



STATE OF NEW YORK  
OFFICE OF GENERAL SERVICES  
DESIGN AND CONSTRUCTION GROUP  
THE GOVERNOR NELSON A. ROCKEFELLER  
EMPIRE STATE PLAZA  
ALBANY, NY 12242



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**ADDENDUM NO. 1 TO PROJECT NO. 45309**

**CONSTRUCTION WORK  
DEMOLISH VARIOUS BUILDINGS AND PROVIDE SITE IMPROVEMENTS  
NEW YORK STATE FAIRGROUNDS  
581 STATE FAIR BOULEVARD  
SYRACUSE, NY**

December 11, 2015

**NOTE:** This Addendum forms a part of the Contract Documents. Insert it in the Project Manual.  
Acknowledge receipt of this Addendum in the space provided on the Bid Form.

**BIDDING REQUIREMENTS**

1. **DOCUMENT 002222 SUPPLEMENTARY INSTRUCTIONS TO BIDDERS - CONDITIONS OF AWARD** – Delete 22. BID ITEM COST BREAKDOWN - A Detailed Estimate is not required for this Project. However, 23. PROJECT LABOR AGREEMENT remains in full force.

**SPECIFICATIONS**

2. DOCUMENT 011000 SUMMARY OF THE WORK: Discard the Section bound in the Project Manual and substitute the attached Section (pages 011000-1 through 011000-4).
3. DOCUMENT 013119 PROJECT MEETINGS: Discard the Section bound in the Project Manual and substitute the attached Section (pages 013119-1 and 013119-2).
4. DOCUMENT 013200 CONSTRUCTION PROGRESS DOCUMENTATION: Discard the Section bound in the Project Manual and substitute the attached Section (pages 013200-1 through 013200-10).

**APPENDIX**

5. ENVIRONMENTAL REQUIREMENTS FOR POTENTIAL IMPACTED SOILS & GROUNDWATER: Add the accompanying Document to the Appendix of the Project Manual.

**DRAWINGS**

6. Drawing No. C-110B through C-110E:
  - a. ADD the following note:

**REUSE OF MATERIAL NOTES:**

1. Existing asphalt pavement, concrete or subbase material removed as part of this project may be reused for general site fill if it meets the requirements of specification Section 310000.
2. Subbase material, if used as recycled material, must be free of native site soils containing clays, silts or organic materials.

b. ADD the following note

**UTILITY ABANDONMENT NOTE:**

1. The contractor shall include in their bid incidental cutting of the pipes that are identified for abandonment so to ensure the full length of the pipe to be abandoned is filled with flowable fill

7. Drawing No. C-130A through C-130D:

- a. DELETE Note 8 under Geotechnical Earthwork Notes and REPLACE with the following note:
  8. Pavement and subbase material removed under this contract may be stockpiled and utilized in areas of fill under future pavement or gravel noted for install under this project only if it meets the requirements of Specification Section 310000 and is deemed satisfactory to the Director's Representative. If the above material is determined unsuitable for use as fill in any form, it shall be stock piled on site and in the areas designated on the plans.
- b. DELETE Note 9 under Geotechnical Earthwork Notes and REPLACE with the following note:
  9. Pavement, subbase and subgrade material removed under this contract may be stock piled and utilized in areas of fill under future lawn areas only if it meets the requirements of Specification Section 310000 and is deemed satisfactory to the Director's Representative. If the above material is determined unsuitable for use as fill in any form, it shall be stock piled on site and in the areas designated on the plans.
- c. DELETE Note 10 under Geotechnical Earthwork Notes.
- d. The storm sewer system, including drainage structure location / inverts and length, size and slope of pipes has been updated. Drawings C-130A through C-130D have been updated with the revised storm sewer information and are included with this addendum.
- e. Specific areas within the project limits have been identified as having impacted soils or groundwater. Drawings C-130A and C-130B have been updated to identifying the areas of impacted soil and groundwater.

8. Revised Drawing:

- a. Drawing No. C-002, noted “ADDENDUM DRAWING 12/10/2015” accompanies this Addendum and supersedes the drawing bound in the Project Manual.

**END OF ADDENDUM**

Margaret F. Larkin  
Executive Director  
Design and Construction

## **SECTION 011000**

### **SUMMARY OF THE WORK**

#### **PART 1 GENERAL**

##### **1.01 WORK COVERED BY CONTRACT DOCUMENTS**

- A. The title and location of the Work is printed on the cover of this Project Manual.
- B. Type of Contract: Cost Plus Percentage Fee.

##### **1.02 SUBSTANTIAL AND PHYSICAL COMPLETION DATES**

- A. Substantially complete the Work shown on the Contract Drawings by March 9, 2016.
  - 1. The time allocated for the performance of work under this contract includes 10 days for notification of the Contractor of the Comptroller's approval of the Agreement.
  - 2. The approval of the Agreement by the Comptroller constitutes the filing of the Contract Documents as a public record and notice to the Contractor that a fully executed contract exists between the Contractor and the State.
- B. Physically complete the Work within 240 days after the established Substantial Completion date.

##### **1.03 CONTRACT AWARD SUBMITTALS**

- A. Submittal No. 1: Submit the CONTRACTOR'S LIST OF SUBCONTRACTORS-SUPPLIERS information required in SCHEDULES AND RECORDS Article in Specification Section 013000 not later than 5 days after approval of the Contract by the Comptroller.
- B. Submittal No. 2: Submit the Submittal Coordinator Qualifications not later than 5 days after Award. Include resume and references, and other certification, licenses, or other requested information.
- C. Submittal No.3: Submit Abatement Submittals per Specification Section 028213 no later than 5 calendar days after approval of the Contract by the Comptroller.

##### **1.04 RESTRICTED WORK PERIOD**

- A. Do not perform Work on the site between July 8, 2016 and July 19, 2016.
- B. Do not perform Work on the site between August 10, 2016 and September 5, 2016.

- C. The Work includes abatement of asbestos-containing materials. Do not perform other Work in the area of such activity during the abatement of asbestos-containing materials.
- D. Site Restoration: Do not sow grass seed during the following periods:
  - 1. On or after May 16<sup>th</sup>, and up to, but not including August 15<sup>th</sup>.
  - 2. On or after October 16<sup>th</sup>, and up to, but not including April 1<sup>st</sup>.
  - 3. Except as otherwise approved in writing by the Director.

#### **1.05 ITEMS NOT INCLUDED**

- A. The following items shown on the Drawings are not included in this Contract:
  - 1. Items indicated "NIC" (Not in Contract).
  - 2. Existing construction, except where such construction is to be removed, replaced, or altered.

#### **1.06 CONFINED SPACE**

- A. Comply with confined space and permit-required confined space as defined in Title 29, Part 1910, Section 146 of the Code of Federal Regulations (29CFR 1910.146).
- B. Comply with Safety Requirements for Confined Spaces (ANSI/ASSE Z117.1-2009).
- C. All spaces shall be treated as permit-required confined spaces until the Contractor and/or subcontractors are able to re-classify the space to a non-permit confined space as per 29CFR 1910.146 and ANSI/ASSE Z117.1-2009.
- D. Indicated confined spaces are not intended to limit or define Contractor's or subcontractors' regulatory compliance requirements. In addition to confined spaces indicated on the drawings, other confined spaces may be present or created by the work of this contract. Notify the Director's Representative, in writing, of confined spaces created or eliminated during execution of the Work.
- E. For the purpose of inspecting ongoing work, furnish at no additional cost to the State, personnel, as directed, to allow the Director's Representative to enter confined space and permit-required confined space in compliance with Title 29, Part 1910, Section 146 of the Code of Federal Regulations (29CFR 1910.146).

#### **1.07 OCCUPANCY**

- A. This is an occupied Facility. Buildings will be occupied and operational during execution of the Work. Ingress to and egress from the buildings shall be maintained at all times.

#### **1.08 CONTRACTOR USE OF PREMISES**

- A. Work hours shall be as established by the Facility authorities through the Director's Representative.

- B. Inform the Director's Representative of work area access requirements. The Director's Representative will coordinate and schedule the requirements with Facility staff to obtain and ensure timely availability of work areas.
- C. Check in with the Facility Representative, as directed, at the beginning of each work day. Furnish information regarding where employees will be working during the day.
- D. Comply with the Facility's Visitor Identification Policy. A copy of the current policy will be distributed at the initial job meeting.
- E. The following items are not allowed on the Site or on Facility premises.
  - 1. Firearms, ammunition, weapons, and dangerous instruments (other than tools required for the Work).
  - 2. Alcoholic beverages and persons under the influence of same.
  - 3. Illegal controlled substances and persons under the influence of same.
  - 4. Cameras (except with written permission from the Director's Representative).
- F. Comply with Facility policies relating to smoking at the Site.
- G. Store materials and perform the Work so that pedestrian and vehicular traffic is not obstructed.
- H. Do not diminish the level of life safety during performance of the Work.
- I. Utility Outages and Shutdowns: Do not interrupt utility services or branch services within the building except for the time required to make new connections. Arrange with the Director's Representative for the time and duration of interruptions of services. Provide temporary services required to maintain building services at all times other than during scheduled interruptions.
- J. Be responsible and accountable for employees, suppliers, subcontractors and their employees, with regard to their use of the premises. Direct them to comply with the Facility Regulations and with the security and traffic regulations.
- K. Furnish Facility authorities with a telephone number or method to contact the supervisor for the Work in case of an emergency after work hours, including weekends and holidays.
- L. Comply with applicable federal and State of New York Right-to-Know Law provisions. Provide Safety Data Sheets (SDS) documents for products that have SDS data prior to use on the project site.
  - 1. Upload and maintain electronic SDS documents on the Submittals Website (SDS tab).
  - 2. SDS tab is organized by prime contracts. To be readily identified, name products with SDS by specification section number and product name.
  - 3. Supply and maintain one hard copy of the appropriate SDS on the project site and one hard copy with the Facility's Right-to-Know Information Officer.

- M. Direct employees to be watchful for people in or near the work area where safety hazards may be present. Notify the Facility Safety/Security Department, if necessary, to remove them from the work area or Site.
- N. Report fire and other emergency situations to the Facility Safety/Security Department immediately.

**1.11 REFERENCE SPECIFICATIONS AND STANDARDS**

- A. Comply with the requirements of the various specifications and standards referred to in these Specifications, except where they conflict with the requirements of these Specifications. Such reference specifications and standards shall be the date of latest revision in effect at the time of receiving bids, unless the date is given.
- B. DOT Specifications: If the abbreviation DOT appears in these Specifications, it shall mean the most current edition of the New York State Department of Transportation, Office of Engineering specifications entitled "STANDARD SPECIFICATIONS - CONSTRUCTION AND MATERIALS", including all applicable Addenda in effect at the time of receipt of bids. The DOT specifications may be purchased from the Department of Transportation, Plan and Publication Sales, 50 Wolf Road, Albany, NY 12232, (518) 457-2124.

**1.12 LAYING OUT**

- A. Examine the Contract Documents thoroughly and promptly report any errors or discrepancies to the Director's Representative before commencing the Work.
- B. Lay out the Work in accordance with the Contract Documents.
  - 1. Layouts, which require the establishment of property lines or monuments, shall be performed by a Land Surveyor licensed by New York State.

**PART 2 PRODUCTS (Not Used)**

**PART 3 EXECUTION (Not Used)**

**END OF SECTION**

## **SECTION 013119**

### **PROJECT MEETINGS**

#### **PART 1 GENERAL**

##### **1.01 INITIAL JOB MEETING**

- A. The Director's Representative will notify all parties concerned of the time and place of the initial job meeting. The meeting will be conducted by the Director's Representative. The agenda will be based on the Format for Initial Job Meeting. All items on the format, as they apply, will be discussed.
  - 1. A copy of the Facility's current Visitor Identification Policy will be distributed.

##### **1.02 PROJECT SCHEDULE DEFINITION MEETING**

- A. The Project Schedule Definition Meeting will be held within five (5) calendar-days of Project award. The Director's Representative will notify all parties concerned of the time and place of the meeting. The meeting will be conducted by the Director's Representative for the purpose of providing information for the development of the Baseline Project Schedule, and the required reports and reporting formats to be submitted by the Schedule Preparer for the duration of the Project.
- B. The Schedule Preparer will develop the Baseline Project Schedule according the requirements in Section 013200 and based on the discussions and mutual agreements reached at the Project Schedule Definition meeting.
  - 1. A weekly Project Schedule meeting will be held to update the Project Schedule. A qualified Contractor's Representative for each Contractor will be required to attend and provide updated information as outlined in Section 013200.

##### **1.03 WEEKLY JOB MEETINGS**

- A. Unless otherwise directed, job meetings will be held weekly at a time and place agreed upon by the Director's Representative, the Contractor, and the Facility Representative. Other interested parties may attend when needed, e.g., subcontractors and representatives from suppliers, public utilities, and local government. The meetings will be conducted by the Director's Representative for the following purposes:
  - 1. Review job progress, quality of Work, and approval and delivery of materials.
  - 2. Identify and resolve problems which impede planned progress.
  - 3. Coordinate the efforts of all concerned so that the project progresses on schedule to on time completion.
  - 4. Maintain sound working relationships between the Contractors and the Director's Representative, and a mutual understanding of the project requirements.

5. Maintain sound working procedures.

#### **1.05 PRE-INSTALLATION MEETINGS**

- A. Pre-installation meetings will be held to review the specifications, Project Schedule, drawings and approved submittals in preparation for start of a particular activity.
- B. The meetings shall be attended by the Director's Representative, a Design Representative and the Contractor's Representative including installer and representatives of manufacturers & fabricators involved in or affected by the installation and its coordination with other materials/trades.
- C. The Director's Representative shall schedule the meetings prior to the start of the work. The goal of these meetings is to ensure the quality of construction and to maintain the schedule.

#### **1.06 ATTENDANCE**

- A. A Contractor's Representative shall be required to attend all meetings scheduled by the Director's Representative.
- B. The Contractor's Representative shall be a competent supervisor familiar with the work and have authority to act for the Contractor.
- C. If the Contractor's Representative fails to attend one (1) scheduled meetings without prior approval, the contractor will be directed to replace the current Contractor Representative. Further incidents of non-attendance by the Contractor's Representative, will form the basis for review of the Contractor's responsible bidder status.

#### **PART 2 PRODUCTS (Not Used)**

#### **PART 3 EXECUTION (Not Used)**

**END OF SECTION**

## SECTION 013200

### CONSTRUCTION PROGRESS DOCUMENTATION

#### PART 1 GENERAL

##### 1.01 RELATED REQUIREMENTS AND INFORMATION SPECIFIED ELSEWHERE

- A. Summary of Work: Section 011000.
- B. Administrative Requirements: Section 013000.
- C. Project Meetings: Section 013119.

##### 1.02 SUMMARY

- A. Section includes administrative and procedural requirements to plan, schedule, and document the progress of the Project; realize boundaries and expectations for schedule development and management; and predict and prevent delays to established sequences and milestones during performance of the Work including the following:
  - 1. Critical Path Method schedule and reports.
  - 2. Material procurement and deliveries.
  - 3. Schedule Basis documentation and the Narrative Statement.
  - 4. Risk management and risk analysis.
  - 5. Change management.
  - 6. Time Impact Recognition and Time Impact Analysis.
  - 7. As-Planned vs. As-Updated

##### 1.03 SUBMITTALS

- A. Waiver of Submittals: The “Waiver of Certain Submittal Requirements” in Section 013300 does not apply to this Section.
- B. Submittals Package: Submit required reporting, Scheduling Software files, and quality control submittals as indicated within this or related sections.
- C. Schedule Submittals:
  - 1. CMU-01 Agreement Form

##### 1.04 DEFINITIONS

- A. Activity: An intricate part of the Work, consuming time and resources, that can be identified and measured for planning, coordinating, monitoring, and controlling the project.
- B. Baseline Project Schedule (BPS): The as-planned CPM schedule for execution of the Work of the Project in accordance with the Contract Documents and approved by the Project Team.

1. Following the initial update to the Baseline Project Schedule, including but not limited to starts, finishes, activity percent complete, logic adjustments, or duration amendments, as agreed upon at the Project Schedule meeting by the Project team, the current updated schedule rendering will be defined as the approved Project Schedule.
  2. The Baseline Project Schedule will remain unaltered as a tool to measure progress outlined and anticipated during the Project Schedule Definition Meeting (PSDM) and documented by the Schedule Basis document.
- C. BDC 43 Project Schedule Analysis: The State's standard form for evaluating and analyzing the Project Schedule at each update to provide narrative commentary on revisions, upcoming activities, criticality, schedule health, and risk.
- D. Bid Milestones: Milestones or phases identified and included in the Contract Documents to be utilized by the Project Team in developing the Baseline Project Schedule.
- E. Critical Path: A progressing sequence of interdependent activities logically connected within the schedule network containing zero (0d) total float and establishing the minimum Project Substantial and Physical Completion duration.
1. The use of approved or unapproved manual constraints to generate positive or negative float paths leading towards a contractual or intermediate milestone or target activity does not equate with, or comprehend, criticality or delay.
- F. Critical Path Method (CPM): A scheduling process arranging activities or events based on logical relationships in order to create a network diagram of interconnected procedures and recognizing criticality and float within the Work.
- G. Float: The measure of latitude in starting and/or completing an activity without impeding on the successful realization of Project milestones.
1. Float time is not for the exclusive use or benefit of either the State or the Contractors, but is a jointly owned expiring Project resource; float is available as needed to meet planned and scheduled milestones and Project completion.
  2. Recognizing float within an activity, or chain of activities, does not permit the Contractors to disrupt progress or delay completion of an activity.
- I. Milestone: A significant start or finish to Work on the Project defined by the Contract Documents and the Project Team.
- J. Scheduler: A scheduling engineer identified by the Director's Representative as responsible for facilitating schedule related meetings, developing Project Schedule iterations, and analyzing, reviewing, and interpreting schedule related information for the benefit of the Project Team.
1. The Director's Representative will be responsible for providing direction when there is an apparent conflict or indecision, pertaining to this or related sections, between the Contractor and the State, including but not limited to, time impact recognition and analysis, requests for time

extension, phasing and sequencing, coding, durations, identification, relationships, constraints, structural breakdown, reporting submissions, qualifications, and schedule progress.

- i. The Director's Representative has the responsibility and authority to amend a Project Schedule submission which is deemed by the Director's Representative to be incomplete or inaccurate.
- K. Precedence Diagramming Method (PDM): A combination of activity and event nodes integrated by logical relationships or preferential sequencing consideration, creating a graphical network and providing the medium for facilitating the calculation of a dependent critical path from Project Award through Substantial and Physical Completion.
- L. Preliminary Project Schedule (PPS): The initial CPM schedule submission provided upon award by the State Comptroller capturing critical milestones, summary level work, and detailed scope identified by the Contract Documents.
- M. Project: Work to be performed as part of one or more Contracts.
- N. Project Schedule Update: A contemporary view of the Project Schedule, as understood by the Project team at the time of the schedule status which comprehends the accurate reflection of Work started, progressed, and completed on the Project and the intended path of progress for Work going forward.
- O. Project Team: Persons acting on behalf of the State or Contractors in an effort to successfully plan, schedule, and coordinate the Work of the Project.
- P. Public Website: The Office of General Services web page utilized for providing updated information to the contracting community regarding bids, award, specifications, downloadable content, etc.
  1. Web address is [www.ogs.ny.gov](http://www.ogs.ny.gov).
- Q. Resource: Any labor, material, or equipment, shared or exclusive, required for the completion of an activity or the Work, which recognizes an associated cost.
- R. Risk Analysis/Management: The process of identifying, evaluating, categorizing, and controlling known, potential, and uncertain impacts upon Project Milestones; the application of a risk measuring software, risk registers, or manual statistical calculations; and/or the attempt to comprehend the probability of loss associated with pre-construction activities and physical performance of the Contract.
- S. Schedule Basis: A narrative rendering of the Project Team's involvement in the development of the as-planned Baseline Project Schedule, documenting key understandings of the Project's scope, risks and threats to the Substantial Completion.
- T. Schedule Health Check: The process of evaluating the quality of the Project Schedule by employing industry standard diagnostic and comprehensive checks.

- U. Scheduling: A comprehensive development of necessary procedural tasks, the logical sequencing of those tasks, and the resource allocation required to realize successful completion of those tasks.

#### **1.05 SCHEDULE PREPARER**

- A. The Director's Representative will provide a Schedule Preparer for the preparation and coordination of schedule related information for the Preliminary Project Schedule, the Baseline Project Schedule, and all required updates and reporting for the Project Schedule. The Schedule Preparer shall possess a minimum of five (5) years of construction related scheduling experience, shall have developed and maintained at least two (2) schedules for projects of similar size and scope utilizing the State's specified Scheduling Software.
- B. The Schedule Preparer is a Project resource responsible for the timely development and submission of all specified schedule iterations, statements, and reports; responsibilities include at a minimum the following:
  - 1. Preliminary Project Schedule.
  - 2. Development of a Schedule Information Management Strategy (SIMS).
  - 3. Baseline Project Schedule.
  - 4. The Schedule Basis.
  - 5. Project Schedule updating and reporting.
  - 6. Submission of the As-Built final Project Schedule.

#### **1.06 DEVELOPMENT OF THE PROJECT SCHEDULE**

- A. The Director's Representative will schedule the Project Schedule Definition Meeting as outlined in Section 013119. The meeting will include members of the Project team and will be conducted by OGS Scheduling for the purpose of reviewing the Schedule Preparer's Preliminary Project Schedule, defining the intent of the specification, and realizing applicable portions of the Schedule Basis. The discussions and mutual agreements reached at this and subsequent meetings by the Project team will form the basis for the development of the as-planned Project Schedule, defined as the Baseline Project Schedule, and will be used for coordinating, scheduling, and monitoring the Work of all related contracts. Participation will required for this meeting by the below Project Team members from the Contractor:
  - 1. The Contractor's Project Executive
  - 2. The Contractor's Project Manager
  - 3. The Contractor's Schedule Preparer
  - 4. The Contractor's General Superintendent
  - 5. Decision-Making Representatives from the Contractor's Major Subcontractors, including:
    - i. Hazard Material Abatement
    - ii. Electrical
    - iii. Demolition
    - iv. Earthwork
  - 6. Available by phone or web-meeting shall be the Contractor's major vendors, including:
    - i. Precast Concrete Structure supplier.

- B. The Project Team will complete the Baseline Project Schedule during the Project Schedule Definition Meeting (PSDM).
- C. The Contractors will sign the CMU-01 Agreement form (blank included at end of this Section) within two (2) calendar-days of final Baseline Project Schedule review and approval by the Project Team. Failure to develop and submit the Baseline Project Schedule and sign the CMU-01 Agreement form will not absolve the Contractors of the scheduling requirements. The Contractors will be required to provide the necessary resources, at no additional charge to the State, to complete the Project in the manner defined by a Schedule Preparer acting as a representative of the Project.
  - 1. The CMU-01 Agreement form is to be signed within 14 calendar-days of the award of the project.
- D. A Baseline Project Schedule recognizing early completion will be reviewed by members of the Project team prior to acceptance of the Preliminary or Baseline Project Schedule.
  - 1. The State may request additional information including, but not limited to, intended labor usage and productivity statements, confirmation of deliverables and time frames from subs or suppliers, a written statement outlining what is required of the State to allow for successful early completion, or anticipated costs for activities.
- E. Bid Milestones included in the Contract Documents are to be incorporated into the project schedule.
- F. During the period between Project Award and the execution of the CMU-01 Agreement by the Contractors and the Director's Representative, the Contractors will comply with the Preliminary Project Schedule and will be responsible for providing the necessary resources to complete the Work as defined by the Schedule Preparer.

#### **1.07 UPDATING THE PROJECT SCHEDULE**

- A. Weekly Project Schedule meetings will be held to review updates to the actual starts, actual finishes, remaining duration, and the percent complete of in-progress activities, and consider logic changes, sequencing alterations, duration amendments, time impact events, and scope changes, for the purpose of determining the status of construction progress on the updated Project Schedule.
  - 1. During the progress of Work on the Project, the Contractors are required to document actual start, actual finish, and activity percent complete on a daily basis, and provide the information to the Schedule Preparer no later than 24 hours prior to the required weekly update, and in the manner defined by the Schedule Information Management Strategy (SIMS) section of the Schedule Basis.
  - 2. The Project Team will review the updated progress at the Project Schedule meeting prior to acceptance of progress information and anticipated activities as the Project Schedule update.

- i. Revisions and comments are to be incorporated during the Project Schedule meeting.
  3. Contractors failing to progress their Work as outlined in the updated Project Schedule will be informed of their deficiencies and, if required, be requested to provide a recovery option.
    - i. The Schedule Preparer is responsible for incorporating any recovery options as needed by the Contractors for the duration of the Project.
- B. The Contractors will furnish all schedule information requested by the Project Team and the Schedule Preparer, and as defined in the Schedule Information Management Strategy section in the Schedule Basis. Any Contractor who fails to furnish accurate information prior to Project Schedule meeting will be required to provide all resources necessary to execute the updated Project Schedule based on progress information documented and recorded by the Director's Representative and submitted to the Schedule Preparer.
- C. During the period between scheduled updates, any time impact event due to, but not limited to, a field condition or scope change, is to be noted by the Contractors; the impact is to be immediately highlighted to the Director's Representative. Further, within 24 hours, the Contractor shall identify the time for resolution, and the impact to work.
  1. The Contractors' failure to provide the updated information for the Project Schedule will result in non-payment for Work progressed since the previously approved update.
- D. Project Schedule updates recognizing early completion will be reviewed by members of the Project team prior to acceptance of the Project Schedule update.

#### **1.08 MAINTAINING SCHEDULE**

- A. Perform the Work in accordance with the Project Schedule and provide resources necessary to maintain the progress of activities as scheduled so that no delays are caused to other Contractors engaged in the Work.
  1. Should any Contractor fail to maintain progress according to the Project Schedule, or cause delay to another Contractor, that Contractor shall provide such additional manpower, equipment, additional shifts, or other measures, at their own cost, to bring their operations back on schedule.
  2. Performing activities as part of the Work out of sequence with the Project Schedule is not permitted unless written approval is obtained prior to commencement.

#### **1.09 RECOVERY SCHEDULE**

- A. Recovery Schedule: When periodic updates indicate the Work is six (6) or more calendar-days behind the approved Baseline Project Schedule's Substantial or Physical Completion dates, the Schedule Preparer, on behalf of the Contractor, will present recovery options to the Director's Representative to be incorporated into an updated Project Schedule; these include, but are not limited to, allocating

additional resources for activity duration reduction, modifying network logic, or revising activity sequences.

- B. A Contractor failing to furnish information to assist in developing recovery options to the Director's Representative and Schedule Preparer, for a Recovery Schedule, within 24 hours subsequent to the weekly Project Schedule update, will be required to provide all resources necessary to execute an updated Project Schedule defined by the Director's Representative and updated by the Schedule Preparer.
- C. Alterations to the Project Schedule by a Recovery Schedule will require approval.
- D. Approved alterations to the Project Schedule by a Recovery Schedule, will constitute the updated Project Schedule.
  - 1. The updated Project Schedule following the implemented Recovery Schedule will be recognized as the primary baseline schedule for reporting. The Baseline Project Schedule will be retained as a secondary baseline schedule and will be utilized to measure progress against the alterations.
- E. A Recovery Schedule recognizing early completion will be reviewed prior to acceptance of the Project Schedule update.

## **PART 2 PRODUCTS**

### **2.01 SCHEDULING SOFTWARE**

- A. Scheduling Software: Schedule is to be prepared and managed utilizing Oracle Primavera P6® PPM or EPPM operating system.

### **2.02 PRELIMINARY AND BASELINE PROJECT SCHEDULE**

- A. The Schedule Preparer will submit the Preliminary Project Schedule, utilizing the Scheduling Software, in a format recognizing a comprehensive flow of Work on the Project upon notice of Award by the State Comptroller.
- B. The Schedule Preparer will submit the Baseline Project Schedule in the format discussed at PSDM, and in conjunction with the requirements of this and related sections.

### **2.03 SCHEDULE UPDATE REPORTS**

- A. On a Bi-Weekly basis, the Schedule Preparer, in conjunction with the Director's Representative, will provide update reports in the format defined during the Project Schedule Definition Meeting. These reports include but are not limited to, the Schedule Basis, the updated P6® file, activity network, Gantt charts, logic reports, look-aheads, change management reports, responsibility reports, and the Narrative Statement.

1. A suite containing approximately seven (10) reports will be anticipated with the Baseline Project Schedule and Project Schedule update submission, and will be inclusive of either the Schedule Basis or Narrative Statement.

#### **2.04 DEFINING THE SCHEDULE BASIS**

- A. The Schedule Preparer will submit Schedule Basis documentation in conjunction with the Baseline Project Schedule submission recognizing the following:
  1. Project title and Contract number of all Contract packages.
  2. Scope of Work.
  3. Key personnel from the Project team involved in planning.
  4. Planning basis and strategy for executing the Work of all Contracts including labor and equipment needs or restrictions, contractual constraints, and restricted work periods.
  5. Critical path.
  6. Issues and concerns.
  7. Risks or threats to on-time completion.
  8. Exceptions or exclusions.
  9. Scheduling requirement deviations (ie. activity duration, calendar).
  10. The Schedule Information Management Strategy (SIMS) including the distribution and acquisition of information for development and updating the Project Schedule, the reporting requirements, and the publication of schedule information.
  11. Time Impact Recognition strategy.

#### **2.05 NARRATIVE STATEMENT**

- A. The Schedule Preparer is to provide the Narrative Statement with the specified Schedule Update Reports and prior to each Project Schedule meeting.
- B. The Narrative Statement shall include the following:
  1. An Introduction including the State's Project ID#, Project location, the Contractors names, name of the Schedule Preparer, and a brief overview of the Work of the Project.
  2. An Executive Summary highlighting progress or significant changes.
  3. A Milestone Chart and Analysis recognizing any change in the Project, Intermediate, or Bid Milestones as defined by the Director's Representative and the Contractors in the Baseline or updated Project Schedule.
  4. An Analysis of Critical Path activities.
  5. An Analysis of Time Lost or Gained on the schedule regarding Project or Intermediate Milestones.
  6. A Material Delivery summary identifying the onsite storage locations of material delivered for Work being performed or Work on the critical path, and the anticipated arrival dates of material required for future critical path Work.
  7. A Field Condition and Program Change summary noting any discoveries or contract alterations resulting in approved Field Orders or Change Orders.

8. A Special Condition summary noting any events beyond the control of the Contractors requiring Field Orders or Change Orders.
9. Any necessary Recovery Options.

## **2.06 AS-BUILT PROJECT SCHEDULE**

- A. The Schedule Preparer will submit an As-Built Project Schedule recognizing the actualized progression of Work on the Project vs. the intended as-planned Baseline Project Schedule within five (5) days prior to Physical Completion.

## **PART 3 EXECUTION (Not Used)**

**END OF SECTION**

PROJECT NO. \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_

REPORT DATE: \_\_\_\_\_

REPORT NAME(S): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

It is agreed that the Baseline Project Schedule defined by the above listed computer reports has been reviewed and is accepted for use in coordinating, scheduling, and monitoring the work of all related contracts.

FOR CONSTRUCTION WORK CONTRACTOR: \_\_\_\_\_ DATE: \_\_\_\_\_

FOR DIRECTOR'S REPRESENTATIVE: \_\_\_\_\_ DATE: \_\_\_\_\_

# ENVIRONMENTAL REQUIREMENTS FOR POTENTIALLY IMPACTED SOILS & GROUNDWATER WITHIN THE MIDWAY AND RV PARK AREAS

## PART 1 - GENERAL

### 1.01 RELATED DOCUMENTS

- A. Contract Specification(s) & Drawings
- B. Site-Specific Health and Safety Plan (HASP)

### 1.02 SCOPE

This document has been prepared to provide requirements for managing soil and groundwater and worker health and safety for areas of environmental concern within the Midway and RV Park project sites. A limited subsurface environmental investigation was completed for portions of the project site to assess whether impacts to soil and groundwater exist. A subsequent subsurface investigation to determine the degree and extent of subsurface impacts has not been completed. Based on the limited initial subsurface investigation, there are impacts to soil and groundwater in portions of the project area. The analytical data collected from the initial subsurface investigation indicates that while impacts to the soil and groundwater are present, concentrations are below hazardous waste levels. However, since limited subsurface environmental investigations have been completed to date, the Occupational Health and Safety Administration (OSHA) 29 CFR 1910.120 standards will apply to those areas that have reported impacts. The analytical results of the limited subsurface environmental investigation indicate that the Constituents of Concern (COCs) include arsenic, mercury, lead, chromium 4,4'-dichlorodiphenyldichloroethylene (DDE) and dieldrin in the soil and groundwater throughout portions of the project site. Concentration ranges of the COCs in soil and groundwater were as follows:

Constituent	Soil Concentration Ranges (mg/kg) ppm	Groundwater Concentration Ranges (ug/L) ppb
Arsenic	BDL to 20.9	BDL
Chromium	BDL to 151.0	BDL to 460
Lead	BDL to 361	BDL to 1200
Mercury	BDL to 0.22	BDL to 4.4
4,4'-DDE	BDL to 0.0051	N/A
Dieldrin	BDL to 0.180	N/A

### 1.03 PRE-PROJECT STARTUP/PLANNING AHEAD

Using the results of the limited subsurface environmental investigation, the Contractor shall coordinate with the Director's Representative to identify environmental areas of concern (AOCs) prior to construction. The Contractor shall comply with OSHA 1910.120 regulations when working within AOCs at the Midway and RV Park project areas. As such, Contractor employees working within those areas that have the potential to come into contact with soil and/or groundwater shall have the required training and certifications as stipulated in OSHA 1910.120. The Contractor shall prepare a site-specific Health and Safety Plan (HASP) in accordance with OSHA 1910.120 requirements for activities

being conducted when in contact with soils and groundwater within these areas. Training certificates and the HASP shall be submitted to the Director's Representative by the Contractor prior to initiating work within the AOCs.

## **PART 2 - EXECUTION**

### **A. Managing Soils in AOCs**

#### **1. Personal Protective Equipment**

The Contractor shall be aware of the potential of contamination in the work area and shall ensure that employees utilize personnel protective equipment (PPE) to prevent exposure risks to workers while working within the AOCs. A modified level "D" PPE is required including dedicated disposable gloves and boot covers (nitrile or equivalent material).

#### **2. Dust Control**

In the areas that contain the COCs, particles, or dried residue may be contacted by workers, leading either to dermal exposure or transfer to personnel. Settled dusts containing COCs may be disturbed and re-suspended, resulting in inhalation exposure.

Where the potential exists for contaminants to become airborne, the contractor shall be required to use effective PPE for workers and dust control measures in these areas. The Contractor shall be required, in these instances, to monitor dust levels to ensure worker health and safety.

#### **3. Soil Management**

When working within the AOCs, the Contractor shall take care to only excavate the minimum volume of soil necessary to complete the task at hand. Excavated soils shall be stockpiled on a polyethylene sheet and covered with polyethylene and sandbags at the end of each day or if inclement weather is expected. The Contractor shall be responsible for ensuring that the excavated soil does not cross contaminate clean material and that stormwater does not come into contact with the impacted soil.

The stockpile may be surrounded by fencing if the Director's Representative determines that additional security measures are necessary.

#### **4. Site Work Zones**

To reduce the accidental spread of hazardous substances by workers from the impacted area to the clean area, zones should be delineated on the site by the Contractor where different types of operations will occur, and the flow of personnel among the zones should be controlled. The establishment of work zones will help ensure that: personnel are properly protected against the hazards present where they are working, work

activities and contamination are confined to the appropriate areas, and personnel can be located and evacuated in an emergency.

The work area should be divided into as many different zones as needed to meet operational and safety objectives. For illustration, the three frequently used zones are:

- Exclusion Zone, the impacted area.
- Contamination Reduction Zone (CRZ), the area where decontamination takes place.
- Support Zone, the uncontaminated area where workers should not be exposed to hazardous conditions.

Delineation of these three zones should be based on sampling and monitoring results. Zones shall also be identified based on field conditions during construction by identifying potential routes and amount of contaminant dispersion in the event of a release. Movement of personnel and equipment among these zones should be minimized and restricted to specific Access Control Points to prevent cross-contamination from impacted areas to clean areas.

A schematic representation of the layout of work zones shall be provided by the Contractor prior to commencing work.

5. Stockpile & Sampling of Soils to be Re-used on site.

Soil shall be stockpiled in 500 cubic yard increments. The Contractor shall have an environmental professional collect two (2) composite soil samples per 500 cubic yard pile. The soil samples shall be relinquished to a New York State Department of Health (NYSDOH) Environmental Laboratory Approval Program (ELAP) certified contract laboratory for analysis of total metals and pesticides. Once the analytical results have been received and reviewed by the Director's Representative, the analytical results will be compared to the New York State Department of Environmental Conservation (NYSDEC) guidelines for on-site soil reuse. If the soil cannot be re-used on the project site, the Contractor shall coordinate the disposal of such soils with a permitted disposal facility in accordance with all local state and federal regulations.

6. Equipment Decontamination

Equipment that comes into contact with soil within the AOCs shall be decontaminated prior to leaving the AOC. The Contractor shall decontaminate all equipment used for or incidental to the work prior to removing the equipment from the project site and/or prior to changing from contacting impacted materials to contacting non-impacted materials.

- A. The equipment decontamination procedure shall, at a minimum, include the following:

1. Remove remaining soil / sediment from equipment surfaces using shovels, brooms, and other hand tools as necessary.
2. Wash equipment surfaces using pressure washers and related supplies (e.g., equipment for scrubbing, plastic sheeting), where appropriate, to remove any additional sediment that may remain.
3. The Contractor shall propose the location(s) for conducting equipment decontamination for approval by the Director's Representative. The equipment decontamination location(s) shall be established to adequately decontaminate the necessary equipment in a timely manner and adequately collect and contain any decontamination fluids generated.
4. Equipment such as tools and excavator buckets shall also be decontaminated.
5. The Contractor shall submit a Decontamination Status Report to the Director's Representative upon request status of equipment that will be used for continued operation.
6. The Contractor shall submit an Equipment Decontamination Documentation Report to the Director's Representative to certify that decontamination has been completed on all equipment before it is demobilized.

B. Managing Groundwater in AOCs

1. Personal Protective Equipment

The Contractor shall be aware of the potential of contamination in the work area and shall ensure that employees utilize personnel protective equipment (PPE) to prevent exposure risks to workers while working within the AOCs. A modified level "D" PPE is required including dedicated disposable gloves and boot covers (nitrile or equivalent material).

2. Water Management

Dewatering activities within the AOCs shall be pumped to a fractionalization tank for characterization and disposal. The water within the fractionalization tank shall be sampled and relinquished to a New York State Department of Health (NYSDOH) Environmental Laboratory Approval Program (ELAP) certified contract laboratory for analysis in accordance with disposal facility requirements. The Contractor shall

properly dispose of all dewatering waste in accordance with all local, state and federal regulations.

3. Equipment Decontamination

Decontamination procedures for equipment encountering groundwater within the AOCs shall conform to the procedures listed above.

Identification of methods to track and report the decontamination status of all equipment.

A. The equipment decontamination procedure shall, at a minimum, include the following:

1. Remove remaining soil / sediment from equipment surfaces using shovels, brooms, and other hand tools as necessary.
2. Wash equipment surfaces using pressure washers and related supplies (e.g., equipment for scrubbing, plastic sheeting), where appropriate, to remove any additional sediment that may remain.
3. The Contractor shall propose the location(s) for conducting equipment decontamination for approval by the Director's Representative. The equipment decontamination location(s) shall be established to adequately decontaminate the necessary equipment in a timely manner and adequately collect and contain any decontamination fluids generated.
4. The Contractor shall submit a Decontamination Status Report to the Director's Representative upon request status of equipment that will be used for continued operation.
5. The Contractor shall submit an Equipment Decontamination Documentation Report to the Director's Representative to certify that decontamination has been completed on all equipment before it is demobilized from the site.

C. Site conditions During Construction:

If changing site conditions are discovered by the contractor, the contractor shall be required to coordinate with the Director's Representative to modify this guidance document and the project requirements that are stated within this document.

**END OF SECTION**

**GENERAL NOTES**

1. PARKING FOR THE CONTRACTOR WILL BE PROVIDED WITHIN THE DESIGNED CONTRACTOR STAGING, STORAGE AND LAYDOWN AREAS ONLY.
2. ACCESS TO THE PROJECT SITE SHALL BE THROUGH GATE 12, LOCATED ALONG BRIDGE STREET ONLY. AT THE END OF EACH WORK DAY, THE CONTRACTOR SHALL LOCK THE EXISTING GATE.
3. THE DESIGNATED CONTRACTOR LAYDOWN AREAS, IF UTILIZED SHALL BE DELINEATED AND SECURED UTILIZING TEMPORARY CONSTRUCTION FENCE. THE LAYDOWN AREA NEAR CHEVY COURT SHALL UTILIZE FENCE WITH PEDESTALS AND THE LAYDOWN AREA NEAR THE TRACK SHALL BE 4' HIGH ORANGE CONSTRUCTION FENCE.
4. ROUTES OF TRAVEL THROUGH THE FAIRGROUNDS SHALL BE ALONG THOSE IDENTIFIED ON THIS PLAN OR OTHERWISE AGREED TO BY THE DIRECTOR'S REPRESENTATIVE.
5. ENTRY TO THE INTERNAL AREA OF THE TRACK IS IDENTIFIED ON THIS PLAN. THE CONTRACTOR MAY CHOOSE TO COMPLETE EARLY REMOVALS OF THE PERIMETER TRACK WALL AND ANCILLARY COMPONENTS AND ESTABLISH AN ALTERNATE ENTRY POINT. THE CONTRACTOR SHALL REVIEW WITH AND OBTAIN APPROVAL FROM THE DIRECTOR'S REPRESENTATIVE OF THE PROPOSED LOCATION OF ANY TEMPORARY ACCESS TO THE TRACK.

**COORDINATION WITH OTHER CONSTRUCTION ACTIVITIES**

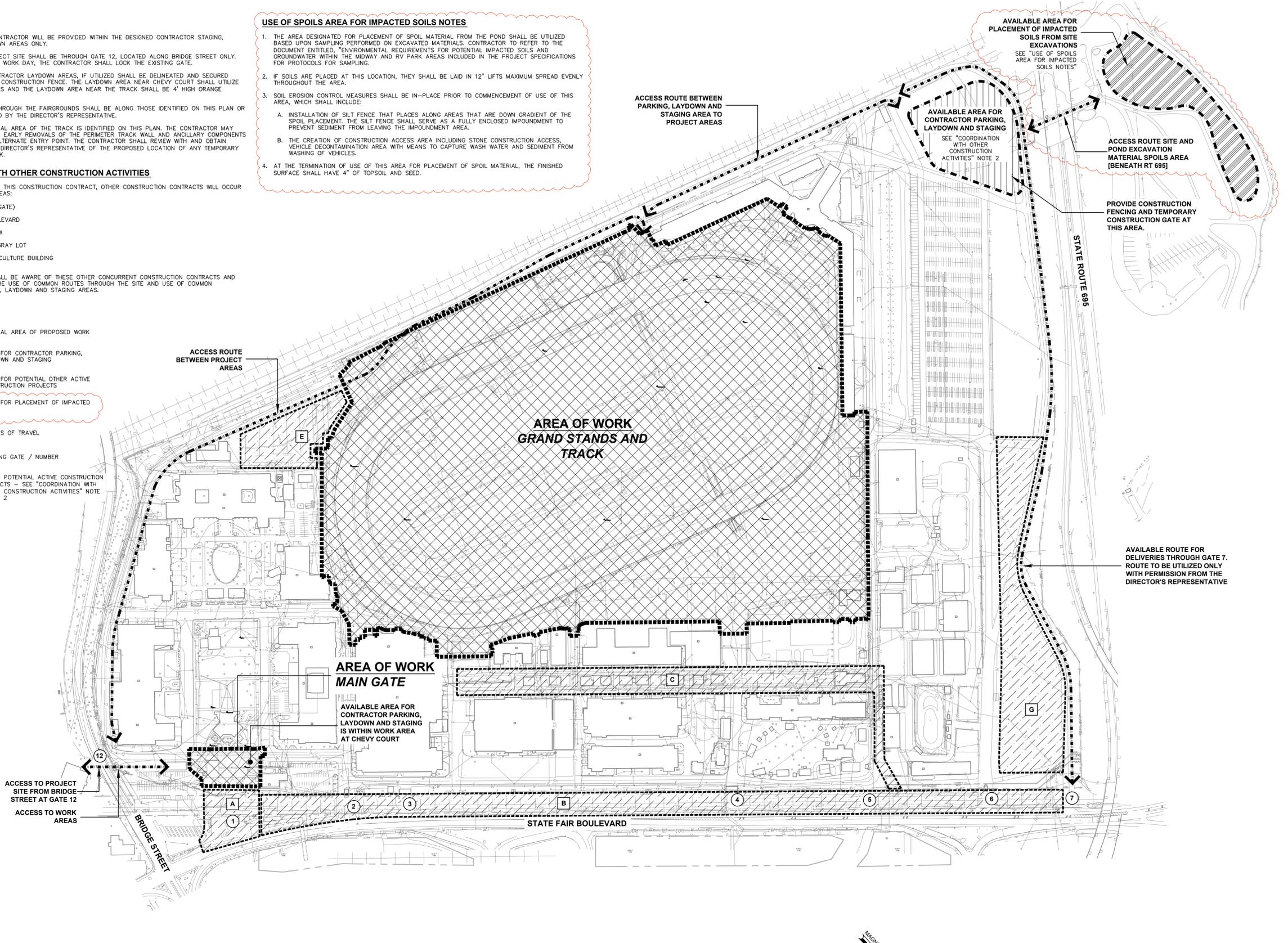
1. OVER THE COURSE OF THIS CONSTRUCTION CONTRACT, OTHER CONSTRUCTION CONTRACTS WILL OCCUR IN THE FOLLOWING AREAS:
  - A. GATE 1 (FRONT GATE)
  - B. STATE FAIR BOULEVARD
  - C. RESTAURANT ROW
  - D. NORTH END OF GRAY LOT
  - E. SOUTH OF HORTICULTURE BUILDING
2. THE CONTRACTOR SHALL BE AWARE OF THESE OTHER CONCURRENT CONSTRUCTION CONTRACTS AND SHALL COORDINATE THE USE OF COMMON ROUTES THROUGH THE SITE AND USE OF COMMON CONTRACTOR PARKING, LAYDOWN AND STAGING AREAS.

**LEGEND:**

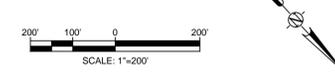
- GENERAL AREA OF PROPOSED WORK
- AREA FOR CONTRACTOR PARKING, LAYDOWN AND STAGING
- AREA FOR POTENTIAL OTHER ACTIVE CONSTRUCTION PROJECTS
- AREA FOR PLACEMENT OF IMPACTED SOILS
- ROUTES OF TRAVEL
- EXISTING GATE / NUMBER
- OTHER POTENTIAL ACTIVE CONSTRUCTION PROJECTS - SEE "COORDINATION WITH OTHER CONSTRUCTION ACTIVITIES" NOTE 1 AND 2

**USE OF SPOILS AREA FOR IMPACTED SOILS NOTES**

1. THE AREA DESIGNATED FOR PLACEMENT OF SPOIL MATERIAL FROM THE POND SHALL BE UTILIZED BASED UPON SAMPLING PERFORMED ON EXCAVATED MATERIALS. CONTRACTOR TO REFER TO THE DOCUMENT ENTITLED, "ENVIRONMENTAL REQUIREMENTS FOR POTENTIAL IMPACTED SOILS AND GROUNDWATER WITHIN THE MIDWAY AND RV PARK AREAS INCLUDED IN THE PROJECT SPECIFICATIONS FOR PROTOCOLS FOR SAMPLING.
2. IF SOILS ARE PLACED AT THIS LOCATION, THEY SHALL BE LAID IN 12" LIFTS MAXIMUM SPREAD EVENLY THROUGHOUT THE AREA.
3. SOIL EROSION CONTROL MEASURES SHALL BE IN-PLACE PRIOR TO COMMENCEMENT OF USE OF THIS AREA, WHICH SHALL INCLUDE:
  - A. INSTALLATION OF SILT FENCE THAT PLACES ALONG AREAS THAT ARE DOWN GRADIENT OF THE SPOIL PLACEMENT. THE SILT FENCE SHALL SERVE AS A FULLY ENCLOSED IMPOUNDMENT TO PREVENT SEDIMENT FROM LEAVING THE IMPOUNDMENT AREA.
  - B. THE CREATION OF CONSTRUCTION ACCESS AREA INCLUDING STONE CONSTRUCTION ACCESS, VEHICLE DECONTAMINATION AREA WITH MEANS TO CAPTURE WASH WATER AND SEDIMENT FROM WASHING OF VEHICLES.
4. AT THE TERMINATION OF USE OF THIS AREA FOR PLACEMENT OF SPOIL MATERIAL, THE FINISHED SURFACE SHALL HAVE 4" OF TOPSOIL AND SEED.



**1 STAGING, STORAGE AND ACCESS PLAN**  
SCALE: 1"=200'



ADDENDUM DRAWING 12/10/2015



**WARNING:**  
THE ALTERATION OF THIS MATERIAL IN ANY WAY, UNLESS DONE UNDER THE DIRECTION OF A COMPARABLE PROFESSIONAL, I.E. ARCHITECT FOR AN ARCHITECT, ENGINEER FOR AN ENGINEER OR LANDSCAPE ARCHITECT FOR A LANDSCAPE ARCHITECT, IS A VIOLATION OF THE NEW YORK STATE EDUCATION LAW AND/OR REGULATIONS AND IS A CLASS "A" MISDEMEANOR.

CONTRACT:  
**CONSTRUCTION**  
TITLE:  
DEMOLISH CERTAIN BUILDINGS AND PROVIDE SITE IMPROVEMENTS  
LOCATION:  
NYS FAIRGROUNDS  
581 STATE FAIR BOULEVARD  
SYRACUSE, NY  
CLIENT:  
NYS DEPARTMENT OF AGRICULTURE & MARKETS

MARK	DATE	DESCRIPTION
	12-10-15	ADDENDUM 1
	08-05-15	ISSUED FOR BID

PROJECT NUMBER:	45309 - C
DESIGNED BY:	BIANCHI
DRAWN BY:	BIANCHI
FIELD CHECK:	MOREY/BIANCHI
APPROVED:	-
SHEET TITLE:	CONTRACTOR STAGING, STORAGE AND ACCESS PLAN
DRAWING NUMBER:	C-002
SHEET	3 OF 27

Dec 10, 2015 - 12:54pm  
F:\m\1915\13 45309 NYS Fair Demolish Certain Buildings\01-Submissions\06-Final Bid Docs 11.24.15\45309 CAD\45309 C002 STAGING & STORAGE.dwg  
36x24 PLOT SHEET