PM Revision Instructions:

(1) The shaded “insert” fields throughout this section require one mouse click only. **DO NOT double click**—if you do accidentally double click, click on the Cancel button of the window that opens and try again. The entire field will be highlighted and deleted as soon as you begin to type.

(2) To apply appropriate styles to new material, press Ctrl + Shift + Alt + S to open the styles task pane to the right of the document. A single click on a style in this task pane will apply the style to the paragraph where your cursor is located. It is not necessary to highlight the entire paragraph. Only the styles used in this file are listed in the task pane. FYI: “Emphasis” style is for applying italics to selected characters; “Strong” style is for applying bold to selected characters.

(3) Do not use the term “the Contractor shall.” Begin each applicable instruction with an action verb.

(4) Entering header information below will update headers throughout the file. If any of the coding is lost during revision, header information will have to be entered manually.

MnDOT Design-Build ProgramBook 2—[insert full name of project] Design-Build Project

Federal Project No. [insert #]S.P. [insert #]

# Maintenance During Construction

## General

This Section 19 describes the Contractor’s responsibilities during construction for routine and non-routine maintenance, developing a maintenance management plan, and other requirements. The Contractor’s designated maintenance supervisor shall attend weekly field construction meetings with MnDOT.

## Administrative Requirements

### Standards

In the event of a conflict between the standards set forth in Book 3 relating to maintenance during construction, follow the order of precedence set forth below, unless otherwise specified:

* MnDOT *Maintenance Manual*
* Remaining standards set forth in Book 3

### Meeting Requirements

PM: Determine if any specific meetings are required. If none, change subheading to “Not Used.”

### Equipment/Software

PM to consider if there are requirements for software. Asset tracking spreadsheet or similar? If nothing specific for the project, change subheading to “Not Used”.

### Permits/Authorizations

PM to determine if there are other permits or authorizations the Contractor may require to accomplish the maintenance. If none, change subheading to “Not Used.”

## Design Requirements

### General

Determine if maintenance activities require design. If design is required to perform the maintenance activity, perform design Work in accordance with the Design Quality Manual.

### Investigations/Supplemental Work

PM: Determine if there are investigations or supplemental work the Contractor may be required to accomplish. Consider a condition assessment of existing features, such as lighting, fence, guard rail, etc. Should Contractor provide video of condition of facilities within project limits to determine what maintenance will be required? Alternatively, should the Contractor correct items that need maintenance when the project commences? If none, change subheading to “Not Used.”

### Design Criteria

PM: Determine if there are any specific design requirements for any maintenance activities for the project and update as necessary. Will there be any roadway repairs/improvements? Will guard rail need to be installed/updated? Others? If none, change subheading to “Not Used.”

### Reports and Plans

#### Maintenance Management Plan

Prepare a Maintenance Management Plan that includes, at a minimum, the following:

* List of all proposed routine maintenance activities
* Schedule of proposed routine maintenance activities
* Name and contact information of the Contractor’s staff who will oversee maintenance efforts

Submit a Maintenance Management Plan as a condition of NTP2. Prepare and submit a monthly Maintenance Report to MnDOT detailing all maintenance activities performed.

## Construction Requirements

### General

Unless otherwise stated in this Section 19, assume maintenance responsibilities within the Project limits at 12:01 a.m. on the first Day after Contract execution. Assume this maintenance responsibility until 11:59 p.m. on the date of Substantial Completion.

PM: Consider if roadways are in disrepair. Should Contractor maintain risk for roadway repair outside of typical pothole repair? If mill and overlay is imminent, require staging to avoid it or provide allowance to perform as part of project scope.

Perform maintenance on temporary facilities to provide a safe, effective, and aesthetically pleasing transportation corridor.

PM: Determine if Contractor’s responsibility will be during construction. Bridge maintenance? Lighting? Slope stability? Any other non-routine or high-risk items?

Perform non-routine maintenance, including the following:

* Maintain temporary facilities
* Repair shoulder drop-offs
* Replace/repair existing shoulders if used for temporary traffic control or hauling
* Replace/repair temporary roadways, bridges, and crossovers

PM: Determine if the Contractor is expected to replace/repair existing traffic attenuators and guardrail during the project. Confirm with construction/maintenance groups. If not, remove the following bullet.

* Replace/repair traffic attenuators and guardrail damaged during construction
* Maintain temporary delineators, temporary signing, and temporary pavement marking
* Replace/repair pavements/shoulders within the Project limits under any of the following conditions:
	+ The Contractor’s construction operations damage in-place pavements/shoulders
	+ The Contractor’s staging or routing of traffic results in pavement/shoulder damage above normal maintenance incurred under existing traffic configuration
* Maintain drainage/erosion control related to construction activities
* Maintain haul routes
* Maintain temporary lighting and all parts of all signal systems from the first Day of construction until Substantial Completion.
* Maintain temporary fence
* Control litter, debris, and dead animals

PM: Determine if the following is required and the frequency of mowing. Might need to consider the limits of mowing or calling out specific areas.

* Mow grassed areas
* Remove graffiti:
	+ Within 48 hours for vulgar or obstructive graffiti
	+ Within 10 Working Days for all other graffiti
* Maintain storm sewer system related to construction activities

PM: Determine if other types of barriers are included in the maintenance activities.

* Replace/repair temporary and permanent barrier wall
* Maintain traffic control devices supplied by the Contractor, including any that are displaced by MnDOT snow removal
* Locate any Contractor installed or existing MnDOT Utilities within the Project limits for Gopher One Call

### Construction Criteria

#### Snow and Ice Removal

##### Contractor Responsibilities

The Contractor will not be required to perform any snow or ice removal on active roadways, except to allow or expedite construction operations. Such removal to allow or expedite construction shall be entirely at the Contractor’s option and expense. Such removal, if undertaken, may require removal of snow and ice placed by MnDOT operations. Do not place or store snow or ice removed by the Contractor adjacent to any active travel way so as to restrict MnDOT’s ability to utilize these areas for placement of material removed by its operations.

##### MnDOT Responsibilities

MnDOT, Counties, and Cities will be responsible for snow and ice control and removal for all active travel lanes open to traffic prior to and during a snow event. Such responsibility will only require removal to allow the use of the roadway by the public and will only be accomplished to the degree deemed necessary by MnDOT, Counties, and Cities. MnDOT, Counties, and Cities will not remove snow or ice from active or inactive lanes in order to provide access for construction operations or access of construction equipment to the various construction segments. MnDOT, Counties, and Cities may deposit snow and ice materials adjacent to the lane being cleaned, even though such adjacent areas may be active Work zones. MnDOT reserves the right, because of equipment, labor, or weather constraints, to forgo any snow and ice removal from all or a portion of the Project for extended periods.

### Materials/Testing Requirements

PM: Determine if there are any materials or testing requirements for the projects. If none, change subheading to “Not Used.”

### Instrumentation/Monitoring Plan

PM: Determine if any specific instrumentation or monitoring plans are required. If none, change subheading to “Not Used.”

## Deliverables

Table 19-1, which lists Deliverables identified in this Section 19, is not intended to be exhaustive. It is the Contractor’s responsibility to determine and submit all Deliverables, as required by the Contract.

Table 19-1: Nonexhaustive List of Deliverables

|  |  |  |
| --- | --- | --- |
| Name | Acceptance or Approval | Section Reference |
| Maintenance Management Plan | Approval | 19.3.4.1 |
| Monthly Maintenance Report | Acceptance | 19.3.4.1 |

PM to update deliverables based on project requirements.