DEFINITIONS – See “Glossary Terms for Construction Guidelines”

When it comes to those items considered temporary facilities and controls, it is important to specify who is responsible for their planning, design, implementation, removal and recycling and costs. Points to consider include the following:

- A comprehensive specification section 01 50 00 (01500) – Temporary Facilities in the Project Manual.
- Coordination of services, facilities and controls that will be provided by the Owner and those that will be the responsibility of the Contractor.
- A site plan that shows temporary staging areas, roads, utilities, barricades and similar temporary items. Notes on the site plan can also be used to point out items that are not included as part of the project in order to provide proper coordination and agreement between Contractor and Owner.
- Clear assignments that help avoid duplication or omissions in the Work.

The following items should be considered and resolved prior to executing a project agreement:

TEMPORARY UTILITIES

- General: Installation and removal of temporary facilities, and use charges are typically included in Contract Sum. Usage charges by the Owner’s construction forces, Architect, and project occupants are typically part of Contract Sum.
- Utility charges: Paid by Contractor or Owner depending on project conditions.
- Temporary electric power and light connection sources: May be by Owner in existing building projects or by Contractor for new, stand alone projects.
- Telephone/internet service: Telephone/internet, installation and use charges are typically part of Contract Sum.
- Storm and sanitary sewer: May be by Owner in existing building projects or by Contractor for new, stand alone projects.

TEMPORARY CONSTRUCTION AND SUPPORT FACILITIES

- Field offices and materials storage: By Contractor with Owner approval of extent and location.
- Temporary roads, paving, parking, fencing, etc.: By Contractor and documented on Drawings. Specifications and details should consider use of temporary paving for use as a permanent sub base material.
- Drinking water and sanitary facilities: By Contractor and located with Owner’s approval.
• Temporary project signs: Designed, detailed and located by Owner with coordination with Contractor to include Contractor information.
• Temporary computer and printer equipment: Included by Contractor in Contract Sum for project. However in some cases where equipment is on a lease basis, equipment may then be turned over to Owner at completion of project.
• Security guard and protection facilities: Contractor and Owner coordinate project services with Owner’s existing security resources. Could be an extension of existing security services.
• Moisture protection plan: Contractor includes plan to protect materials and construction from water damage and mold growth.
• Website information updates during construction: Contractor may maintain project website, work with third party website, document printing, or use Owner’s existing website.
• Contractor should review all interim life safety measures (ILSM) for temporary exits, fire rated partitions, hot work, noise control, dust control, air filters, and similar Owner and Code mandated provisions. Also Americans with Disabilities Act (ADA) requirements may apply during construction regarding public rights of way and temporary exits from existing buildings.
• Waste management plan: Contractor should coordinate with Owner for waste control measures, waste container placement, and recycling requirements.
• Additional temporary facilities typically by Contractor: Traffic controls and ongoing requirements for cleaning of existing pavement; Dewatering equipment needed to remove water from basements and excavations; Lifts, hoists and temporary stairs; Erosion and sedimentation control; Tree and plant protection; Pest control.
• Termination and removal of temporary facilities and controls including clean up can be a significant expense and scheduling item. Detailed requirements for the return of the site to acceptable condition should be included in the Contract Documents.

USE OF PERMANENT FACILITIES
• Use of permanent HVAC system during construction: If allowed by Owner, protection and cleaning requirements prior to turnover are by Contractor if so stipulated.
• Field offices and materials storage: May be provided by Owner approval of extent and location.
• Use of permanent roads, paving, parking, fencing, etc.: By Contractor and documented on Drawings. Specifications and details should consider use of temporary paving for use as a permanent sub base material.
• Use of elevator(s) during construction: if Owner permits use, define protection, warranty provisions, and parts replacement needed before turnover to Owner.
• Security guard and protection facilities: Contractor and Owner coordinate project services with Owner’s existing security resources. Could be an extension of existing security services.
• Website information updates during construction: Contractor may maintain project website, work with third party website, document printing, or use Owner’s existing website.
• Contractor should review all interim life safety measures (ILSM) for temporary exits, fire rated partitions, hot work, noise control, dust control, air filters, and similar Owner and Code mandated provisions. Also Americans with Disabilities Act (ADA) requirements may apply during construction regarding public rights of way and temporary exits from existing buildings.
• Waste management plan: Contractor should coordinate with Owner for waste control measures, waste container placement, and recycling requirements.
• General requirements for tests and inspections: Document in Division 01 of Project Manual and include specific tests in Divisions 02 – 49 of the Project Manual as part of each specification section.

REFERENCES:
ConsensusDOCS 200: Owner/Contractor Agrmt and General Conditions
AIA 201 - General Conditions, 2007 edition
ARCOM MasterSpec Section 015000, Nov 2007 edition

Issued: 2001
Revised: 2009, 2013