

**SECTION 01500**  
**JOB SITE SECURITY, UTILITIES AND FACILITIES**

**PART 1 - SCOPE**

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1. Scope
2. Security and Safety
3. Occupancy during Construction
4. Electric Power
5. Water
6. Toilet Facilities

B. GENERAL CONDITIONS

1. All operations shall be carried on with a minimum of damage and disturbance. All damages shall be repaired to the original condition to the satisfaction of the Engineering Representative.
2. All removals become the property of the Contractor and shall be disposed of off the site unless otherwise specified.

C. TEMPORARY VENTILATION

Ventilate enclosed areas to assist cure of materials, to dissipate humidity, and to prevent accumulation of dust, fumes, vapors, or gases.

D. BARRIERS

1. Provide barriers to prevent unauthorized entry to construction areas and to protect existing facilities and adjacent properties from damage from construction operations and demolition.
2. Protect non-owned vehicular traffic stored materials, site and structures from damage.

#### E. PROGRESS CLEANING

1. Waste materials, debris, and rubbish shall be removed daily after work. Maintain site in a clean and orderly condition.
2. Clean and repair damage caused by removals or installations.
3. Restore existing facilities used during construction to original condition.

### PART 2 – SECURITY AND SAFETY

#### A. GENERAL

The Milwaukee Water Works consists of a number of facilities to treat and deliver drinking water to the City and surrounding suburban communities. To insure the safety and security of drinking water, the Milwaukee Water Works has instituted protocols for visitors and contractors to control entry to these facilities. It is essential that contractors strictly comply with the security policy outlined in the specification section.

For this project, the Contractor shall continuously coordinate building and site security measures, including accessing the site, with the designated Water Engineering representative or the Water Security Manager, Mr. Michael Schaefer, who can be reached at **Telephone # (414) 286-3465 or Facsimile # (414) 286-2672.**

#### B. SCOPE

Any and all City agencies and contractors engaged for work at Milwaukee Water Works facilities shall be required to attend a "Pre-Construction Security Briefing" before any contracted work can be initiated. At this meeting, the contractor and sub-contractors shall have a detailed briefing with discussions regarding the following items:

1. Milwaukee Water Works site security policies and procedures
2. Contractor & Sub-Contractor Obligations
3. Permit System

#### C. POLICIES

During the "Security Briefing" portion of the "Pre-Construction Meeting", Milwaukee Water Works Security staff shall provide the Prime Contractor with site polices to be reviewed by the Prime and Sub Contractors. These documents may include:

1. Lock-out / Tag-out Policy
2. Confined Space Entry Procedures
3. Evacuation Procedure for Propane, Lox, & Ammonia Releases
4. Personal Protective Equipment Guidelines
5. No Smoking Policy
6. Prohibited Materials

Additionally, the contractor will be provided:

1. Contact Phone Numbers for MWW Staff.
2. On-Site Parking Location and designated construction entrance.
3. Site security policy and procedures.

The Prime Contractor shall be required to review these documents and is responsible for conveying the contents of these submittals to their employees, sub-contractors, and any other parties working directly or indirectly for them. These policies apply equally to all contractors. Failure to comply with established policies and procedures may result in access privileges being withdrawn.

MWW Staff shall provide a “walk-through” session with the contractor to review area layout and site plans as part of this orientation process and to establish the specific work areas necessary for the contractors to perform their scope of work. Topics covered in this session include: site overview with hazards, Material Safety Data Sheets (MSDS), fire extinguisher placement, and the storm water protection policy.

#### D. CONTRACTOR RESPONSIBILITIES

Contractors shall provide the following documents **no less than 7 business days prior** to the start of contracted work:

1. Scope of work to be performed;
2. Name of primary contractor’s onsite representative;
3. Names of all companies sub-contracted to do work on the project.
4. Completed “Contract Firm Registration Form” (see attachment ‘A’) for prime contract firm and every sub-contract firm;
5. A “Contractor Employee Registration Form” completed for the contractors and every employee who needs to be granted site access (see attachment ‘B’);
6. List of items to be stored on-site;
7. Material Safety data Sheets for all Chemicals to be used/stored on-site;

Note: It is the responsibility of the Prime Contractor to facilitate gathering and submittal of the “Contractor Employee Registration Form” for all sub-contractors working on the project. A sub-contractor is defined as an individual or firm hired by the primary contractor to perform a specific task as part of the overall project. This would not include

an organization making deliveries of supplies or equipment to the job site; procedures for these firms are covered under Part 8, "DELIVERIES".

**In the event it is necessary for the Prime Contractor to add additional employees to the list of approved personnel, a minimum of 72 hours, or 3 business days, must be allowed for processing of the request. Site access will be denied to the additional personnel until processing is complete.**

Additionally, Contract Firms are obligated to notify MWW in a timely manner of any site-authorized staff that leaves the employ of the Contractor.

At no time should anyone but the Prime Contractor be contacting Milwaukee Water Works employees with issues or access requests. If a request for site access does not come from the Prime Contractor, the request will not be processed.

During the time period that the Contractor is on-site, they must agree to:

1. Notify the Plant Manager immediately of any significant chemical spills or leaks
2. Maintain Normal Non-Toxic Breathable Air Quality, through Adequate Ventilation, at their work site
3. Perform no equipment isolations or tie-ins without the signed approval of Site Management.
4. Restrict movement to the specific work areas within the Site to perform Contractors Scope of Work.

#### E. CONTRACTOR SPECIAL WORK PERMITS

Contractors must notify Engineering / Site Management Staff of any welding, torching, or potentially hazardous or operational impact request prior to commencing such operations. Special Permits shall be issued to the contractor, and these must also be displayed at the work site.

Failure to comply with the terms of the Special Work Permits, or provisions that provide for MWW Employee Safety shall be cause for revocation of such Permits, and the contractor may be forced to discontinue activities at the Site.

#### F. CONTRACTOR IDENTIFICATION AND DAILY REGISTRATION

Every day, all contractors shall be required to show a valid picture ID card, to sign-in at the start of work, and sign out at the end of work. A MWW employee or designated security representative shall be on site to ensure compliance. Any identification tags or lanyards issued by MWW are to be worn while on site and returned to site management upon completion of contracted work.

#### **G. CONTRACTOR GATE ACCESS & PARKING**

Contractors must comply with the terms of entry for the site and park only in the areas designated for parking by the MWW site representative.

**NOTE:** Parking privileges may be rescinded at any time as Site Operational Requirements dictate.

#### **PART 3 - CITY OF MILWAUKEE PERMITS**

The Contractor shall obtain the necessary permits for this Project.

#### **PART 4 - OCCUPANCY DURING CONSTRUCTION**

The Water Works facility shall be in continuous operation during this contract. Contractor and Sub-Contractors are to take any and all necessary precautions to insure there is no interference with daily operations or security. MWW personnel shall be continuously occupying the facility. All hours of contractor's operations shall be coordinated with the MWW site or engineering representative.

#### **PART 5 - ELECTRICAL POWER AND TELEPHONE SERVICE**

On-site electrical service is available for Contractor use during project duration. Contractor shall provide and maintain all necessary power cords, electrical lighting, heat, ventilation, and telephone service and shall make all necessary connections in accordance with OSHA regulations. Contractor shall provide and pay for his own wireless telephone service.

#### **PART 6 - WATER**

Water is available for the Contractor at the site and may be obtained from the fixture(s) so designated by MWW staff or Engineering Representative. Contractor and Sub-Contractors must provide their own hoses, back flow preventer, and any other connection appurtenances required for the contract.

#### **PART 7 - TOILET FACILITIES**

On-site toilet facilities are available for Contractor use during project duration. The specific location of these facilities will be transmitted to the Contractor at the pre-construction meeting. However, if project requirements render the use of on-site facilities impractical, then Contractor shall furnish portable facilities. If portable facilities are required, Contractor shall maintain these toilet facilities in a sanitary condition throughout the duration of the project and shall remove them from site at the end of the project. The placement and location of the temporary portable toilets shall be coordinated with the Facility Manager and Engineering Representative.

**PART 8 - DELIVERIES**

Contractor shall coordinate the delivery of all equipment, material, Dumpsters, portable toilets (and their maintenance) and other required items required for the contract work with the MWW staff. A minimum of 24 hours prior notice in advance of the desired delivery date shall be transmitted to the designated Water Engineering Representative. Contractor shall provide the following information in the notification:

A. Trucking/Delivery Company

B. Driver Name

C. Truck License Plate Number

The driver of the delivery vehicle is required to display picture identification as a pre-requisite for entry to the MWW facility for the delivery. Failure to comply with the above will result in denial of project site access, requiring the contractor to re-schedule delivery.

**END OF SECTION**