

SECTION 01001 - GENERAL REQUIREMENTS

1.1 DEFINITIONS

- A. Whenever used in these specifications the following terms have the meanings indicated which are applicable to both the singular and plural thereof:
1. Town - The Town of Westfield, represented by the Town Council.
 2. Westfield Public Works Department – An agency of the Town which manages public infrastructure within its jurisdiction. (WPWD)
 3. Developer - Person or firm having control of the development site, and management of the project.
 4. Contractor - The person, firm or corporation with whom the developer has entered into an agreement for construction of the project.
 5. Project - The total construction of which the work to be provided may be the whole or part.
 6. Work - The entire completed construction or the various separately identified parts thereof required to be furnished.

1.2 WORK TO BE PERFORMED

Work to be performed shall be in accordance with drawings and specifications approved by the Town.

1.3 SAFETY AND HEALTH REGULATIONS FOR CONSTRUCTION

The Contractor shall be solely responsible for all obligations prescribed as employer obligations under Chapter XVII of Title 29, Code of Federal Regulations, Part 1926, otherwise known as "Safety and Health Regulations for Construction." All contractors performing work within the Town's jurisdiction must meet with WPWD's Safety Coordinator as part of the required preconstruction conference prior to beginning work.

1.4 DISCOVERY OF HAZARDOUS MATERIAL

If, during the course of installing Town infrastructure, the existence of hazardous material, including asbestos containing material, is observed in the work area, the Contractor shall immediately notify the Developer in writing. The Contractor shall not perform any work pertinent to the hazardous material prior to receipt of

special instructions from the Town of Westfield. Asbestos containing material includes transite pipe.

1.5 EASEMENTS

- A. The Developer will obtain utility and/or drainage easements over and through certain private lands for construction. The width or limits of such easements will be defined by the Town, and all permanent and/or temporary easements shall be executed and conveyed to the Town before any construction can commence. If the methods of construction employed by the Contractor are such as to require the use of land beyond the limits obtained, he shall make his own agreements with the property owners affected for the use of such additional land.
- B. In all such utility and/or drainage easements, the Contractor shall be required to carefully remove the property owner's fences, or other obstacles to the construction procedure, and replace the same after the work is installed. The backfilling shall be to the grade of the existing ground level or to the grade as established by the property owner in the event the property owner permits the deposit of excess material upon such land.
- C. The cost of all such restoration of property shall be borne by the Contractor.

1.6 OPERATIONS WITHIN RIGHT-OF-WAY

In public thoroughfares, all operations of the Contractor, including those of temporary nature, must be confined within the applicable right-of-way limits after having obtained approval of the Town or other Local Governing Entity. If the methods of the construction employed by the Contractor are such as to require the use of land beyond the public thoroughfares, he shall make his own agreements with the property owners affected for the use of such additional.

1.7 PERMITS

- A. The Developer will obtain permits which relate to the completed facilities. Permits obtained by the Developer include permits from the following:
 - 1. Town of Westfield
 - 2. Department of Natural Resources
 - 3. U.S. Army Corps of Engineers
 - 4. Indiana Department of Fire Prevention & Building Safety
 - 5. Indiana Department of Transportation
 - 6. Railroads
 - 7. Hamilton County Surveyor's Office

8. Hamilton County Highway Department

- B. The Contractor shall obtain permits which relate to construction procedures.
1. All necessary permits or licenses required from the State, County, or Town or other Local Governing Entity in connection with construction procedures under or along existing highways shall be obtained by and at the expense of the Contractor. The construction shall be performed by the Contractor in full accordance with any and all requirements of the State Highway Commission, County Road Commission, WPWD, or other Local Governing Entity including those applying to barricades, watchmen, guarding, lighting, storage of supplies, equipment and excavated materials, method of backfilling, final grading, replacement of pavement or road surface, and all other conditions or requirements which may be stipulated by the State Highway Commission, County Road Commission, or WPWD, whether specifically shown on the drawings or mentioned in the specification.

1.8 MAINTAINING TRAFFIC

- A. Before closing any thoroughfare, the Contractor shall notify and, if necessary, obtain a permit or permits from the duly constituted public authority having jurisdiction, state, county, city/town. The contractor will be responsible for notifying the local school corporation, all public safety agencies and the Town. The Contractor shall provide the WPWD a detour route plan for review prior to the road closure.
- B. The Contractor shall notify the Town of his intention to close a particular street 72 hours in advance of the proposed closing. The Contractor shall place all proper detour signs and barricades prior to the actual street closing.
- C. During the construction, the Contractor shall be responsible for maintaining and protecting the pedestrian and vehicular traffic at all times on all streets involved and providing access to all residential and commercial establishments adjacent to the construction area. The Contractor shall furnish and maintain signage, barricades, flares, etc., in accordance with the latest version of the Indiana Manual on Uniform Traffic Control Devices. The signage, barricades, etc., must be in good condition.
- D. The Contractor shall conduct his work in such a manner as not to unduly or unnecessarily restrict or impede normal traffic through the streets of the community. Insofar as it is practicable, do not locate excavated material

and spoil banks in such manner as to obstruct traffic. Keep the traveled way of all street, roads, and alleys clear and unobstructed insofar as is possible. Do not use streets, roads, or alleys for the storage of construction materials, equipment supplies, or excavated earth, except when and where necessary. If required by duly constituted public authority, the Contractor shall, at his own expense, construct bridges or other temporary crossing structures over trenches so as not to unduly restrict traffic. Such structures shall be of adequate strength and proper construction and shall be maintained by the Contractor in such manner as not to constitute an undue traffic hazard. Private driveways shall not be closed, except when and where necessary, and then only upon due advance notice to the WPWD and Homeowner, and for the shortest practicable period of time, consistent with efficient and expeditious construction. The Contractor shall be liable for any damage to persons or property resulting from his work.

- E. Streets in which excavation has occurred shall be temporarily restored to receive traffic as soon as possible. Permission to close additional streets shall be denied if, in the opinion of the Town, the restoration on streets where excavation has occurred has not progressed satisfactorily.

1.9 WALKS AND PASSAGEWAYS

The Contractor, when required, shall make provisions at cross streets for the free passage of vehicles and foot passengers, either by bridging or otherwise. Do not obstruct the sidewalks, gutters, or streets, or prevent in any manner the flow of water in streets. Use all proper and necessary means to permit the free passage of surface water along the gutters. The Contractor shall immediately remove all matter, exercising such precaution as may be directed by the Town. All material excavated shall be so disposed of as to inconvenience the public and adjacent tenants as little as possible and to prevent injury to trees, sidewalks, fences, and adjacent property of all kinds. The Contractor may be required to erect suitable barriers to prevent such inconvenience or injury.

1.10 WARNING LIGHTS AND ARROW BOARDS

The Contractor shall place sufficient warning lights and arrow boards on or near the work and keep them illuminated during periods of construction and reduced visibility (from twilight in the evening until sunrise) and shall be held responsible for any damages that any party or the Developer may sustain in consequences of neglecting the necessary precaution in prosecuting this work.

1.11 UTILITIES

- A. Temporary Removal: All existing Town utility systems which conflict with the construction of the work herein which can be temporarily

removed and replaced shall be accomplished at the expense of the Developer with approval from the WPWD. Work shall be done by the WPWD unless the WPWD approves, in writing, that the work may be done by the Developer or Contractor.

- B. Permanent Relocation of Utilities: Water mains, storm sewer, gas lines, wire lines, service connections, water and gas meter boxes, water and gas valve boxes, light and traffic standards, cable ways, signals, and other utility appurtenances located in the public right-of-way which would permanently interfere with the proposed improvements will be moved by the utility involved and paid for by the Developer.

1.12 SUBMITTALS - CERTIFICATE OF COMPLIANCE

The Developer shall upon request of the Town Council or the WPWD, submit to the WPWD a Certificate of Compliance from the manufacturer and/or supplier of each and every specified material or manufactured equipment item. The Certificate shall state that the material or the item of equipment to be furnished has been manufactured with materials in accordance with the applicable sections of all required codes, specifications, and standards as required by the specifications.

1.13 MANUFACTURER'S SERVICE TIME

- A. When a lift station or other equipment is to be furnished by the Developer or Contractor and maintained in the future by the WPWD, service by the manufacturer is required to be furnished as part of the work and shall be at the Contractor's expense.
- B. The service provided shall be by a qualified representative to check the completed installation, place the equipment in operation, and instruct the Town's operators in the operation and maintenance procedures.
- C. The services shall further demonstrate to the Town's complete satisfaction that the equipment will satisfactorily perform the functions for which it has been installed.

1.14 DIGITAL AS-BUILTS/RECORD DRAWINGS

The Developer will be responsible for preparation and submittal of digital as-builts/record drawings as required by the requirements set forth in the Town's Digital As-built requirements. A copy of the most recent requirements are available on the Town's website at http://www.westfield.in.gov/egov/docs/1157135335_990447.pdf. Additional information can also be received from the WPWD GIS Division.

END OF SECTION 01001