card: 2GB, minimum
	Unlimited data and voice service
	Accessories: Universal Mount
	Camera: face-front camera for video conferencing or sharing
Digital Camera	Minimum 6.0 megapixel resolution; 12-volt DC adapter and AC adapter power supply cables; carrying case; 2 GB card for picture file storage, or approved equal; capability to upload to computer unit and printer; supports jpeg file format; two chargeable batteries and charger.
Quantity: <u>  2  </u>	
Video Camcorder:	New (or used with a recently performed service check verified by an invoice); storage case, instruction books, extra battery with charger, lens protector, 30 GB internal hard drive, 34x optical zoom, low light capability, image stabilization, USB 2.0 interface and cable.
Quantity: <u>  1  </u>	
Strobe Light:	1 magnetic mount, 20 watt, 12/24 Volt DC (Whelen model VP420M or equal). Unit must be able to plug into the cigarette lighter of vehicle.
Quantity: <u>  3  </u>	
Surge Protector	15 Amps, six outlets with circuit breaker control and spike protection
Quantity: <u>  4  </u>	
Storage disks (10 ea)	10 each minimum, DVD-RW and CD-RW diskettes with protective covers. 4 – 8 GB Flash Memory Sticks

and Flash drives (4)

Printer & Copier 8-1/2" x 11" cut sheets – 3 reams to be maintained.

Paper 8-1/2" x 14" cut sheets – 2 reams to be maintained.

11" x 17" cut sheets – 1 ream to be maintained.

Computer work station Approximately 6-feet long with chair and static guard mats. Note: these work stations are in addition to the desks required for a Type A trailer under Section 698

Quantity: 4

Concrete Testing Equipment 2 sets of concrete testing equipment meeting the requirements of Section 520.3.1.3.1.2 shall be provided and housed appropriately. One complete set shall be stored/set-up on the Portsmouth side of the bridge and one complete set on the Kittery side.

Quantity: 2

### **2.9.3.5 Premise wiring**

- Design-Builder shall provide and install the complete voice/data communications cabling system, which includes but is not limited to the EMT conduit, bridle rings, pull boxes, Category 5e UTP cable, Category 5e "RJ-45" UTP receptacles, Category 3 "RJ-11" UTP receptacles, receptacle boxes, cover plates, and multi-mode 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
- Design-Builder shall certify and state supplied components as functional before installation and will bear all responsibility for replacement of parts at work commencement
- Design-Builder shall prepare test plan and submit before installation, test installed system and supply test results, and will conform to all industry standard testing procedures

- Design-Builder 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-Builder 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-Builder 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.

### **3 QUALITY MANAGEMENT PLAN**

Design-Builder shall develop, implement, and maintain a comprehensive Quality Management Plan (QMP) that is consistent with and expands upon the preliminary Quality Management Plan submitted with the Proposal. The Quality Management Plan shall be organized and comply with the requirements of Section 3. Design-Builder may elect to obtain formal ISO 9001 certification, but will not be required to do so.

#### **3.1 Project Quality Assurance**

To ensure that goals for project quality will be met, NHDOT has established Quality Assurance (QA) requirements for Design-Build projects. This includes a Design QA Program to address quality in the design process and a Construction QA Program to ensure the quality of construction, comprised of the elements outlined below.

##### **3.1.1 Design QA Program**

NHDOT's Design QA Program for Design-Build projects includes the following two elements:

- Design Quality Control (QC) system by the Design-Builder
- Design Acceptance system by NHDOT

##### **3.1.2 Construction QA Program**

The Construction QA Program for Design-Build projects includes the following six core elements:

- Construction Quality Control (QC) system by the Design-Builder
- Construction Acceptance/Verification system by NHDOT (or its Designated Agent)
- Independent Assurance (IA) by NHDOT (or its Designated Agent)
- Dispute Resolution system
- Qualified/Accredited Laboratories (all Contractors and NHDOT)
- Qualified/Certified Inspection & Testing Personnel (all Contractors and NHDOT)

#### **3.2 QA Program Responsibilities**

The Design-Builder is responsible for implementing a comprehensive Quality Control (QC) System that addresses Design QC activities, Construction QC activities,

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qualified/accredited QC laboratories, and qualified/certified QC inspection & testing personnel. NHDOT will be responsible for Design Acceptance actions and Construction Acceptance/Verification of the quality of all materials and workmanship through Acceptance inspection, sampling, and testing. An Independent Assurance (IA) system will be provided by the Department's Bureau of Materials & Research. The Department will also be responsible for implementing a Dispute Resolution system.

### **3.3 QMP General Requirements**

Design-Builder shall develop, implement, and maintain the Quality Management Plan for the Term. The QMP shall describe the Quality Control system, policies, and procedures that ensure the Work meets the requirements of the Design-Build Documents and provides documented evidence of same.

The Quality Management Plan shall contain detailed procedures for Design-Builder's Quality Control activities. Design-Builder's Quality Control system shall incorporate planned and systematic audit activities undertaken by an independent QC Audit Team. Design-Builder shall conduct all Quality Control and design overlay and coordination among design disciplines, all in accordance with the QMP and the requirements of the Design-Build Documents.

All QC inspections, reviews, and testing shall only be performed by personnel with training and qualifications, using appropriate equipment that is accurately calibrated and maintained in good operating condition at an AMRL (AASHTO R18, "Establishing and Implementing a Quality System for Construction Materials Testing Laboratories") accredited laboratory, or at a laboratory qualified through the NETTCP Laboratory Certification Program or comparable laboratory qualification program acceptable to NHDOT.

The complete Quality Management Plan shall incorporate the following features:

- Design-Builder shall make all QC records immediately available to NHDOT for review. Design-Builder shall provide NHDOT with a copy of any and/or all QC records when requested.
- The QMP shall encompass all Work performed by Design-Builder and Contractors of all tiers.
- Design-Builder shall submit to NHDOT the results of all internal audits within seven days of their completion.
- Design-Builder shall submit Non-Conformance Reports (NCRs) both upon issuance and resolution to NHDOT within three days of their completion.

### **3.4 Quality Terminology**

Quality terminology, unless defined or modified elsewhere in the Design-Build Documents, shall have the meaning defined in the Contract Terms and Definitions section. Terms used in ISO 9001 shall have the meanings defined below:

- Organization: Design-Builder's organization, including any Affiliates and Contractors.
- Customers: the Users of the roadways, NHDOT, Customer Groups, and key stakeholders that have an adjacent property interest or connecting roadway.
- Product: the Work.

### **3.5 Quality Control Inspection and Testing**

The Quality Management Plan shall contain detailed descriptions of the QC inspection and testing schedules, including the timing and frequency of testing, that Design-Builder will use to meet quality requirements of the Work.

Design-Builder shall revise its Quality Management Plan when its own Quality Control organization detects a systemic or fundamental non-conformance in the work performed or in the manner the Work is inspected or tested, or when NHDOT advises Design-Builder of such a problem.

#### **3.5.1 NHDOT Construction Notices**

On a weekly basis, Design-Builder shall provide NHDOT with a rolling three-week construction notice. The construction notice shall include the fabrication schedule and planned construction activities for items where NHDOT or their Designated Agent is performing Acceptance/Verification inspection and testing at the fabrication facility.

#### **3.5.2 Quality Control Laboratory Requirements**

Design-Builder shall perform QC testing in accordance with, but not limited to:

- Random QC tests shall be conducted by the independent QC Audit Team's testing laboratory identified in the QMP that is accredited through the AASHTO Accreditation Program (AAP) or qualified through the NETTCP Laboratory Certification Program, or comparable laboratory qualification program acceptable to NHDOT for the pertinent testing. A copy of AAP accreditation certificate(s) or NETTCP certification shall be transmitted to NHDOT upon their receipt by the testing laboratory.

- Equipment in all laboratories shall be certified prior to commencing any construction activities and shall retain the certification by AASHTO, NETTCP, or NHDOT, as applicable for the duration of the Work.
- Use of on-site QC satellite or field laboratories is permitted if each laboratory is qualified by NETTCP or NHDOT and has written policies and procedures to ensure that the satellite laboratories performing testing activities are capable of providing testing services in compliance with applicable test methods. Procedures shall address inspection and calibration of testing equipment, as well as a correlation-testing program between the accredited or qualified primary QC laboratory and portable or satellite facilities.

### **3.5.3 Supply Source and Material Quality**

Quality of all materials shall conform to requirements contained in the Design-Build Documents and to any requirements of affected Utility Owners. The QC Audit Team shall provide plant inspection and aggregate sampling and testing at concrete and asphalt plants. Manufacturers' test reports may supplement, but not replace, the QC inspections, sampling, testing, and certification provisions.

### **3.6 Responsibility and Authority of Design-Builder Staff**

QC Audit Team personnel assigned to perform random QC inspection, testing, or monitoring of attributes inspected or quality characteristics tested shall not be those personnel performing or directly supervising the Work during production or placement.

Design-Builder's QC Administrator and Construction QC Manager shall have the authority to stop Work for quality-related issues.

### **3.7 QMP Format and Contents**

Within 15 days of Notice to Proceed, the Design-Builder shall submit a complete Quality Management Plan based on the Draft QMP submitted with the Design-Builder's Technical Proposal. The Design-Builder shall schedule a meeting with NHDOT in advance of the submission of the QMP to discuss the format and contents of the document. The QMP shall contain the following five sections:

Section 1 – Introduction

Section 2 – Quality Control Organization

Section 3 – Document Management Procedures

Section 4 – Design Quality Control Procedures

## Section 5 – Construction Quality Control Procedures

The Design-Builder shall submit the QMP for review by NHDOT and FHWA, and shall obtain NHDOT's acceptance thereof, and shall at all times comply with the requirements thereof. The Design-Builder shall not revise any portion of the accepted QMP without the prior written acceptance of NHDOT. NHDOT will not accept any Early Start of Construction packages or shop drawing submittals until the QMP is accepted. The QMP shall address the items described in this Section 3.

### **3.7.1 QMP Section 1 – Introduction**

The Quality Management Plan shall contain a complete description of the quality policies and objectives that Design-Builder will implement throughout its organization. The policy shall demonstrate Design-Builder senior management's commitment to implement and continually improve the quality management system for the Work.

### **3.7.2 QMP Section 2 – Quality Control Organization**

Design-Builder shall regularly maintain the Quality Management Plan to contain current versions of the following information:

- The organizational chart that identifies all Quality Control personnel, their roles, authorities and line reporting relationships.
- Description of the roles and responsibilities of all Quality Control personnel and those who have the authority to stop Work.
- Identification of testing firms, including information on each firm's capability to provide the specific services required for the Work, certifications held, equipment and location of laboratories.
- Resumes for all Quality Control personnel.

### 3.7.2.1 *Quality Control Administrator*

The Quality Control (QC) Administrator is considered one of the Project's key personnel. The QC Administrator shall be responsible for overall management of the QC System as established in the Quality Management Plan. The QC Administrator shall be a Registered Professional Engineer currently licensed in the State of NH and Maine and have a minimum of 10 years' experience in transportation design or construction, unless otherwise approved in writing by NHDOT at their sole discretion. The QC Administrator shall report directly to the Design-Builder's Executive Management and coordinate all Project QC issues directly with NHDOT. The specific duties of the QC Administrator shall be outlined in the QMP.

The Design-Builder shall not replace the QC Administrator without prior written approval by NHDOT. Design Builder to provide resume of proposed replacement for NHDOT review. The Design-Builder's request to replace the QC Administrator shall name a proposed replacement manager who shall be available full-time within 15 Days of NHDOT approval. No work shall be performed without an active QC Administrator.

### 3.7.2.2 *Design Quality Control Manager*

The Design Quality Control (QC) Manager shall be responsible for implementation of all Design QC procedures and activities as established in the Quality Management Plan. The Design QC Manager shall be a Professional Engineer (minimum 10 years' experience in highway and/or bridge design, unless otherwise approved in writing by NHDOT at their sole discretion), Registered in the State of NH and shall report directly to the Design-Builder's QC Administrator. The specific duties of the Design QC Manager shall be outlined in the QMP.

### 3.7.2.3 *Construction Quality Control Manager*

The Construction Quality Control (QC) Manager shall be responsible for implementation of all Construction QC procedures and activities as established in the Quality Management Plan. The Construction QC Manager shall be a Civil Engineer (certified as a NETTCP QA Technologist) and shall report directly to the Design-Builder's QC Administrator. The specific duties of the Construction QC Manager shall be outlined in the QMP.

### 3.7.2.4 *Project Design and Construction Personnel Role in Quality Control*

All Design and Construction "Production Personnel" (i.e. staff performing design and construction work activity) on the Project, including the Environmental Permitting Manager, Design Manager, Construction Manager, Construction Superintendent(s), and all personnel working under their direction, shall have the "up front" responsibility for ensuring the quality of their work. This staff is expected to apply QC "self-checks" or "self-inspection" throughout the process of work production.

All Design and Construction Production Personnel shall receive periodic Quality Control training under the direction of the QC Administrator and QC Staff. All training and related proposed schedules shall be documented in the QMP.

Formal Quality Control checks will be performed independent of Design Production Personnel by the Design QC staff and formal QC inspection and testing will be performed independent of Construction Production Personnel by the Construction QC Audit Team staff throughout design and construction.

### **3.7.3 QMP Section 3 – Document Management Procedures**

The Quality Control procedures for the Design-Builder's Design plans, specifications, reports, calculations and other Construction Documents shall be organized by engineering discipline (structural, civil, utilities, etc.). These procedures shall specify measures to ensure that appropriate quality requirements are specified and included in Design Documents and to control deviations from such requirements.

At a minimum, the following QC procedures shall be established and monitored by the Design QC Audit Team staff:

- An electronic project filing system (electronic folders).
- Standard file naming convention (for all types of documents).
- Electronic file revisions and redline markup standards.
- Email standards, protocols, and filing system.

Design-Builder shall develop and maintain QC inspection and testing records that include, but are not limited to:

- Quality Control inspection reports and QC material sampling/testing results shall be submitted to NHDOT within twenty-four (24) hours following the inspection or test. Control Charts shall be available in an accessible location for review by NHDOT at any time.
- The Construction QC Audit Team shall maintain, electronically, a daily log of all inspections performed for both Design-Builder and Subcontractor operations in a format acceptable to NHDOT, and transmit to NHDOT daily. The daily QC inspection reports shall identify inspections conducted, results of inspections, location and nature of defects found, causes for rejection, and remedial or corrective actions taken or proposed. The responsible technician and supervisor shall sign the daily inspection reports. The results of the daily inspections shall be provided to NHDOT in an electronic format within twenty-four (24) hours after the work shift.

- The Construction QC Audit Team shall be responsible for establishing an electronic system for recording all material test results. The responsible technician and his/her supervisor shall sign the daily test reports. The results of the daily tests shall be provided within one (1) Day of test completion.
- The Construction QC Audit Team's inspection and materials system shall electronically deliver the laboratory and field test results to NHDOT in the database format approved by NHDOT. This electronic reporting is intended to allow the Design-Builder and NHDOT to make timely and accurate decisions on workmanship and material quality issues.

### **3.7.4 QMP Section 4 – Design Quality Control Procedures**

Design-Builder shall prepare and submit to NHDOT for review and approval a Quality Management Plan QMP that describes its policies, procedures, and staffing to manage design Quality Control in accordance with the requirements of this Section 3.11.

#### *3.7.4.1 QMP Design Quality Control General Requirements*

The QMP shall describe and include the following general requirements:

- Clear definition of the specific responsibilities of the internal Quality Control functions of the Design Firm and the QC review functions of the independent Design QC Audit Team shall be provided.
- The Quality Control procedures for Professional Services products shall be organized by discipline (such as structural, electrical, mechanical, architectural, civil, utilities). These procedures shall specify measures to ensure that appropriate quality requirements are specified and included in the Professional Services product and to control deviations from such requirements.
- Specific Quality Control and quality review procedures, including all required forms and checklists, shall be specified for preparing, verifying and checking all Professional Services products to ensure that they are independently checked and back-checked in accordance with generally accepted engineering practices in the State of New Hampshire and the requirements of the Design-Build Documents. The checking of structural design shall include a set of independent calculations, performed by the Design-Builder, for all structural elements.
- The designer and checker shall be clearly identified on the face of all Final Design Documents. The QMP shall also include specific procedures for verifying the Professional Services product, along with any computer programs being used for such purposes. Design Documents shall be stamped, signed and dated by the engineer in responsible charge for that item, element, or phase of the Work.

- Procedures shall be described for coordinating Professional Services performed by different individuals or firms working in the same area, in adjacent areas, or on related tasks to ensure that conflicts, omissions, or misalignments do not occur between drawings or between the drawings and the specifications. This shall also include the coordination of the review, approval, release, distribution, and revision of documents involving such parties.
- Procedures shall: (1) ensure that Design-Builder personnel are familiar with all the provisions of the Design-Build Documents concerning their respective responsibilities; (2) provide for the education, training and certification, as appropriate, of personnel performing activities affecting or assessing the quality of the Work to assure that such personnel achieve and maintain reasonable proficiency; and (3) ensure that the Work is performed according to the QMP, generally accepted engineering practices in the State of New Hampshire and the Design-Build Documents.
- Procedures shall be established for meeting documentation requirements; the filing of design criteria, reports and notes, calculations, plans, specifications, schematics and supporting materials needed during the Final Design; and the specific responsibilities of personnel to satisfy these requirements. All Design Documents shall be maintained, organized and indexed by Design-Builder and copies made available to NHDOT, upon its request.
- Procedures and schedules for the Design QC Audit Team to perform audits of the Design Firm's Quality Control procedures under the QMP.

#### *3.7.4.2 Design Quality Control Personnel, Staffing and Responsibilities*

Design Quality Control Manager. For qualifications of the Design Quality Control Manager see Section 3.9.2. The Design QC Manager shall not be involved with direct scheduling or production activities; and shall report directly to the QC Administrator. The Design QC Manager shall see that the methods and procedures contained in the approved QMP are implemented and followed by Design-Builder design staff in the performance of the Work. The Design QC Manager shall be a Registered Professional Engineer.

Personnel in Responsible Charge. Design-Builder shall designate (by name) the personnel in responsible charge for each item, element, or phase of the Work. The personnel in responsible charge shall possess the necessary registrations in the State of New Hampshire and Maine and shall be personally responsible for directly supervising the Work and who will stamp, sign and date the Professional Services product for a given item, element, or phase of the Work as applicable.

Reviewing Professional Services. The Design-Builder personnel performing the Quality Control check of the Professional Services shall not be directly involved with the original development of the item, element, or phase being checked. The Design QC Audit Team shall perform a detailed review of all Professional Services after the Design-Builder has completed the Quality Control “self-checks”.

#### 3.7.4.3 *Professional Services Submittal Review Process*

Design-Builder shall conduct a series of working meetings with its Professional Services staff, the Design QC Audit Team's staff, and NHDOT to establish workflow processes and procedures to be utilized during the design review process that are consistent with the Design-Build Documents. The working meetings are also to develop an understanding on general design concepts such as geometrics, aesthetics, drainage, traffic control, and structures.

Design-Builder and NHDOT shall collaborate and mutually agree upon: (i) a list of proposed sections (i.e., Station x+xx to Station y+yy) for the Work; (ii) Professional Services packaging and content (such as drainage, individual structures, electrical, mechanical, architectural, roadway, traffic sequencing, and others); (iii) a list of mandatory submittals; and (iv) a proposed submittal schedule. The Professional Services reviews shall be evenly scheduled over the duration of the Professional Services phase of the Work. Sections and packages shall be logically organized into manageable pieces, and shall contain sufficient information and details to confirm Design-Builder intent and to validate conditions. Design-Builder shall obtain NHDOT's written acceptance of the sections, packages and contents, the schedule, and the methodology prior to making the first submittal to the Design QC Audit Team.

At a minimum, Design QC Audit Team shall conduct detailed mandatory submittal reviews for Professional Services elements listed in this Section 3.11.3. The Design QC Manager shall chair the submittal reviews, and Design-Builder shall maintain formal documentation of these meetings for NHDOT's audit.

The purpose of the submittal reviews is for the Design QC Audit Team to verify and document that all Professional Services products are proceeding in accordance with Project requirements, sound engineering practice, applicable Law, the Governmental Approvals and the Design-Build Documents. All submittals are subject to review and comment by the Design QC Audit Team and other persons as provided herein. The Design QC Manager shall refuse and reject any submittal that does not comply with the requirements of applicable Law, the Governmental Approvals and/or the Design-Build Documents.

If the Design-Builder and NHDOT cannot come to an agreement on the list of mandatory submittals, the following list shall be provided at a minimum:

- Preliminary Bridge Layout submittals
- Preliminary Design submittal
- Intermediate Design Submittal for Environmental Review
- Final Design Submittal
- Any deliverables described in the Technical Provisions
- Design Exceptions and Design Waiver Requests

#### *3.7.4.4 Final Design Submittal*

The Final Design Submittal shall be submitted to the Design QC Audit Team for review and certification of compliance. Construction packages for individual Work items, elements, or phases shall be organized such that the final document package can be assembled in a manner similar to the standard construction documentation typically provided to NHDOT for conventional project letting, as mutually agreed upon by Design-Builder and NHDOT.

When Design-Builder has completed the Final Design Submittal for an item, element, or phase and wishes to obtain NHDOT's concurrence of such design, the Design QC Manager shall certify that:

- The design meets all applicable requirements of the Design-Build Documents, applicable Law and the Governmental Approvals.
- The design has been checked in accordance with Design-Builder's accepted QMP and Professional Services Quality Procedures.
- The item or element is ready for construction.
- Design-Builder has obtained all required Final ROW, Governmental Approvals, and Utility Owner approvals.

The Final Design Submittal shall be complete Design Documents incorporating all of the design submittal review comments. All documentation, including Design QC Audit Team's written certifications, copies of NHDOT's approval of deviations from design standards and/or Design Exceptions shall be provided with the Final Design Submittal.

Prior to certifying the above items, elements, or phases, and upon review and comment of the Final Design Submittal by the Design QC Audit Team and NHDOT, Design QC Manager shall schedule a formal review with NHDOT.

#### *3.7.4.5 Formal Review*

The Design QC Manager will conduct a formal review presentation to NHDOT at a location acceptable to NHDOT. The formal review presentation will be held following the Design QC Audit Team's and NHDOT's review and comment of the mandatory submittals.

At least five (5) Business Days prior to the applicable formal review presentation dates, Design-Builder will assemble and submit drawings or other documents to NHDOT for information and review.

Draft minutes of formal review presentations shall be submitted to NHDOT by Design QC Manager within five (5) Business Days after completion of each review.

#### *3.7.4.6 Resubmittal Process*

Resubmittals of any design submittal may be required if deemed necessary by the Design QC Audit Team (where Design QC Audit Team approval and/or certification is required), NHDOT, or any Governmental Entities with jurisdiction over the Project. Each resubmittal must address all comments received from a prior submittal in a manner satisfactory to the commenting party. Submittals shall be resubmitted as many times as necessary to address comments of the Design QC Audit Team, NHDOT, or any Governmental Entity.

Upon completion of the Design QC Audit Team's review, Design-Builder may forward such submittals to NHDOT and the appropriate Governmental Entities for review and comment or approval. If NHDOT had requested additional information during the final formal review, the Design QC Manager will conduct an additional formal review of the resubmitted items, elements, or phases. A copy of all correspondence relating to each submittal made to any Governmental Entity shall be concurrently provided to NHDOT.

#### *3.7.4.7 Certification of Compliance*

The Design QC Manager shall verify that Design-Builder has obtained approval from applicable Governmental Entities and Utility Owners prior to the issuance of a "Certification of Compliance" designation of the Design Documents by the Design QC

Manager. Following issuance of a “Certification of Compliance” by the Design QC Manager, NHDOT shall review and provide written concurrence or comment for resubmittal.

After Design-Builder has incorporated the Final Design Submittal and/or the resubmittal of formal review comments into its design and all concerns and questions have been resolved to the satisfaction of NHDOT, Design-Builder shall provide Final Design package to NHDOT. Design-Builder as part of its Final Design package shall include all:

- Design drawings
- Design calculations
- Design reports
- Specifications
- Electronic files
- Documentation required for all Final ROW
- Governmental Approvals
- Utility Owner approvals

NHDOT's concurrence with the Design QC Manager 's certification of compliance will not constitute approval of the design or subsequent construction, nor relieve Design-Builder of its responsibility to meet the requirements hereof. Irrespective of whether NHDOT provides Design-Builder with the authority to begin construction on items, elements, or phases of the Work prior to completion of the design for the entire Project, Design-Builder shall bear the responsibility to assure that construction meets the requirements of the Design-Build Documents, applicable Law and the Governmental Approvals.

Construction on any item, element, or phase covered by the Design QC Manager 's certification of compliance of said item, element, or phase shall only progress to the extent covered by the Design Documents included in that statement, except for the Work performed in accordance with Section 3.7.4.9 (Early Start of Construction). Prior to progressing further with construction of a certified package, Design-Builder shall complete the next item, element, or phase of design or complete the Final Design, and obtain NHDOT's concurrence, except for the Work performed in accordance with Section 3.7.4.9. Any items, elements, or phases of design, subsequent to the certification of compliance from Design QC Audit Team, shall be checked and certified by the Design QC Manager in the same manner as indicated above.

If NHDOT determines that the Final Design Documents do not meet the requirements of the Design-Build Documents, applicable Law and/or the Governmental Approvals, NHDOT will notify Design-Builder in writing of any specific deficiencies in the Final Design Documents. Design-Builder shall correct such deficiencies; modify the Final Design Documents; and, if necessary, modify construction upon receipt of NHDOT's comments.

If there is evidence that the QMP procedures are not adequate, as evidenced by NHDOT's oversight reviews or problems during construction, NHDOT may, at its sole discretion, withhold payment for design and construction until sufficient QMP procedures are in place. If construction is in progress, NHDOT may suspend ongoing Work represented by the deficient design and require correction of design and/or construction defects.

Design-Builder shall provide quantity estimates for Work covered by Final Design Documents. The quantity estimates shall be in units consistent with the Quality Control sampling and testing requirements in the QMP.

#### *3.7.4.8 Design Changes*

Design-Builder or NHDOT may initiate design changes. Design changes may occur either on items, elements, or phases undergoing construction or after Final Design. In order to process these types of changes, Design-Builder shall submit, when the problem or change occurs, a Request for Information (RFI) for NHDOT's approval.

All design changes submitted under the RFI procedure shall undergo the same QMP checks as the original design.

The designer responsible for the original design shall approve design changes during construction, or design changes to Final Design Documents in writing. If the original designer is no longer available, then after notification to the original designer, an experienced Professional Engineer Registered in NH shall provide documentation of design changes. All plans, final submittals, specifications, calculations, and reports for design changes shall be stamped, signed and dated by an experienced Registered Professional Engineer. In all cases, the Design QC Manager shall certify in writing that the design change has been:

- Designed in accordance with the requirements of the Design-Build Documents, applicable Law and the Governmental Approvals,
- Checked in accordance with Design-Builder's accepted QMP, and
- Prepared consistently with other elements of the original design.

Design-Builder shall request and schedule interim and final RFI formal design review(s) by NHDOT for all design changes made during construction or to the Final Design Plans. All changes made through the RFI process shall be documented in the As-Built drawings as specified in Section 3.7.4.11 (Record Drawings and Documentation).

#### *3.7.4.9 Early Start of Construction*

The following will set forth the circumstances under which certain items, elements, or phases of the Work may be packaged by Design-Builder to initiate an Early Start of Construction prior to obtaining NHDOT's concurrence of the Final Design for the item, element, or phase. The "Early Start of Construction" requirements shall apply to any Work that is performed by Design-Builder prior to receiving NHDOT's written concurrence with the Design QC Manager's certification of compliance of the Final Design Submittal for the Work. All such Work is performed at the sole risk of Design-Builder. NHDOT does not consider any items as satisfying the QMP requirements until the Design QC Manager has issued a certification of compliance and NHDOT has issued a written concurrence therewith.

NHDOT, at its sole discretion, may defer Early Start of Construction for any portions of the Work as requested by Design-Builder.

Any Work constructed by Design-Builder prior to receiving NHDOT's concurrence of the Final Design Submittal for the Work, and later determined to be unacceptable by NHDOT, in its sole discretion, shall be revised, removed or otherwise reconfigured to the satisfaction of NHDOT at Design-Builder's sole cost and expense and without any consideration given to an extension of the Completion Deadline.

NHDOT and Design-Builder shall agree on procedures for Early Start of Construction, which procedures shall, among other things, include a process for distributing construction documents signed and sealed by a Registered Professional Engineer to NHDOT and Design-Builder's field staff. In order for Design-Builder to proceed with early phases of construction of a portion of the Work, specific pertinent items of the design shall have been previously reviewed by the Design QC Audit Team and NHDOT and comments from both the Design QC Audit Team and NHDOT shall have been transmitted to the Design-Builder. For example, Early Start of Construction may be early procurement of materials for a specific portion of the Project, for which specific pertinent items of the design may include:

- Horizontal and vertical alignment
- Typical sections
- Related elements of the drainage system

- Related elements of the Traffic Control Plan specifically applicable during the term of the Early Start of Construction scope
- Subsurface geotechnical investigations and recommendations
- Slope stability analysis and recommendations
- Preliminary structure general plans (if a structure is within the element or portion of the nonstructural Work)
- Settlement monitoring program
- Construction specifications

An Early Start of Construction shall be at the sole and complete risk of Design-Builder, and does not release Design-Builder from any of the requirements described in Section 3. (Quality Management Plan). If, as a result of the review process, construction modifications or changes to already completed Work elements performed under the Early Start of Construction are required, Design-Builder shall make any and all construction modifications to already completed construction activities at its sole cost and expense without any entitlement to time extensions or adjustment in the Price.

#### *3.7.4.10 Released for Construction Documents*

Not later than two Business Days after Design-Builder has completed design of any particular Released for Construction Document, Design-Builder shall submit the signed and sealed document to NHDOT.

#### *3.7.4.11 Record Drawings and Documentation*

The Record Drawings and Documentation shall be an organized, complete record of Plans and supporting calculations and details that accurately represent what the Design-Builder constructed.

Design-Builder shall ensure that the Record Drawings reflect the actual condition of the constructed Work. Design-Builder shall submit to NHDOT the electronic files used to prepare the Record Drawings and Documentation.

### **3.7.5 QMP Section 5 – Construction Quality Control Procedures**

Design-Builder's Quality Management Plan (QMP) shall describe its internal Quality Control policies, procedures, and personnel used by it, Suppliers, and Subcontractors during construction of the Work. The QMP shall be consistent with the applicable procedures contained in the current NHDOT Construction Manual and establish a clear distinction between QC "self-check" activities performed by Construction Production

personnel and formal QC activities performed independently by QC Audit Team personnel. At a minimum, the QMP shall specify:

- Methods and procedures that clearly define the distinction/authority/responsibility for the administration of Design-Builder's QMP.
- That Design-Builder, Supplier, and Subcontractors designate an individual on each crew to be responsible for performing daily field inspections of their own Work and for preparing a daily QC report to document the inspection performed.
- The review and approval of all Portland cement concrete and hot mix asphaltic concrete mix designs by a Construction QC Audit Team Professional Engineer Registered in the State of NH.
- Methods and procedures to be utilized by Design-Builder to obtain active participation of the work force in Quality Control operations to achieve a quality project; reporting forms to be used by the responsible Quality Control personnel shall be included.
- A construction Quality Control organization and staffing plan. The period of time that the QC staff member will be present on the site shall be shown, resumes of the Key Personnel shall be included, and the experience/knowledge/skill levels of the Quality Control support staff shall be stated.
- Construction QC Audit Team organizational and staffing plans. The period of time that the QC staff member will be present on the site shall be shown; resumes of key staff members shall be included; and the required minimum knowledge, technical skills, and experience level of the personnel related to the various inspection functions, such as grading, drainage, pile-driving and structures inspections, that will occur on the Work shall be stated. The administrative/clerical support staff for maintenance and management of records/documents pertinent to random QC Audit Team data for the QMP activities shall be identified.
- Procedures for inspecting, checking, and documenting the Work. Inspection, examinations and measurements shall be performed for each operation of the Work to assure quality.
- Procedures to ensure that all activities affecting the quality of the Work are accomplished under controlled conditions, using appropriate equipment for the task being performed.

- Procedures to ensure that the education, training, and certification of personnel performing QMP activities are achieved and maintained and that all Work is performed in accordance with the approved designs, plans, and specifications.
- Procedures to ensure that critical elements of the Work are not started or continued without inspection and testing by the Construction QC Audit Team personnel on site. Inspection points shall be identified and communicated to the Construction Quality Control Manager, and NHDOT. Procedures to proceed beyond inspection points shall be developed.
- Description of specific procedures to ensure that all Work conforms to the requirements of the Design-Build Documents, Governmental Approvals and applicable Law, and the Design Documents, as well as that all materials, equipment, and elements of the Work will perform satisfactorily for the purpose intended.
- Documents specifying that all activities undertaken by or on behalf of Design-Builder affecting the quality of the Work shall be prescribed and accomplished by documented instructions, procedures, and appropriate drawings. Such instructions, procedures and drawings shall include quantitative and qualitative criteria to be used to determine compliance.
- Measures to ensure that purchased materials, equipment, and services conform to the Design-Build Documents, Governmental Permit Conditions and Approvals, applicable Laws, Rules, and the Design Documents. These measures shall be consistent with Good Industry Practice and shall include provisions for source evaluation and selection, objective evidence of quality furnished by Subcontractors and Suppliers, inspection at the manufacture or vendor source, and examination of products upon delivery.
- Procedures for identification and control of materials, equipment, and elements of the Work. These procedures shall be consistent with Good Industry Practice to ensure that identification of the item is maintained by appropriate means, either on the item or on records traceable to the item, as necessary, throughout manufacture or fabrication, erection, installation and use of the item.
- Procedures to ensure that materials, equipment or elements of the Work that do not conform to requirements of the Design-Build Documents, Governmental Permit Conditions and Approvals, applicable Law or the Design Documents are not used or installed. These procedures shall include identification, documentation, segregation, disposition and notification to NHDOT and, if

appropriate, Governmental Entities and other affected third parties, as well as procedures for NHDOT to review Nonconforming Work.

- Procedures for processing a Request for Information (RFI) to resolve discrepancies and/or questions in the plans and specifications so that all changes are documented and approved by Design-Builder's design engineers and accepted by NHDOT.
- Procedures to indicate, by the use of markings such as stamps, tags, labels, routing cards, or other suitable means, the status of inspections and tests performed upon individual items of the Work.
- A program for Construction QC Audit Team inspection for each operation of all Work through examinations or measurement, and testing of materials or elements of the Work to assure quality.
- A program for coordination of all QC inspections and testing with the Acceptance/Verification inspections and tests of Governmental Entities and Utility Owners.
- A program to ensure performance of all QC testing required demonstrating that all materials, equipment and elements of the Work will perform satisfactorily for the purpose intended and meet the standards specified in the Design-Build Documents. It shall specify written test procedures which include provisions for ensuring that all prerequisites for the given test have been met and that adequate test instrumentation is available and used. The QMP shall require that QC test results be documented and evaluated to ensure that test requirements have been satisfied. The QMP shall also demonstrate how the Construction QC Audit Team will track its testing frequencies to ensure compliance with the Design-Build Documents.
- Procedures for reviewing and approving Construction QC Audit Team test results, categorizing test results in a manner acceptable to NHDOT, transmitting random QC test results to NHDOT in a format acceptable to NHDOT for use in fulfilling its statistical validation requirements, and working collaboratively with NHDOT to resolve statistical non-validation between Construction QC Audit Team and NHDOT Acceptance/Verification test results.
- Measures to ensure that tools, gauges, instruments, and other measuring and testing devices used in activities affecting quality are properly maintained, controlled, calibrated, certified and adjusted at specified periods to maintain accuracy within industry standards.

- Procedures to control the handling, storage, shipping, cleaning and preservation of materials and equipment to prevent damage or deterioration.
- Procedures to ensure that conditions adverse to quality, such as failures, malfunctions, deficiencies, defective material and equipment, deviations and other Nonconforming Work are identified and corrected within five days. The procedures shall ensure that the cause of the condition is determined and corrective action taken to preclude repetition. The identification of the significant condition adverse to quality, the cause of the condition and the corrective action taken shall be documented and reported to NHDOT in writing and to appropriate levels of Design-Builder's management to ensure corrective action is taken.
- A comprehensive system of planned and periodic audits of Design-Builder's QMP to determine adherence to and the effectiveness of the QMP. Construction QC Audit Team personnel shall perform the audits in accordance with the written procedures or checklists. Audit results shall be documented, reviewed, and acted upon by Design-Builder. Follow-up action, including re-audit of deficient areas following corrective action, shall be taken where indicated.
- Measures to control the receipt and issuance of documents, such as instructions, procedures, training manuals and drawings, including changes thereto, which prescribe activities affecting quality. These measures shall ensure that approved documents, including authorized changes thereto, are reviewed for adequacy and approved for release by authorized personnel of Design-Builder and are distributed to and used at the location where the prescribed activity is performed. Changes to documents shall be reviewed and approved by the same organizations that performed the original review and approval unless NHDOT consents, in writing, to another responsible organization.
- The requirements and methods for controlling documents. Design-Builder's document control system shall be compatible with NHDOT's.
- Procedures and personnel to be used to assure that specified instrumentation is installed and monitored in accordance with applicable specifications.

- The form and distribution of Certificates of Compliance (COCs).
- Procedures for Construction QC Audit Team activities in the QMP with respect to checking and verifying the accuracy and adequacy of construction stakes, lines, and grades established by Design-Builder.

### 3.7.5.1 *Construction QC Personnel, Staffing and Responsibilities*

#### 3.7.5.1.1 *Construction Quality Control Manager*

For qualifications of the Construction Quality Control Manager see Section 3.9.3. The Construction QC Manager shall not be involved with scheduling or production activities, and shall report directly to the QC Administrator. The Construction QC Manager shall see that the methods and procedures contained in the approved QMP are implemented and followed by Design-Builder and Subcontractors in the performance of the Work.

#### 3.7.5.1.2 *Construction Production Staff QC Role*

Design-Builder's and Subcontractors' construction work force (Production Personnel) are all responsible for performing "self-inspection" and "self-checks" of the quality of the Work. Production Personnel performing QC self-inspection shall ensure quality of workmanship and QC sampling/testing shall ensure that materials meet the required specifications prior to independent random QC testing performed by the Construction QC Audit Team. Personnel responsible for performing the frontline Quality Control inspection shall be knowledgeable and receive training to perform their QC duties. Production Personnel performing frontline QC sampling/testing shall be knowledgeable in the testing methods and procedures and do not need to be certified or direct employees of the Design-Builder, but cannot be employees of the Construction QC Audit Team.

#### 3.7.5.1.3 *Construction Quality Control Audit Team Staff*

A Construction QC Audit Team shall be provided under the direction of the Construction QC Manager to independently perform random inspection and material sampling/testing of all Work performed and materials incorporated into the Project by any member of Design-Builder's group. If approved in writing in advance by NHDOT, qualified individuals who are employees of or retained by manufacturers, vendors or Suppliers may inspect and test certain portions of Work.

The Construction QC Audit Team staff shall be trained and qualified in the applicable inspection and material sampling and testing procedures. The Construction QC Audit staff shall be experienced in highway and bridge inspection and material testing. The training and experience of the Construction QC Audit Team staff shall be commensurate with the scope, complexity, and nature of the activity to be controlled and tested. Qualifications shall include applicable NETTCP certifications or appropriate

NHDOT or State Highway Agency certification for testing and inspection, as well as nationally recognized certifications such as PCI or ACI certification in applicable inspection or testing activities. Construction QC Audit Team staff shall report to the Construction QC Manager.

The Construction QC Audit Team staff shall provide oversight and perform QC audits of the construction operations and Work.

The Construction QC Audit Team staff shall inspect attributes for equipment, environmental conditions, materials, and workmanship for all construction, installations, and operations. Construction activities requiring continuous field QC inspection or sampling and testing, in the sole discretion of NHDOT, shall proceed only in the presence of assigned Construction QC Audit Team personnel. The QMP shall identify those activities.

#### *3.7.5.1.4 Construction Quality Control Audit Staffing Levels*

The size of the Construction QC Audit Team staff shall reflect the volume of QC Audit activities necessary for the Work in progress and shall be maintained in accordance with the accepted QMP. The Construction QC Audit Team staff will perform random QC oversight, inspection, and testing services. Random QC Audit data may be included with NHDOT's Acceptance/Verification data in the acceptance determination for some Work Items.

The Construction QC Audit Team staffing requirements shall be updated as necessary throughout the Term of the Work to reflect changes in the actual construction schedule. Design-Builder shall ensure that adequate Construction QC Audit Team staff is available and that all QMP activities are undertaken in a manner consistent with the Project Schedule and in a manner that will enable Design-Builder to achieve the Substantial Completion and Final Acceptance deadlines.

Should NHDOT determine that Design-Builder is not complying with QMP because of lack of QC Audit Team staff, NHDOT shall have the right, without penalty or cost, including time extensions or delay damages, to restrict Work efforts until appropriate levels of staffing consistent with the QMP and satisfactory to NHDOT are obtained or NHDOT may withhold payment to Design-Builder for such services.

## **4 SAFETY PLAN**

Design-Builder shall be responsible for the safety of its personnel and of the general public affected by the Project.

Design-Builder shall develop, implement, and maintain a comprehensive safety plan (“Safety Plan”) that is consistent with and expands upon the preliminary safety plan submitted with the Proposal. The Safety Plan shall fully describe Design-Builder’s policies, plans, training programs, Work Site controls, and Incident response plans to ensure the health and safety of personnel involved in the Project and the general public affected by the Project during the Term of the Agreement. Prior to award, a copy of the Design-Builder’s Safety Plan must be on file with the Contracts Section of the NHDOT as a condition of Award. If such plan is revised during the Contract Time, the Design-Builder shall provide the updated plan to the NHDOT. The Design-Builder shall comply with its safety plan and this Section 4.

Design-Builder’s Safety Plan shall address procedures for immediately notifying NHDOT of all Incidents arising out of or in connection with the performance of the Work, whether on or adjacent to the Project.

The Design-Builder shall be responsible for all claims or damages arising from failure to so comply and indemnifies and holds harmless the NHDOT from all claims and damages arising from such non-compliance.

### **4.1 Project Specific Emergency Planning**

Unless the Contract provides for closure of an existing facility, the Design-Builder shall ensure that essential police, fire, rescue, and ambulance services have reasonable and timely access to and through the Project Limits. The Design-Builder shall contact all emergency service providers in the area, discuss potential impacts on emergency operations (including water supply for fire suppression), and minimize any negative impacts. Fire hydrants within or adjacent to the Project Limits shall be kept accessible to fire apparatus at all times, unless the fire NHDOT agrees otherwise in writing.

If the nature of the Work involves deep trenching, confined spaces, toxic chemicals, or any other unusual hazards that could require specialized rescue, the Design-Builder shall inform and cooperate with the appropriate fire NHDOT, rescue service, or EMS.

The Design-Builder shall provide the NHDOT with and post and maintain in conspicuous places within the Project Limits, a list containing:

- A. emergency response numbers with the names and telephone numbers (including cellular phone and pager numbers, if applicable) of local ambulance, police, fire, rescue, and hospitals;
- B. emergency response numbers for hazardous Materials spills;
- C. the Design-Builder's personnel with phone numbers who may be reached in case of emergency; and
- D. the NHDOT's personnel with phone numbers who may be reached in case of emergency.

## **4.2 Joint Duty Regarding Safety**

If the Design-Builder or the NHDOT actually observes any person(s) performing Work in a manner that:

- A. the observing party actually knows is not in compliance with the MUTCD, the Design-Builder's TCP, an applicable OSHA requirement, or commonly accepted safety practices; and
- B. creates a clear and immediate risk of significant bodily injury to any person, then the observing party shall immediately notify such person(s) working in an unsafe manner and the other party to the Contract.

The Design-Builder and the NHDOT agree to cooperate in eliminating all such unsafe conditions.

## **5 PUBLIC INFORMATION AND COMMUNICATIONS**

### **5.1 General Requirements**

It is vital to the success of the Project that New Hampshire and Design-Builder gain and maintain public support. The public will better support New Hampshire and Design-Builder if they are kept abreast of Project information in a timely manner, are notified in advance of potential impacts, have an opportunity to identify issues and recommend solutions, receive timely and appropriate feedback from Design-Builder, and perceive a high-quality, well executed communications plan for keeping them informed, engaged, and educated.

This Section 5 describes the requirements with which Design-Builder shall comply during the Term of the Agreement regarding the provision of information and communication with the Customer Groups.

### **5.2 Administrative Requirements**

#### **5.2.1 Public Information and Communications Plan**

Design-Builder shall prepare a comprehensive Public Information and Communications Plan (PICP), based upon the preliminary communications plan submitted with Design-Builder's Proposal, which informs, educates, and engages the Customer Groups throughout every stage of the Project. In preparing this plan, Design-Builder shall identify the Customer Groups and develop specific plans to respond to their concerns and needs in all respects regarding the Project. After incorporation of comments from New Hampshire on the plan, Design-Builder shall implement the various activities and initiatives contained therein. Design-Builder shall continually maintain the plan to ensure delivery of high-quality, well executed communications throughout the Term of the Agreement.

The PICP shall be flexible to capture the full magnitude of yet-to-be-determined impacts from Project activities such as design, construction, and maintenance, and the public's reaction to these and other impacts. The PICP shall also be resilient to successfully implement the outlined strategies, given the ever-changing desire for depth, breadth, and frequency of information by a variety of important Customer Groups such as the media, elected officials, and the general public.

The PICP shall include a general timeline listing public information activities for the Project over the entire Term of the Agreement.

New Hampshire and the Independent Engineer may audit Design-Builder's performance of the activities set forth in the PICP. Design-Builder shall make appropriate changes to the PICP as required to meet the findings of any audit or review and to suit the changing goals and needs of the Project. Design-Builder shall cooperate with New Hampshire to amend the PICP as required to suit circumstances as yet unknown, including public reaction to the impacts from the Work and the depth, breadth and frequency of information necessitated by Customer Groups. Design-Builder shall document the efforts and results of the PCIP in measurable terms to clearly indicate compliance.

Design-Builder shall provide sufficient qualified staffing to effectively implement the PICP.

In developing the PICP, Design-Builder shall make appropriate provisions to achieve the following:

#### Public Liaison

- Gain and maintain public support, building on existing community partnerships and communication networks.
- Provide the public with opportunities for input.
- Demonstrate to the public that the Project will be developed pursuant to a well-executed program.
- Notify the public in advance of key Project ROW acquisition, construction, and maintenance activities and communicate the potential impacts of these activities.
- Develop, disseminate and display timely, high-quality, innovative, user-friendly, accurate and appropriate community information including exhibits showing slope grading, drainage, bridge structures, retaining walls, sound walls, and Project ROW acquisition.
- Develop and manage a public relations campaign and communication strategy to convey key messages, branding and pertinent information about the Project.

#### Customer Groups

- Develop a forum to coordinate on-going dialogue among Customer Groups, New Hampshire, and Design-Builder.
- Prepare and distribute Project-related materials in a user friendly format to inform Customer Groups through appropriate means such as: meetings, interviews, media kits, news releases, telephone correspondence, newsletters, brochures, e-

mail, hotlines, Highway Conditions Reports (HCRs), dynamic message boards, Web alerts, public opinion polls/surveys, videos, display booths, presentations, public access information kiosks, and special events.

- Organize and manage meetings with key elected officials, the general public, representatives of civic organizations, businesses, and special interest groups along the Project corridor (individually or in groups) for the purpose of building rapport with affected stakeholders.

## Media

- Build on existing New Hampshire media resources and/or create and develop advertising messages, including graphics, logos, and slogans.
- Place Project-related messages in the appropriate media.
- Develop and distribute public service announcements, paid advertising, and news reports.
- Manage media relations with key transportation and business reporters and prepare and distribute news releases and media kits.

## Environmental

The PICP shall detail the communication hierarchy for information distribution related to the compliance with the Comprehensive Environmental Protection Plan, as described in Section 6 (Environmental). The PICP shall include names and contact information, including emergency contact information, and the preferred methods of routine, and emergency communication distribution.

### **5.2.2 Public Information Coordinator**

Design-Builder shall provide a Public Information Coordinator to lead Design-Builder's responsibility for public involvement activities on a day-to-day basis throughout the Term of the Agreement. The Public Information Coordinator shall have a minimum of four years of relevant experience on projects of similar type and scope, and the ability to competently perform the following:

- Provide the primary point of contact between Design-Builder and the public and act as clearinghouse for the receipt and response to written or verbal complaints regarding the Project.
- Lead the production, implementation, audit, Quality Control and update of the PICP.

- Coordinate and supervise day-to-day activities of Design-Builder's personnel in performing the activities described in the PICP.
- Facilitate communication among Design-Builder, New Hampshire personnel (including New Hampshire's Public Information Officers), and Customer Groups.
- Interact with affected Customer Groups and represent the interests of the Project at associated public meetings and other formal and informal occasions.
- Develop a "first-hand feel" for public concerns and reactions regarding the Project and public information program and incorporate that knowledge into improving the PICP.
- Liaise with the person assigned to coordinate the initial response to any Incident or Emergency and any Governmental Entity that may have jurisdiction in the Emergency.

### **5.2.3 Public Information Office**

Design-Builder shall maintain a public information office for during normal working hours the Term of the Agreement. This office shall serve as the primary business location for the Public Information Coordinator and shall be conveniently located to the Project Site. The public information office shall facilitate the exchange of information between Design-Builder and the public and provide a centralized location for residents and other Customer Groups to obtain information on the Project, including Project maps and Plans, alternative routes, lane closures, construction updates, community impacts, and commute options.

In addition to the services listed above, Design-Builder shall provide a 24-hour telephone hotline, manned during normal business hours of the public information office, with a recorded message describing Emergency procedures after hours.

### **5.2.4 Customer Groups**

The Public Information Coordinator shall actively engage, inform, and seek appropriate support from Customer Groups for the Project throughout every stage of the Project. Customer Groups shall include the following:

- Media
- Governmental Entities, including regulatory and law enforcement agencies
- General public residing or working within the general vicinity of the Project, or traveling within or across the limits of the Project

- Business owners within or adjacent to the Project corridor
- Utilities, railroads, transportation authorities and providers (such as local airports, transit operators, toll authorities, and other highway concessionaires) affected by the Project.

### **5.2.5 Public Meetings**

Design-Builder shall organize and manage meetings with the Customer Groups during design and construction activities.

During such meetings, Design-Builder shall inform the public of the Project's progress and discuss key issues as they emerge. Design-Builder shall provide timely and useful information regarding subjects of interest to the public, including:

- Design and construction issues affecting adjacent residential areas, frontage roads, local streets, and utilities, including such issues as Project ROW definition, grading, drainage, and noise and retaining walls
- Street and roadway detour design and implementation
- Scheduling and duration of Work, including hours of construction
- Haul routes
- Methods to minimize noise and dust
- Environmental mitigation measures

Design-Builder shall notify New Hampshire a minimum of 48 hours in advance of any meetings with the public. New Hampshire reserves the right to attend any such meetings. When requested by New Hampshire, Design-Builder shall participate in any meetings with the public called and conducted by New Hampshire by providing necessary support. When New Hampshire decides to conduct such meetings, Design-Builder shall share, in a readily manipulatable form, all necessary information regarding potential Customer Groups at New Hampshire's request.

### **5.2.6 Meeting Minutes**

For all meetings with the public which Design-Builder conducts or directly participates in, Design-Builder shall prepare meeting minutes within five Business Days after the conclusion of such meetings. At a minimum, Design-Builder shall include the following items in the meeting minutes:

- A complete list of attendees (including their affiliations, telephone numbers, and e-mail addresses)
- Documentation of the issues discussed and any associated solutions
- Description of remaining open issues and action items (including the person(s) responsible for follow-up and target date for resolution)

## **5.2.7 Emergency Event Communications**

For all Emergency events, such as vehicle collisions, ice/snow conditions, and Hazardous Material spills, the Public Information Coordinator shall take timely and appropriate action to inform New Hampshire and appropriate Customer Groups of all pertinent details. The Public Information Coordinator shall provide these details through the use of appropriate tools to ensure effective communication. These tools include: dynamic message signs (DMS), New Hampshire's Highway Conditions Report (HCR), email/Web alerts, telephone notification, facsimiles, and media releases/interviews, as appropriate. The Public Information Coordinator shall continue to provide updated information, as available and on a timely basis, until the Emergency no longer exists.

In the event of an unforeseen Emergency, timely notification shall mean as soon as practicable, but in no event longer than within one hour of the occurrence. If advance warning is available for an Emergency event such as ice/snow, timely notification shall mean as soon as practicable, but in no event longer than within one hour of the time the information was available. In both situations, the Public Information Coordinator shall continue to provide updated information, as available and on a timely basis, until the Emergency no longer exists.

### **5.2.7.1 Lane Closures**

Design-Builder shall provide New Hampshire and appropriate Customer Groups a minimum of two weeks advance notice for lane closures and/or traffic switches planned to be in effect longer than 24 hours, and a minimum of 24 hours advance notice for lane closures that are planned to be in effect less than 24 hours, using all appropriate tools as needed. The Public Information Coordinator shall input all lane closures (or an event that results in lane closures) into the New Hampshire HCR.

## **5.2.8 Disseminating Public Information**

Design-Builder shall prepare and appropriately distribute materials regarding Project-related subjects, using all appropriate methods, including: meetings, news releases, telephone correspondence, newsletters, email, hotlines, HCR, dynamic message signs, Web alerts, maps, displays, renderings, presentations, brochures, and pamphlets.

Design-Builder shall create a public Web site to convey Project-related information, including:

- Contact information
- Project maps
- Frequently asked questions (FAQs)
- Current Project activities addressing design, construction, and maintenance
- Timing of street and bridge closures and openings
- Recommended route alternatives during closures
- Special events calendar
- Public comment repository
- Links to New Hampshire HCRs
- Links to other related sites as deemed appropriate by New Hampshire

The Web site shall also contain other general Project-related information that enhances the engagement or education of the general public. Design-Builder shall regularly review and update information on this public Web site throughout the Term of the Agreement to provide current and appropriate information.

All written materials produced for Customer Groups shall follow the Publications Style Guide published by the New Hampshire Public Information Office and/or other appropriate spelling/writing guidelines.

Design-Builder, working collaboratively with New Hampshire, shall assess the need for multi-lingual communications and, where appropriate, furnish Project-related materials in non-English languages or other demographic adaptations.

## **5.3 Deliverables**

### **5.3.1 PICP**

Design-Builder shall submit the PICP for New Hampshire acceptance. Submittal shall be in both hardcopy form and electronic format compatible with New Hampshire software. New Hampshire acceptance of the PICP shall be a condition of issuing approvals for the start of construction activities.

### **5.3.2 Meeting Minutes**

Design-Builder shall submit draft versions of all meeting minutes to New Hampshire for review before distributing final versions to the meeting attendees and appropriate Customer Groups.

## 6 ENVIRONMENTAL

### 6.1 General Requirements

The Design-Builder shall deliver the environmental commitments required by the RFP, Design-Build Documents, Environmental Laws, Governmental Entities, Governmental Approvals, and all applicable federal and state Laws and regulations. To that end, the Design-Builder shall develop, operate, and maintain a Comprehensive Environmental Protection Program (CEPP) for the Work to ensure environmental compliance with all applicable Environmental Laws and commitments. The Program shall obligate the Design-Builder to protect the Environment and document the measures taken during the performance of the Work to avoid and minimize impacts on the Environment from the design, construction, maintenance, operation, and rehabilitation activities of the Project. The Program shall effectively demonstrate in detail the Design-Builder's knowledge of all applicable project-specific Environmental Approvals, issues, and commitments and applicable Environmental Laws as set forth in Book 2, and shall describe the processes that will be followed during the course of the Work to comply with those Environmental Approvals, issues, and commitments and Laws, as well as the documentation required to validate compliance. All monitoring and reporting activities shall be concise, consistent throughout the Term of the Agreement as applicable to the activities being performed, and in accordance with the requirements set forth in the Environmental Laws. The program shall also effectively describe the Quality Control measures that the Design-Builder will implement to verify the compliance of the program with all applicable Environmental Laws.

The program shall establish and implement environmental permits, issues, and commitments consistent with the Environmental Approvals. Additional specific requirements are found in the Reference Documents. The program shall establish a goal of zero environmental violations during the performance of all Work activities. However, should violations occur, the program shall set forth detailed processes for rectifying such violations in an appropriate and timely manner.

The Design-Builder's obligation regarding Governmental Approvals and Laws, including Environmental Laws and Environmental Approvals, and the Design-Builder's obligation for environmental compliance is set forth in Section 6.1.

The Design-Builder shall cause Work to comply with Environmental Approvals and compliance requirements for any additional actions throughout the Term of the Agreement. The Design-Builder shall monitor and document Work activities so that documents providing evidence for compliance are available to NHDOT for inspection at any time.

The Design-Builder shall comply with all Federal, State, local laws, and regulations controlling pollution of the environment; and preventing the spread of prohibited invasive plants listed in Table 3800.1 of New Hampshire Department of Agriculture, Markets and Food Rule AGR 3800. Pollution of streams, lakes, ponds, and reservoirs with fuels, oils, bitumens, chemicals, suspended silt, or other harmful materials and pollution of the atmosphere from particulate and gaseous matter shall be avoided to the extent practicable. Detailed requirements implementing this policy are outlined in NHDOT Standard Specification Section 107.

## **6.2 Environmental Approvals**

### **6.2.1 Permits and Limitations**

A Categorical Exclusion has been submitted and approved by FHWA under the National Environmental Policy Act (NEPA).

The Project will require several environmental, utility, and local permits/approvals. NHDOT and Maine DOT are responsible for obtaining the environmental permits described in the table below (unless noted otherwise). Utility permits and/or local permits will be the responsibility of the Design-Build team. Though NHDOT and Maine DOT may not have received final environmental permits when the RFP is issued, they expect to have permit conditions reasonably well defined by that time. NHDOT and Maine DOT expect to have the NEPA process completed and to have acquired all of the necessary environmental permits before the commencement of construction. However, anticipated permit issuance dates may change depending on design and other factors. The Design-Builder may be required to support the preparation of any remaining permits as needed, as final design proceeds, and Maine DOT and NHDOT will submit the permit applications. If the Design-Builder varies from the conceptual plans to a degree that would necessitate additional permits or permit amendments, any delay and associated costs caused by procuring the permits, will be the responsibility of the Design-Builder. Additional permits or permit amendments may affect the Project design and schedule. Table 6-1 summarizes the anticipated required permits/approvals to be acquired by NHDOT and Maine DOT and their associated status:

**Table 6-1  
 Anticipated Permits and Approvals Needed**

Agency	Permit/Approval	Status
<b>Federal Agencies</b>		
United States Coast Guard	Coast Guard Bridge Permit	The application will be prepared and submitted in May 2011. It is anticipated that the permit will be issued September 2011.
	Section 7 of the Endangered Species Act	Consultation or conferencing will occur for any listed or proposed listings of endangered species (Atlantic Sturgeon) through the Coast Guard, ACOE and NEPA processes.
Federal Highway Administration	Categorical Exclusion	A Categorical Exclusion was prepared and submitted on March 15, 2011. Approval by FHWA was received on March 17, 2011.
Environmental Protection Agency	NPDES Phase II	Coverage under the Construction General Permit is the responsibility of the Contractor. NHDOT will also receive separate coverage as the owner of the facility.
U.S. Army Corps of Engineers	Section 404 permit	The Section 404 permit for NH is anticipated to be issued under the NH Programmatic General Permit and will be issued approximately 1 month after the NHDES Dredge and Fill Wetland Permit. Section 404 permitting requirements for Maine will fall under the Maine General Permit and will be issued concurrently with the New Hampshire General Permit. Endangered Species will be a consideration in the ACOE general permit. Special Conditions and in-water work timing restrictions may apply.
<b>State Agencies – NH</b>		
New Hampshire Department of Environmental Services (NHDES)	Standard Dredge and Fill Wetland Permit	The application will be submitted in May 2011. It is anticipated that the permit will be received in August 2011.
	Section 401 Water Quality Certification (NH)	The 401 Water Quality Certification will be issued following the Wetland Permit
	Coastal Zone Management Certificate (NH)	It is anticipated that the CZM certificate will be received in July 2011
	Shoreland Permit	The Shoreland application will be submitted in May 2011. It is anticipated that the permit will be received in June 2011.

State Agencies – ME		
Maine Department of Environmental Protection	Natural Resource Protection Act Permit (NRPA)	Maine DOT will submit the NRPA permit application when appropriate design and impact footprints can be determined. An NRPA individual permit can take up to 4 months to receive. If Impact footprints are received in May 2011, then a ME DEP NRPA permit would be anticipated in July 2011. Water Quality Certification and Coastal Zone Management certification (for Maine) are issued with the DEP NRPA permit. Special Conditions and in-water work timing restrictions may apply.
	Dredge Spoils	Up to 100 cy (in the Maine project area) may be beneficially used on site without a permit. Dredge quantities over 100 cy will be transported to a licensed facility.
	Temporary Erosion Control Plan	A temporary erosion control plan in accordance with Maine DOT's Best Management Practices for Erosion and Sediment Control must be submitted to Maine DOT for review. This would only be for the Maine project area. <a href="http://www.maine.gov/mdot/environmental-office-homepage/pdf/bmpmanual2008/BMP2008-full.pdf">http://www.maine.gov/mdot/environmental-office-homepage/pdf/bmpmanual2008/BMP2008-full.pdf</a>

### 6.2.2 New Environmental Approvals and Amended NHDOT-Provided Approvals

NHDOT-Provided Approvals are based on the Project schematic as presented in the Environmental Approvals. Such approvals may require re-evaluation, amendment, or supplement as the Work progresses or in order to accommodate actions not identified in the Environmental Approvals or covered specifically by existing resource agency coordination. Changes to the Project Schematic or incorporation of Additional Properties into the Project may require new Environmental Approvals.

The Design-Builder will be responsible for coordination with Governmental Entities necessary to obtain new Environmental Approvals or amendments to the NHDOT-Provided Approvals except where NHDOT has agreements with Governmental Entities to perform such coordination.

The Design-Builder will be responsible for ensuring compliance with the conditions and schedules set forth in amendments to any NHDOT-Provided Approvals or new Environmental Approvals. NHDOT may, in its discretion, provide assistance in securing new Environmental Approvals or amendments to NHDOT-Provided Approvals.

### **6.2.3 Responsibilities Regarding Environmental Studies**

The Design-Builder, with possible support from NHDOT as indicated, shall be responsible for conducting continuing environmental studies based on the Project approved NEPA document and Project schematic.

The Design-Builder, with the support from NHDOT, shall be responsible for conducting environmental studies and re-evaluations caused by actions not identified in the Environmental Approvals, actions not covered specifically by existing resource agency coordination, or incorporation of Additional Properties into the Project. The Design-Builder shall be responsible for all coordination of environmental studies with appropriate Governmental Entities, except where NHDOT has agreements with Governmental Entities to perform such coordination.

### **6.2.4 SHPO Requirements**

NHDOT, Maine DOT, and Design-Builder are jointly responsible to comply with the requirements of the Memorandum of Agreement submitted to the Advisory Council on Historic Preservation pursuant to 36 CFR Part 800.6(a), herein after referred as the SHPO MOA, which was prepared in consultation with New Hampshire State Historic Preservation Officer (NHSHPO) and the Maine State Historic Preservation Officer (MESHPO). Design-Builder is responsible to provide the services associated with Articles 6, 9, 11, 12, 13, and 14 and to provide support services to NHDOT for the other articles as required. The mitigation as a result of the investigations and discoveries associated with Article 9 (archaeological investigations) and Article 14 (Discovery of unidentified properties) will be considered for a Change Order.

To meet the conditions of Section 6.5, Article 1.

### **6.2.5 NHDOT Review and Approval of Design-Builder Submissions**

NHDOT reserves the right to review, comment on, require revisions to, and reject for resubmission documentation submitted for environmental compliance or Environmental Approvals. Documentation shall conform to current NHDOT submission standards and the requirements of all applicable Governmental Entities, laws, and regulations. NHDOT will accept documentation meeting current submission standards. NHDOT will return accepted documentation to the Design-Builder for submittal to the appropriate Governmental Entity in cases where the Design-Builder performs coordination. NHDOT, acting reasonably, will approve those submissions for which NHDOT signature

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or other approval is required. Documentation not meeting current submission standards or requirements of Governmental Entities will be returned to the Design-Builder, and shall be revised by the Design-Builder to meet standards or requirements.

### **6.3 Comprehensive Environmental Protection Program (CEPP)**

As part of the PMP, the Design-Builder shall develop and implement a Comprehensive Environmental Protection Program, applicable throughout the Term of the Agreement to establish the approach, requirements and procedures to be employed to protect the environment. All component parts shall reflect in order of priority: impact avoidance, minimization and as last resort mitigation. The CEPP shall satisfy applicable FHWA, NHDOT, Maine DOT and resource agency requirements, including those detailed as commitments in any Environmental Approvals.

At a minimum, the CEPP shall include the following component parts:

- Environmental Management System (EMS),
- Environmental Compliance and Mitigation Plan (ECMP),
- Environmental Protection Training Plan (EPTP),
- Contaminated Materials Management Plan (CMMP),
- Communication Plan (CP),
- Construction Monitoring Plan (CMP),
- Recycling Plan (RP).

The dates by which component parts comprising the CEPP are to be submitted for NHDOT acceptance are set forth in this Section 6. Amendments and updates to the CEPP as necessary to address changing conditions and environmental requirements shall be in accordance with the procedures for amendments to the PMP.

#### **6.3.1 Environmental Management System (EMS)**

The EMS shall be the overarching system by which the Design-Builder shall cause environmental commitments made during the Environmental Approval and permitting processes, and other environmental requirements to be carried forward and reflected, as appropriate, in the design and implemented throughout the Work. The Design-Builder shall utilize the EMS to track on-going issues, identify environmental compliances, non-compliances and identify actions required/taken to correct any such non-compliance.

#### **6.3.2 Environmental Compliance and Mitigation Plan (ECMP)**

The ECMP shall document and fully detail compliance strategies and procedures to be employed to cause Work performance in accordance with requirements of applicable

Environmental Laws and Environmental Approvals. This plan shall establish and/or document schedules, protocols, and methodologies to be used in accomplishing Work, with an emphasis on monitoring, reporting, corrective actions and adaptive management. The plan shall include a Compliance Action Plan (CAP). The CAP shall consist of a decision-making matrix which will define the triggers for initiating or re-initiating environmental compliance actions for construction and maintenance activities. For each trigger, the CAP will identify the appropriate type or level of environmental study or other compliance action necessary to ensure the ongoing validity of Project Environmental Approvals and commitments. In addition, the ECMP shall detail any mitigation required by Environmental Approvals and the Design-Builder's approach to satisfying mitigation requirements, including mitigation requirements identified after completion of the ECMP.

The ECMP shall include the following components:

**A. Environmental Permits, Issues, and Commitments (EPIC) Sheets**

The Design-Builder shall develop and maintain EPIC construction plan sheets. Applicable permits and environmental commitments shall be identified on EPIC sheets and updated throughout the construction period to identify on-Site conditions. Section 6.5 includes a list of environmental commitments that have been assembled as of March 17, 2011. This list of commitments may not be comprehensive, the commitments may be modified due to permit conditions or other factors, new commitments may be added or existing commitments may be deleted. The Design-Builder is responsible for maintaining up-to-date and accurate records of all project environmental commitments and ensuring that all are met.

**B. State of New Hampshire Environmental Permits and Approvals**

The Design-Builder shall document how they will comply with the terms and conditions for any Environmental Permits or Approvals issued by New Hampshire state agencies. These may include, but are not necessarily limited to, the following:

- New Hampshire Standard Dredge and Fill Permit
- New Hampshire Comprehensive Shoreland Protection Act Permit
- Coastal Zone Management Act Consistency Certificate

### **C. State of Maine Environmental Permits and Approvals**

The Design-Builder shall document how they will comply with the terms and conditions for any Environmental Permits or Approvals issued by Maine state agencies. These may include, but are not necessarily limited to, the following:

- Maine Natural Resources Protection Act Permit
- Coastal Zone Management Act Consistency Certificate

### **D. U.S. Coast Guard Bridge Permit**

The Design-Builder shall document how they will comply with the terms and conditions for the U.S. Coast Guard Bridge Permit, including navigational restrictions, closures, dates, or other terms and conditions.

### **E. Clean Water Act - Sections 404 and 401: Waters and Wetlands of the United States**

The Design-Builder shall document how they will comply with the terms and conditions for Section 404 permit(s) issued to NHDOT by the USACE (U.S. Army Corps of Engineers) and associated Section 401 State Water Quality Certification(s) as administered by the New Hampshire Department of Environmental Services and the Maine Department of Environmental Protection as well as any additional Section 404 permits and 401 certifications issued to the Design-Builder during the life of the Project. The documentation at a minimum shall include:

- Process for training personnel to recognize Waters of the U.S. that fall under the jurisdiction of the USACE,
- Process for communicating the terms and conditions of all USACE 404 permits and certifications,
- Procedures for carrying out any required mitigation,
- Procedures for handling off-right-of-way Project Specific Locations (PSL) as required by all Section 404 permit(s) issued to either NHDOT or the Design-Builder by the USACE.

#### **F. Clean Water Act - Section 402: National Pollutant Discharge Elimination System (NPDES)**

The Design-Builder shall document how they will comply with Section 402 of the CWA. The documentation shall include that the Design-Builder has day-to-day operational control over activities necessary to ensure compliance with the Storm Water Pollution Prevention Plan (SWPPP) and has the sole responsibility for any potential non-compliance issue. The documentation shall also include that the Design-Builder is responsible for submitting a Notice of Intent (NOI) to the appropriate agency. The documentation at a minimum shall include:

- Process for training personnel on the requirements and conditions of the NPDES Construction General Permits for Storm Water Discharges from Construction Sites (CGP),
- Procedures for incorporating additional properties outside the original NEPA approved schematic and any off-right-of-way PSL within one linear mile of the project limits to comply with the CGP and the project's SWPPP,
- Procedures for handling non-compliance issues,
- Escalation procedures for SWPPP items.

#### **G. State Listed Species**

The Design-Builder shall develop a plan to document how they will address state listed threatened or endangered, listed or candidate species, if any are found to occur in the project area. The documentation shall be in agreement with any agreements which may be made with the New Hampshire Fish and Game Department (NHFG) or the Maine Department of Inland Fisheries and Wildlife (MDIFW), including the requirement for coordination with NHFG or MDIFW to be conducted by NHDOT. The documentation at a minimum shall include:

- Process for communicating any commitments regarding state listed species,
- Procedures for complying with any commitments.

## **H. Endangered Species Act and Fish and Wildlife Coordination Act**

The Design-Builder shall document how they shall comply with the Endangered Species Act (ESA), the Magnuson-Stevens Fishery Conservation and Management Act (MSA) and the Fish and Wildlife Coordination Act (FWCA). The documentation shall reflect that coordination with U.S. Fish and Wildlife Service (USFWS) and the National Marine Fisheries Service shall be conducted by NHDOT. The documentation at a minimum shall include:

- Process for training personnel on the requirements of the ESA, MSA and FWCA,
- Process for communicating any commitments regarding ESA, MSA and FWCA,
- Procedures for complying with any commitments including mitigation.

## **I. Traffic Noise**

The Design-Builder shall document how they will address traffic noise mitigation. The documentation at a minimum shall include:

- Process for carrying out noise mitigation measures as identified and discussed in the approved NEPA document and schematic,
- Process for carrying out noise mitigation measures determined throughout the life of the Project,
- Process to handle changes that may occur to proposed permanent noise mitigation in the approved NEPA document and schematic.

To fulfill the commitments of the previously mentioned NHDOT-Provided approvals the Design-Builder shall be responsible for implementing all noise mitigation measures to minimize construction and long-term impacts of the Work as prescribed in NHDOT-Provided approvals and subsequent NHDOT-Provided approvals secured by the Design-Builder. The Design-Builder acknowledges that NHDOT-Provided approvals are based on the schematic design and Schematic ROW.

## **J. Cultural Resource Studies**

The Design-Builder shall be responsible for ensuring compliance with cultural resource Laws on the Project through the Term of the Agreement. NHDOT shall perform consultation for the Project according to current procedures for implementing Section 106 of the National Historic Preservation Act, and any relevant State of Maine cultural resource laws and regulations.

The Design-Builder shall be responsible for performing any necessary cultural resource surveys, evaluations, testing, and mitigation in those areas outside the footprint of the Project ROW shown on the Project Schematics as defined in the original NEPA Approval and within the area of potential effects. The Design-Builder shall coordinate all necessary Permits through NHDOT.

The Design-Builder shall document efforts to avoid impacts to cultural resources that are listed on or eligible for inclusion in the National Register of Historic Places (NRHP), or that are designated as Archeological Landmarks.

If evidence of a possible historic property is encountered during the course of the Work, the Design-Builder shall immediately cease Work in the immediate area and contact NHDOT to initiate post-review discovery procedures under the provisions of the PA among NHDOT, SHPO, FHWA, and ACHP as well as the MOU among NHDOT, Maine DOT, FHWA, and Maine and NH SHPO. The Design-Builder shall undertake appropriate measures to protect the site from further intrusion to the extent feasible until an appropriate evaluation of the site can be made by a qualified representative. Work shall not be resumed in the area until the Design-Builder receives notification and approval from NHDOT.

## **K. Public Involvement**

The Design-Builder shall document how they will comply with all public involvement requirements, including public involvement requirements specifically related to cultural resources. The documentation shall comply with all applicable requirements including, but not limited to, 43 TAC §2.4, Section 106 of the National Historic Preservation Act (36 CFR 800), the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987. The documentation shall include that the Design-Builder is responsible for conducting all public involvement requirements for the life of the project except where NHDOT has agreements with Governmental Entities to perform public involvement requirements. The documentation at a minimum shall include:

- Process for handling public involvements requirements,

- Procedures for documenting public involvement.

### **6.3.3 Environmental Protection Training Plan (EPTP)**

The Design-Builder shall develop and implement an Environmental Protection Training Program that shall meet the minimum requirements set forth herein. The EPTP shall include methods and procedures documented in the ECMP to:

- Educate every worker to:
  - a. Recognize the overall importance of environmental issues to constructing, operating and maintaining a successful Project.
  - b. Appreciate the various environmental sensitivities of the Project.
- Train every worker to:
  - a. Recognize environmentally sensitive resources that may be encountered during the Work.
  - b. Avoid or take appropriate action to minimize environmental impacts from the Work.
  - c. Know the required actions, practices, and procedures regarding regulated resources.
- Foster the Design-Builder's management and supervisory personnel's attitude of commitment to the Project's environmental quality.
- Convey to all workers, the Design-Builder's management commitment to the Project's environmental quality.
- Convey to all workers, NHDOT's and the Design-Builder's commitment to zero tolerance for violations.

#### **6.3.3.1 EPTP Scope and Content**

The goal of the EPTP is to educate Project personnel about the following:

- Overall importance of environmental protection to the Project
- Compliance responsibility and Governmental Entity authority including background and environmental issues regulatory overview.
- Overview of the Design-Builder's environmental commitments and responsibilities at the Project level.

- Worker responsibilities.
- Wetlands identification.
- Environmental Approvals terms and conditions including an overview of the provisions of the ESA, and Stormwater Pollution Prevention Program (SWPPP).
- BMPs for environmental compliance, including pollution prevention, erosion, sedimentation, and dust control measures to maintain water and air quality.
- Required mitigation measures.
- Procedures and precautions in the event of spills of or discovery of Hazardous Materials or unknown chemicals or contamination.
- Procedures and precautions in the event human skeletal remains or other archeological or paleontological resources are discovered.
- Procedures regarding the relocation of historical markers (i.e. NH SHPO Subject Markers, NHDOT Markers, and local/county/stateline markers).
- Groundwater protection requirements.
- CWA regulations and surface water protection requirements.
- Overview of noise and residential impact reduction procedures.
- Overview of vibration monitoring requirements
- Air quality requirements.
- Penalties and/or fines for violations of and noncompliance with Environmental Approvals and Environmental Laws, including termination of employment.

#### **6.3.4 EPTP Participation**

The Design-Builder shall require all employees to participate in the EPTP and shall keep accurate records documenting attendance, as well as materials presented.

##### **6.3.4.1 EPTP Schedule**

The Design-Builder shall include activities for implementation of the EPTP in the Project Schedule. The length of training sessions and their frequency shall be sufficient to achieve the goals set forth above. Periodic training sessions at key times (e.g., prior to construction or major maintenance in sensitive areas or construction timing restrictions

to protect threatened and/or endangered species) shall be used to update workers on specific restrictions, conditions, concerns, and/or requirements.

### **6.3.5 Contaminated Management Plan (CMMP)**

The Design-Builder shall prepare an CMMP for the safe handling, storage, treatment and/or disposal of Hazardous Materials, whether encountered at or brought onto the Project Site by the Design-Builder, encountered or brought onto the Project site by a third party, or otherwise, during the Term of the Agreement. The Design-Builder shall submit the final CMMP to NHDOT for acceptance; acceptance of the Plan by NHDOT shall be a condition of commencement of site Construction Work.

The CMMP shall include procedures compliant with all applicable Environmental Laws and include, at a minimum:

- For all chemicals to be used on the Project, the Design-Builder shall keep and update Material Safety Data Sheets (MSDS), per OSHA requirements, for the term of the Agreement.
- Designated individuals responsible for implementation of the plan,
- Procedures for identifying and documenting potential contaminated sites which might impact Project development,
- Procedures for mitigation of known contaminated sites anticipated to impact construction,
- Procedures for mitigation of unanticipated contaminated sites encountered during construction,
- Procedures for mitigation of contamination during the operation and maintenance of the Project,
- Procedures for developing a detailed Spill Response Plan for the term of the Project,
- Process for training personnel for responding to and mitigating Incidents involving contamination or waste
- Provisions for appropriate storage and disposal of all waste encountered or disposed of on the Project for the term of the Project.
- Provision for a Contaminated Materials training module as an element of the EPTP component of the CEPP.

- Procedures for preparing an Investigative Work Plan (IWP) and Site Investigative Report (SIR) in the event that Contaminated Materials are discovered during construction, operations or maintenance activities.
- Identification and contact information for designated responsible individuals.

The CMMP shall include provisions for making all on-Site workers aware of the potential Hazardous Materials to which they may be exposed, limiting Contractors and other Site workers' exposure to Contaminated Materials and providing all necessary personal protection equipment to protect workers from exposure. The CMMP shall require the Design-Builder to provide any non-Design-Builder personnel who visit the Project with the appropriate personal protection equipment.

The CMMP shall require that all personnel of Design-Builder-Related Entities handling Contaminated Materials be trained and certified at least to the minimum requirements established under the current guidelines of OSHA 1910.120 (HAZWOPER Training).

Further, the CMMP shall include procedures for ensuring that all applicable certifications, licenses, authorizations and Governmental Approvals for the Design-Builder personnel handling Contaminated Materials are current and valid through the duration of the Work.

### **6.3.6 Communication Plan (CP)**

The Design-Builder shall develop a CP, which describes in detail the communication hierarchy for information distribution related to the compliance with the CEPP. The CP will include names and contact information, including emergency contact information, and the preferred methods of routine, and emergency communication distribution.

### **6.3.7 Construction Monitoring Plan (CMP)**

The CMP shall identify times, locations, and other conditions where monitoring of construction activities are to be performed to maintain and cause compliance with Environmental Laws, Environmental Approvals, and the Design-Build Documents. The CMP shall establish and/or document schedules, protocols and methodologies to be used for monitoring Work with an emphasis on timely reporting, corrective actions and adaptive management. The CMP shall establish reporting procedures, identify reporting requirements and establish controls for report distribution and records retention. All Environmental Monitoring Reports shall be made available for review by NHDOT at NHDOT's request. Should any non-compliance or violation be observed that represents an imminent danger to human health or the environment, the CMP shall include procedures to cause immediate notification of NHDOT.

### **6.3.8 Recycling Plan**

The recycling plan shall document and fully detail the Design-Builder's initiative to recycling and waste minimization during all aspects of Work. The recycling plan shall document the Design-Builder's recycling initiatives as well as methods and procedures for maximizing the use of recycled materials in all aspects of the Work.

## **6.4 Environmental Personnel**

The Design-Builder, acting through the Environmental Compliance Manager (ECM), shall designate an Environmental Team (ET), as detailed in this section, to prevent, minimize, and/or correct any violation of or noncompliance with Environmental Approvals. The ET shall include Environmental Training Staff, Environmental Compliance Inspectors (ECIs), Archeologist, Architectural Historian, Historian, Historical Architect, Water Quality Specialist, and Contaminated Materials Manager. All of the ET shall be deemed other principal personnel.

In the CEPP, the Design-Builder shall set forth an approach, procedures and methods for:

- Staffing and availability of ECM and all ET personnel.
- ET staff response times during the Work.

### **6.4.1 Environmental Compliance Manager (ECM)**

The Design-Builder shall designate a full-time ECM for the Work. The ECM shall report and coordinate all issues directly with NHDOT and the Design-Builder's Project Manager. In the event the ECM, in consultation with the Design-Builder's Project Manager and NHDOT, is unable to reach satisfactory resolution of environmental issues, the ECM shall provide written notification to the Design-Builder and NHDOT outlining the concerns, actions taken in attempt to correct the concerns, and provide a recommendation as to the suggested course of action.

The ECM shall direct the work of the ET and shall monitor, document, and report environmental compliance for the Work. The ECM shall report immediately to NHDOT and the Design-Builder any violation or non-compliance and shall include with any such report, the appropriate recommendations for corrective action including stoppage of Work.

The ECM shall coordinate with NHDOT, the Design-Builder, and appropriate Governmental Entities. The ECM shall submit all necessary environmental documentation and monitoring reports to the appropriate Governmental Entities and

when applicable, through NHDOT, to the extent necessary to maintain compliance with applicable Environmental Approvals.

#### **6.4.2 Environmental Training Staff**

Under the direction of the ECM, the environmental training staff shall develop, schedule and conduct environmental awareness and environmental compliance training for the Design-Builder's personnel. All training shall be in accordance with the requirements set forth in Section 6.3.3.

#### **6.4.3 Environmental Compliance Inspectors (ECI)**

The ECIs shall conduct on-Site environmental monitoring, prepare documentation, and report to the ECM daily all violations, compliance, and noncompliance with Environmental Approvals.

The ECI shall report immediately to the ECM any violation or non-compliance and shall include with any such reports, the appropriate recommendations for corrective action, including stoppage of Work.

#### **6.4.4 Cultural Resource Management Personnel**

The ECM shall designate an Archeologist, Architectural Historian, Historian, and/or Historical Architect as specified in this Section to provide expertise in monitoring impacts to cultural resources during the course of the Work.

Qualifications: Cultural Resource Management Personnel shall meet qualifications as specified.

#### **6.4.5 Water Quality Specialist**

The ECM shall designate a Water Quality Specialist to provide expertise in delineating environmental jurisdictional areas, stormwater pollution prevention, and the protection of jurisdictional waters during the course of the Work.

Qualifications: The Water Quality Specialist shall meet qualifications as specified.

#### **6.4.6 Contaminated Materials Manager**

The ECM shall designate a Contaminated Materials Manager to provide expertise in the safe handling of Contaminated Materials required to perform the Work and those that may be discovered/impacted during the duration of the Agreement. The Contaminated Materials Manager shall conduct appropriate activities such as the following:

- Schedule and/or conduct training for the Design-Builder's employees.

- Verify all employee certifications prior to and required for any handling of Contaminated Materials.
- Maintain records of all incidents involving Contaminated Materials and notify the ECM, NHDOT and appropriate authorities in writing of any such incidents.

Qualifications: The Contaminated Materials Manager shall be a qualified professional with 40-hour HAZWOPER certification and at least five years' experience in similar projects in the following areas:

- Experienced in developing IWPs, SIRs, and remedial action plans or equivalent reports necessary and acceptable in material discovery and remediation efforts of Contaminated Materials.
- Experienced in the investigation and remediation of Contaminated Materials.

## 6.5 Summary of Environmental Commitments

The following environmental commitments have been made for this project as of March 22, 2011 for this project. This list of commitments may not be comprehensive, the commitments may be modified due to permit conditions or other factors, new commitments may be added or existing conditions may be deleted. Page numbers refer to the corresponding pages in the project's Categorical Exclusion.

- The design for the bridge replacement will follow the Secretary of the Interior's *Standards for Rehabilitation and Guidelines for the Rehabilitation of Historic Buildings*, Standards 9 and 10, as determined by FHWA in consultation with NHSHPO and MESHPO. There will be continued consultation among these agencies, focusing on the design's conformance with Standards 9 and 10. (Page 48)
- The design of the Scott Avenue Bridge will improve safety and accessibility for pedestrians and bicycles by adding two 5-foot shoulders and a sidewalk on the bridge and removing four sets of piers under the bridge. (Page 29)
- On the Memorial Bridge, the project will incorporate solid decking on the roadway to accommodate cyclists and will provide upgraded sidewalks and bridge railings. The wood planking on the Memorial Bridge sidewalks will be replaced with a surface that will be more slip resistant when wet. The open steel grating on sidewalks on top of the Scott Avenue Bridge will be replaced by solid surfaces. The drainage grates on the Memorial Bridge will be perpendicular to the direction of travel to safely accommodate bicycle access. Consideration will be given to

incorporating signage to promote safe dual use of the US Route 1 Bridge by motor vehicles and bicycles. (Page 29)

- During the approximately eighteen-month bridge closure, construction signing will be placed to advise motorists of the changed conditions. There will be detour signs placed directing those wanting to cross the river to use I-95 or US 1 Bypass. These signs will also explain that access has been maintained to downtown Portsmouth or Kittery. (Page 30)
- During those times when the bridge is closed to pedestrians and bicyclists, the Design-Build team shall provide a shuttle service that will transport pedestrians and bicyclists them across the river between Kittery, Maine, and Portsmouth, NH from 5 am to 1 am seven days a week as specified in Section 8, Item 670.5. (Page 30)
- Navigational closures during construction may be required to accommodate the float-out and float-in of the lift span. Coordination will be performed with the U.S. Coast Guard to provide advance notice to mariners of changes in operation of the Memorial Bridge throughout the construction period. (Page 31)
- The proposed construction will include an emergency generator to be installed under the Scott Avenue Bridge. Preventative maintenance will require that the generator be run for a half hour once per week. This generator will be housed in an enclosure to improve security and provide soundproofing, and test runs will be scheduled during daytime hours. (Page 20)
- Access to all properties will be maintained during construction, and the existing traffic patterns and circulation in this area will largely be maintained. (Pages 29-30)
- The memorial plaque in Memorial Park will be temporarily relocated during construction. The park will be restored to pre-construction conditions upon completion of construction. Coordination has been performed with the City of Portsmouth regarding plans for the park, and this coordination will continue regarding plans for construction and restoration within the park and for the plaque. (Page 33)
- All appropriate Best Management Practices will be employed during construction. This is especially important for work that involves alteration of the Piscataqua River riverbed or shoreline. This work would include repairs to Memorial Bridge piers, removal and replacement of Kittery Approach Span piers, replacement of Memorial Bridge abutment, installation of dolphins near Memorial Bridge piers, or other work. Work will follow all conditions of permits to be obtained for work in aquatic resources and any other state or federal jurisdictional areas. (Pages 41-42)

- To protect managed or protected fish species such as winter flounder, shortnose sturgeon, and Atlantic sturgeon, no in-water work will be conducted between March 16 and November 14 of any year. Any in-water, silt producing work conducted between March 16 and November 14 should occur within cofferdams or similar silt-containment structures, provided these structures are installed during the recommended work window. (Page 46)
- NHDOT will convene a meeting with the US Fish and Wildlife Service, National Marine Fisheries Service, NH Fish and Game Department, and Maine Fish and Wildlife, and the Design-Builder as soon after selection as is reasonable to discuss timing restrictions and fisheries concerns. (Page 46)
- In accordance with the conservation recommendations of the National Marine Fisheries Service (NMFS), any modification to the construction timeframe that may require work within Piscataqua River outside the work window of November 15 to March 15 will require that consultation recommence with NMFS to determine appropriate actions. (Page 46)
- Existing drainage patterns on the Memorial Bridge and Scott Avenue Bridge will largely be maintained. However, the proposed drainage design will be improved by incorporating a manufactured stormwater treatment unit to be installed along Daniel Street along the Portsmouth waterfront that will treat permanent roadway drainage prior to discharge into the Piscataqua River. (Page 41)
- Best Management Practices will be employed during construction to avoid impacts to the water quality of the Piscataqua River. Containment systems will be used on the Memorial Bridge during construction to prevent debris from entering the river during demolition and to avoid contamination of the river and air. A professionally prepared Stormwater Pollution Prevention Plan (SWPPP), consistent with Section 6, will be prepared by the contractor prior to commencement of construction, specifying measures designed to protect the water quality of the Piscataqua River during construction. (Page 41)
- If dewatering is required during construction for the replacement of the Scott Avenue bridge abutment or the Kittery Approach Span piers that in uplands, provisions will be made for either discharge to the sanitary system or discharge to surface waters, provided that the water quality of the discharge complies with applicable provisions under the National Pollutant Discharge Elimination System (NPDES) permit program. If applicable water quality standards for the discharge to comply with either the NPDES General Permit for Construction Dewatering Activity Discharges or the NPDES Remediation General Permit cannot be met through

treatment, then the contractor will be required to direct discharges to holding tanks and transport them off-site. (Pages 41-42)

- A Soils and Materials Management Plan, to be implemented by the contractor, will be in place during construction to provide measures for appropriate management and disposal of materials encountered, including debris in fill and soils and groundwater impacted by residual contamination. If contaminated soil or groundwater is encountered, NHDES will be consulted, and contaminated materials will be disposed of in an appropriate manner in compliance with Federal and State regulations. (Page 57)
- All standard measures will be employed to minimize construction noise and dust levels to the extent practicable. (Page 36)

## **6.6 Contaminated Materials Allowance**

The Design-Builder shall provide for a **\$100,000** allowance for items associated with handling and disposing of Contaminated Materials as described in Contracts Section 6.3.

## **7 DESIGN CRITERIA**

### **7.1 General**

The Technical Provisions and Special Provisions cited in the Technical Provisions establish the basic design and performance requirements to be used in the design and construction of the Project. In addition, NHDOT has prepared indicative Project Schematics (see Reference Documents) to standardize and guide the design activities through final design and the preparation of procurement and construction documents. All plans and documentations shall be developed to NHDOT CAD/D documentation.

The work elements associated with Scott Avenue Bridge, Memorial Bridge, and in the City of Portsmouth shall be governed by the most recent edition of other applicable engineering codes and standards, including those of the various federal, NHDOT, and local jurisdictions.

The work elements associated with Kittery Approach Spans shall be governed by the most recent edition of other applicable engineering codes and standards, including those of the various federal, Maine DOT, and local jurisdictions.

### **7.2 Geotechnical**

#### **7.2.1 General Requirements**

Design-Builder shall perform all geotechnical investigations, testing, research, and analysis necessary to effectively determine and understand the existing surface and subsurface geotechnical conditions of the Project ROW to be used by the Design-Builder to carry out the Work. Design-Builder shall ensure the geotechnical investigations and analyses are both thorough and complete, so as to provide accurate information for the design of roadways, pavements, foundations, structures, and other facilities that result in a Project that is safe, and meets operational standards and final acceptance requirements.

#### **7.2.2 Design Requirements**

##### *7.2.2.1 Subsurface Geotechnical Investigation by Design-Builder*

Design-Builder shall determine the specific locations, frequency, and scope of all subsurface geotechnical investigations, testing, research, and analysis the Design-Builder considers necessary to support the design of a safe and reliable roadway, pavement, foundation, structure, and other facilities for the Project.

Design-Builder shall prepare and amend, as needed, Geotechnical Design Reports documenting the assumptions, conditions, and results of the geotechnical investigation and analysis. The final Geotechnical Design Reports shall address all of the

requirements and all the final design recommendations, construction considerations, special provisions and calculations.

Separate Geotechnical Design Reports may be submitted to accommodate a variety of pier, abutment or foundation designs, as subsurface conditions vary across the site. The Geotechnical Design Report(s) shall include, but is not limited to, the requirements listed below:

1. Interpretation and analysis of soil and bedrock conditions based on the geotechnical information available and other investigations conducted by the Design Builder.
2. Design and construction recommendations for the following, as applicable:
  - a. Bridge substructures: spread footing, and/or deep foundation.
  - b. Retaining walls: type, foundations, settlement, backfill
  - c. Embankment slope stability and special embankment construction: soil modification, lightweight fills, staged construction
3. Performance criteria of structure foundations and highway embankments - total and differential settlement of retaining walls, highway embankments, bridge foundations (lateral and axial).
4. Construction inspection and quality control programs, including load testing programs to verify design resistances and installation procedures for piles and/or drilled shafts, if used.
5. Instrumentation programs, if necessary, to monitor embankment or substructure response to construction activities. Instrumentation programs shall establish threshold movement of instruments from baseline conditions. The instrumentation plan shall also describe reading frequencies, reporting protocols, and subsequent corrective actions that shall be taken if threshold movement(s) is/are exceeded.
6. Construction considerations for all of the above geotechnical elements.
7. Field investigations and laboratory test results used to characterize conditions, including moisture content, plasticity index, gradations for each major soil strata change, levels of shrink/swell potential, and levels of sulfate (on-site and borrow). Include a plan view locations of field sampling, boring logs and other field data, laboratory test results, calculations, and analyses that support design decisions

Each Geotechnical Design Report, upon completion, shall be submitted to NHDOT for review and comment.

If environmentally-sensitive conditions are encountered during the subsurface exploration activities, Design-Builder shall undertake appropriate actions in accordance with Section 6.

#### *7.2.2.2 Pavement Design*

Design-Builder shall design and construct roadway and parking lot pavements using good industry practice and the subsurface geotechnical data collected by the Design-Builder. The pavement and pavement structural section shall be designed per the NHDOT Highway Design Manual for a mean year ADT of 595 or per the design included in the Reference Material drawings. The pavement design shall include the structural layer materials, general specifications, and thicknesses.

Roadway that is disturbed by the construction activities of the Project, Design-Builder shall, at a minimum, match the in-place surface type and structure of the existing roadways. Design-Builder shall design all tie-in work to avoid differential settlement between the existing and new surfaces.

#### *7.2.2.3 Final Geotechnical Investigations.*

The NHDOT does not necessarily consider the Supplemental Boring Program and corresponding Supplemental Geotechnical Data Report as final geotechnical explorations for the project. The Design-Builder shall conduct sufficient subsurface investigations to satisfy AASHTO LRFD Article 10.4 and LRFD Table 10.4.2-1, as needed. The NHDOT further anticipates that the Design-Builder will conduct additional laboratory soil and rock tests to supplement those provided as part of the Supplemental Boring Program as appropriate for their designs.

### **7.2.3 Instrumentation Programs**

If an instrumented program is required to monitor vertical and/or lateral embankment deformations, soil pore-pressures, and/or structure movements, the instrumentation program shall be submitted with the Geotechnical Design Reports, for review and acceptance by the NHDOT. The instrumentation program shall be developed by a New Hampshire Licensed Professional Engineer with at least five (5) years of instrumentation experience.

The instrumentation program shall establish threshold movement of instruments from baseline conditions, such as allowable pore pressure increases or lateral deformations. The instrumentation plan shall also describe subsequent corrective actions that shall be taken if threshold movement(s) is/are exceeded.

If an instrumentation program is required, no construction shall be allowed until baseline pore pressures or movement data are collected.

The Design-Builder shall not decommission the instrumentation program at any time during the Project construction duration. The instrumentation shall be left in working condition and turned over to the NHDOT, along with readout equipment at the completion of the Project.

The NHDOT shall require that the Design-Builder perform a pre-construction building survey of any structure within two hundred (200) feet or as identified in the Environmental Commitments Section 6.5 of the construction. In addition, the Design-Builder shall implement the accepted instrumentation program. During construction, reduced instrumentation data shall be submitted to the NHDOT for review within forty-eight (48) hours of readings, and staged construction of fills shall not proceed prior to submittal of instrumentation data to NHDOT.

## **7.3 Survey**

### **7.3.1 General Requirements**

The Design-Builder shall provide accurate and consistent land surveying and mapping necessary to support design and construction to complete the Work in conformance with this Contract, the NHDOT's Survey Manual, NHDOT Standard Specifications, the New Hampshire Land Surveyors Association "Ethics and Standards", and any local agency requirements. Survey shall be under the supervision of a Licensed New Hampshire Surveyor. Available survey information has been provided on the Project website.

The Design-Builder shall bear sole responsibility for the accuracy of additional survey data used in the Design. The Design-Builder shall review existing survey data and determine the requirements for new and additional survey and mapping data. The Design-Builder shall be responsible for the final precision and accuracy of all survey and mapping work. All field notes are to be recorded in Field Survey Notebooks that will be turned over to the NHDOT at the end of the Project.

### **7.3.2 Right-of-Entry**

Design-Builder shall secure written permission prior to entering any private property outside the ROW. It shall be Design-Builder's sole responsibility to negotiate this permission and Design-Builder shall be responsible for any and all damages and claims resulting from that ingress. Proper documentation of right-of-entry shall be maintained at all times by Design-Builder.

### **7.3.3 Survey Services**

Survey documents shall be a part of the design documents and shall include:

1. A horizontal and vertical coordinate listing, monument description, and location description of all primary and secondary survey control points installed, marked, and referenced along with a listing of the existing control used to create the installed control points;
2. Survey notes, plans, and calculations completed as the Work progresses and all originals and two copies of each survey document;
3. Construction staking plans. Construction survey notes shall be provided to the NHDOT.
4. Construction staking as deemed appropriate by the Design-Builder;
5. Original diary forms and related original survey record keeping; and
6. Construction staking survey control data key map and line index plans (to be included in the Construction Plans).

### **7.3.4 Design Requirements**

#### *7.3.4.1 Units*

All survey Work shall be performed using the US Survey Foot.

#### *7.3.4.2 Survey Control Requirements*

Design-Builder shall ensure that all surveying conforms to all applicable surveying laws and regulations must follow the requirements of the New Hampshire Board of Land Surveyors Association, "Ethics and Standards", and the standard practices for work performed for the NHDOT. Design-Builder shall ensure that any person in charge of a survey field party is proficient in the technical aspects of surveying.

Design-Builder shall establish and maintain additional survey control as needed and final ROW monumentation throughout the duration of the Project.

Design-Builder shall tie any additional horizontal and vertical control for the Project to the NHDOT-supplied Primary or Secondary control network. If Design-Builder chooses to use GPS methods, Design-Builder shall meet the accuracy of the appropriate level of survey as defined in the NHDOT Survey Manual and the New Hampshire Land Surveyors Association, "Ethics and Standards".

All survey control points shall be set and/or verified by a Registered Professional Land Surveyor licensed in the State of New Hampshire.

#### 7.3.4.3 *Horizontal Control*

All horizontal data for the Project shall be in the New Hampshire State Plane Coordinate System (SPCS) on the North American Datum of 1983(86), US Survey Feet, (NAD 83(96)).

Horizontal survey shall meet minimum NHDOT survey accuracy requirements (1 in 15,000).

#### 7.3.4.4 *Vertical Control*

Vertical control for the Project shall be established on the North American Vertical Datum of 1929, US Survey Feet, (NGVD29).

Vertical survey shall meet minimum Third-order, Class I survey accuracy and procedures (0.05 ft (2.0 mm) X  $\sqrt{\text{distance in miles (kilometers)}}$  ).

### 7.3.5 **Construction Requirements**

#### 7.3.5.1 *Units*

Comply with Design Requirements.

#### 7.3.5.2 *Construction Surveys*

Comply with Design Requirements.

### 7.3.6 **Survey Records and Reports**

Design-Builder may use an electronic field book to collect and store raw data. Design-Builder shall preserve original raw data and document any changes or corrections made to field data, such as station name, height of instrument, or target. Design-Builder shall also preserve raw and corrected field data in hardcopy output forms in a similar manner to conventional field book preservation.

Field survey data and sketches that cannot be efficiently recorded in the electronic field book shall be recorded in a field notebook and stored with copies of the electronic data.

All field notes shall be recorded in a permanently bound book. (Loose leaf field notes will not be allowed.) Design-Builder shall deliver copies of any or all field notebooks to NHDOT upon request.

#### 7.3.6.1 *Electronic Field Book (EFB) Data*

The use of an EFB to collect and store raw data shall follow the procedures described in the NHDOT's Survey Manual. Original raw data shall always be preserved, and any changes or corrections made to field data, such as station name, height of instrument, or target shall be documented. Raw field data shall also be preserved in hard copy output forms similar to how a conventional field book is preserved.

#### 7.3.6.2 *Survey Notebook Data*

Field Survey data and sketches which cannot be efficiently recorded in the EFB should be recorded in a Field Survey Notebook furnished and stored with copies of electronic data.

#### **7.3.7 Electronic Deliverables**

All collected survey data shall be Digital Terrain Model (DTM) and be created and submitted using the latest version of Microstation to the NHDOT.

The documents produced by the Surveyor, or the Surveyor's subcontractors, are the property of NHDOT, and release of any such document must be accepted by NHDOT.

#### **7.3.8 Permanent Survey Control Network**

The Design-Builder shall notify the NHDOT Survey Section at 603-271-1600 in advance of the removal of any existing survey control.

### **7.4 Roadway, Bicycle, and Pedestrians**

#### **7.4.1 General Requirements**

The objectives of the Project include the provision of a safe, reliable, cost-effective, and aesthetically-pleasing corridor for the traveling public. The requirements contained in this Section 7.4 provide the framework for the design and construction of the roadway improvements to help attain the Project objectives.

Design-Builder shall coordinate, design and construct the improvements on crossing streets in accordance with the Governmental Entity having jurisdiction of said roadway.

## 7.4.2 Roadway Design Requirements

Design-Builder shall coordinate its roadway design with the design of all other components of the Project, including aesthetics. The Project roadways shall be designed to integrate with streets and roadways that are adjacent or connecting to the Project.

Design-Builder shall design all elements in accordance with the applicable design criteria and good industry practice based on the design speeds for various elements. The roadway geometry for US Route 1 in Portsmouth (Scott Avenue and Dutton Avenue) shall generally match the geometry proposed for the Memorial Bridge Rehabilitation Project.

The geometry for the Wright Avenue Parking Lot shall be approved by the City of Portsmouth, a concept of which is included in the Reference Documents.

Driveways shall be designed to meet the requirements of the City of Portsmouth or Maine DOT were applicable.

### 7.4.2.1 *Horizontal and Vertical Control*

1. The Design Speed along US Route 1 on the Scott Avenue Bridge, Memorial Bridge, and the Kittery Approach Span shall be a minimum of 25 mph. The Design Speed of all local roadways in Portsmouth and Kittery shall be a minimum of 25 mph.
2. The roadway geometry of US Route 1 on the Scott Avenue Bridge, Memorial Bridge, and the Kittery Approach Spans shall have two 11' wide (minimum) travel lanes and 5' wide shoulders for each direction of traffic. Six-foot wide (minimum) sidewalks shall be provided on both sides of US Route 1 from the Wright Avenue parking Lot to Badger's Island. All work shall be constructed within the proposed right-of-way, except at locations where the Design-Builder proposes to modify the preliminary design and ROW for its own reasons.
3. The minimum longitudinal tangent grade for the new bridges shall be one percent (1.0%). The maximum longitudinal tangent grade for the new bridges shall be four percent (4.0%).
4. The maximum cross slope on US Route 1 shall be four percent (4.0%) and  $e_{max}=0.04$  chart used for Superelevation.
5. Unlimited Vertical Clearance above the top of roadway shall be provided except on the lift and approach truss spans. A minimum vertical clearance of 18 feet shall be provided over the roadway in the lift and approach truss spans.

6. The minimum vertical clearance of US Route 1 (Scott Avenue) over Daniel Street shall be 12'-2".
7. The minimum vertical clearance of US Route 1 over the Piscataqua River shall be as specified in Section 7.7.2.
8. Superelevation design parameters meeting AASHTO, Recommend 70/30 split for superelevation transition.
9. Normal Crown – Defined at 2%.
10. Roadway lane and shoulder tapers shall be at least 40 to 1. Sidewalk tapers shall be at least 20:1.
11. Design Vehicle – WB-50 for US Route 1 at all intersections. Proposed truck turns to match existing truck turns at a minimum.
12. Roadway longitudinal barrier shall have a minimum height of 30 inches.

#### 7.4.2.2 *Surface Treatment*

1. Raised Median Islands – Define as minimal maintenance with a minimum of 6" of unreinforced concrete if selected
2. Sidewalks – Define minimum width of 6' on the Memorial Bridge using a solid surface. Brick to be used in Portsmouth to match existing. All must comply with ADA requirements.
3. Curbing – Granite curbing shall be used for raised islands and along edge of proposed pavement as per NHDOT Highway Design Manual Volume 2 typicals for roadway.
4. Loam – Defined as per NHDOT Highway Design Manual Volume 2 typicals and specifications.
5. Seeding – Define as Park Seed Type 15 for loam areas. Loam is to be utilized on all slopes.

#### 7.4.2.3 *Miscellaneous Roadway Design Requirements*

Design-BUILDER shall coordinate roadway design, construction, and maintenance with other elements of the Project to achieve the objectives of the Project.

The Project roadways shall be designed to incorporate roadway appurtenances, including fences, barriers, and hazard protection as necessary to promote safety. All roadside safety devices used on the Project shall meet current crash test and other safety requirements as determined by NHDOT.

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#### *7.4.2.4 Bridge Closure Warning Devices*

Roadway barrier gates shall be provided on the truss approach spans at a distance greater than 50 feet from the lift span such that the Barrier gates shall be clear of the approach span trusses and bracing throughout the full range of gate motion. The barrier gates shall consist of interlocking gate arms that cross the entire width roadway and the 2 sidewalks. Barrier Gates shall be type VR-7 as manufactured by B&B Roadway or approved equal.

Roadway warning gates with audible bell gongs shall be provided at a distance greater than 100 feet from the roadway barrier gates. The warning gate shall clear the approach span trusses and bracing throughout the entire range of motion of the warning gate. The gate shall cross across the entire width of the roadway.

Traffic signal controls shall be located forward of the traffic warning gates and shall consist of "Green, Yellow & Red" warning lights, similar to other NHDOT owned movable structures, to indicate for the traffic to stop for an opening. A stop bar shall be painted onto the roadway surface using reflectorized thermoplastic material.

Separate pedestrian barrier gates shall be furnished to prevent pedestrians from approaching the moving span during an opening.

#### *7.4.2.5 Control of Access*

Design-Builder shall maintain all existing property accesses, including those not shown on the schematic, and shall not revise control of access without NHDOT review and the written agreement of the affected property Owner.

### **7.4.3 Bicycle Facilities**

The storm drain inlets shall be Type B bicycle safe grates.

### **7.4.4 Pedestrian Facilities**

Design-Builder shall design, construct, and replace sidewalks where sidewalks currently exist if disturbed. Sidewalks and pedestrian facilities shall comply with the New Hampshire's Accessibility Standards. Design-Builder shall install curb ramps at all existing and proposed intersections.

## **7.5 Traffic**

### **7.5.1 General Requirements**

This Section 7.5 includes requirements with which Design-Builder shall design, construct, and maintain all signing and pavement markings for the Project.

Design-Builder shall arrange and coordinate all meetings with requesting agencies or individuals regarding special signs.

### **7.5.2 Design Requirements**

#### *7.5.2.1 Permanent Signing*

The Work shall include traffic sign plans and installation as required by the NHDOT and MUTCD criteria. Design plans shall include a layout of the new permanent signing required, a sign legend, structural and foundation details and associated details for manufacturing and installation. The Design-Builder is also responsible for all design and construction related to modifying existing signs on the approaches and adjacent roadways due to the construction of the Project.

The Design-Builder shall be required to provide all sign supports and foundations in accordance with AASHTO Standard Specifications for Structural Supports for Highway Signs and Luminaires, and Traffic Signals. The Design-Builder shall also provide protection for the sign structures as required. Requirements for electric service shall be coordinated with the local electric utility and provided by the Design-Builder.

Design-Builder shall design and install all signs as shown on the Final Design. Signs include new signs, as well as modifications to existing sign panels and structures. Design-Builder's design shall include the locations of ground-mounted, graphic representation of all signs, proposed striping, guide sign and special sign details, and structural and foundation requirements. Signs shall be located in a manner that avoids conflicts with other signs, vegetation, lighting, and structures.

Design-Builder shall ensure that signs are clearly visible, provide clear direction and information for users, and comply with all applicable MUTCD requirements.

Design-Builder shall review with NHDOT all requests for new signs, including traffic generators, or modifications of existing sign text. Such requests are subject to NHDOT's approval.

Design-Builder's design of delineators and object markers shall comply with MUTCD requirements.

#### *7.5.2.2 Historical Plaques and Signs*

Remove existing identifying signage, dedication plaques and commemorative plaques as directed by NHDOT. Refurbish and refinish per Special Provision 670.5.

Remount existing signage and plaques in a location determined by NHDOT.

Provide one new 24x36 brass re-dedication plaque mounted in a location to be determined by NHDOT.

#### *7.5.2.3 Third-Party Signs*

In addition to the warning, regulatory, and guide signs within the Project ROW, NHDOT or Governmental Entities may request that third-party signs, including logo signs, be installed by a third party. Design-Builder shall coordinate and cooperate with any third party performing such work. NHDOT may solicit input from Design-Builder in reviewing applications for new third-party signs, but will retain sole authority for approving installation of these signs. All costs associated with fabricating and installing these signs shall be borne by the sign applicant. NHDOT may require Design-Builder to fabricate and/or install any of these signs as a NHDOT-Directed Change.

#### *7.5.2.4 Historic Interpretive Sign*

Work shall consist of manufacturing and installing an historic interpretive sign in Prescott Park (Special Provision 670.5). Work shall include all materials, labor and incidentals necessary to install the sign, including the concrete footing. The proposed sign shall be installed at the approximate location shown on the plans.

The Design-Builder shall be provided with the graphic design for an interpretive sign that shall include a combination of images and text.

The Design-Builder shall submit manufacturer's technical literature specifying the material, finish, and protective coatings proposed for the sign and pedestal. A sample of the sign material shall also be submitted for review prior to fabrication. The Design-Builder shall use the City of Portsmouth's manufacturer, Folia, or approved equal. The Design-Builder shall proposed mountings, post, and foundation for the sign, which will be designed to meet specifications consistent with the City of Portsmouth's signage program. The Design-Builder shall detail and plans for the sign at least 90 days prior to installation, and proposed manufacturer, for acceptance by the Contract Administrator, Prescott Park Trustees, Portsmouth Community Development Department, and NHDOT Bureau of Environment.

The Design-Builder shall develop shop drawings of footing design for acceptance. Shop drawings shall include size and depth of footing, all material specifications and construction requirements necessary to install the footing.

#### **7.5.2.5**      *Sign Support Structures*

Design-Builder shall determine foundation types and design sign foundations based upon geotechnical surveys/tests using good industry practices.

Design-Builder shall design support structures to provide a vertical clearance with the roadway of not less than 21'-0".

#### **7.5.2.6**      *Permanent Pavement Marking*

The Design-Builder shall be required to design and install pavement markings in accordance with the AASHTO, MUTCD, and NHDOT guidance (standards and specifications).

Temporary pavement markings used for traffic management shall be designed and installed in accordance with MUTCD standards. The Design-Builder is responsible to maintain these temporary pavement markings such that they are visible to traffic at all times and do not cause driver confusion through any portion of the Project or any area directly adjacent to the Work area. If needed, temporary pavement markings may extend past the physical work limits and it is the responsibility of the Design-Builder to satisfactorily re-stripe these areas upon completion of the Project.

Pavement Markings material for all words, symbols, and crosswalks shall be thermoplastic (not paint). All lane lines shall be retroreflective paint. These materials shall meet NHDOT specifications.

### **7.5.3 Construction Requirements**

#### **7.5.3.1**      *Permanent Signing*

Design-Builder shall use established industry and utility safety practices to erect and remove signs located near any overhead or underground utilities, and shall consult with the appropriate Utility Owner(s) prior to beginning such Work.

All installed signs are required to meet the minimum retro-reflectivity values specified in Table 7.5-1 (Retroreflectivity Values).

#### **7.5.3.2**      *Permanent Pavement Markings*

Design-Builder shall use retroreflective paint for lane markings.

## **7.5.4 Deliverables**

All deliverables shall be presented to NHDOT in electronic form compatible with NHDOT software.

### *7.5.4.1 Permanent Signing*

Before placing any permanent signs, third-party signs, or non-standard sign structures, Design-Builder shall stake each sign location in the field and provide NHDOT 72 hours notice prior to installation of any sign.

### *7.5.4.2 Permanent Pavement Marking*

Before placing any permanent pavement markings, Design-Builder shall provide NHDOT a layout indicating the proposed location of such items.

**Table 7.5-1: Retroreflectivity Values**

Sign Colors	Sheeting Type (ASTM D4956-04)				Additional Criteria
	I	II	III	VII, VIII, IX	
White on Green	W*; G _	W*; G 15	W*; G 25	W 250; G 25	Overhead
	W*; G 7	W 120; G 15			Ground-mounted
Black on Orange or Black on Yellow	Y*; O*	W _50; G 50			See Note 1
	Y*; O*	W 75; G 75			See Note 2
White on Red	W 35; R 7				See Note 3
Black on White	W 50				—
Notes:					
The minimum maintained retro-reflectivity levels shown in this table are in units of candelas per lux per square meter (cd/lx/m <sup>2</sup> ), measured at an observation angle of 0.2° and an entrance angle of -4.0°.					
1 For text and fine symbol signs measuring at least 1200 millimeters (mm) (48 inches) and for all sizes of bold symbol signs					
2 For text and fine symbol signs measuring less than 1200 mm (48 inches)					
3 Minimum Sign Contrast Ratio _ 3:1 (white retroreflectivity ÷ red retroreflectivity)					
* This sheeting type should not be used for this color for this application.					
<b>Bold Symbol Signs</b>					
W1-1, -2 – Turn and Curve	W3-1 – Stop Ahead	W11-2 – Pedestrian Crossing			
W1-3, -4 – Reverse Turn and Curve	W3-2 – Yield Ahead	W11-3 – Deer Crossing			
W1-5 – Winding Road	W3-3 – Signal Ahead	W11-4 – Cattle Crossing			
W1-6, -7 – Large Arrow	W4-1 – Merge	W11-5 – Farm Equipment			
W1-8 – Chevron	W4-2 – Lane Ends	W11-6 – Snowmobile Crossing			
W1-10 – Intersection in Curve	W4-3 – Added Lane	W11-7 – Equestrian Crossing			
W1-11 – Hairpin Curve	W4-5 – Entering Roadway Merge	W11-8 – Fire Station			
W1-15 – 270 Degree Loop	W4-6 – Entering Roadway Added Lane	W11-10 – Truck Crossing			
W2-1 – Cross Road	W6-1, -2 – Divided Highway Plaques Begins and Ends	W12-1 – Double Arrow			
W2-2, -3 – Side Road	W6-3 – Two-Way Traffic	W16-5p, -6p, -7p – Pointing Arrow Plaques			
W2-4, -5 – T and Y Intersection	W10-1, -2, -3, -4, -11, -12 – Highway-Railroad Advance	W20-7a – Flagger			
W2-6 – Circular Intersection		W21-1a – Worker			
Fine Symbol Signs – Symbol signs not listed as Bold Symbol Signs.					
<b>Special Cases</b>					
W3-1–Stop Ahead: Red retroreflectivity, 7					
W3-2–Yield Ahead: Red retroreflectivity, 7, White retroreflectivity, 35					
W3-3–Signal Ahead: Red retroreflectivity, 7, Green retroreflectivity, 7					
W3-5–Speed Reduction: White retroreflectivity, _50					
For non-diamond-shaped signs such as W14-3 (No Passing Zone), W4-4p (Cross Traffic Does Not Stop), and W13-1, -2, -3, -5 (Speed Advisory Plaques), use largest sign dimension to determine proper minimum retroreflectivity level.					

## **7.6 Drainage**

### **7.6.1 General Requirements**

The Design-Builder shall provide a well-drained corridor and a safe environment for those that use and maintain the facility. Work for all drainage structures and appurtenances shall adequately address functionality, durability, ease of maintenance, maintenance access, safety, aesthetics, and protection against vandalism. In fulfilling the requirements for drainage, the Design-Builder shall abide by and fulfill the requirements related to drainage features or systems while at the same time meeting the requirements of other required design elements on the Project.

The Design-Builder shall be aware and fully comply with federal, state, and local laws related to drainage design, as well as all applicable Governmental Approvals, including Environmental Approvals, and shall perform the Work such that there will be no substantial adverse effects on adjacent properties or drainage systems.

Efficient performance of the drainage system is an integral part of the performance of the Project. Design-Builder shall account for all sources of runoff that may reach the Project, whether originating within or outside the Project ROW, in the design of the drainage facilities.

### **7.6.2 Administrative Requirements**

#### *7.6.2.1 Data Collection*

Design-Builder is responsible for collecting all necessary data to establish a drainage system that complies with the requirements and accommodates the historical hydrologic flows in the Project limits.

Design-Builder shall collect available data identifying all water resource issues, including water quality requirements as imposed by State and federal government regulations; National Wetland Inventory and other wetland/protected waters inventories; local floodplain requirements in FEMA-regulated floodplains; and official documents concerning the Project, such as the Categorical Exclusion or other drainage and environmental studies.

Design-Builder shall acquire all applicable municipal drainage plans, watershed management plans, and records of citizen concerns. Design-Builder shall acquire all pertinent existing storm drain plans and/or survey data, including data for all culverts, drainage systems, and storm sewer systems within the Project limits. Design-Builder shall also identify existing drainage areas that contribute to the highway drainage system and the estimated runoff used for design of the existing system.

If documentation is not available for elements of the existing drainage system within the Project limits and scheduled to remain in place, Design-Builder shall investigate and videotape or photograph the existing drainage system to determine condition, size, material, location, and other pertinent information.

The data collected shall be taken into account in the Final Design of the drainage facilities.

#### *7.6.2.2 Coordination with Other Agencies*

Design-Builder shall coordinate and resolve all water resource issues with affected interests and regulatory agencies. Design-Builder shall document the resolutions of water resource issues.

### **7.6.3 Design Requirements**

The Design-Builder shall be responsible for drainage design, including hydrologic and hydraulic analysis as required, locating, sizing, and constructing all temporary and permanent drainage facilities. The design documents shall include a Final Drainage Report including calculations, storm drain plans, profiles, details, and site protection during the Work. Surface drainage shall be designed to accommodate anticipated settlement in embankments and operate effectively.

The drainage systems for the Project shall be designed to accommodate the surface runoff generated, offsite drainage currently being accepted into the existing drainage system, and seasonal high water flooding.

Design-Builder shall design all elements of the drainage facilities in accordance with the applicable design criteria and standards of the respective DOT's and good industry practice. Local requirements, if more stringent than those of the Contract Documents, shall supersede other requirements and be handled with a third party agreement.

The design of drainage systems shall include reconfiguration of the existing drainage systems within the Project limits, and design of new and reconfigured storm drainage systems as required meeting the performance requirements as defined in this Section 7.6.

Design-Builder shall provide facilities compatible with existing drainage systems and all applicable municipal drainage plans or approved systems in adjacent properties. Design-Builder shall preserve existing drainage patterns wherever possible. There shall be no net increase in discharge flows (pre versus post flow conditions).

Elements of the existing drainage system within the Project limits scheduled to remain in place must meet hydraulic capacity requirements as detailed Section 7.6. If any elements of the existing system do not comply with the requirements of Section 7.6

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(Drainage) or Section 7.7, 7.13, and 7.14, those elements shall be replaced by Design-Builder.

Design-Builder may make use of existing drainage facilities, provided overall drainage requirements for the Project are achieved.

Design-Builder shall base its Final Design on design computations and risk assessments for all aspects of Project drainage.

The Design-Builder may use the storm water treatment shown in the Reference Document plans.

### 7.6.3.1 *Surface Hydrology*

#### 7.6.3.1.1 *Design Frequencies*

Design-Builder shall use the design frequencies listed in Table 7.6-1 below.

**Table 7.6-1: Drainage Design Frequencies**

Functional Classification and Structure Type	Design					Check Flood
	2	5	10	25	50	100
Principal arterials:						
◆ major river crossings					X	X
Storm drain systems on other roadways						
◆ inlets and drain pipe			X			X
◆ inlets for depressed roadways*				X		X
Notes.						
* A depressed roadway provides nowhere for water to drain even when the curb height is exceeded.						

#### 7.6.3.1.2 *Hydrologic Analysis*

Design-Builder shall design the drainage system to accommodate the ultimate development of the drainage areas. Flood damage potential for the completed Project shall not exceed pre-Project conditions. Design-Builder shall perform hydrologic analysis for the design of drainage features to accommodate both the ultimate development of the drainage areas and interim drainage during construction.

### 7.6.3.2 Storm Sewer Systems

Where precluded from handling runoff with open channels by physical site constraints, or as directed in Section 7.6, Design-Builder shall design enclosed storm sewer systems to collect and convey runoff to appropriate discharge points.

Design-Builder shall prepare a storm sewer drainage report encompassing all storm sewer systems that contains, at a minimum, the following items:

- Drainage area maps for each storm drain inlet with pertinent data, such as boundaries of the drainage area, topographic contours, runoff coefficients, time of concentration, and land use with design curve number and/or design runoff coefficients, discharges, velocities, ponding, and hydraulic grade line data.
- Location and tabulation of all existing and proposed pipe and drainage structures. These include size, class or gauge, catch basin spacing, detailed structure designs, and any special designs.
- Specifications for the pipe bedding material and structural pipe backfill on all proposed pipes and pipe alternates.
- Complete pipe profiles, including pipe size, type, and gradient; station offsets from the centerline of the roadway; length of pipe; class/gauge of pipe; and numbered drainage structures with coordinate location and elevations.

This report shall be a component of the Drainage Design Report.

Design-Builder shall design all storm sewer systems such that the hydraulic grade line for the design frequency event is no higher than 1 foot below:

- a. the lip of nearest gutter;
- b. the top of nearest grate inlet; and
- c. the top of nearest manhole cover.

#### 7.6.3.2.1 Pipes

Storm sewer pipes with design flow velocities less than 3 feet per second (fps) shall be designed for full flow at 80% of the internal diameter to account for sedimentation in the pipe. Other storm sewer pipes shall be designed using the full internal diameter. Storm sewers shall be designed to prevent surcharging of the system at the flow rate for the design year event. All storm sewers shall be designed and constructed to sustain all loads with zero deflection and shall have positive seals at the pipe joints.

All pipes shall be reinforced concrete.

The minimum pipe size inside diameter shall be 18" for laterals, 24" for laterals placed under pavement, and 24" for trunk lines.

7.6.3.2.2 Ponding

Design-Builder shall design drainage systems to limit ponding to the widths listed below for the design frequency event:

**Table 12-2: Allowable Ponding Widths by Roadway Classification**

Roadway Classification	Design Storm Allowable Ponding Width	Check Storm Allowable Ponding Width
Principal Arterials/Highways	Low shoulder plus ½ of 1 lane	Low shoulder plus ½ of 1 lane
Minor Cross Streets	Low shoulder plus ½ of 1 lane	No adverse impact on adjacent property

7.6.3.3 Hydraulic Structures

7.6.3.3.1 Bridges

All bridge hydraulic computations, designs, and recommendations shall be consistent with past studies and projects in the area by the USACE and other State or federal agency studies and projects.

Where bridge design is influenced by upstream storage, the analysis of the storage shall be considered in the design of the bridge.

**Method Used to Estimate Flows**

Design-Builder shall ensure that the selected hydrologic method is appropriate for the conditions in the watershed.

For all crossings located within a FEMA Flood Insurance Study (FIS) with peak flow information, Design-Builder shall gather and utilize, as appropriate, the flow information provided in the FIS and any subsequent Letters of Map Revision (LOMR) for estimating flow.

For crossings not located within a FEMA FIS or on a gauged waterway, Design-Builder shall select the appropriate method for calculating the design flows based on site conditions, and Good Industry Practice.

**Design Frequency**

Major river crossings, bridges, culverts and storm drain systems shall be designed for the design-year frequency indicated in Section 7.6.3.1.1.

Design-Builder shall evaluate bridges for contraction scour and pier scour concerns and incorporate protection in accordance with Good Industry Practice.

## **Hydraulic Analysis**

Design-Builder shall design riprap at abutments in accordance with the procedures outlined in HEC-23.

## **Bridge/Culvert Waterway Design**

For existing crossings, Design-Builder shall analyze the existing structure with the proposed flows to ensure the headwater does not exceed that of the current conditions. If this condition is not met, Design-Builder shall design a replacement structure with sufficient capacity to pass the design-frequency flows and ensure the maximum headwater for any frequency event does not exceed that of the corresponding event for the current condition. Culvert extensions may increase the headwater elevation, but not above the maximum allowable headwater, with respect to adjacent property and floodplain concerns.

Bridge waterway design shall maintain the existing channel morphology through the structure, if possible.

## **Bridge Deck Drainage**

Runoff from bridge decks shall be carried off the bridge and into the adjacent roadway drainage system where possible. The roadway drainage design shall include bridge approach drains to intercept gutter flow at each end of the bridge. Stormwater flowing toward the bridge shall be intercepted upstream from the approach slab.

Open deck drains are permissible, but should be minimized for bridges passing over waterways or other roadways.

## **Drainage Report for Major Stream Crossings**

Design-Builder shall prepare a report. The report shall include the detailed calculations and electronic and printed copies of the computer software input and output files, as well as a discussion about hydrologic and hydraulic analysis and reasons for the design recommendations. At a minimum, for each crossing the report shall include:

### **Hydrology**

- Drainage area maps with watershed characteristics, hardcopy
- Hydrologic calculations (where computer software is used, both hardcopy and electronic input and output files)
- Historical or site data used to review computed flows

### **Hydraulics and Recommended Waterway Opening and/or Structure**

- Photographs of Site (pre- and post-construction)
- General plan, profile, and elevation of existing and proposed waterway opening and/or structure

## **Scour Analysis**

- Channel cross-sections at bridge showing predicted scour
- Calculations and summary of calculations, clearly showing predicted scour and assumptions regarding bridge opening and piers used to calculate predicted scour
- Discussion of review of long-term degradation/aggradation and effects
- Recommendation for abutment protection

These reports shall be part of the Drainage Design Report.

### **7.6.4 Construction Requirements**

Design-Builder shall design drainage to accommodate construction staging. The design shall include temporary erosion control ponds and other Best Management Practices needed to satisfy the NPDES and other regulatory requirements. The water resources notes in the plans shall include a description of the drainage design for each stage of construction.

### **7.6.5 Deliverables**

Design-Builder shall submit to NHDOT, as part of the Record Drawings, a Drainage Design Report, which shall be a complete documentation of all components of the Project's drainage system. At a minimum, the Drainage Design Report shall include:

- Record set of all drainage computations, both hydrologic and hydraulic, and all support data.
- Hydraulic notes, models, and tabulations
- Storm sewer drainage report
- Bridge and culvert designs and reports for major stream crossings
- Correspondence file
- Drainage system data (location, type, material, size, and other pertinent information) in a suitable electronic format

## 7.7 Memorial Bridge Structure

### 7.7.1 Navigational and Roadway Clearances

Bridge span lengths, roadway and navigational clearances shall be provided or greater than as shown on the Project Schematics in the Reference Materials.

### 7.7.2 Design Requirements

#### 7.7.2.1 Specifications

- All bridge components shall be designed in accordance with the most current AASHTO LRFD Bridge Design Specifications, AASHTO LRFD Movable Highway Bridge Design Specifications, including interims, and NHDOT Bridge Design Manual (BDM), as appropriate, at the date of the Technical and Price Proposal submission.
- The bridge design shall follow the requirements of the Environmental Commitments in Section 6.5. The trusses for the fixed spans and lift span as shown on the Project Schematics meet these requirements.
- Live load deflection criteria shall be per AASHTO Bridge Design Specifications, Section 2.5.6.2, for facilities with pedestrians.
- All welding and fabrication shall be performed in conformance with the current AASHTO/AWS D1.5 Bridge Welding Code, as amended, and NHDOT Standard Specifications.
- All bridge structures shall be load rated using the Load and Resistance Factor Rating method in accordance with the current AASHTO Manual for Bridge Evaluation. Load ratings shall also be performed in accordance with Section 915 of the Bridge Design Manual and NHDOT Form 4 shall be submitted with final design calculations. Gusset plate ratings using current FHWA procedures shall be included for all truss spans.

### 7.7.2.2 *Design Loads*

All design loads shall be in accordance with AASHTO Bridge Specifications and AASHTO Movable Bridge Specifications except as amended below.

- A. Wind Loads. The structure shall be investigated for loading conditions resulting from: (a) span up and (b) span normally down. Design Wind Speed with lift span down, is 100 MPH. Operational wind speed for the lift span in the raised position shall be as specified in AASHTO.
- B. Ice Loads
  - 1. Lift Span Operation: An ice load shall be included as part of the design loadings for the bridge machinery in accordance with AASHTO Movable Bridge Specifications.
  - 2. Ice floe loads shall be applied to the substructure in accordance with AASHTO Bridge Specifications.
- C. Stream Flow shall be included in the design of the substructure elements. The water surface shall be assumed to be at the mean high water elevation for this condition.
- D. Vessel Collision shall be in accordance with AASHTO Movable Bridge Specifications and the AASHTO LRFD Guide Specifications for Vessel Collision Design of Highway Bridges.
- E. Seismic Design shall be in accordance with AASHTO Bridge Specifications and AASHTO Movable Bridge Specifications and as follows:
  - 1. The structure shall be designed as Operation Classification 1.
  - 2. In the open position, the structure shall only be assessed for the FEE event. This shall be in lieu of the ½ of the Life safety level earthquake criteria of AASHTO.
  - 3. A site-specific seismic ground motion study shall be performed.
  - 4. The effects of live load on the structure shall not be assumed to act concurrent with seismic loading.

### **7.7.3 Materials**

- A. Structural steel shall conform to the requirements of AASHTO M270 (ASTM A709). All structural steel shall be painted in accordance with the Section 550 Special Provision.
- B. High-strength bolts for use with painted steel shall be galvanized.
- C. Non-structural heavyweight counterweight concrete shall have minimum 28-day strength of 3,000 psi.
- D. Stainless steel reinforcement shall be solid stainless steel conforming to ASTM A 955, Type 2205 (UNS S31803).
- E. Steel bridge and pedestrian railing shall be galvanized and powder-coated in accordance with Section 708 Special Provision.

### **7.7.4 Superstructure Features**

#### **7.7.4.1 *Bridge Deck and Sidewalk Details***

- 1. Future deck maintenance and replacement shall be a design consideration.
- 2. Roadway decks shall have scuppers for drainage if required. The drain tubes shall extend down below the bottom of the trusses. Roadway scuppers shall be corrosion resistant. Grates within the roadway shall be set perpendicular to the direction of travel to safely accommodate bicycle access.
- 3. The bridge decks on all structures shall have a solid roadway surface. All concrete for bridge decks shall be cast-in-place and construction joints shall be minimized to the extent practicable. No experimental or previously unapproved materials will be allowed without prior written permission from the Department.
- 4. Bridge decks shall be designed in accordance with criteria specified in the Bridge Design Manual. Empirical deck designs, AASHTO Bridge Design Specifications Section 9.7.2, shall not be allowed.
- 5. Bridge decks, including brush curbs, shall provide a minimum of 2 ½ inches of clear cover over the top mat of reinforcing steel, unless noted otherwise.
- 6. Brush curbs shall be constructed entirely of concrete. The use of granite curb shall not be allowed.
- 7. The bridge deck for the lift span shall be a filled or partially filled metal grid deck, or an unfilled grid deck composite with a reinforced concrete slab (exodermic deck). Lightweight concrete may be utilized to reduce the weight of the lift span.

All lift span bridge deck reinforcement shall be epoxy coated. Exodermic decks shall have a minimum of 2 ½ inches of clear cover over the top mat of reinforcement. Filled or partially filled grid decks shall have a minimum of 1¾ inches of overfill. All surfaces of grids shall be galvanized.

8. The bridge deck for the fixed spans shall be constructed with cast-in-place concrete. Reinforcing steel for decks with barrier membrane and pavement shall be epoxy-coated or solid stainless steel. Reinforcing steel for bare concrete decks shall be solid stainless steel. The top ½ inch of bare decks shall be considered as a sacrificial wearing course.
9. Bare concrete decks shall have a surface finish in conformance with Special Provision 520.7.
10. The public sidewalk on all structures shall have a solid concrete walking surface. Filled or partially filled grid decks shall have a minimum of 1¾ inches of overfill. All surfaces of grids shall be galvanized.

#### 7.7.4.2 *Fixed and Lift-Span Details*

1. Truss elements shall be constructed of built-up welded plate sections connected by fillet welds where possible. The truss elements shall be designed to minimize potential nesting and trapping of water and debris. Truss details have been shown in the drawings for reference.
2. The top and bottom truss members within a given truss shall be the same depth.
3. The use of filler plates shall be minimized.
4. The design shall consider methods to reduce potential corrosion in the “splash zone” area of the roadway and the sidewalk, which is measured from the deck upwards approximately three feet. Truss penetrations at the sidewalk shall be banded with ½ inch thick plate that extends a minimum of 4 inches above the sidewalk surface to prevent water and debris from flowing into the open penetration. There shall be 4 inches clear between the banding plate and the truss. Areas at the truss located between the flanges of the truss shall be closed off with galvanized steel grid. The steel grid shall be removable. Details have been shown in the drawings for reference.
5. Steel elements in the splash zone shall be designed such that they are provided with a minimum of 1/8 inch of sacrificial material.

6. End floor beams and their connections shall be designed to accommodate span locks.
7. OSHA compliant walkway shall be provided along the top of all top chord truss members with access as needed to reach the walkway and gain access to the lift span in intermediate positions.
8. Material selection of walkway surfaces shall consider traction for foot traffic during both dry and wet conditions.
9. Handrails with kick plates shall be provided on all walkways consisting of multiple lines of galvanized railing. Kick plates along the top chords of truss shall be placed as high as allowed by code to allow snow removal. Fall arrest tie off locations shall not be provided where handrails are present.
10. Provide galvanized steel open grid deck for all platforms, stairs, and walkways except at the top chord of truss. Grid deck for platform stairs and walkways shall have closely spaced bearing bars.
11. A movable maintenance/inspection platform shall be provided for each of the truss spans for long-term inspection of the underside of the bridge deck.

## **7.7.5 Substructure Features**

### *7.7.5.1 Tower Piers and Fender System*

The existing tower piers (pier 2 and 3) shall be rehabilitated and strengthened as required. The piers shall be thoroughly inspected for areas of cracking, spalling, delamination, and missing grout. All deteriorated areas of concrete shall be removed to sound concrete, reconstructed and sealed with water repellent. Areas of missing grout between granite blocks shall be repointed. Surface areas to be rehabilitated shall extend from mean low water elevation to the top of the pier cap, including the bridge seats.

Pier rehabilitation shall include strengthening as required to meet applicable design code requirements. Details have been shown in the drawings for reference.

The existing timber fender system shall be replaced on existing tower piers.

The proposed fender system and existing tower piers do **not** need to meet the vessel collision requirements of the AASHTO Movable Bridge Specifications.

#### 7.7.5.2 *Shared Piers*

The existing shared piers (piers 1 and 4) shall be removed and new piers constructed.

All reinforcing steel for the new piers shall be solid stainless steel.

### 7.7.6 **Bridge Machinery**

#### 7.7.6.1 *Operation*

A central enclosed mechanical gear type drive system, including operating ropes and drums, shall be used to raise and lower the lift span. Two motors and a reducer located in a central machinery house over the roadway at the center of the lift span shall drive open gear pinions and ring gear racks mounted to operating rope drums.

**Normal Operation:** Under normal conditions, the movable span shall be operated by two electric motors with commercial electric power. The span shall also be capable of being operated by a single motor with increased operating times.

**Auxiliary Operation:** In the event of a failure of the normal operating system, power shall be supplied by an auxiliary drive A.C. electric motor with Variable frequency drive.

**Auxiliary Power Source:** In the event of a failure of the normal power supply, power shall be supplied to the bridge hotel loads and to raise the bridge via two emergency diesel generators. For further details see the Electrical service section of this document.

**Time of Operation:** The approximate time of operation necessary to either raise or lower the lift span exclusive of any time to lock or unlock the span shall be as follows:

#### Normal Condition (Condition A) – Both Motors:

Two main drive motors—2 min.

Auxiliary drive motor—10 min.

#### Extended Condition (Condition B) – Single Motor Operation:

One main drive motor—4 min.

Auxiliary drive motor - 10 min.

#### Emergency Condition (Condition C) – Generator Powered:

Two main drive motors—2 min.

#### 7.7.6.2 *Operation Features*

**Counterweight Composition:** Heavy weight concrete may be used to minimize the size of the counterweights. Counterweights shall be constructed of concrete enclosed in a

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braced steel box. Counterweight details have been provided for reference. The Design-Builder may use or modify the counterweight details as required to balance the span in accordance with the Design-Builder final design. Balance blocks in pockets shall be provided for final balance of the lift span. The pockets shall be sized to meet AASHTO Movable Bridge code requirements and shall be easily accessed for future balance adjustments.

Balance blocks shall be constructed of cast iron or concrete and shall weigh 90 pounds per block or less.

Counterweight jacking beams, pins and hangers shall be provided for use during erecting and for future rope replacement. Details of jacking beams pins and hangers have been provided for reference.

Counterweight chains shall be provided to compensate for the weight of the counterweight ropes as the lift span moves. The DB Team shall take into account the weight of the of the festoon cable as the lift span moves.

#### 7.7.6.3 *Mechanical Features*

- A. Counterweight ropes shall be extra-extra improved plow steel, of 6x19 classification with 6x25 filler wire construction and independent wire rope cores (IWRC).
- B. Operating ropes shall be extra improved plow steel, of 6x19 classification with 6x25 filler wire construction and contain independent wire rope cores (IWRC).
- C. The trunnion bearings shall be bronze-bushed and set in cast steel pillow blocks with steel caps. The caps shall have eye loops for future inspection removal. Grease grooves shall be machine cut into the bushings (not the shaft journals) and provided with standard accessible grease fittings.
- D. All shaft couplings shall be gear type flex-rigid or full flex couplings as appropriate unless noted.
- E. Motor couplings shall be fully flexible tapered grid couplings with a dual load path.
- F. All shims used for aligning machinery shall be stainless steel.
- G. Motor Brakes - Motor brakes shall be provided for each span motor and mounted either off main motor shaft extensions or extended gear reducer shafts.
- H. Machinery Brakes. – Two machinery brakes shall be provided and located in the drive train as close as practical to the main pinions.

- I. A totally enclosed parallel-shaft reducer with multiple input shafts, bevel auxiliary input shaft, intermediate shaft extensions and dual output shafts shall be provided as the primary gear unit.
- J. A gear motor with single output shaft shall be provided as the auxiliary unit.
- K. Reducers shall be specified to be provided with roller bearings having a B-10 life of at least 40,000 hours.
- L. Reducers shall be specified to be filled to submerge the gear elements with synthetic oil for reduced maintenance replacement requirements as recommended by the reducer manufacturer. Reducers shall have drain cocks installed each at the high and low points of the oil level.
- M. Air breathers for reducers shall be specified to be hygroscopic/desiccant type with automatic indication when replacement is required.
- N. A spring released, electrically engaged clutch shall be specified to engage the auxiliary drive system. The auxiliary drive system shall not rotate when the main drive motors are operable.
- O. Engagement of the clutch shall be from a switch on the control desk within the operator's house.
- P. Hot rolled steel or forged steel shafting shall be specified depending upon final diameter of the shaft.
- Q. The counterweight trunnions shall be interference-fitted into their sheave hubs and furnished with dowels.
- R. The counterweight sheaves shall be weldments or a combination of bolted and welded components.
- S. Four span lock bars shall be provided, two per rest pier, at the ends of the lift span. Each lock bar shall be driven by a heavy duty standard manufactured lock bar operator complete with a hand crank, brake release, and safety interlock for emergency operation. Span locks shall be located adjacent to the live load bearings, engaging through a receiving socket mounted through the lift span floorbeam. The span lock operators shall be mounted to the approach span steel. The lock bars shall be sized to prevent inadvertent lifting of the span under motor stall torque conditions.
- T. Air buffers shall not be required on the lift span if the control system provides for ramp down at seating with sufficient adjustment.

- U. All span guides shall be of the shoe-type with replaceable wear plates.
- V. The lift span live load bearings shall be of the fixed-type (non-expansion end) and rocker-type (expansion end).
- W. Machinery:
1. A machinery room shall be provided to house the drive equipment located on the lift span. This housing shall protect the equipment from the environment and the intrusion of birds.
  2. A hoist shall be provided in the machinery room to move and handle equipment installed therein. This hoist shall have the capacity to hoist materials and equipment from the roadway. The minimum capacity shall be for one main drive motor.
  3. Provisions shall be provided in the machinery room enclosure for the installation and removal of equipment.
  4. A machinery/storage room shall house spare parts and tools which shall be supplied in accordance with the AASHTO Specifications.
  5. Thermal insulation shall be provided in the walls, roof and floor of any rooms being environmentally controlled to reduce heating/cooling demand
  6. Electric space heaters shall be provided and shall be inoperative during span operation to limit the maximum electrical demand.
  7. Boom Cranes shall be provided at the top of the both approach towers. The boom crane shall be centrally located, and provide 360 degrees of rotation. The crane shall have a 1 ton capacity at a 25 feet radius. The hook lift shall be such that the hook can reach the crown of the roadway. And lift at a rate of 10 feet per minute.
  8. A bridge crane shall be provided in the machinery house with a capacity to pick the largest piece of machinery in the machine room. The hook lift shall be such as to reach the crown of the roadway. The crane shall pick at a rate of 10 feet per minute.
  9. A bridge crane shall be provided in the lower level of the control house. The crane shall have a capacity of 1 ton and pick at a rate of 10 feet per minute. The hook lift shall be such as to reach the crown of the roadway.

## **7.7.7 Bridge Signaling and Control Equipment**

### **7.7.7.1 Electrical Service**

- A. Commercial electric secondary service shall be obtained from the transformer station near the south end of the bridge.
- B. Transformers and primary electric service shall be provided by the local utility company. Coordination with the Department on specific requirements and assistance in the coordination with the utility shall be provided.
- C. Secondary commercial service for the bridge panel shall be 480 volts, 3-phase, 4-wire, grounded neutral.
- D. Secondary service shall be extended from the transformer bank by the Contractor to the south tower using single conductor cables in conduit.
- E. Flexible cable loops (droop/festoon cables) shall be provided between approach spans and the lift span.
- F. Main service disconnects shall be fuse protected. Branch circuits shall be protected by circuit breakers.
- G. The required interrupting rating for the main service fuses shall be as required by the fault circuit requirements.
- H. Main disconnect switches shall be mounted in separate cabinets at the commercial power transformers and at the entrance to the electrical equipment rooms.
- I. All 480-volt circuit breakers as well as all starters for span locks, brakes and other A.C. motors shall be housed in modular motor control centers in the electrical room.
- J. Power circuits to motors and other high power consumption devices shall be 480 volt, 3-phase, and 3-wire grounded service.
- K. Lighting branch circuits shall be 120 volt A. C.
- L. Control and interlocking circuits shall be 120 volt A. C.
- M. The bridge structure, operator's house and electric service shall be grounded and inter-bonded integral with a lightning protection system.
- N. The navigation lights shall be connected to a photo cell with a battery backup.

- O. Auxiliary Power Source: In the event of a failure of the normal power supply, power to the hotel loads including navigation lighting shall be supplied by an EDG. The EDG shall include an alarm when in use. The EDG shall not be sized for any of the lift span operations. It shall be equipped with an out door type automatic transfer switch (ATS).
- P. Another EDG with a Manual transfer switch (MTS) shall be provided. This EDG will be sized to handle the bridge operation only. The EDG shall be capable of raising the bridge using the main motors. Keeping in mind that the motors are inverter duty with variable frequency drives. The MTS shall be an out door type with provisions to be controlled remotely from the control house. The generator shall include an environmental enclosure appropriate for the local conditions.
- Q. All EDG shall be equipped with remote annunciator panels located inside the control house. They shall be housed in an outdoor type environmental enclosure. They shall be provided with a 48 hours fuel tank. The EDG shall be installed under the south approach.
- R. Emergency generators shall be provided with adequately sized load banks.
- S. Provision shall be incorporated for portable power generator in case of a failure to both main and secondary power.
- T. All Plumbing lines shall be equipped with a fully automated heat trace system. The heat trace shall be capable of preventing pipe damage in extreme cold weather. The heat trace system shall be equipped with a remote indication and control panel located inside the control house.

#### 7.7.7.2 *Main Drive System*

- A. Three main AC inverter duty drive motors (1 spare) shall be provided with variable frequency drives.
- B. A fully redundant PLC-based control and monitoring system shall be provided for control status and alarm monitoring functions. The PLC shall be capable of logging data such as faults, power consumption, bypass switch use, etc. This data shall be valuable input for a preventative maintenance program.
- C. Each main drive motor shall be heavy duty, 60 minute intermittent rating, totally enclosed, fan cooled, with Class B insulation.
- D. Main drive motor bearings shall be end-shield mounted grease-lubricated ball bearing.
- E. Internal Condensation space heaters shall be provided within the motors to protect against corrosion within the motor.
- F. Normal operation shall be by both drive motors.
- G. The span shall be capable of being operated with one main drive motor at reduced speed under normal loading conditions. (AASHTO Condition A)

- H. The span shall be capable of being operated with both main drive motors operating at less than maximum speed under severe load conditions. (AASHTO Condition B)
- I. The electric bridge drive system shall be used and shall provide stepless (ramping) speed control. This ramping capability shall be adjustable for seating of the span.
- J. A separate bridge operating controller shall be provided for each main drive motor. Power can be obtained by the operator from the commercial source of power and applied to either or both operating controllers (system A, B or A and B). Both span drive motors and controllers shall be identical for maximum flexibility and simplified maintenance.
- K. The ability to switch motors shall occur only on the maintenance screen.
- L. Both drives shall be heavy duty type and shall be in strict compliance with IEEE-519 for total harmonic distortion (THD).
- M. The Drives shall be provided with braking resistors.
- N. The PLC shall be provided with a UPS back up system in case of a power failure. It shall provide a minimum of 4 hours operating time. The UPS shall include an alarm when in use.

#### 7.7.7.3 *Auxiliary Drive Motors*

- A. One auxiliary inverter duty drive gear motor shall be provided on the lift span.
- B. The auxiliary drive gear motor shall be severe duty continuous duty rated 480 volt 3 phase.
- C. Motor bearings shall be end-shield mounted grease lubricated ball bearings.
- D. Condensation space heaters shall be provided to protect against corrosion within the motor.

#### 7.7.7.4 *Miscellaneous Motors*

- A. Motors for thruster brakes shall be 480 volt 3 phase continuous duty rated AC squirrel cage induction motors
- B. Motors for span lock motors and other miscellaneous motors shall be 480 volt 3 phase intermittent duty rated squirrel cage induction motors unless more severe requirements are indicated for specific applications.
- C. Condensation space heaters shall be provided to protect against corrosion within the motors.
- D. The motor control center shall be equipped with provision for local control of each motor with limited interlocks.

#### 7.7.7.5 *Bridge Control Sequence*

- A. The primary bridge control for the operation of the span shall be a PLC based control system located in the electrical room on the lower level of the Control House located in the south tower structure.
- B. The operator shall have control of the bridge navigation siren. The span shall be interlocked (not be operable) until the traffic lights have been changed, all the gates have been lowered and the span locks are fully withdrawn.
- C. Bridge control shall be by Human-Machine Interface (HMI). The display will provide visual display of span position, status of systems such as gates, span locks, brakes, etc. The control desk shall include indicator lights for normal span operation. The touch screen shall also provide the maintenance screen (s) to display fault conditions. The maintenance screen shall be password protected.
- D. Once the operator initiates the span raising or lowering sequence, the span shall rise and then stop at the full open position without further operator action. Operation of traffic gates, and lights shall be manual. The opening sequence shall be: Traffic lights turned to red, warning gates lowered, barrier gates lowered. Once these actions have been completed, the bridge raise sequence may be initiated. This sequence includes, pull locks, raise span to full open position.
- E. Once the operator initiates the span lowering sequence, the span shall lower and then stop at seat without further operator action. The span seating sequence shall include deceleration at the nearly closed position and then a reduced speed seating sequence. The sequence shall include drive system wind up and brake setting prior to driving the span locks. Once the span locks are driven, the traffic

gates shall open (barrier, then warning) and the traffic lights will turn to green. This sequence will be automatic.

- F. Separate control switches on the maintenance screen shall be provided for operation and control of span locks, brakes and other miscellaneous control functions for maintenance and emergency operations.
- G. A maintenance speed control switch, on the maintenance screen, shall be provided so that the span may be operated at reduced speed.
- H. A normal stop switch on the HMI shall permit stopping the span in any position by normal deceleration.
- I. An emergency stop switch on the control desk shall stop the span in any position by removing power and applying brakes.
- J. General position of the span shall be indicated on the HMI with both an analog height and graphic display of span height. The graphic display shall include a digital height reading. Fully seated and fully open shall be indicated with green indicator per each corner. Nearly open and nearly seated shall be indicated with orange indicator, one per each corner.
- K. The precise position of the span shall be indicated in the machinery room via an indicator dial.
- L. Indication shall be provided on the HMI for the major component functions (example brake released, gates raised/lowered, etc.).
- M. Meters shall be provided on the HMI to monitor voltage and power requirements. Individual current meters shall be provided to monitor current draw of each main drive motor. A PLC-based maintenance screen shall be provided indicating operating conditions, alarms, etc.
- N. A siren shall be provided with variable decibel capabilities as a warning signal for all traffic (pedestrian, bike, vehicular, nautical, etc).

#### 7.7.7.6 *Bridge Control Features*

- A. Automatic sequencing and interlocking shall be accomplished using a PLC based control system. All hard-wired indication shall be provided at the HMI located at the control desk.
- B. The control equipment shall be located in the electrical room in the electric rooms. There are two electrical rooms; one in the lower level of the Control House and the other is inside the Machinery Room, adjacent to the operating machinery.
- C. Primary span control functions shall be monitored from position sensing encoders and geared rotary limit switches mounted on the line shafting within the machinery room.
- D. Heavy duty lever arm limit switches or approved heavy duty proximity sensors shall provide position sensing inputs for span position, lock bar position, brake set/released, hand released and any other system functions.
- E. Main drive motors shall automatically reduce and maintain the speed of the lift span in the near closed zone and the near open zone to approximately 15 percent of the motor full speed.
- F. Main drive motors shall automatically reduce the speed of the lift span to a creeping speed at about full open position, at near seat, and fully closed for precise seating of the span. The seating function shall utilize the drives and brakes to maintain the span seated until the locks are fully driven.
- G. At the fully open position, the span shall be stopped, the brakes set automatically.
- H. When under auxiliary drive operation, the speed of the auxiliary drive motor shall be automatically reduced to low speed from high speed at each end of travel similar to that of the main drive motors.
- I. When the bridge is locked in the fully closed position, all indication shall show green.

#### 7.7.7.7 *Bridge Interlocking Features*

- A. Control system interlocking shall be consistent with AASHTO, NEC, and OSHA requirements.
- B. The bridge operation shall have full interlocking features preventing bridge operation when faults occur. Bypass switches, on the maintenance screen, shall be provided for maintenance functions also on the maintenance screen. The maintenance screen shall allow overrides of most if not all interlocks. The maintenance screen shall be password protected.
- C. Bridge span controls shall be inoperable until all traffic lights have been changed to red, and all gates have been lowered in the proper sequence.
- D. The control system shall be interlocked such that only one control panel is active at any time.
- E. Main drive motors and auxiliary drive motors shall be inoperable until the span locks are fully withdrawn.
- F. Span locks shall be inoperable once the span is raised off the live load shoes.
- G. Span locks at fully closed shall be inoperable until the span is fully seated.
- H. Main drive motors shall be inoperable if any combination of two (2) motor or machinery brakes are released by their hand release. Indication of hand release shall identify the specific brake unit at the HMI.
- I. The PLC shall log all faults and indications at the HMI. All faults must be specific to the faulty device. General faults will not be acceptable.

#### 7.7.7.8 *Miscellaneous Additional Features*

- A. Spare parts shall be specified for essential equipment as required and specified by AASHTO or NHDOT.
- B. The operator's house, electrical room, and machinery rooms shall be provided with overhead lighting conforming to minimum safety requirements for service lighting levels.
- C. 20 amp outlets shall be provided in the electrical room and machinery rooms, at the top of each tower, for maintenance, and along all maintenance walkways.
- D. Convenience outlets shall be provided on both tower piers for maintenance. These outlets shall be located adjacent to equipment requiring routine service.

Outlets shall also be provided at the piers near the Navigational lights as well as at the tops of the towers near the sheave bearings.

- E. Maintenance stairways and walkways shall be provided with lights for nighttime visibility.
- F. All outdoor outlets shall be in lockable weather tight “in-use” housings. They shall be placed in NEMA 4X boxes.
- G. Aviation beacons shall be provided (LED cluster-type).
- H. Color CCTV Video shall be provided in the operator’s house. CCTV cameras shall be of PTZ type as defined during the design process. The video display terminals (monitors) shall be capable of split screen operation and shall allow PTZ camera operation. These cameras shall display the approach roadway, and channel. These devices are to supplement the views from the operator desk such that all roadway, bicycle, pedestrian and navigation traffic is visible to the operator. All communication shall be hard wired. The CCTV shall be provided with a minimum of four 20” monitors. The monitors shall be mounted in a convenient location to allow for ease of monitoring by the operator and not to block the view of the movable span or channels.
- I. Roadway lighting, consisting of metal halide fixtures shall be required for the approaches and the lift span to aid in operations at night. The roadway lighting shall meet NHDOT standards for illumination. The light fixtures shall be dark sky compliant.
- J. A spare 4-inch diameter conduit shall be provided from Scott Avenue to the Control House. The location at Scott Avenue shall be coordinated with the Engineer.
- K. The conduit supporting brackets shall have provision for two additional 4-inch diameter conduit without modification to the hangers.

#### **7.7.7.9      *Communications and Interlocks***

Communications shall include marine radio and a local one-way PA system for mariners and to vehicular/pedestrian traffic.

Owner shall provide number and sizes of conduit required for future communication cables or other auxiliary systems (remote operation, etc.).

Owner shall provide a marine and company radio for use if required to operate the bridge.

## **7.7.8 Buildings**

### *7.7.8.1 General*

A control house for the operator's desk and control cabinet shall not be provided on the lift span. The control house shall be located above the roadway within the south tower (New Hampshire end of the lift span). The control house shall have sufficient windows such that the operator has a clear view of the roadway and the channel in all directions. The location of the control desk or operator panel shall be such that the operator faces the movable span. The machinery room shall be contained within the lift span structure.

Electrical equipment shall be located in an electrical room in the control house, in a climate controlled area.

### *7.7.8.2 Access Provisions*

All stairs, ladders, platforms and walkways provided shall be in accordance with the requirements of OSHA Standards and the AASHTO Movable Bridge Specifications.

Suitable platforms and supports shall be provided to access all of the equipment that requires routine maintenance including electrical junction boxes, limit switches and all mechanical components.

The access to the machinery and electrical rooms shall be through stainless steel doors, for rooms located on the lift span and on the tower piers.

**7.7.8.3 Heating Ventilation and Air Conditioning**

ASHRAE 90.1-2004 shall be the Energy Code used for the project and ASHRAE 62-2004 shall be used as the ventilation code.

Design shall be based on weather data from recognized and authoritative sources. Indoor design conditions shall conform to the table below. Indoor air quality shall conform, at a minimum, to the current ASHRAE Standard 62 and OSHA requirements. Air conditioning systems must be designed (throughout the full operating range of the system) to maintain space humidity at levels that prevent mold formation.

<b>HEATING</b>	
Enclosed occupied areas indoor design temperature	68°F
Electrical and Mechanical Rooms	60°F
<b>COOLING</b>	
Enclosed occupied areas indoor design temperature	78°F
Electrical and Mechanical Rooms	85°F
Indoor design relative humidity	50%

**7.7.8.4 Control House**

- A. The HVAC system for the control house shall consist of a hybrid heating system including an integrated heat pump and gas furnace. The heat pump shall be capable of maintaining the design temperature year round regardless of the ambient temperature. The heat pump and gas furnace shall be selected to provide efficiency in accordance with sustainability goals. The heat pump shall have a minimum coefficient of performance of 3.0 at 47°F and the gas furnace shall have a minimum efficiency of 90%.
- B. Per ASHRAE 62.1, fresh outdoor air shall be delivered into the occupied space at the rate of 5 cfm per person and 0.06 cfm/square foot.
- C. The bathroom shall be exhausted at a rate of 100 cubic feet per minute. The exhaust shall pass through a energy recovery ventilator to reclaim some of the building heat that would otherwise be exhausted and wasted.
- D. The electrical room in the control house shall have sufficient heaters and cooling to maintain the design room temperature during all ambient weather conditions as well as during multiple bridge operations.

#### 7.7.8.5 *Machinery Room*

The HVAC system for the machinery room shall be sufficient to maintain the room temperature within the design goals and shall be located such that there is no interfere with maintenance activities and are located such that they will not be blocked by stored materials.

The HVAC system for the machinery house shall consist of a wall mounted exhaust fan and wall mounted louver to supply outside air during the summer when the temperature in the machinery house exceeds 90 degrees. The machinery house shall have ceiling mounted electric unit heaters to maintain the building at 60°F during the winter design condition day.

The HVAC system shall be controlled by unit-mounted thermostats.

#### 7.7.8.6 *Gate House/Storage Shed*

The HVAC system for the gatehouses shall meet the requirements of the machinery room. The Gatehouse/Storage Shed shall have electric heating only and shall maintain the building at 60°F during the winter design condition day.

The HVAC system shall be controlled by unit-mounted thermostats.

#### 7.7.8.7 *Plumbing*

All plumbing work shall be in accordance with 2009 International Plumbing Code and the New Hampshire Plumbing Code. All required plumbing fixtures and installations shall be in compliance with all federal, state and local guidelines.

The control house shall be the only building to receive plumbing and sewer. There shall be a single tank type water closet, a lavatory, a kitchen sink, and a mop sink located in the shop area.

Floor drains shall be provided in closets, mechanical rooms, and toilets. Traps subject to drying out shall be fitted with trap primers.

The quantity of fixtures shall comply with the requirements of the applicable codes and standards, and the functional requirements of the facility. The plumbing fixtures and associated trim shall incorporate water-conserving features. All exposed waste and supply piping shall be chrome plated. Escutcheons at waste and supply wall penetrations shall be chrome plated cast brass with setscrew.

All exposed piping along the bridge and below the control house slab shall be insulated and heat traced. Heat tracing shall include redundant circuits in case of failure.

### 7.7.8.8 *Architectural Features*

#### 7.7.8.8.1 *Design of the Control House, Machinery Room, and Gate Houses*

Design is to comply with NH State Building Code for Construction, Egress and Energy Conservation.

#### 7.7.8.8.2 *Rough Carpentry*

All rough carpentry, shims, blocks and grounds shall be grade No. 1 Douglas Fir or Southern Pine. For exterior applications, use Western Red Cedar or Redwood. Wood to be treated with preservative treatment and fire-retardant treatment according to American Wood Preserver's Association (AWPA) Standards. Plywood to be ATA rated sheathing, Exposure 1.

#### 7.7.8.8.3 *Finish Carpentry*

Finish carpentry is to comply with Architectural Woodwork Institute (AWI) standards for Custom quality. Material to comply with ASTM E84 Standard Test Method for Surface Burning Characteristics of Building Materials and NH State Building Code.

#### 7.7.8.8.4 *Insulation / Firestopping*

Provide rigid insulation in roofs, ceilings, walls and floors. Insulation should meet performance requirements outlined in the HVAC section but at no time be less than 3" at a aged value of R=36 or as required by state building code, whichever is more stringent.

#### 7.7.8.8.5 *Sheet metal roofing*

Metal roofing shall be aluminum standing seam roof with fluoropolymer 2 coat finish system or equivalent.

Design, fabricate and install metal roofing so that the total, installed system shall withstand inward and outward pressure of 90 psf with the capacity determined using the pleated airbag method in accordance with ASTM E1592.

Design fabricate and install component parts to provide for expansion and contraction of the metal roofing over an ambient temperature range of 120°F and a surface temperature range of 180°F.

#### 7.7.8.8.6 *Steel Doors and frames (Stainless Steel)*

All exterior doors and frames shall be stainless steel to comply with Underwriters Laboratories (UL) labeling for rated doors and frames and comply with NFPA Standard No. 80, tested per ASTM E 152. Provide doors and frames complying with Steel Door Institute SDI-100 publication and the standards of the Hollow Metal Manufacturers

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Association. Exterior doors to have full weather-stripping, gaskets and wind / rain resistant thresholds.

All Interior doors shall be hollow metal steel doors and frames to comply with UL ratings, Steel Door Institute standards and Hollow Metal Manufacturers Association (HMMA) requirements.

**7.7.8.8.7**            Door Hardware

All door hardware is to be Stainless steel. Bronze hardware is an acceptable substitute.

**7.7.8.8.8**            Aluminum windows and curtain wall system

Window and curtain wall system shall be aluminum framed with insulated glazing. Glazing shall be laminated glass. It shall be designed as a system including anchorage, capable of withstanding wind-load design pressures calculated according to requirements the American Society of Civil Engineers' ASCE 7, "Minimum Design Loads for Buildings and Other Structures," 6.4.2, "Analytical Procedure," for wind loads.

Seismic Loads: Provide glazed aluminum curtain wall system, including anchorage, capable of withstanding the effects of earthquake motions calculated according to requirements of authorities having jurisdiction or ASCE 7, "Minimum Design Loads for Buildings and Other Structures," Section 9, "Earthquake Loads," whichever are more stringent. The calculations shall be by a Professional Engineer licensed in New Hampshire who shall seal the calculations.

Windows and curtain wall system shall be tested by independent AAMA accredited testing laboratory for performance requirements as listed below:

- a) **Air infiltration test** – ASTM E 283, air infiltration is not to exceed .06 cfm per square foot of fixed wall area.
- b) **Water resistance test** – Test shall be in accordance with ASTM E331. No water leakage at a static test pressure of 15.00 psf or tested in accordance with AAMA 501.1 at 75-80 MPH wind velocity.
- c) **Dynamic Water Resistance Test** – Test shall be in accordance with AAMA 501-94 with no water leakage at a dynamic test pressure of 15.00 psf.
- d) **Uniform Load Deflection Test** – system shall withstand 40 psf positive and 40 psf negative design wind pressure normal to plane of wall. Deflection under design load shall not exceed L/175 of the clear span. Tested in accordance with ASTM 330 at a pressure 2.0 times the design wind pressure indicated above.

- e) **Uniform Load Structural Test** – Test shall be in accordance with ASTM E330 at a pressure 2.0 times the design wind pressure, 40 psf acting normal to surface and 40 psf suction. At conclusion of test, there shall be no glass breakage, permanent damage to fasteners or the curtain wall.
- f) **Seismic Testing** - Test units in accordance with **Uniform Building Code Sect. 2312-1990**. At conclusion of the test there shall be no glass breakage, permanent damage to fasteners, curtain wall parts or any other damage which would cause the curtain wall to be defective.
- g) **Condensation Resistance Test (CRF)** Test unit in accordance with AAMA 1503.1. Condensation Resistance Factor (CRF) of framing shall not be less than 55.
- h) **Thermal Transmittance Test (Conductive U-Value)**. Test in accordance with AAMA 1503-98 and ASTM C236. Conductive thermal transmittance (U-Value) shall not be more than .64 BTU/hr/degree F/SF.

Aluminum to have clear finish resistant to fading, chipping, peeling, cracking or blistering and UV degradation using a High performance organic coating – 2 coat system complying with AAMA 605.2.

7.7.8.8.9 Water resistant backing board assemblies

Interior walls shall be water resistant backing boards on galvanized metal studs and floor tracks with insulation. Wall assemblies to comply with UL listing or tested in accordance with ASTM E119.

7.7.8.8.10 Ceramic Tile

All tile work to comply with Tile Council of America (TCA) Handbook for Ceramic Tile Installation.

7.7.8.8.11 Acoustical Ceilings

Provide complete acoustical ceiling system in the Control House.

7.7.8.8.12 Painting

Provide complete paint system to include primers, finish paint, stains and coating systems. This shall include surface preparation and clean up upon completion.

All paint to comply with low VOC requirements per NH Building Code and EPA regulations. Provide products which meet all Federal regulations for amount of lead in paint.

Interior paint systems shall not support mold growth when tested in accordance with ASTM D3273.

**7.7.8.8.13**      *Control House accessories*

Provide toilet and wash basin accessories from a single source manufacturer. All accessories are to be stainless steel construction with a satin finish. See Special Provision 895 for additional requirements.

**7.7.8.8.14**      *Fire Extinguishers and cabinets*

Provide fire extinguishers, cabinets and required by code and as specified. Fire extinguishers to be UL labeled and comply with NFPA requirements for number and location. Provide multi-purpose dry chemical type extinguishers for Class A, B, C fires. Fire extinguishers shall be located in the machinery room, operator house (adjacent operator desk, electrical equipment room, and in each gatehouse).

## **7.8 Aesthetics and Landscaping**

This Section 7.8 defines requirements with which Design-Builder shall design and construct aesthetic treatments for the structures and landscaping elements of the Project. Aesthetic treatments shall be designed to harmonize with the local landscape and architecture through coordination with local and state agencies, including the NH State Historic Preservation Officer (NHSPO) and the Maine State Historic Preservation Officer (MESHPO).

The Design-Builder is required to develop the Project in compliance with the Environmental Commitments in Section 6.5.

### **7.8.1 Administrative Requirements**

This Section 7.8.1 presents minimum aesthetics and landscape design requirements for Project designs. For purposes of this Section 7.8.1, the following list of items will be considered the aesthetics elements of the Project design:

- Material, finish, color, and texture of bridge elements
- Materials, finish, and color of barriers and railings
- Paved slope treatments
- Finish, color, and texture of retaining
- Light fixtures and light color
- Hardscape at intersections
- Fencing
- Signage – overhead, attached, and ground-mounted
- Trees, shrubs, and other plant material

- Any permanent building construction within the Project, including ancillary support, operational, and movable bridge operation buildings

#### *7.8.1.1 Aesthetics Concepts*

Design-Builder shall prepare an aesthetics concept of the Project for presentation to local communities and Customer Groups. Design-Builder shall base this presentation on the principles, requirements, and strategies provided in Section 7.8.2 (Design Requirements). Before presenting the aesthetics concepts to the public, Design-Builder shall meet and review the proposed aesthetics concepts with NHDOT. After meeting with the public, Design-Builder shall prepare a final aesthetic concept and submit it to NHDOT for approval.

#### *7.8.1.2 Aesthetics and Landscaping Plan*

Design-Builder shall prepare an Aesthetics and Landscaping Plan for approval by NHDOT, in its good faith discretion. This Aesthetics and Landscaping Plan shall provide guidelines and requirements for the aesthetics design of the Project. The Aesthetics and Landscaping Plan shall include all elements to fully communicate the proposed aesthetic treatment to NHDOT.

#### *7.8.1.3 Personnel*

Design-Builder shall provide a landscape architect, registered in the State of New Hampshire, with a minimum 5 years experience in designing aesthetics and landscaping elements for roadway projects, to develop the Aesthetics and Landscaping Plan.

### **7.8.2 Design Requirements**

#### *7.8.2.1 Aesthetics Principles and Strategies*

Design-Builder shall follow the guidelines and requirements of the approved Aesthetics and Landscaping Plan, as well as the aesthetics principles, requirements, and strategies established by NHDOT for the Project design, including the following:

- The Project design shall minimize impact on the existing natural environment to the extent possible.
- Simple geometric shapes for structures shall be used to the extent possible for continuity along the entire length of the Project.
- All bridges and other structures shall be simplified in their design, and to the greatest extent possible kept small in size, bulk, and mass.
- All structures shall be carefully detailed so as to achieve the greatest level of aesthetic quality and fit within the regional context.
- Color, texture, and form shall be used amply for all structures.

- Graphics, signage, and lighting shall be consistent along the entire length of the Project.
- Existing trees shall be preserved to the greatest extent possible.
- Aesthetics elements shall be fully integrated with the overall landscape design.
- Visual quality of the landscape shall be consistent along the entire length of the Project.
- Native-area and/or naturalized plant materials that exhibit good drought tolerance shall be used.
- Aesthetic elements shall be easy to maintain and resistant to vandalism and graffiti.

#### *7.8.2.2 Walls*

Design-Builder shall design noise/sound walls to be similar in color, texture, and style to those of retaining walls, and shall develop an aesthetics treatment that is consistent with other physical features such as structures, landscaping, and other highway components.

Design-Builder shall apply aesthetic treatments to the vertical surfaces of retaining walls where the surface is visible from the roadway or adjacent houses. Consistent treatments shall be used for retaining walls that articulate the design themes established for the Project.

Design-Builder shall pay special attention to aesthetic design elements and utilize high aesthetic quality of finishes and materials.

#### *7.8.2.3 Bridges and Other Structures*

All aesthetic treatments for structural elements shall be coordinated with Design-Builder's structural design team to facilitate constructability and maintain safety requirements.

#### *7.8.2.4 Trees, Shrubs, and Other Plant Materials*

All trees, shrubs, deciduous vines, and perennials shall comply with the applicable requirements of *ANSI Z60.1 American Standard for Nursery Stock*. Design-Builder shall consult with NHDOT for recommended plant species lists.

### **7.8.3 Construction Requirements**

Design-Builder shall provide NHDOT sample panels a minimum of 60 days in advance of starting construction of textured concrete surfaces. Design-Builder shall construct sample panels in accordance with NHDOT *Standard Specifications for Road and Bridge Construction* and the approved Aesthetics and Landscaping Plan. NHDOT must review the sample panels before any construction form liners may be ordered, obtained, or used. Design-Builder shall provide sample panels having a textured portion at least 5.0 feet by 5.0 feet with a representative un-textured surrounding surface.

The sample panel shall be the standard of comparison for the production concrete surface texture.

For textured panels or concrete surfaces finished with a coating of paint or stain, Design-Builder shall prepare a corresponding coated panel or surface area of an in-place element for approval prior to the coating operation.

Color samples shall be provided from the Federal Standard 595B Colors Fan Deck.

### **7.8.4 Deliverables**

#### *7.8.4.1 Aesthetics Concepts*

Design-Builder shall submit the aesthetic concept plan to NHDOT for review in its good faith discretion within 60 Days of issuance of NTP1.

#### *7.8.4.2 Aesthetics and Landscaping Plan*

Design-Builder shall submit the Aesthetics and Landscaping Plan to NHDOT for review in its good faith discretion within 120 Days of issuance of NTP1.

## **7.9 Traffic Control**

The plan shall specifically identify any planned closures, either full or partial, of any existing bridge, along with traffic detours and supporting traffic analyses. Any such closure shall be preceded by a concerted public information effort to communicate closure information to all affected parties. Supplemental Liquidated Damages will apply as specified in the Contract, Section 17.

The Design-Builder is responsible for providing a temporary shuttle service for transporting pedestrians and bicyclists between Portsmouth, NH and Kittery, Maine during closure of the Scott Avenue, Memorial Bridge, and Kittery Approach spans (US Route 1) over the Piscataqua River for durations when access across the Piscataqua River is prohibited. Refer to the Environmental Commitments Section 6.5 for information on this matter. For guidance, documents developed for the previous 2008 procurement are included in the Reference Documents.

## 7.9.1 General Requirements

Design-Builder shall design and construct the Project, in conformance with the requirements stated in this Section 7.9, to provide for the safe and efficient movement of people, goods, and services, through and around the Project, while minimizing negative impacts to users, residents, and businesses.

The Design-Builder shall keep all roads open to all traffic during construction except where allowed in the Contract. Where provided in the Contract, or approved by the NHDOT, traffic may be bypassed over an approved detour route. The Design-Builder shall submit proposed detour plans, which shall show the proposed location, alignment, grade, typical cross section, protective fixtures and signing. The Design-Builder shall furnish, erect, and maintain barricades, warning signs, delineators, and striping in accordance with the MUTCD and NHDOT Standard Specifications.

## 7.9.2 Administrative Requirements

### 7.9.2.1 *Traffic Management Plan*

Design-Builder shall develop, implement, and maintain a Traffic Management Plan (TMP) that includes the following items:

- Descriptions of the qualifications and duties of the traffic engineering manager, traffic control coordinator, and other personnel with traffic control responsibilities.
- Procedures to identify and incorporate the needs of Utility Owners, Governmental Entities, local governmental agencies, Emergency Service providers, school districts, business owners, and other related users, Customer Groups or entities in the Project corridor and surrounding affected areas.
- Procedures for obtaining acceptance of detours, road and lane closures and other traffic pattern modifications from applicable Governmental Entities, and implementing and maintaining those modifications.
- Procedures for signing transitions during construction from one stage to the next and from interim to permanent signing.
- Procedures for maintenance and replacement of traffic control devices, including pavement markings and traffic barriers, if used.
- Procedures to regularly evaluate and modify, if necessary, traffic signal timings, and the procedures for the development, NHDOT approval, implementation, testing, and maintenance of all affected signals.

- Procedures to coordinate with the appropriate Governmental Entities operating signal networks along the Project or Project detour routes to ensure temporary system compatibility, establish responsibilities for temporary signal installation, maintenance, operation and removal, and coordinate traffic signal timing with local signal networks.
- Procedures and process for the safe ingress and egress of construction vehicles in the work zone.
- Provisions to provide continuous access to established truck routes and Hazardous Material (HazMat) routes, and to provide suitable detour routes, including obtaining any approvals required by the appropriate governmental entities for these uses.
- Procedures to modify plans as needed to adapt to current Project circumstances.
- Procedures to communicate TMP information to Design-Builder's public information personnel and notify the public of maintenance of traffic issues in conjunction with the requirements of Section 5.
- Descriptions of contact methods, personnel available, and response times for any deficiencies or Emergency conditions requiring attention during off-hours.

#### 7.9.2.2 *Maintenance*

The Design-Builder shall bear all expense of maintaining the section of road undergoing improvement including all temporary approaches or crossings and intersections with trails, roads, streets, businesses, parking lots, residences, garages, farms, and other features as may be necessary. Snow removal from the roadway is not required during winter work suspensions if all conditions set forth in NHDOT Standard Specifications are met.

##### A. Maintenance of Traffic During Suspension of Work.

1. Suspensions ordered by the NHDOT, and not caused by the Design-Builder or Winter Suspensions due to climatic conditions: The Design-Builder shall make passable and open to traffic ((including pedestrians and/or non-motorized vehicles)) the sections of the project and temporary roadways as agreed upon between the Design-Builder and the NHDOT for the accommodation of necessary traffic during the anticipated period of suspension.

During this suspension period, the maintenance of the temporary roadway and sections of the Project will be the responsibility of the NHDOT.

When Work is resumed, the Design-Builder shall replace or restore any work or materials lost or damaged because of the temporary use of the Project and remove work or materials used in the temporary maintenance and complete the Project as though its prosecution has been continuous and without interference. Additional work caused by the suspension, for reasons beyond the Design-Builder's control, in accordance with NHDOT Standard Specifications.

2. Other Suspensions of Work. When Work is suspended for any other reason including but not limited to the following: for failure to correct conditions unsafe for the workers or the general public, for failure to carry out orders of the NHDOT, or for other reasons caused by the Design-Builder, all costs for maintenance of the roadway to accommodate traffic during the suspended period shall be borne by the Design-Builder.

#### *7.9.2.3 Project Winter Maintenance Meeting*

All Projects, which will encompass construction activities over the course of two or more construction seasons, shall be required to hold a "Project Winter Maintenance Meeting" prior to October 15<sup>th</sup>. This meeting shall, as a minimum, involve personnel from the Design-Builder, Bureau of Construction, Division of Operations, and the local municipality, as appropriate. The meeting will serve to determine and document the work required by the Design-Builder prior to the winter maintenance season and the responsibilities of all the parties during that season. Should the Design-Builder fail to perform the required work in advance of the winter maintenance season, all costs for maintenance of the roadway to accommodate the safe flow of traffic (including pedestrians and/or non-motorized vehicles) during that period, whether work is suspended or not, shall be borne by the Design-Builder, including all snow removal costs.

### **7.9.3 Design Requirements**

#### *7.9.3.1 Traffic Control Plans*

Design-Builder shall use the procedures in the TMP and the standards of the MUTCD and NHDOT Work Zone Safety and Mobility Policy to develop detailed traffic control plans, which provide for all construction stages and phasing, as well as all required switching procedures.

Design-Builder shall produce a traffic control plan for each and every phase of Work that impacts traffic and involves traffic control details. The traffic control plan shall include details for all detours, traffic control devices, striping, and signage applicable to each phase of construction. Information included in the traffic control plans shall be of sufficient detail to allow verification of design criteria and safety requirements, including

typical sections, alignment, striping layout, drop off conditions, and temporary drainage. The traffic control plans shall clearly designate all temporary reductions in speed limits. Changes to posted speed limits will not be allowed unless specific prior approval is granted by NHDOT.

Oposing traffic on a normally divided roadway shall be separated with appropriate traffic control devices.

Design-Builder shall maintain signing continuity on all active roadways within or intersecting the Project at all times.

Throughout the duration of the Project, Design-Builder shall ensure all streets and intersections remain open to traffic to the greatest extent possible by constructing the Work in stages. Design-Builder shall maintain access to all adjacent streets and shall provide for ingress and egress to public and private properties at all times during the Project.

Design-Builder shall prepare public information notices, in coordination with Section 5 (Public Information and Communications), in advance of the implementation of any lane closures or traffic switches. These notices shall be referred to as Traffic Advisories.

#### *7.9.3.2 Temporary Shuttle Service*

The Design-Builder shall furnish a van service that provides for 12-passenger ADA/lift-equipped with a 6-bicycle capacity carrier including fully licensed and insured operators for all hours of operation.

Temporary signs shall be placed at the stops in Portsmouth and Kittery. The signs shall indicate "Pedestrian/Bicycle Shuttle Stop" and shall conform to NHDOT Standard Specification.

### **7.9.4 Construction Requirements**

Construction shall be in accordance with Design-Builder's TMP, the manufacturer's directions or recommendations where applicable, and the applicable provisions of the MUTCD.

#### *7.9.4.1 Design-Builder Responsibility*

If at any time NHDOT determines Design-Builder's traffic control operations do not meet the intent of the TMP or any specific traffic control plan, Design-Builder shall immediately revise or discontinue such operations to correct the deficient conditions.

Design-Builder shall provide NHDOT the names of the traffic control coordinator and support personnel, and the phone number(s) where they can be reached 24 hours per day, seven days per week.

#### 7.9.4.2 Access

Existing bicycle and pedestrian access and mobility shall be maintained parallel with the frontage roads and across all cross streets. Access to existing transit stop locations shall be maintained during construction or reasonable alternative locations shall be provided.

#### 7.9.4.3 Shuttle Service

The shuttle service shall operate seven (7) days a week from 5:00 a.m. to 1:00 a.m. The service shall have a regular schedule such as departing on the half hour from Portsmouth and on the hour from Kittery. The schedule shall be posted on the sign at each location.

The service may not be suspended for any reason for more than one hour unless authorized by the Engineer. The service may not be suspended for any reason including equipment breakdown. In the event of equipment breakdown, alternate arrangements shall be provided until fully functional shuttle service can be restored.

The shuttle stop in Portsmouth shall be located in Prescott Park and the shuttle stop in Kittery shall be located near the intersection of Newmarch and Water Streets.

The service shall operate on a continuous basis with no wait for pedestrians and bicyclists lasting longer than one hour.

The service shall be free to the public, including those with bicycles.

The Design-Builder shall maintain required insurances applicable to operate such service as required, and provide a copy to the Engineer.

The Design-Builder shall pay for and secure all permits and licenses to operate the service for the duration of the contract.

#### 7.9.4.4 Detours

Design-Builder shall maintain all detours in a safe and traversable condition. A pavement transition, suitable for the posted speed of the section shall be provided at all detour interfaces.

## **7.9.5 Deliverables**

### *7.9.5.1 Traffic Management Plan*

The TMP must be approved by NHDOT prior to the start of construction activities. Design-Builder shall provide NHDOT sufficient time for review of, and comment on, the TMP. NHDOT retains the right to require revision and re-submittal of the TMP within a reasonable amount of time.

### *7.9.5.2 Traffic Control Plans*

Each traffic control plan shall be submitted to NHDOT for review a minimum of 10 Days prior to implementation.

## **7.10 Roadway Lighting**

Design-Builder shall provide continuous roadway lighting along the Scott Avenue Bridge, Memorial Bridge, and the Kittery Approach Spans Bridge, collectively termed the Bridges.

Design-Builder shall provide aviation and navigational lighting for bridge superstructure and substructures in the navigational waterway.

### **7.10.1 Design**

#### *7.10.1.1 Permanent Lighting*

Design-Builder shall arrange and coordinate all meetings with State and local agencies for roadway lighting.

Design-Builder shall prepare lighting studies that consider illumination levels, uniformity, and sources for the Bridges. Design-Builder shall provide an average to minimum uniformity ratio of 4:1, with an average illumination of 0.8 fc..

Design-Builder shall design the lighting system to minimize or eliminate illumination of areas outside the Project ROW.

Luminaire poles and breakaway bases shall be designed in accordance with AASHTO's *Standard Specifications for Structural Supports for Highway Signs, Luminaires, and Traffic Signals*. For all poles located within the clear zone of the roadways, Design-Builder's design shall incorporate breakaway devices that are pre-qualified by NHDOT.

Design-Builder shall determine and design appropriate foundation types and lengths for permanent lighting structures.

Design-Builder shall not place bridge operations cable, fiber-optic lines, signal conductors, or any other non-lighting related cables or conductors in the lighting conduit, ground boxes, or junction boxes.

Design-Builder shall minimize the potential hazards of lighting poles through the careful consideration of mounting options and pole placements, including placing poles behind existing or proposed concrete traffic barrier or metal beam guardrail

#### *7.10.1.2 Visual Quality*

Design-Builder shall make a reasonable attempt to provide luminaires mounted at a constant height along the roadway.

The permanent light installation shall use poles and luminaries the same or similar as that used by the City of Portsmouth in the vicinity of the Project both on and off the bridges.

### **7.10.2 Construction**

Design-Builder shall coordinate with the Utility Owner(s) and ensure power service is initiated and maintained for permanent lighting systems with the appropriate Government Entity. Where the Work impacts existing lighting, Design-Builder shall maintain existing lighting as temporary lighting during construction as needed.

Design-Builder shall affix an identification decal on each luminaire, ground box, and electrical service maintained and/or operated by Design-Builder for inventory purposes and shall submit inventory information to NHDOT in a NHDOT-compatible format. This identification shall denote that these are property of Design-Builder and shall provide a contact phone number and address in the event of Emergency or necessary maintenance.

### **7.10.3 Deliverables**

Before placing any permanent lighting, Design-Builder shall provide NHDOT a layout indicating the proposed location of such items.

Design-Builder shall provide NHDOT the photometric data results for all lighted areas within the Project limits.

## **7.11 Utilities**

The Design-Builder shall ensure that all utility work is completed in accordance with NHDOT Utility Accommodation Manual.

The Design-Builder shall certify in writing to the NHDOT that all necessary arrangements have been made for proper coordination of utility work with physical construction.

The Design-Builder shall carry out all work carefully and skillfully and shall support and secure its work so as to avoid damage to all utilities. Flow in drains, sewers and water supply lines shall be satisfactorily maintained. Unless otherwise directed by the Utility Owner, the Design-Builder shall not move or remove any utility without the Utility Owner's written consent. At the completion of the Work, the condition of all utilities shall be as safe and permanent as before. If any utilities are damaged by the Design-Builder, it shall notify the affected Utility Owners, which may cause the damage to be repaired at Design-Builder's expense.

### **7.11.1 General Requirements**

Design-Builder shall cause all Utility Adjustments, including utility services, necessary to accommodate construction, operation, maintenance and/or use of the Project. The Design-Builder shall coordinate the utility work to ensure that utilities are properly identified and that all necessary relocations occur so as to enable the Design-Builder to achieve completion of the Project in accordance with the Contract. Services include: the identification of existing utilities requiring relocation and notifications to and negotiation of design and agreements with Utility Owners.

The design shall address the manner in which utilities will be maintained and/or temporarily or permanently relocated. Utilities may be supported or integrated onto the new bridge.

NHDOT will assist Design-Builder in the Utility Adjustment process, to the extent described in the Contract documents. Some Utility Adjustments may be performed by the Utility Owner with its own forces and/or contractors and consultants (i.e., Owner-Managed); all others shall be performed by Design-Builder with its own forces and/or Contractors and consultants (subject to any approval rights required by the Utility Owner for those working on its facilities) (i.e., Design-Builder-managed). The allocation of responsibility for the Utility Adjustment Work between Design-Builder and the Utility Owners shall be specified in the Utility Agreements.

Design-Builder is responsible for costs, regardless of whether the utility work is Owner Managed or Design-Builder managed.

#### **7.11.1.1 *When Utility Adjustment is Required***

A Utility Adjustment may be necessary to accommodate the Project for a physical conflict between the Project and the Utility. The physical limits of all Utility Adjustments

shall extend as necessary to functionally replace the existing Utility, whether inside or outside of the Project ROW.

Utilities may remain in their existing locations within the Project ROW if the existing location will not adversely affect the construction, operation, safety, maintenance and/or use of the Project.

#### *7.11.1.2 Policy of Avoiding Relocations*

The location of utilities and potential impact of relocations shall be considered by the Design-Builder in developing changes to the NHDOT-supplied information with the following goals:

1. avoiding relocations to the extent practicable;
2. if a relocation is not reasonably avoidable, protecting the utility in place to the extent practicable; and
3. otherwise minimizing the potential costs and delays relating to relocations to the extent practicable.

#### *7.11.1.3 Certain Components of the Utility Adjustment Work*

##### *7.11.1.3.1 Coordination*

Design-Builder shall communicate, cooperate, and coordinate with NHDOT, the Utility Owners and potentially affected third parties, as necessary for performance of the Utility Adjustment Work. Design-Builder shall be responsible for preparing (unless prepared by the Utility Owner) and securing execution (by Design-Builder and the Utility Owner) of all necessary agreements. All such executed Utility Agreements must be accepted by NHDOT prior to taking effect.

##### *7.11.1.3.2 Betterments*

Replacements for existing Utilities shall be designed and constructed to provide service at least equal to that offered by the existing Utilities, unless the Utility Owner specifies a lesser replacement. Utility Enhancements are not included in the Work; however, any Betterment work furnished or performed by Design-Builder as part of a Utility Adjustment shall be deemed added to the Work, on the date the Utility Agreement providing for same becomes fully effective. Design-Builder shall perform all coordination necessary for Betterments.

**7.11.1.3.3**      *Protection in Place*

Design-Builder shall be responsible for Protection in Place of all Utilities impacted by the Project as necessary for their continued safe operation and structural integrity.

**7.11.1.3.4**      *Abandonment and Removal*

Design-Builder shall make all arrangements and perform all work necessary to complete each abandonment or removal (and disposal) of a Utility, including obtaining Governmental Approvals and consent from the affected Utility Owner and any affected landowner(s), or shall confirm that the Utility Owner has completed these tasks.

**7.11.1.3.5**      *Service Lines and Utility Appurtenances*

Whenever required to accommodate construction, operation, maintenance and/or use of the Project, Design-Builder shall cause Service Line Adjustments and Utility Appurtenance Adjustments. On completion of these, Design-Builder shall cause full reinstatement of the roadway, including reconstruction of curb, gutter, sidewalks, and landscaping, whether the Utility Adjustment Work is performed by the Utility Owner or by Design-Builder.

**7.11.1.4**      *Agreements Between Design-Builder and Utility Owners*

Each Utility Adjustment shall be specifically addressed in a Master Utility Adjustment Agreement (MUAA) or in a Utility Adjustment Agreement Amendment (UAAA), as described elsewhere in this Section 7.11. Design-Builder is responsible for preparing, negotiating, and obtaining execution by the Utility Owners, of all Utility Agreements, (including preparing all necessary exhibits and information about the Project, such as reports, Plans and surveys). A Utility Agreement is not required for any Utility Adjustment consisting solely of Protection in Place in the Utility's original location within the Project ROW, unless the Utility Owner is being reimbursed for costs incurred by it on account of such Protection in Place.

**7.11.1.4.1**      *Master Utility Adjustment Agreements (MUAA)*

Design-Builder shall enter into one or more MUAAs with each affected Utility Owner to define the design, material, construction, inspection, and acceptance standards and procedures necessary to complete Utility Adjustments, as well as to define Design-Builder's and the Utility Owner's respective responsibilities for Utility Adjustment costs and Utility Adjustment activities such as material procurement, construction, inspection, and acceptance. A MUAA may address more than one Utility Adjustment for the same Utility Owner. Additional Adjustments may be added to an existing MUAA by a Utility Adjustment Agreement Amendment (UAAA).

Following issuance of NTP1, Design-Builder shall begin negotiations with each affected Utility Owner to reach agreement on one or more MUAs. Design-Builder shall use good faith efforts to finalize a MUA with each affected Utility Owner within a reasonable time period after issuance of NTP1. Design-Builder shall include any proposed changes to a standard form (other than filling in blanks specific to a particular Utility Owner) in a Utility Owner-specific addendum. Each MUA (including the Utility Adjustment Plans attached thereto) shall be subject to NHDOT acceptance as part of a Utility Agreement.

#### *7.11.1.4.2 Utility Adjustment Agreement Amendments*

Except where Utility Adjustment Field Modifications are permitted, modification of an executed MUA or any component thereof, after it has been accepted by NHDOT as part of a Utility package, shall be stated in a Utility Adjustment Agreement Amendment (UAAA). A UAAA may be used only when the allocation of responsibility for the Utility Adjustment Work covered by that UAAA is the same as in the underlying Utility Agreement; otherwise, an additional MUA will be required.

Each UAAA (including any Utility Adjustment Plans attached thereto) shall be subject to NHDOT's acceptance as part of a Supplemental Utility package.

#### *7.11.1.5 Recordkeeping*

Design-Builder shall maintain construction and inspection records in order to ascertain that Utility Adjustment Work is accomplished in accordance with the terms and in the manner proposed on the Utility Adjustment Plans and otherwise as required by the Contract documents and the applicable Utility Agreement(s).

### **7.11.2 Design**

#### *7.11.2.1 Design-Builder's Responsibility for Utility Identification*

Design-Builder bears sole responsibility for ascertaining, at its own expense, all pertinent details of Utilities located within the Project ROW or otherwise affected by the Project, whether located on private property or within an existing public ROW, and including all service lines.

The Design-Builder bears full responsibility for ascertaining, the existence and exact location and size of any utility impacted by the Project. If a surface inspection of the area shows the existence of or gives the Design-Builder cause to suspect the existence of any previously unidentified utilities, or the Design-Builder otherwise has cause to suspect that other previously unidentified utilities exist, then Design-Builder shall undertake all appropriate investigations by contacting Utility Owners and conducting field investigations at the expense of the Design-Builder as necessary to verify the existence, location, and size of such utilities.

#### 7.11.2.2 *Technical Criteria and Performance Standards*

All design plans for Utility Adjustment Work, whether furnished by Design-Builder or by the Utility Owner, shall be consistent and compatible with the following:

- The applicable requirements of the Contract
- Any Utilities remaining in, or being installed in, the same vicinity
- All applicable Governmental Approvals
- Private approvals of any third parties necessary for such work

#### 7.11.2.3 *Utility Adjustment Concept Plans*

Design-Builder shall prepare a proposed conceptual Utility design (a Utility Adjustment Concept Plan) for the Project, showing the approximate location of each existing Utility, the existing Utilities to remain, and Design-Builder's Utility Adjustment recommendations.

Design-Builder shall submit the proposed Utility Adjustment Concept Plans(s) to NHDOT for its review. The plan(s) shall be color-coded and shall utilize a scale that clearly depicts all of the required information. Design-Builder shall coordinate with the affected Utility Owners as necessary to obtain their respective concurrence with the Utility Adjustment Concept Plan(s) as initially submitted to NHDOT and with any subsequent revisions.

#### 7.11.2.4 *Utility Adjustment Plans*

Utility Adjustment Plans, whether furnished by Design-Builder or by the Utility Owner, shall be signed and sealed by a Registered Professional Engineer (PE).

##### 7.11.2.4.1 *Plans Prepared by Design-Builder*

Where Design-Builder and the Utility Owner have agreed that Design-Builder will furnish a Utility Adjustment design, Design-Builder shall prepare and obtain the Utility Owner's approval of plans, specifications, and cost estimates for the Utility Adjustment (collectively, "Utility Adjustment Plans") by having an authorized representative of the Utility Owner sign the plans as "reviewed and approved for construction." The Utility Adjustment Plans (as approved by the Utility Owner) shall be attached to the applicable Utility Agreement, which Design-Builder shall include in the appropriate Utility package for NHDOT's acceptance.

Unless otherwise specified in the applicable Utility Agreement(s), all changes to Utility Adjustment Plans previously approved by the Utility Owner (excluding estimates, if the Utility Owner is not responsible for any costs) shall require written Utility Owner approval. Design-Builder shall transmit any NHDOT comments to the Utility Owner, and

shall coordinate any modification, re-approval by the Utility Owner and re-submittal to NHDOT as necessary to obtain NHDOT's acceptance.

**7.11.2.4.2**      *Plans Prepared by the Utility Owner*

For all Utility Adjustment Plans to be furnished by a Utility Owner, Design-Builder shall coordinate with the Utility Owner as necessary to confirm compliance with the applicable requirements. Those Utility Adjustment Plans shall be attached to the applicable Utility Agreement, which Design-Builder shall include in the appropriate Utility package for NHDOT's acceptance. Design-Builder shall transmit any NHDOT comments to the Utility Owner, and shall coordinate any modification, review by Design-Builder and re-submittal to NHDOT as necessary to obtain NHDOT's acceptance.

**7.11.2.4.3**      *Design Documents*

Each proposed Utility Adjustment shall be shown in the Design Documents, regardless of whether the Utility Adjustment Plans are prepared by Design-Builder or by the Utility Owner.

**7.11.3 Construction**

**7.11.3.1**      *General Construction Criteria*

All Utility Adjustment construction performed by Design-Builder shall conform to the requirements listed below. In addition, Design-Builder is responsible for verifying that all Utility Adjustment construction performed by each Utility Owner conforms to the requirements described below. In case of nonconformance, Design-Builder shall cause the Utility Owner (and/or its contractors, as applicable) to complete all necessary corrective work or to otherwise take such steps as are necessary to conform to these requirements.

1. All criteria identified in Section 7.11.2.2 (Technical Criteria and Performance Standards)
2. The Utility Adjustment Plans included in the Utility Agreement accepted by NHDOT (other than Utility Adjustment Field Modifications complying with Section 7.11.3.6 (Utility Adjustment Field Modifications))
3. All Project safety and environmental requirements

**7.11.3.2**      *Inspection of Utility Owner Construction*

Design-Builder shall set forth procedures for inspection of all Utility Adjustment Work performed by Utility Owners (and/or their contractors) to verify compliance with the applicable requirements described in Section 7.11.3.1 (General Construction Criteria).

#### 7.11.3.3 *Scheduling Utility Adjustment Work*

The Utility Adjustment Work (other than construction) may begin at any time following issuance of NTP1. Design-Builder shall not arrange for any Utility Owner to begin any demolition, removal, or other Construction Work for any Utility Adjustment until all of the following conditions are satisfied:

1. The Utility Adjustment is covered by an executed Utility Agreement (and any conditions to commencement of such activities that are included in the Utility Agreement have been satisfied);
2. Availability and access to property affected by the Utility Adjustment have been obtained;
3. If applicable, the Alternate Procedure List has been approved by FHWA, and either (a) the affected Utility is on the approved Alternate Procedure List, as supplemented, or (b) the Utility Owner is on the approved Alternate Procedure List, as supplemented.
4. The review and comment process has been completed and required approvals have been obtained for the Utility package covering the Utility Adjustment.
5. All Governmental Approvals necessary for the Utility Adjustment construction have been obtained, and any pre-construction requirements contained in those Governmental Approvals have been satisfied.
6. All other conditions to that Work stated in the Contract have been satisfied.

#### 7.11.3.4 *Standard of Care Regarding Utilities*

Design-Builder shall carefully and skillfully carry out all Work impacting Utilities and shall mark, support, secure, exercise care, and otherwise act to avoid damage to Utilities. At the completion of the Work, the condition of all Utilities shall be at least as safe and permanent as before.

#### 7.11.3.5 *Emergency Procedures*

Design-Builder shall provide emergency procedures with respect to Utility Adjustment work. Design-Builder shall obtain emergency contact information from, and establish emergency procedures with each Utility Owner.

#### 7.11.3.6 *Utility Adjustment Field Modifications*

Design-Builder shall establish a procedure to be followed if either Design-Builder or a Utility Owner proposes a Utility Adjustment Field Modification, after the Utility package (which includes the Utility Adjustment Plans) has been approved. The procedure shall contain, at minimum, the following processes:

1. The Utility Owner's review and approval of a Utility Adjustment Field Modification proposed by Design-Builder, or Design-Builder's review and approval of a Utility Adjustment Field Modification proposed by the Utility Owner;
2. Submittal of plans for the proposed Utility Adjustment Field Modification to NHDOT for its review and comment;
3. Transmittal of Utility Adjustment Field Modifications to the appropriate construction field personnel;
4. Inclusion of any Utility Adjustment Field Modifications in the Record Drawings for the Project.

Design-Builder shall cause the procedure to be followed for all Utility Adjustment Field Modifications, whether the construction is performed by Design-Builder or by the Utility Owner.

#### *7.11.3.7 Switch Over to New Facilities*

After a newly Adjusted Utility has been accepted by the Utility Owner and is otherwise ready to be placed in service, Design-Builder shall coordinate with the Utility Owner regarding the procedure and timing for placing the newly Adjusted Utility into service and terminating service at the Utility being replaced.

#### *7.11.3.8 Record Drawings*

Design-Builder shall provide Record Drawings (as-built utility maps) and utility diaries to each Utility Owner for its Adjusted Utilities, in accordance with the applicable Utility Agreement(s).

Design-Builder shall provide Record Drawings (as-built utility maps) and utility diaries to NHDOT (regardless of whether design and/or construction of the subject Utilities was furnished or performed by Design-Builder or by the Utility Owner). These drawings shall show the location of, and label as such, all abandoned Utilities, shall show and label all other Utilities, whether remaining in place or relocated, located within the Project ROW or otherwise impacted by the Project. Design-Builder shall provide the Record Drawings for each Adjustment to NHDOT not later than 90 Days after the Utility Owner accepts the Adjustment.

#### *7.11.3.9 Maintenance of Utility Service*

All Utilities shall remain fully operational during all phases of construction, except as specifically allowed and approved in writing by the Utility Owner. Design-Builder shall schedule Utility Adjustment Work in order to minimize any interruption of service, while at the same time meeting the Project Schedule and taking into consideration seasonal demands.

#### *7.11.3.10 Traffic Control*

Design-Builder shall be responsible for, and the Construction Traffic Management Plan shall cover, all traffic control made necessary for Utility Adjustment Work, whether performed by Design-Builder or by the Utility Owner. Traffic control for Adjustments shall be coordinated with, and subject to approval by, the local agency(ies) with jurisdiction. Traffic control shall comply with the guidelines of the MUTCD and of Section 7.9 (Traffic Control).

#### **7.11.4 Deliverables**

Design-Builder shall time all Submittals described in this section to meet the Project Schedule, taking into account NHDOT's designated review and response time. All deliverables shall conform to the standards required in the Project Management Plan.

##### *7.11.4.1 Utility Submittals*

The following procedure shall govern submittal and review of each Utility, including Supplemental and Abbreviated Utility Assemblies:

1. Before submitting a Utility package to NHDOT, Design-Builder shall:
  - a. Verify that each subject Utility (or the Utility Owner) is on the approved Alternate Procedure List, if applicable;
  - b. Submit the complete Utility package to the quality control/quality assurance entity designated by Design-Builder in accordance with the PMP; and
  - c. Resolve all comments made by the quality control/quality assurance entity, coordinating with the Utility Owner as appropriate.
2. Design-Builder shall submit to NHDOT three identical and complete originals of each Utility package (each of which shall be bound and labeled "Design-Builder Copy," "NHDOT Copy," or "Utility Owner Copy," as appropriate), complying with the requirements of Section 7.11.4.1. The "NHDOT Copy" shall be color coded. These submittals shall be for NHDOT's review and comment, except for any components of the Utility package for which NHDOT's acceptance is required by this Section 7.11.4.

NHDOT will review the Utility Package for compliance with the requirements of this Section 7.11.4.1, and within 10 Business Days will return the Utility Package to Design-Builder with the appropriate notations to reflect its responses. Design-Builder shall transmit any NHDOT comments to the Utility Owner, and shall coordinate any modification, review and approval by the Utility Owner and re-submittal to NHDOT, as necessary to resolve all NHDOT comments and/or obtain NHDOT's acceptance, as

applicable. Upon (a) NHDOT's acceptance of any Utility Package components for which NHDOT's acceptance is required, and (b) completion of the review and comment process for all other Utility Package components, NHDOT will sign three originals of any approved Utility Adjustment agreement and of any other components of the Utility Package for which this Section 7.11 requires NHDOT's signature.

#### *7.11.4.2 FHWA Alternate Procedure*

The Design-Builder will develop the Alternate Procedure List that includes the utility owner's name, approximate station numbers and estimated cost. NHDOT will then submit to the FHWA the Alternate Procedure List in order to obtain FHWA authorization for federal reimbursement upon determining that any additional Utility Owner not referenced on the Alternate Procedure List is impacted by the Project, Design-Builder shall submit to NHDOT all documentation as referenced above in order to update the Alternate Procedure List.

NHDOT will forward the approved Alternate Procedure List (and any amendments thereto) to Design-Builder, upon receipt of same from the FHWA.

## **7.12 Removal of the Existing Bridge**

Removal shall conform to relevant portions of the NHDOT Standard Specifications and to the extent specified in the Project Requirements in the RFP.

The existing bridge shall be removed by and become the property of the Design-Builder. Removal requirements may change due to permit or 106/4(f)/NEPA stipulations noted under Section 6.5, Environmental Commitments.

The existing bridge steel portions are coated with a lead-based paint system, the Design-Builder shall be responsible for the containment, proper management and disposal of all lead-contaminated hazardous waste generated by the process of demolishing the bridge. The NHDOT will assume generator responsibility for any hazardous waste generated as a result of the removal process at the bridge site. The Design-Builder is responsible for implementing appropriate personal protection standards mandated by OSHA related to this process.

Once the existing bridge is removed from the bridge site, the Design-Builder is solely responsible for the care, custody, and control of the components of the existing bridge - any hazardous waste generated as a result of storage, recycling, or disposal of the bridge components, including the lead-coated steel, shall be the sole responsibility of the Design-Builder.

The Design-Builder shall transmit a Bridge Removal Plan to the Contract Administrator, at least ten (10) Days prior to the start of work on this item. This plan shall outline the methods and equipment to be used to remove and dispose of all materials included in the existing bridge. No work related to the removal of the bridge shall be undertaken by the Design-Builder until the NHDOT has accepted the Bridge Demolition Plan for appropriateness and completeness. Payment for all work necessary for developing, submitting and finalizing the Demolition Plan will not be made separately, but shall be included in the Lump Sum Price of the Project.

Existing substructures, to be removed, shall be removed to 3 feet below proposed ground elevation or to bottom of footing.

## **7.13 Scott Avenue Bridge**

### **7.13.1 General**

The design criteria shall conform to Section 7.7, Memorial Bridge, unless otherwise noted herein.

The bridge deck and sidewalks shall have a solid roadway/walkway surface.

The bridge deck and sidewalks can be constructed with either precast partial depth deck panels or cast-in-place concrete.

Reinforcing for decks with barrier membrane and pavement shall be epoxy-coated.

Reinforcing steel for bare concrete decks shall be solid stainless steel. The top ½ inch of bare decks shall be considered as a sacrificial wearing surface.

Protective screening and snow screening shall be vinyl-coated with color to match the bridge railing.

Mechanically stabilized earth retaining walls shall be designed and constructed in accordance with the Section 592 Special Provision.

Span lengths may vary from Project Schematics.

## **7.14 Kittery Approach Spans**

### **7.14.1 General**

The design criteria shall conform to Section 7.7, Memorial Bridge, unless otherwise noted herein.

The bridge and its foundations shall be designed in accordance with the most current AASHTO LRFD Bridge Design Specifications and the State of Maine Department of Transportation (Maine DOT) Bridge Design Guide, including Bridge Design Guide Updates, at the date of the Technical and Price Proposal submission.

Span lengths may vary from Project Schematics.

The bridge deck and sidewalks shall have a solid roadway/walkway surface.

The design for the Kittery Approach Spans shall not incorporate uncoated weathering steel.

All structural steel used as main and/or secondary load-carrying members in the Kittery Approach Spans must be either galvanized or coated with a thermal spray coating in accordance with Maine DOT Supplemental Specification 506 Protective Coating – Steel, or they must be made of stainless steel or other steel type with corrosion resistance equal to or better than stainless steel.

All superstructure girder systems for the Kittery Approach Spans must be designed and detailed such that they provide no locations for birds to roost or nest. All exposed or accessible elements of the superstructure girder systems, including main and secondary load-carrying members, that are greater than 2.5” wide must be at a 45 degree slope or greater from a horizontal line, except for Northeast Bulb Tee girders.

If NEXT-D beams are used for the Kittery Approach Spans, the longitudinal joint detail between adjacent beams shall be in accordance with NCHRP Report 10-71: “Evaluation of CIP Reinforced Joints for Full-Depth Precast Concrete Bridge Decks”.

The design for the Kittery Approach Spans shall not incorporate timber structural load-carrying elements.

All bridge superstructures, joints, and bearings for the Kittery Approach Spans shall be made accessible for long-term maintenance and inspection.

The Kittery Approach Spans shall be designed to minimize or eliminate roadway joints in the deck. Superstructures shall be continuous over piers, except for the shared Pier #4 with the Memorial Bridge.

The piers and abutment for the Kittery Approach Spans shall be founded on bedrock.

Pile bent piers are not allowed.

The wearing surface on the Kittery Approach Spans shall be 3” of bituminous on high performance membrane waterproofing or a separate 2” minimum concrete wearing surface.

All reinforcing steel for the Kittery Approach Spans shall be chosen from the following corrosion resistant reinforcing systems:

- A. Stainless steel
- B. Stainless steel clad
- C. MMFX
- D. Z-bar
- E. Epoxy-coated in conjunction with 3.5 gallons of corrosion inhibitor per cubic yard of concrete