



**DEPARTMENT OF
TRANSPORTATION AND
PUBLIC WORKS
ADJACENT CONSTRUCTION MANUAL**

July 2017

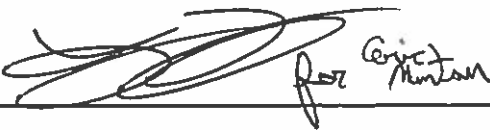
**DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS
ADJACENT CONSTRUCTION MANUAL**

DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS

OFFICE OF SAFETY AND SECURITY

MIAMI, FLORIDA

July 2017



A handwritten signature in black ink, appearing to read "Eric Muntan", is written over a horizontal line. The signature is stylized and includes a small "for" written above the main name.

**Approved By:
Eric Muntan
Chief, DTPW
Office of Safety and Security**

8-4-17
Date

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1.0 Introduction

This manual was prepared in the interest and for the guidance of those who may want to construct a non-Department of Transportation and Public Works (DTPW) physical structure (incl. any excavation, demolition or use of DTPW real property) on, adjacent to, or over, an existing DTPW facility and/or property. The purpose of this Manual is to provide uniform minimum standards and criteria for the construction, development and maintenance of all properties that have or may enter the **Safety Zone** (defined in Appendix A and C) that has been established for all DTPW property and extending on either side of the Metrorail and/or Metromover systems. This includes any equipment, regardless of distance from the guideway, which static or operational failure could directly or indirectly affect DTPW operations or structures.

These standards are intended to provide the basic guidance for the construction, development and maintenance of property adjacent to the operating guideway systems so as to:

1. Protect the safety of the general public and DTPW Employees.
2. Protect the guideway system and the DTPW property from physical damage.
3. Preserve the level of service and operational schedules so as to cause the least disruption for the ridership and use of the DTPW system.

This manual outlines the design guidelines and criteria to follow for the design and submittal of construction plans and specifications to DTPW for review prior to construction of the project. It is the general policy of DTPW to review designs for construction projects adjacent to or on DTPW property on a case-by-case basis to ensure that DTPW facilities are not damaged by the proposed construction, and that DTPW operations are not impacted during or after the adjacent construction.

DTPW maintains half-size "as-built" drawings in its Engineering, Planning & Development (EP&D) Library. Half-size copies of any of the drawings on file are available at printing costs. The full-size drawings on file are available at printing costs. The full-size drawings are normally in archival storage. Full size drawings may be obtained by special request. The Manager, DTPW Document Control, may be contacted (telephone: (786) 469-5268) for an appointment to review the drawings and to order prepaid copies as required.

The criteria provided herein are general in nature and for the sole purpose of providing a selective overview of the design requirements. Specific designs performed in the past by DTPW's consultants may not necessarily be in total conformance with this manual. It is considered to be the Developer's responsibility to obtain the original design computations, where available, from DTPW to completely understand the original design intent in order to accurately assess the impact of their proposed construction on the DTPW structures and facilities. A map of the DTPW Metrorail and Metromover system is provided in Section 2.0 (below) for use in locating "as-built" drawings.

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2.0 System Maps (Rail & Mover)

2.1 Metrorail System



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2.2 Metromover System



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3.0 General Procedures for Adjacent and Transit Right-of-Way Construction Activity

Developers or agencies contemplating any construction activity adjacent to or on Department of Transportation and Public Works (DTPW) facility, structure or property, including any excavation, maintenance, restoration, demolition or use of DTPW real property, should provide, for review, three (3) copies of their drawings and three (3) copies of their calculations, showing the relationship between their project and the DTPW facilities.

Sufficient drawings and details should be submitted to facilitate DTPW's review of the effects that the proposed project may or may not have on the DTPW facilities. A DTPW review requires internal circulation of the construction drawings to concerned departments. Drawings normally required for review are:

- Site Plan
- Drainage Area Maps and Drainage Calculations
- Architectural drawings (basement plans through top floor)
- Sections showing foundations and DTPW Structures
- Structural drawings (provide relative sections showing DTPW)
- Column load tables
- Pertinent drawings detailing an impact on DTPW facilities
- A copy of the geotechnical report

If uncertainty exists on the possible impacts a project may have on the DTPW facilities, and before making a formal application for a review of a construction project adjacent to the DTPW System, the developer or his agent may contact the **Chief, Right-of-Way and Utilities Division** should be contacted at **(786) 469-5244**.

Sheeting and shoring drawings should be accompanied by calculations. The drawings and calculations should contain comments, details, notes, and instructions describing the proposed sequence of construction.

When the design of foundations and site work of the project has progressed to the point considered complete and ready for review, the drawings and calculations, as applicable, should be sent to:

**Chief
Right-of-Way and Utilities
Department of Transportation and Public Works
701 N.W. 1st Court, Suite 1500
Miami, FL 33136**

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A period of 15 working days should be allowed for review of the drawings and calculations. Fifteen (15) days should be allowed for each successive review as required. Additional review time may be required for complex projects.

Reimbursement is required for the cost of providing support services for adjacent construction and joint development projects where access is required into the operating Metrorail/Metromover system; or the system is impacted. As part of the review procedure, and before any work may proceed, the developer will be required to sign a letter accepting this obligation.

The applicant must receive written approval for the design of a given project by the DTPW Chief, Right-of-Way & Utilities or DTPW Fire/Life Safety Technical Committee Chairperson (as applicable), prior to the start of construction.

Project Documents shall be reviewed and accepted by the appropriate DTPW Divisions for possible impact on DTPW facilities and operations, including all elements associated with the construction of the project and any temporary protection system needed to preserve the system safety.

Each "Part" of the project's design shall be reviewed and approved by the DTPW Design and Engineering Division (DED). A few of the more common "Parts" of a project are considered to be sheeting and shoring, overhead protection, dust protection, dewatering, temporary use of public space for construction activities.

The DTPW review process is outlined in Figure 1 below

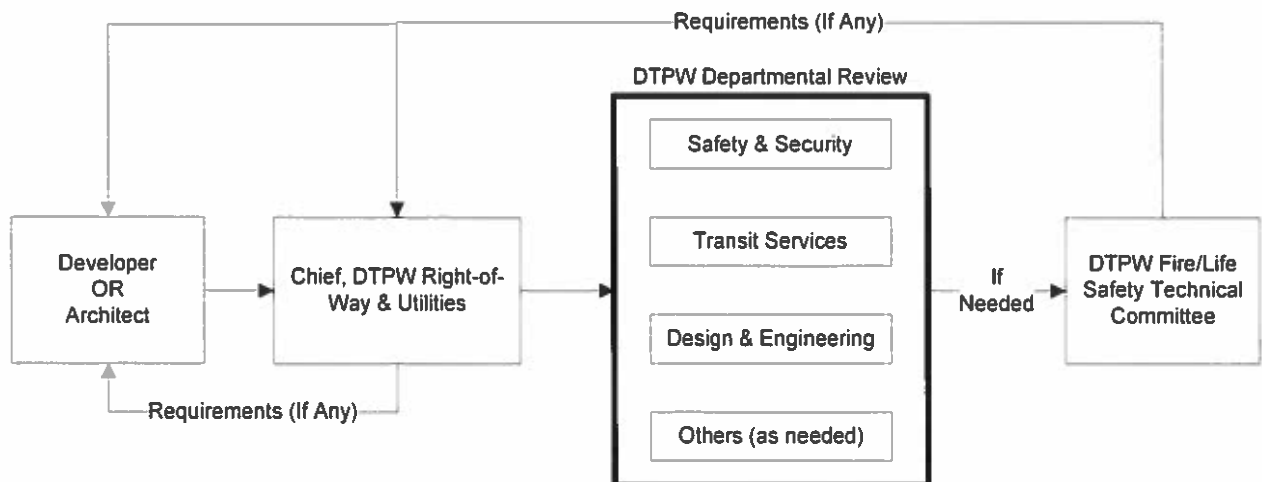


Figure 1

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3.1 Fire/Life Safety

DTPW Office of Safety and Security is charged with the responsibility to chair the DTPW Fire/Life Safety Technical Committee which was formed in 1978 to guide Department of Transportation and Public Works (DTPW), rapid transit operations, in developing and following emergency procedures and operational procedures to ensure all fire/life safety related equipment is in proper order and all associated personnel are appropriately trained; to prescribe testing and inspection procedures for fire/life safety equipment in accordance with appropriate codes; to assist the DTPW in developing and implementing a comprehensive joint training program for fire/rescue personnel and DTPW employees; and, to interpret and apply fire/life safety codes, criteria and standards to the design of the fixed guideway systems.

The DTPW Fire/Life Safety Technical Committee acts on behalf of the DTPW Director in accordance with the above to interpret and apply fire/life-safety requirements incorporated in the Florida Building code; National Fire Protection Association Codes and Standards; State Statutes and Fire Marshal's Office; South Florida Fire Protection Code; DTPW Criteria and Standards; other applicable codes, standards and criteria; and, as required, to develop, and verify implementation of, design standards for the DTPW to protect life and property. The Committee works closely with Transit Engineering for design of fire/life safety features and test and maintenance of alarm systems. For test and maintenance of fire suppression systems, the Committee works with facilities maintenance organizations.

As required by the current System Safety Program Plan, the Fire/Life Safety Technical Committee addresses fire/life safety concerns, as described above, for all phases of DTPW Metrorail, Metromover, Metrobus and Special Transportation Services Operations. The Committee also serves as liaison with all Miami-Dade County jurisdictions for development and coordination of emergency response procedures and annual emergency response drills.

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4.0 DTPW Review Policy

All design work will be reviewed based upon the assumption that the design will meet the applicable code adopted in the jurisdiction as well as the DTPW Design Criteria and DTPW Standard Specifications. The DTPW design concepts, as set forth herein, generally represent the design approach used by DTPW in the design of its facilities. The effect of adjacent construction upon DTPW structures should be examined based upon the same approach.

Permits, where required by the local jurisdiction, shall be the responsibility of the developer.

Monitoring of the temporary support of excavation structures for adjacent construction shall be required in all cases for excavations within the influence line of DTPW structures (Appendix B). The extent of the monitoring will vary from case to case. Structural design computations maybe required for the adjacent construction. When requested by DTPW, the calculations submitted for review shall include the following:

- A concise statement of the problem and the purpose of the calculation.
- Input data, applicable criteria, clearly stated assumptions and justifying rationale.
- References to articles, manuals and source material should be furnished with the calculations.
- References to pertinent codes and standards.
- Sufficient sketches or drawing references for the work to be easily understood by an independent reviewer. Diagrams indicating data (such as loads and dimensions) shall be included along with adequate sketches of all details not considered standard by DTPW.
- The source or derivation of all equations shall be shown where they are introduced into the calculations.
- Numerical calculations shall clearly show all English units.
- Identify results and conclusions.
- Calculations shall be neat, orderly, and legible.

Drawings should be drawn, to scale, showing the location and relationship of the proposed adjacent construction to existing DTPW structures at various stages of new construction along the entire adjacent alignment. The stresses and deflections induced in the existing DTPW structures should be provided.

The short-term and long-term effects of the new loading due to the adjacent construction on the DTPW structures should be provided. The soil parameters and other pertinent geo-technical criteria contained herein should be used to analyze the existing DTPW structures.

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DTPW structures shall be analyzed for differential pressure loadings caused by dewatering the adjacent construction site.

A system of earth retaining structures is required for new excavations adjacent to DTPW structures. Design calculations and drawings stamped and prepared by a Registered Professional Engineer experienced in this type of work, and registered in the state where the work will be performed, are required.

All DTPW underground concrete structures are designed using the ACI Alternate Design Method (working stress design) to curtail excessive deflections and cracking. DTPW underground structures shall be fully reevaluated, for the effects caused by the adjacent construction, using working stress techniques.

4.1 REVIEW SUBMITTALS - DRAWING CRITERIA

General

All designs for the protection, support (sheeting and shoring) and underpinning of existing DTPW structures shall be reviewed by DTPW's Design and Engineering Division (DED). The investigation of the feasibility of various underpinning and dewatering schemes for structures constructed adjacent to DTPW facilities shall be investigated by the developer. The developer's engineer should make recommendations concerning the best underpinning design for a particular structure.

The developer's contract drawings and specifications shall require his construction contractor to maintain, protect and be responsible for the safety, stability and integrity of all adjacent DTPW structures which may be affected by his work.

Drawing Details

The following information shall be included in the drawings submitted for review of an adjacent construction project:

- Dimensioned clearances, both horizontal and vertical, between the adjacent developer's construction and DTPW structures, track, roadways, parking areas and utilities.
- Details of the proposed modifications to DTPW's roadways, parking areas, and busways. Include sections and details showing the relationship of existing facilities and proposed facilities.
- Cross sections with the existing and proposed contours and limits of grading work shown in relation to the property lines and the impact or lack thereof on DTPW facilities. Where grading changes are required in DTPW property, provide the dimensions and square footage of the area required for construction easements.
- Hydrologic and hydraulic calculations showing the impacts on the DTPW drainage system are required if storm drainage from the proposed development is to be discharged into the existing DTPW drainage system. Appropriate sedimentation

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and erosion control measures should be included upstream of the discharge point onto DTPW property.

- Where modifications to DTPW utilities are required by adjacent construction, submit for review cross sections, plan and profiles, specifications and design calculations concerning the utility modifications. Details for maintaining electrical and water service to DTPW Stations should be shown when required.
- Where construction will impact a DTPW station entrance and the public, include in the submittal plans for temporary pedestrian and vehicular traffic circulation for the area around the station entrance. Where construction will be adjacent to or above a Metrorail/Metromover station entrance, protection will be required over the escalators in accordance with Section "Overhead Protection" of this Manual. Provide the construction plans, the shop drawings or the working drawings showing the phasing of adjacent construction as well as the construction details for overhead protection, pedestrian barricades, and sidewalk protection. Requests for relocation of bus stops and bus shelters shall be clearly shown on the plans. Barricades and signing necessary to direct the public through the construction zone will be required. Lighting will be required as part of all overhead protection structures.
- Provide construction protection details to preclude impacts on DTPW landscaping, street furniture, pylons, bus shelters and light fixtures.

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5.0 DTPW Operational Requirements

DTPW shall have the right to stop any work or construction activities that effects the safety of the DTPW patrons and or facilities or normal DTPW operations. DTPW will exercise reasonable advance notice, except for any matters related to immediate system concerns which will require no advance notice.

Construction work which may have any impact on the Metrorail/Metromover Systems may be scheduled during the Non-Peak Operating Hours or Non-Passenger Hours. Non- Peak Operating Hours are defined as weekdays prior to 6:30 A.M. or after 7:00 P.M. and between 10 A.M. and 3 P.M.; and all day Saturday and Sunday. Non-Passenger hours are defined as Monday through Sunday 12:30 A.M. to 4:30 A.M. Passenger hours may change without notice.

Construction work that may impact weekend or special operational conditions will be limited. Schedule requirements will be addressed on a project by project basis where the individual scheduling need of the project can be evaluated with respect to the operations of the DTPW system.

5.1 General Conditions for Construction Adjacent to the Metrorail or Metromover Guideway/Facilities

- A. Clear access is required on a 24 hour basis for ingress and egress for transit patrons, fire and rescue personnel, and maintenance personnel.
- B. A contact person will be named by the Contractor to act as liaison with the DTPW Office of Safety and Security for all matters related to safety of the DTPW System. A contact person shall also be named (may be the same person) to act as liaison with the DTPW Metrorail/Metromover Operations Division for all matters related to operation of the Transit System.
- C. DTPW shall have the right to review all plans and any construction with reasonable advance notice, except for any matters related to immediate system safety concerns which will require no advance notice.
- D. No construction elevators or cranes will be erected on the Metrorail/Metromover guideway side of the building/structure being constructed or demolished.
- E. The Metrorail/Metromover guideway shall not be used to support and/or brace construction scaffolding or equipment.
- F. For any activity within the **Safety Zone**, the following requirements may apply pending DTPW review.
- G. At least forty-eight hours notice describing the nature of the work shall be provided to the DTPW prior to commencement of work.
- H. The contractor will provide special protection, such as netting, barricades, walks, screens, scaffolds, etc., acceptable to DTPW, to help ensure the safety

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of DTPW property, patrons and employees. No work shall be permitted unless such protection is provided as determined necessary by DTPW.

- I. Best efforts will be used to schedule all construction work which may have any impact on the Metrorail/Metromover System during the Non-Peak Operating Hours or Non-Passenger Hours. Non-Peak Operating Hours are defined as weekdays prior to 6:30 A.M.; after 7:00 P.M. and between 10 A.M. and 3 P.M.; and all Saturdays and Sundays. Non-Passenger Hours are defined as Monday through Sunday 12:30 A.M. to 5:00 A.M. or such other hours as may be designated by the County as Non-Passenger hours. Passenger hours will change as required by DTPW.
- J. No crane lifts, other crane operations or any other operation shall be performed within the **Safety Zone** (Appendix A and C) without prior approval (in writing) from DTPW. This paragraph shall apply where any part of the load or crane (incl. counter weight), construction equipment or operation that is above the surface of the guideway running pad/rail.
- K. For any construction activity within the **Safety Zone** (Appendix A and C) or that may encroach into the Safety Zone, DTPW may deem, as necessary, at the contractor's expense, a DTPW employee or DTPW authorized contractor or consultant (Monitor), to coordinate the contractor's activities with Central Control. This employee will be responsible for monitoring construction activities and communicating with DTPW Central Control. DTPW will determine, in the reasonable exercise of its discretion, the number of hours the above-mentioned employee is needed. The construction contractor will reimburse DTPW for costs arising from the provision of the above-mentioned employee which will be charged at the current rate.
- L. DTPW may, at its discretion, modify any of the above conditions or impose additional conditions, to help ensure the safety of the public, and its patrons, employees or property.

5.2 DTPW Monitor and Contractor Coordination

A. Start-up

There will be continued meetings between representatives from DTPW, and Contractor/Developer's project manager, DTPW crane Monitors, the Contractor's crane operators and the form-work Contractor prior to the commencement of the phase work by the tower cranes and any other equipment or operation, adjacent to the DTPW Metromover/Metrorail Guideway System. In addition, DTPW Monitors and the contractor equipment/crane operators will continue to meet daily, at the beginning of the work day, of the project to establish a working relationship of the daily routines in and around the DTPW safety zone.

No construction work requiring a DTPW Monitor will commence until the Contractor provides the DTPW Monitor a functional Contractor radio, and sign off for same as per contractor procedures. Upon arrival at the project site, the DTPW Monitor will

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immediately contact the DTPW Central Control Facility, to advise of his/her presence at the project site.

If, at any time during the construction project, a new crane operator is brought on-site to operate any crane, he/she must be apprised of all of the rules and regulations outlined in this Plan by the Contractor's/Developer's Project Manager.

B. Special Provisions – Pre-Task Plan

At the discretion of DTPW, based on construction project proximity to DTPW system and scope of work, DTPW may assign a DTPW manager to log in arrival of DTPW Monitor(s), at the construction site. The assigned DTPW manager will contact the Contractor Senior Superintendent to request and receive a Contractor radio and meet with the Contractor Senior Superintendent and Contractor trade partner /Superintendent or Foreman to go over planned work. The Contractor Senior Superintendent, Contractor Trade Superintendent/Foreman, the DTPW Monitor and the assigned DTPW manager will complete and sign the Contractor Pre-Task Plan (PTP) Form, as specified in the DTPW Adjacent Construction Manual. Until this revised PTP form is accurately and completely filled out, scheduled work warranting a DTPW Monitor shall not proceed. After the PTP form is completed, if PTP is deemed by DTPW, the assigned DTPW manager and the DTPW Monitor shall walk to the selected area to commence monitoring duties, performing a radio check with the operator or crew on the other end of the Contractor radio. If the radio check is successful, the DTPW Monitor will use the DTPW radio to communicate to the Rail Central Control Facility to advise that the Contractor will commence with construction work.

C. Commencement of Work

Once receiving authorization from the appropriate Rail Traffic Controller, the DTPW Monitor will use the Contractor radio to communicate to the work crew that it is now permissible to begin work. The Contractor representative and the DTPW Monitor will sign the provided Central Control log form (as specified in the DTPW Adjacent Construction Manual), with the corresponding approval code, to confirm hearing the verbal approval from the Rail Central Control Facility over the DTPW radio before commencing with work. This log records the code, date, time, location, equipment being used, person giving code and DTPW Monitor receiving code.

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6.0 Construction Activity Considerations

The Contractor shall comply with the following requirements:

- The Contractor shall assume full responsibility for the compliance with all applicable Federal, State and local regulations and for complying with this Manual for construction adjacent to the right-of-way during the performance of all work.
- Provide an overall maintenance of traffic (MOT) control plan for pedestrians, vehicular traffic and construction operations. Establish a general visitor control program if required.
- Maintain responsibility for project safety on the work site for the company employees as well as its' subcontractor employees.
- Require each of the Contractor's personnel that may need access on the guideway, to attend the DTPW Orientation and Guideway Safety Class. The Contractor shall reimburse costs of these classes to the DTPW.

6.1 DTPW Personnel/Public/Property Safety & Security

6.1.1 Mechanical Criteria

Existing services to DTPW facilities, including chilled water and condenser water piping, potable and fire water, fire standpipes and storm and sanitary sewers, are not be interrupted nor disturbed without written approval of DTPW.

Clear access for the fire department to the DTPW fire standpipe system and guideways shall be maintained at all times. Construction signs shall be provided to identify the location of DTPW fire standpipes. Call **DTPW Office of Safety and Security (305-375-4240)** 48 hours in advance of any approved interruption to fire standpipe water service.

Modifications to existing DTPW mechanical systems and equipment, required by new connections into the DTPW System, will only be permitted with prior review and approval by DTPW.

The adjacent construction developer will be required to submit the design calculations, drawings, specifications, catalog cuts and any other information necessary to fully describe the proposed modification.

At the option of DTPW, the adjacent construction developer will be requested to perform the field tests necessary to verify the adequacy of the modified system and the equipment performance. Where a modification is approved, the developer shall be held responsible to maintain original operating capacity of the equipment and the system impacted by the modification.

6.1.2 Corrosion & Stray Current Protection

The developer should be aware that, since Metrorail/Metromover transit cars are powered by direct current (DC) electricity, direct current can enter the earth through

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unintentional leakage from the DTPW negative ground return system. The leakage or stray current may flow to the discharge from underground metallic elements (i.e. steel reinforcing, pipelines, grounding systems, etc.) which are in contact with any electrolyte, including earth, in the vicinity of the DTPW System. Because stray current may be corrosive to metal at locations where it flows into an electrolyte, the developer is cautioned to investigate the site for stray current and to provide the means for stray current mitigation when warranted.

Further information concerning stray current mitigation can be obtained by contacting The National Association of Corrosion Engineers (NACE), P.O. BOX 218340, Houston, Texas 77812, telephone (713) 492-0535.

6.1.3 Electrical System Interference

No interference to existing DTPW duct banks for the following electrical services shall be allowed:

- 13.8 K.V. service from Florida Power & Light
- 480 V. Florida Power & Light or from DTPW substations
- 480 V service to lighting in Parking Lots, Kiss and Ride areas, and 120 V service to Bus Shelters.

If any of the listed duct banks are affected by the adjacent construction, all information shall be submitted to the DTPW and utility company for review and approval.

No interference to existing DTPW duct banks for the following services shall be allowed:

- Telephone cables from Bell South
- DTPW train control and communications cables

Redesign of Facilities

The design for relocation or modification to existing DTPW parking lots, or Kiss & Ride areas and bus shelters shall be done in accordance with DTPW Design Criteria, Directive Drawings and Standard Specifications. To minimize interruption of DTPW operations, a phasing plan shall be developed and submitted for approval.

Proposed relocation of light fixtures, if any, shall be submitted for DTPW approval.

Existing ground-grids and ground conductors from ground-grids to DTPW facilities shall not be disturbed. No digging or cutting into existing DTPW facilities (ductbanks, wall, floor or ceiling) shall be permitted.

Access to personnel and equipment hatches for underground facilities shall not be blocked. In case any structure is built over an equipment access hatch, adequate passageway for entry of a heavy truck and clearance for the use of a crane to lower equipment from the truck into the hatch shall be provided.

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In case any structure is built adjacent to DTPW at-grade facilities (traction power substations, tiebreaker stations, train control or communications rooms), passageways for heavy trucks and adequate clearance for the use of cranes to move equipment from trucks into and out of the equipment hatches shall be provided.

Emergency access gates for at-grade or aerial sections of DTPW rail shall not be blocked. Adequate passage from the gates to public streets shall be provided.

6.1.4 Modifications/Direct Connections to a DTPW Station

Connections to Metrorail/Metromover Facilities shall be designed, built and paid for by the person requesting the connection in accordance with DTPW Design Criteria or through a Direct Connection Agreement. Below are the items that shall be considered in the design of the connections.

The connection shall have a bronze flexible gate installed between the two passageways. The gate or grate shall be keyed on both sides with separate locks. To open the gate both locks will have to be open. Where the connection has 24-hour manned security on the non-DTPW side of the connection, glass doors may be used in lieu of a gate. If doors are used, each door shall be locked from both sides.

When required, a Closed-Circuit Television (CCTV) will be installed at the developer's expense and connected to the DTPW Kiosk. Power for the cameras shall be run from the CCTV to the station power room. The existing conduit runs and spare breaker locations can be found in the DTPW "As Built" drawings. It is the developer's responsibility to have this research performed by a competent professional. Intrusion alarms shall be installed on the gate or door and control wires installed between the gate or door and the communications room by the developer's contractor. Final connection will be made by DTPW to the DTPW security system.

Finishes on the interior of the DTPW side of the connection shall be to DTPW standards and specifications.

Lights in the new passageway shall be run to the developer's power room and included in the development's emergency power panel.

In the event that a Direct Connection is to be maintained by DTPW then the design will be in accordance with DTPW Design Criteria and construction would be required to meet DTPW's standard construction specifications. Normally the Direct Connection passageway is designed to be compatible with the building of which they are constructed as a part.

Before removing the knock-out panel the contractor shall have an approved dust protection system in place and fully functional. Typically, a dust protection system shall consist of a stationary partition that isolates the knock-out panel from the station. The dust partition shall be constructed using only fire rated materials. All joints shall be sealed with tape. Construction of the partition shall be during non-passenger hours.

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Adjacent construction with a connecting passageway(s) to DTPW facilities will require special features to isolate one facility from the other for fire-safety, and may include automatic fire doors and dampers, sprinkler systems, smoke removal and ventilation systems and detection and alarm systems as required by the local fire code.

6.1.5 Signs, Signals, Barricades and Traffic Control General Requirements

1. All traffic signs or devices used for protection of construction workmen or the public shall conform to the State of Florida Manual on Traffic Control and Safe Practices on Street and Highway Construction.
2. Barricades, cones and/or similar protective devices shall be used whenever men or equipment are exposed to traffic or similar hazards.
3. When traffic lanes are closed due to work activity, advance warning signals and high level warning devices shall be used as described in the State of Florida Manual on Traffic Control and Safe Practices on Street and Highway Construction.
4. Flagmen and signalmen will be properly trained and use appropriate procedures, using the current FDOT manual.
5. All employees working adjacent to traffic shall be required to wear reflective vest, per FDOT manual.
6. Whenever and wherever possible and necessary, line voltage (12 volt) protected lights shall be used to mark fences and barricades and other such encroachments onto public streets or sidewalks.
7. Where covered sidewalks are required they shall be provided with permanent lights to provide sufficient illumination for safe use by the public day or night. All bulbs shall be cage-protected.
8. Public walkways shall be kept clean and free of hazards at all times.
9. Where the Contractors are required to provide public walkway, they shall have abrasive non-slip surface.
10. Where access to bus stop is disturbed or obstructed by the Contractors operations, safe access will be maintained or the bus stop relocated as directed by DTPW. Coordination for maintaining or relocating bus stops with the appropriate agencies is the sole responsibility of the Contractors.
11. When steel plates or similar covers are used on public ways to cover excavations they shall be substantially secured to prevent movement imposed by traffic. Covers shall have non-slip surface, conforming to OSHA Specifications.

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12. When such covers are located where there is pedestrian exposure, they shall be tapered at all sides with cut back cold mix or similar material to eliminate tripping hazards. Covers shall have non-slip surface.
13. Free access shall be maintained to every fire extinguisher, fire hydrant, fire alarm box, fire escape and standpipe connection, street and traffic light control box. When required, hydrants shall be extended by suitable tube or piping to an accessible point as approved by DTPW. No obstructions shall be allowed at any time within 15 feet of a fire hydrant. Where materials are placed in the vicinity of a fire hydrant or a fire alarm box or fire extinguisher, and to such a height as to prevent the same from being readily seen, the position of such hydrant or fire alarm box or fire extinguisher shall be indicated by suitable signals, both day and night.
14. The Contractor shall erect and maintain fences and barricades to enclose the Contractor's work area, and provide watchmen where required to prevent unauthorized access.

6.1.6 Material Handling (Storage, Use and Disposal) General Requirements

1. All materials stored in tiers shall be secured to prevent sliding, falling or collapse.
2. Reinforcing steel shall not be used as a lifting ("Pick") point on any load or as a guy line anchor.
3. Hooks, except special sliding choker hooks shall be securely moused when in use, or shall be provided with a functioning safety latch.
4. Scrap material of any kind, type or nature shall be placed daily into appropriate containers specifically supplied for this purpose. Containers shall be removed from the work site when full.
5. Loose material on open decks or other exposed locations shall be removed or secured at the end of each day to eliminate dislodgment by wind or other causes.
6. Compatibility of stored materials and storage methods will comply with all applicable OSHA, Fire Department and environmental agency standards.
7. Employees required to handle, use or dispose of hazardous materials shall be instructed regarding the safe handling, proper procedures, potential hazards, personal hygiene, and personal protective equipment required.
8. No explosive or flammable materials shall be stored under the guideways.
9. Disposal of materials shall be in accordance with all applicable Federal, State and Local regulations. All applicable recordkeeping and reporting requirements shall be met by the Contractors.

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6.1.7 Adverse Weather Conditions General Requirements

1. Disassemble all scaffolds, loose formwork, radio antennas and secure properly.
2. All items that cannot be secure shall be stored inside secured storage areas or buildings.
3. All crane booms shall be lowered to ground level and secured to prevent movement.
4. All office trailers shall be tied down in compliance with MDC Tie-Down Ordinance No. 77-1 upon original installation. All tie down straps, ground anchors, piers, etc., shall be checked for condition and operation.
5. All exposed glass on the Work Site shall be protected by a solid, rigid covering.
6. All free standing walls shall be stored from both sides.
7. Before employees are dismissed from the Work Site, the Contractors shall make a through inspection to verify all necessary precautions have been taken.
8. All precautions for construction sites during hurricane conditions, as required by the Florida Building Code shall be met.

6.1.8 Housekeeping General Requirements

1. All refuse piles shall be removed from the Work Site immediately.
2. Stored and stacked materials shall be kept orderly, properly stacked, choked, and secured.
3. Any protruding nails, etc., shall be bent, removed or clinched immediately.
4. Oil, grease, and water spills shall be cleaned up immediately.
5. Loose materials, tools, or equipment shall be kept off stairs, out of walkways, ramps, platforms at all times when not in use.
6. Depressions and pot-holes in vehicle or walkway surfaces on the Work Site shall be properly filled and graded immediately.
7. Walkways, vehicle travel ways, ramps, railings, and stairways, shall be kept free from debris, properly installed and maintained.
8. Smoking or the use of open flames within 25 feet of flammable storage areas or fueling areas shall not be permitted.

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9. Flammable storage areas shall be properly posted **"NO SMOKING"**, provided with adequate fire extinguishers and free of combustible materials.
10. All sanitary facilities used on the Work Site shall be maintained on a daily basis.
11. All structures shall have a minimum of a 5-foot perimeter clearance that is to be free from any combustible debris or materials.

6.1.9 Overhead Protection

Overhead protection from falling objects shall be provided over DTPW facilities whenever there is a possibility, due to the nature of a construction operation, that objects could fall in or around DTPW guideway, at-grade sections, DTPW facilities, DTPW station entrances and areas designated for public access to DTPW facilities. Erection of the overhead protection for these areas shall be done in strict accordance with the requirements of this Manual and applicable standards cited herein.

The design live load for all overhead protection shall be in compliance with the minimum required by the current Florida Building Code and/or other(s) enforceable code. Overhead protection design shall include provision for impact loading when located adjacent to demolition projects or construction / maintenance projects where it is foreseeable that construction debris could fall on or near DTPW Facilities. Overhead protection for impact loading must be designed for a minimum of 300 pounds per square foot and to resist the force of impact of the largest foreseeable member or building element as taken from the elevation of that element. All overhead protection shall be designed by a licensed professional engineer. The design wind load on the temporary structures shall be in accordance with the calculated loads for components and claddings per the latest edition of the ASCE 7 Code.

Overhead protection over sidewalks and pedestrian areas shall be constructed of fire resistant materials. The vertical clearance between walking surface and the lowest projection of the overhead protection shall be 6'- 8". Construction materials and equipment shall not be stored on the completed walkway and pedestrian areas of the overhead protection roofs. A clear path from any DTPW emergency exit to the public street shall be maintained at all times.

The contractor will provide special protection, such as netting, barricades, walks, screens, scaffolds, etc., acceptable to DTPW, to help ensure the safety of DTPW property, patrons and employees. No work shall be permitted unless such protection is provided as determined necessary by DTPW. Erection of protective structures shall not be done during normal passenger hours unless by written authorization through DTPW.

Lighting of overhead protection at sidewalks and pedestrian areas is required and shall be provided under the overhead protective to maintain a minimum level of ten (10) foot candles at the walking surface. The temporary lighting will be maintained by the contractor.

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With written DTPW authorization, the Overhead or Fall Protection structure may be constructed over the right of way and the guideway, if designed for the use for which it is intended, as well as in accordance with the above minimum design load requirements. The shield shall be constructed or installed during non-passenger hours. Once installed, limited work may proceed above the overhead protection during non-passenger hours.

6.1.10 Cranes and Swing Stage Scaffolding

General Requirements

The erection or staging of cranes, construction elevators and man lifts, swing stage or scaffolding, debris chutes or gantries shall not be performed within the 30 feet of the guideway drip line during passenger hours, without an authorized DTPW "Monitor" under radio communication with Central Control, on site.

Crane lifts located within 30 feet of the DTPW guideway drip line are permitted during non-peak passenger operating hours only when coordinated by an authorized DTPW crane Monitor or DTPW authorized employee under radio communication with Central Control on site. Under no conditions will loads be permitted to be swung over or within 5 feet of the guideway.

Crane lifts and exterior building operation conducted from swing stage that are located within the DTPW Right of Way or within 30 feet of the guideway drip line are permitted only during non-peak operating hours and only when coordinated by an authorized DTPW Monitor under radio contact with Central Control.

No construction elevators or cranes will be erected on the Metrorail / Metromover guideway side of the building /structure.

The contractor must ensure that all cranes are operated only by trained, experienced and competent operators who hold either an Operating Engineers, Local Union, Verification of Competence and Experience or equivalent licensure.

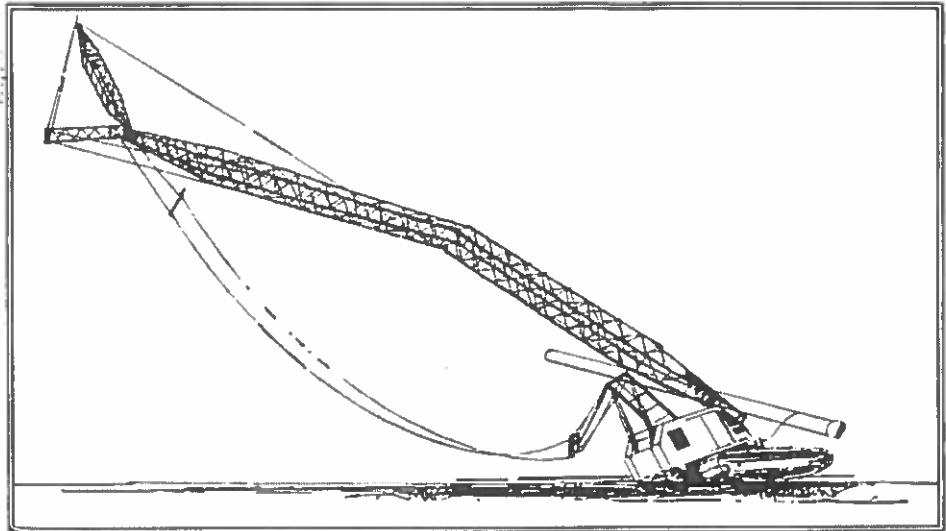
The contractor must also ensure that the men who direct, rig and handle loads are adequately trained, able to establish load weights, judge distance, heights and clearance and capable of selecting tackle and lifting gear suitable for the loads lifted.

All crane/scaffolding operations within the DTPW Right of Way and 30 feet of the guideway drip line are subject to inspection by the DTPW Design and Engineering Division, Metromover Maintenance Division and DTPW Office of Safety and Security. Cranes operated within DTPW Right of Way and Safety zones shall have complete maintenance, repair and inspection logs present on the machine and available for review. DTPW reserves the right to refuse the operation of any machine that the structural condition or stability of the machine is questioned regarding the task attempted by the contractor.

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MOBILE CRANES

Over 50% of all
Crane Accidents
are “caused”
when the
machine is
improperly set
up.



The size, boom length and capacity of all cranes operated on projects within the DTPW Right of Way and Protective Safety Zones must be clearly shown on a site plan as part of an DTPW Access Permit application. The swing radius of the machine must be shown on the site plan with respect to the location of DTPW facilities.

Adequate care must be demonstrated by the contractor to DTPW representatives when setting up cranes and booms. Cranes shall be erected in strict conformance with the manufacturer's specifications and standard of good construction practice. Outriggers and support shall be adequately cribbed and blocked so as to properly brace the crane frame.

Adequate swing clearance shall be provided at the counterweight of the crane cab. At no time shall the counterweight swing clearance be less than 5 feet from the DTPW guideway drip line, without an authorized DTPW crane Monitor or employee under radio communication with Central Control on site. Overturning boom stops are required on all cranes when the boom angle exceeds 50 degrees from horizontal.

Mechanical swing limit switches and stops may be required to limit crane swing over and adjacent to the DTPW guideway and DTPW facilities. At no time will loads be allowed to be swung over the DTPW guideway, DTPW Stations or DTPW facilities.

Sheet pile and driven pile crane operations should be erected so that the crane and boom are situated perpendicular to the DTPW guideway. Staging and erection of piling should be adequately restrained or stayed such that the piling cannot topple into DTPW facilities during setup operations.

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Tower Cranes

Tower cranes may be employed on projects that are adjacent to the DTPW facilities and guideway systems and that are tall enough, have sufficient jib length to reach a distance of 30 feet from the guideway drip line or that loads could be swung over DTPW facilities, are regulated by this manual. In general all tower cranes with base of tower located at a distance from the DTPW guideway drip line less than the height of the tower crane are subject to the restrictions in operation of this chapter.

Tower cranes are subject to wind movement and must be able to weather-vane during periods of high wind. Weather-vaning tower cranes, when cranes are not in use, are allowed to swing over DTPW guideway or facilities during passenger hours.

Tower cranes are subject to fatigue cracking and failure at the tower and jib connections. A certified structural inspection log of the Crane tower, jib, cables and haulage assemblies must be provided to DTPW on all tower cranes located in areas that they could affect DTPW facilities.

6.1.11 Excavations, Foundations and Sheet Piling

Until provisions for permanent support have been made, all excavations shall be properly guarded and protected so as to prevent the same from becoming dangerous to life and property and shall be sheet piled, braced and/or shored, where necessary, to prevent the adjoining earth from caving in; such protection to be provided by the person causing the excavation to be made. No excavation, for any purpose, shall extend within five (5) feet of the angle of repose of any soil bearing footing or foundation unless such footing or foundation is first properly underpinned or protected against settlement.

The design of all soils excavations, stabilization, modifications, underpinning or laterally protected with sheet piling shall be designed by a licensed professional engineer known to the Building Official to be qualified to evaluate the bearing capacity of soils. This design shall include a Geotechnical Soils investigation such that the registered Professional Engineer shall submit to the Building Official a letter attesting that the site has been observed and the foundation conditions are similar to those upon which the designed is based. The letter shall be signed and bear the impress seal of the engineer or architect, as applicable. Geotechnical soils sampling shall be conducted at sufficient frequency to ensure that the soils conditions on the project site are representative of the design conditions.

Angle of Repose

The angle of repose of all support soils within the DTPW Right of Way and safety zones shall be considered as 1:1 ratio. No excavation, for any purpose, shall extend within five (5) feet of the angle of repose of any DTPW soil bearing footing or foundation unless the design capacity of that footing is evaluated by the design Engineer of Record and his recommendations are approved by DTPW with respect to the design engineers modifications. Refer to Appendix B for clarification.

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Pilings

Sheet pilings, driven pilings, auger cast pilings or other operations that create significant soils vibration shall be closely monitored with seismic accelerometers to verify the energy transmitted into the DTPW structures is less than 0.22 inches per second. Additional detailed survey analysis may be required to verify that no settlement has occurred in the course of the work.

Excavators

Excavation equipment operated within the DTPW Right of Way and Safety Zones must take extra care to avoid causing damage to DTPW facilities. Track excavators have similar swing geometry problems as mobile cranes and are capable of causing significant damage if improperly operated. Similarly, improper operation of wheel loaders, excavators, dump trucks and vibratory rollers can cause impact and vibration damage to structures.

The contractor must ensure that all heavy excavation equipment is operated only by trained, experienced and competent operators who hold either an Operating Engineers, Local Union, Verification of Competence and Experience or equivalent licensure.

Excavations may be conducted within the DTPW Right of Way and Safety Zones only during non-passenger hours. Excavation operations within the DTPW Right of Way and Safety Zones require a trained DTPW Monitor, in radio communication with DTPW Central Control, during all excavation operations.

Protection of underground site utilities is the responsibility of the contractor. All utilities must be located by an approved utilities locator service prior to the start of any excavation or piling activities.

DTPW may, at its discretion, modify any of the above conditions or impose additional conditions, to help ensure the safety of the public, and its patrons, employees or property.

6.1.12 Demolition

No Demolition of structures adjacent to DTPW facilities by blasting shall be permitted. During piece-by-piece demolition, it is essential that the DTPW escalators, and/or other DTPW equipment be protected from dust generated by the demolition. The DTPW equipment must be covered with polyethylene sheets during demolition to prevent dust from entering the equipment. Guideway protection diagrams and location plans shall be submitted by the contractor when appropriate or requested by DTPW. Such plans shall clearly show the alignment of the DTPW right-of-way together with the setback dimensions of the portions of the building to be demolished.

Application

This section is intended to apply to all activity on the exterior of buildings located within the Safety Zone including maintenance, inspections, probing, demolition operations and shall comply with the American National Standard (ANSI) A 10.6 standard for demolition

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operations. In cases of practical difficulty and unnecessary hardship, or where other extenuating circumstances exist, DTPW may grant exceptions to the requirements stated herein, or may permit alternative methods, but only when it is clearly evident that equivalent protection is thereby secured.

Demolition Plan

The contractor must submit a detailed demolition plan to DTPW Engineering for review as part of the permit application package. This Demolition plan must include the scope of proposed demolition, location plan and building elevation of the proposed demolition work detailing the setback distance to DTPW facilities. Additionally the anticipated contractor means and methods, anticipated protective methods, equipment list including sizing of all demolition equipment should be supplied in the demolition submittal plan. The plan shall describe the type of construction (concrete, steel frame, masonry, etc.) and the overall construction configuration.

Guideway protection diagrams and location plans shall be submitted by the contractor when appropriate and requested by DTPW. Such plans shall clearly show the alignment of the DTPW right-of-way together with the setback dimensions of the portions of the building to be demolished.

Protection

During demolition, it is essential that the DTPW facilities be protected from dust generated by the demolition. The DTPW stations, escalators, train control and traction power rooms/buildings must be covered with polyethylene lined sheets during demolition to prevent dust from entering the DTPW switch gear and equipment.

Structural Condition and Analysis Survey

Prior to starting any demolition operation within the safety zone, an engineering survey of the structure shall be made to determine the condition at all locations of the exterior walls adjacent to the DTPW system. The purpose of the survey is to determine the condition of the framing, floors, and walls so that actions can be taken, if needed to prevent premature collapse of any portion of the structure. Such survey shall be made on the outside utilizing swing stages with full rail protection. The survey shall consist of documenting all locations displaying loose, cracked, and/or deteriorated stucco, tile, or other building facade materials in which such condition could result in falling debris.

An exterior crack survey may be required as part of the engineering survey of building to be demolished. A crack survey should be prepared locating all significant cracks including a location sketch, description, width, estimated recent activity, and the existence of previous repairs. Cracks of any significance shall be physically marked so that future observation may be made with telescopic equipment at the ground level. A stucco condition survey locating all significant irregularities in the stucco facade including bulges, micro/map cracking, hollow and de-bonded areas, discoloration due to water absorbance effervesce scaling, or other abnormalities should be included in the crack / engineering survey.

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Guideway Protection Diagrams and Location Plans shall be submitted by the contractor when appropriate and requested by DTPW. Such plans shall clearly show the alignment of the DTPW right-of-way together with the setback dimensions of the portions of the building to be demolished.

Similarly a window / wall opening survey of the condition of window vents, plywood covers, sill stability, and other characteristics from which conclusions can be made as to the security of such openings. Where a hazard exists from fragmentation of glass or instability of the window frame/vent, all glazed openings shall be removed or protected.

Scheduling

Exterior building element demolition activities located within the safety zone are permitted only during non-passenger operating hours and only when coordinated by an authorized DTPW "Monitor" under radio communication with Central Control on site.

Protective Measures

Remove all loose materials by hand which are in imminent danger of falling. The removal of such loose materials must also include a temporary repair or stabilization at any location where the removal results in an opening or area, which can allow water to penetrate resulting in further or future deterioration.

Pedestrian Site Security and Safeguards

Prior to the engineering survey of the building exterior and other invasive activities, it is necessary to fully protect the public and in particular, DTPW facilities. Every sidewalk, train guideway, station platform, stairs, escalator, or public thoroughfare adjacent to or near enough to be affected by the operations on the building shall be closed, relocated or protected as specified in overhead protection above.

Demolition Observer

Provide a full time observer who is classified as a qualified person and who is capable of recognizing changes in the building facade and appearance. The purpose of this person is to provide warnings to the DTPW operators in the event of a sudden change in the building's outward appearance or stability so that service on a rail section may be discontinued. The observer shall remain at the site at all times DTPW is in operation and providing service to the public

Periodic Demolition Reports

A certification shall be provided by a licensed engineer after each periodic inspection stating that the building components are secure and that it is safe to operate the DTPW system in that location.

Demolition Means and Methods

No wall sections shall be permitted to stand alone without lateral bracing. Additionally, all walls shall be left in a stable condition at the end of each shift. Masonry walls or other sections of masonry shall not be permitted to fall upon the floors of the building unless qualified persons have determined the impact of such masses will not exceed the safe carrying capacities of the floors.

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Chutes

Materials shall be dropped only through chutes to any point lying outside the exterior walls of the building and chutes at any angle exceeding 45 degrees from the horizontal shall be entirely enclosed. Also, chutes shall be designed and constructed to eliminate hazards of impact of materials or debris

Particle Velocity and Seismograph Reports

When required, the contractor shall measure and furnish reports of particle velocity caused by impacts in accordance with provisions in Appendix E of this document.

Additional Requirements

DTPW may, at its discretion, modify any of the above conditions or impose additional conditions, to help ensure the safety of the public, and its patrons, employees or property.

6.1.13 Exterior Building Maintenance

Pressure Washing

Painting

Window Washing

Sandblasting

Stucco Damage Repair

Other Maintenance Operations

Structural/ Non-Structural Inspections

General

In general, some routine maintenance activities associated with the exterior building envelope of buildings may not require a building permit. However, to adequately ensure the safety of the DTPW system, provisions are made in this manual detailing specific requirements and limitations of allowed building maintenance activities within the DTPW Safety Zone. A DTPW Access Permit is required on all exterior building maintenance activities for buildings located within the Safety Zone.

Access to exterior building components located within the Safety Zone including window cleaning operations and roofing operations is prohibited during DTPW passenger hours without a DTPW Monitor. The simple DTPW policy is that "there shall not be any exterior building maintenance activity at or above the elevation of the DTPW guideway during normal passenger operations without a DTPW Monitor".

Maintenance

This section is intended to apply to all activity on the exterior of buildings located within the Safety Zone including maintenance, inspections, probing, stucco repair, painting and waterproofing operations. In cases of practical difficulty and unnecessary hardship, or where other extenuating circumstances exist, DTPW may grant exceptions to the requirements stated herein, or may permit alternative methods, but only when it is clearly evident that equivalent protection is thereby secured.

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Small Particle Protection

Routine exterior building cleaning is required to some extent on most structures. Much of this work is commonly accomplished by access to the building exterior via either swing stage or boson chair. Access on building exteriors located within the safety zones is prohibited during passenger hours without a DTPW Monitor.

Pressure cleaning and sandblasting activities produce over spray, dirt and particle fallout below the work area. DTPW guideway, stations and facilities must be adequately protected from the fallout of the dirt, particles, sand, loose paint, etc. prior to the start of any exterior building cleaning activity. Such protection may be in the form of polyurethane lines, canvas tarps or other catchment devices. Design of required protection must be approved by DTPW.

Stucco probing and repair, painting and waterproofing activities produce falling debris. DTPW guideway and DTPW Facilities must be adequately protected with overhead protection as described in this manual as part of the DTPW Work Order for stucco repair and painting activities.

DTPW may, at its discretion, modify any of the above conditions or impose additional conditions, to help ensure the safety of the public, and its patrons, employees or property.

DTPW Operations and Scheduling

DTPW shall have the right to stop any work or construction activity that affects the safety of DTPW patrons and or facilities or normal DTPW operations. DTPW will exercise reasonable advance notice, except for any matters related to immediate system safety concerns which will require no advance notice.

Construction work which may have any impact on the Metrorail/Metromover System may be scheduled during the Non-Peak Operating Hours or Non-Passenger Hours. Non- Peak Operating Hours are defined as weekdays prior to 6:30 A.M. or after 7:00 P.M. and between 10 A.M. and 3 P.M.; and all day Saturday and Sunday. Non-Passenger hours are defined as Monday through Sunday 12:30 A.M. to 4:30 A.M. or such other hours as may be designated by the County as Non-Passenger Hours. Passenger hours may change without notice as needed by DTPW.

Weekends / Holidays & Special Events

Construction work that may impact weekend or special operational conditions will be limited. Schedule requirements will be addressed on a project to project basis where the individual scheduling needs of the project can be evaluated with respect to the operations of the DTPW systems.

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APPENDIX A: GLOSSARY

The following terms shall, for the purpose of this Manual, have the meanings respectively ascribed to them:

- ACCIDENT -** An unforeseen event or occurrence that causes death, injury or damage to property. Any abnormal condition that requires the attention or intervention of responsible personnel or an individual monitoring the transit system operation.
- ALARM CONDITION -** Deviation from nominal performance, which does not cause a significant, effect on system performance but does warrant investigation and/or repair. Sanctioned or accepted by the building official and Department of Transportation and Public Works.
- AUTOMATIC -** A term applied to a system, subsystem, or device, which has the inherent capability to function without direct manual participation.
- CATCH PLATFORM -** A temporary structure erected around or attached to, and abutting a building for the purpose of safeguarding the employees, and the public, by catching and retaining falling objects or debris.
- CENTRAL CONTROL -** That place where train control or train supervision is accomplished for the entire Metro-rail and Metro-mover system; the train command center.
- CONSTRUCTION SAFETY -** The optimum degree of safety within the constraints of construction effectiveness, time and cost through specific application of safety management throughout all phases of the construction.
- CONSTRUCTION SAFETY MANUAL -** Issued as a contract document by Department of Transportation and Public Works (DTPW), to be used as a guide by the Contractor in developing his Accident Prevention Program.
- DTPW ACCESS PERMIT -** Issued written authorization from DTPW for work in the DTPW Right of Way and DTPW Safety Zones. Construction Work Orders are specific with regard to the scope, extent, additional requirements or limitations, and allowable

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schedule of approved work to be completed in the DTPW Right of Way and Safety Zones.

CONTRACT DRAWINGS -	The plans, profiles, typical cross-sections, general cross-sections, elevations, schedules and details which show locations, character and dimensions of the work.
CONTRACTOR'S AUTHORIZED SAFETY REPRESENTATIVE -	The person designated as authorized safety representative who will be responsible for work site safety and for reporting all insurance claims.
CONTRACTOR-	The individual, firm, partnership, corporation, or combination thereof, private, municipal, or public, including joint ventures, which, as an independent contractor, has entered into a contract with MDC, who is referred to throughout the Contract Documents by singular in number and masculine in gender.
CHUTE-	A trough or tube used to guide and transport sliding objects, materials, or debris from a higher to a lower level.
DEGRADATION -	Falling from an initial level to a lower level in quality or performance.
DEMOLITION -	Dismantling, razing, destroying, or wrecking any fixed building or structure or any part thereof.
EMERGENCY -	A situation which is life threatening or which can cause serious damage on or in the immediate vicinity of any transit facility, structure, bus or train.
EMPLOYEE -	A person employed by the Contractor or Subcontractor.
EQUIPMENT FAILURE -	The state in which equipment no longer meets the minimum acceptable specified performance and cannot be restored through operator adjustment or control.
FTA -	Federal Transit Administration, formerly UMTA.
FAILURE -	An inability to perform an intended function within specified tolerances.

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HAZARD - Any real or potential condition that can cause injury or death; or damage to or loss of equipment or property.

HAZARD MANAGEMENT (LOSS CONTROL) - An element of the system safety management function that evaluates the safety effects of potential hazards considering acceptance, control, or elimination of such hazards with respect to expenditure or resources. (The feasibility of hazard elimination must be considered in light of financial, legal, and human considerations).

HAZARD SEVERITY – A qualitative measure or the worst potential consequences that could be caused by a specific hazard.

Category I Catastrophic May cause death, serious injury/illness or major system loss.

Category II Critical May cause injury/illness, or major system damage.

Category III Marginal May cause minor injury/illness, or minor system damage.

Category IV Negligible Will not result in injury/illness, or system damage.

HAZARD RESOLUTION - The analysis and subsequent actions taken to reduce, to the lowest level practical, the risk associated with an identified hazard.

IMMINENT DANGER - Refers to any condition or practice where there is reasonable certainty that a danger exists that can be expected to cause death or serious physical harm and/or serious property damage immediately or before the danger can be eliminated through normal enforcement procedures

INCIDENT - An unforeseen event or occurrence that does not necessarily result in injury or property damage.

MAINTENANCE - All actions necessary for retaining an item in or restoring it to an operable condition.

MALFUNCTION - Any anomaly or failure wherein the system, subsystem, or component fails to function as intended.

MAY - A permissive condition. Where the work "may" is used, it is considered to denote permissive usage

MIAMI DADE COUNTY - The Board of County Commissioners of Dade County, (MDC) Florida, political subdivision of the State of Florida, and the DTPW, an office under the County manager of Miami Dade County, Created March 1, 1974, by Administrative

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Order No. 3-8, under the authority of Sections 4.01 and 4.02 of the Miami Dade County Charter - and any authority, board, body, commission, official or officials to which or to whom the powers now belonging to DTPW in respect to the location, construction, equipment, maintenance and operation of transit facilities shall, by virtue of any act or acts, hereinafter pass or appertain.

DTPW - Department of Transportation and Public Works, Miami-Dade County, located at 701 N.W. 1st Court, Suite 1700, Miami, Florida 33136

DTPW RIGHT OF WAY- As defined by the legal description of the properties that the DTPW facilities occupy or are situated above and supportive easements. For the purpose of this manual the Right of Way shall be defined as those properties located within the drip lines of the DTPW rails, stations and facilities and include those properties used for access and egress to the DTPW facilities by the general public and normal DTPW operations.

MISHAP - An unplanned event or series of events that result in death, injury, occupational illness, or damage to or loss of equipment or property. (See also ACCIDENT).

MONITOR - An authorized DTPW employee, DTPW contractor or DTPW consultant monitoring the movement of construction equipment or materials that may infringe upon the 30' "Safety Zone" (that area of the Department of Transportation and Public Works Guideway (Metrorail and/or Metromover) that lies within 30' of the outermost edge of the superstructure) which has the potential to interfere with Department of Transportation and Public Works operations and/or maintenance. This person(s) shall ensure the safety of Department of Transportation and Public Works patrons, employees, property and the public. DTPW contractors and DTPW consultants shall be trained per DTPW Rail Services Metromover and Metrorail training packages before they perform duties as Monitors.

OPERATOR - That person having direct and immediate control of the movement of a vehicle or machinery.

OPERATING TIME - The time period between turn-on and turn-off of a system, subsystem, component or part during which time operation is as specified. Total operating time is the summation of all operating time periods

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- OSHA - The Occupational Safety and Health Administration. An agency of the U.S. Government which sets standards to provide for the safety of employees in the workplace. The local area office is located in Ft. Lauderdale, Florida, phone (305) 527-7292
- PERSONAL PROTECTIVE EQUIPMENT (PPE) - Equipment designed and worn to provide protection against hazard to some part of an employee's body. Examples of PPE are safety glasses, respirators, hart hats, gloves etc. All PPE used at DTPW work sites must comply with applicable OSHA standards
- POWER RAIL - Three separate rails center mounted on insulators on the guidebeam which provides traction power for vehicle propulsion. (Metromover)
- PROCEDURES - Established methods to perform a series of tasks.
- QUALIFIED PERSONS - Those who by possession of a recognized degree, certificate, or professional standing, or by extensive knowledge, training, and experience in the demolition industry have successfully demonstrated their ability to solve or resolve problems relating to the subject matter of demolition.
- QUALIFYING BUILDINGS - Buildings located within 30 feet of DTPW Right of Way corridor, and greater than 35 feet, in height, that have a building footprint located adjacent to a Safety Zone where the elevation of the building encroaches into the Vertical Safety Zone extensions as defined in Safety Zone above and at the rate of 1 foot horizontal offset per 4 feet of building height above DTPW facility. See the definition of Safety Zone above and attached drawing CZ-1 (Appendix C).
- QUALIFYING STRUCTURES - Cranes whose boom swing infringes within the 30 feet Safety Zone or DTPW Right-of-Way corridor. Signs located within the safety zone. Temporary scaffolding or construction towers within the Safety Zone or DTPW Right of Way corridor with heights greater than 30 feet.

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- QUALIFYING WORK-** Any construction, demolition, equipment operations or building maintenance activity performed on or in a building or structure which may be hazardous to persons or property within the DTPW Right of Way or protective safety zones.
- RELIABILITY -** The probability that the system or sub-system will perform satisfactorily for a given period of time when used under stated conditions.
- REPAIR -** The maintenance activity which restores a failed item to operable state.
- RISK -** An expression of possible loss over a specific period of time or number of operational cycles. It may be indicated in terms of hazard severity and probability.
- RISK MANAGEMENT -** The Risk Management Division, Miami Dade County, General Services Administration, located at 111 N.W. 1st Street, Suite 2340, Miami, Florida 33128; phone 375-4280.
- RULE -** A law or order authoritatively governing conduct or action.
- SAFE -** Secure from danger of loss.
- SAFETY -** A reasonable degree of freedom from those conditions that can cause injury or death to personnel; damage to or loss of equipment or property; and freedom from danger.
- SAFETY CHECKLIST -** A list for examining the safety aspects of equipment, procedures and personnel.
- SAFETY CRITICAL -** A designation placed on a system, sub-system, element, component, device, or function denoting that satisfactory operation of such is mandatory to assurance of patron, personnel, equipment, or facility safety. Such a designation dictates incorporation of special safety design features.
- SAFETY DEVICES -** Protective devices which do not alter the fundamental nature of a hazard but which do control the extent of the hazard in some manner.
- SAFETY MANAGEMENT -** An element of management that establishes safety program requirements and ensures the planning, implementation and accomplishment of task and activities to achieve work place safety.

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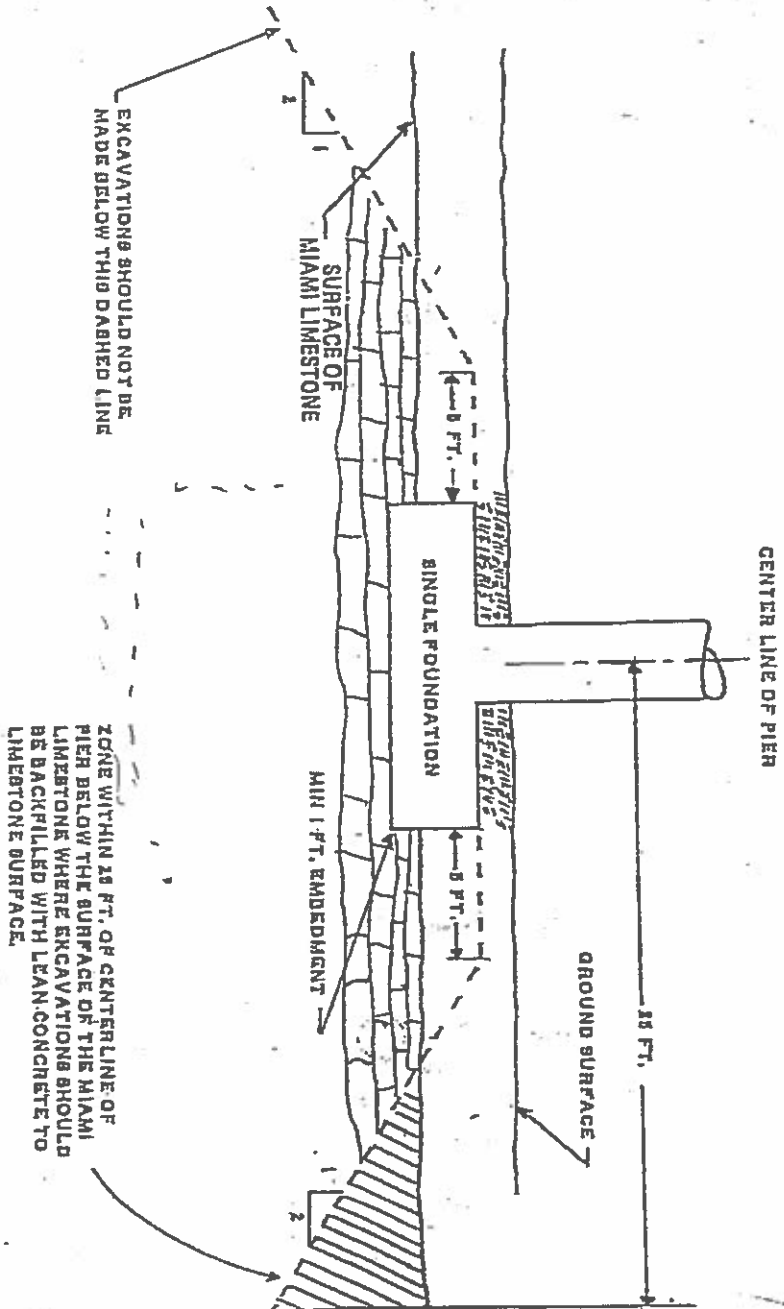
- SAFETY PROGRAM -** The combined task and activities of safety management and safety engineering that enhance operational effectiveness by satisfying the safety requirements in a timely, cost-effective manner throughout all phases of the work.
- SAFETY SUBCONTRACTOR -** A subcontractor who satisfies the Florida Department of Labor and Employment Security Industrial Safety and Health Programs, Chapter 38F-44, and is duly approved by MDC
- SAFETY ZONE -** Safety Zones are defined as a protective safety buffer zone adjacent to the DTPW Right of Way. Safety Zones include all lands public or private within 30 feet (horizontally) of the DTPW Right of Way measured from the drip line of the facility/guideway. No work is allowed at the exterior of any building located within the protective safety zone without an approved DTPW Access Permit.
- SERVICE CONTRACTS/
CONTRACTOR -** Those operations that are providing any services, or repair, replacement or maintenance functions that are indigenous to the construction process on the Work Site.
- SHALL -** A mandatory condition. Where certain requirement are described with the "shall" stipulation, it is mandatory that these requirements be met.
- SHOULD -** An advisory condition. Where the " should" is used, it is considered to be advisable usage, recommended but not mandatory.
- STATE -** The State of Florida.
- SUBCONTRACTOR -** Any person, firm or corporation, other than the employees of the Contractor, who contracts with the Contractor to furnish labor and/or materials under this Contract.
- SUPPLIER/VENDOR -** Those entities whose. sole responsibility to the project is the delivery of goods or materials, exclusive of direct labor.
- SYSTEM -** A composite of people, procedures and equipment operating in a specific environment to accomplish a specific mission or task
- THIRD RAIL -** A rail mounted on insulators adjacent to running rails which provides traction power for train propulsion. (Metrorail).

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- TRANSIT SYSTEM -** A transportation system comprised of fleets of motor buses and electrically propelled transit vehicles and all of their operational / support personnel and systems (e.g. maintenance facilities, tracks, structures, etc.) utilized for the mass movement of passengers within a metropolitan area.
- UNUSUAL OCCURRENCE -** An unforeseen event or incident which does not necessarily result in injury or property damage.
- UNSAFE CONDITION -** Any condition which if not corrected, will endanger human life or property.
- WARNING DEVICES -** Sensors that monitor or detect conditions and provide visible and/or audible alerting signals as desired for selected events.
- WORK SITE -** The area enclosed by the limit of Work indicated in the Project Drawings and boundaries of local streets and public easements in which the Contractor is to perform the work under the Contract. It shall also include areas obtained by the Contractor for use in connection with the Contract, when contiguous to the Limit of Work.

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APPENDIX B: CRITERIA FOR EXCAVATION ADJACENT TO SINGLE FOUNDATIONS



METROPOLITAN DADE COUNTY
 TRANSIT IMPROVEMENT PROGRAM
 LINE SECTION 4



LAW ENGINEERING
 TESTING COMPANY

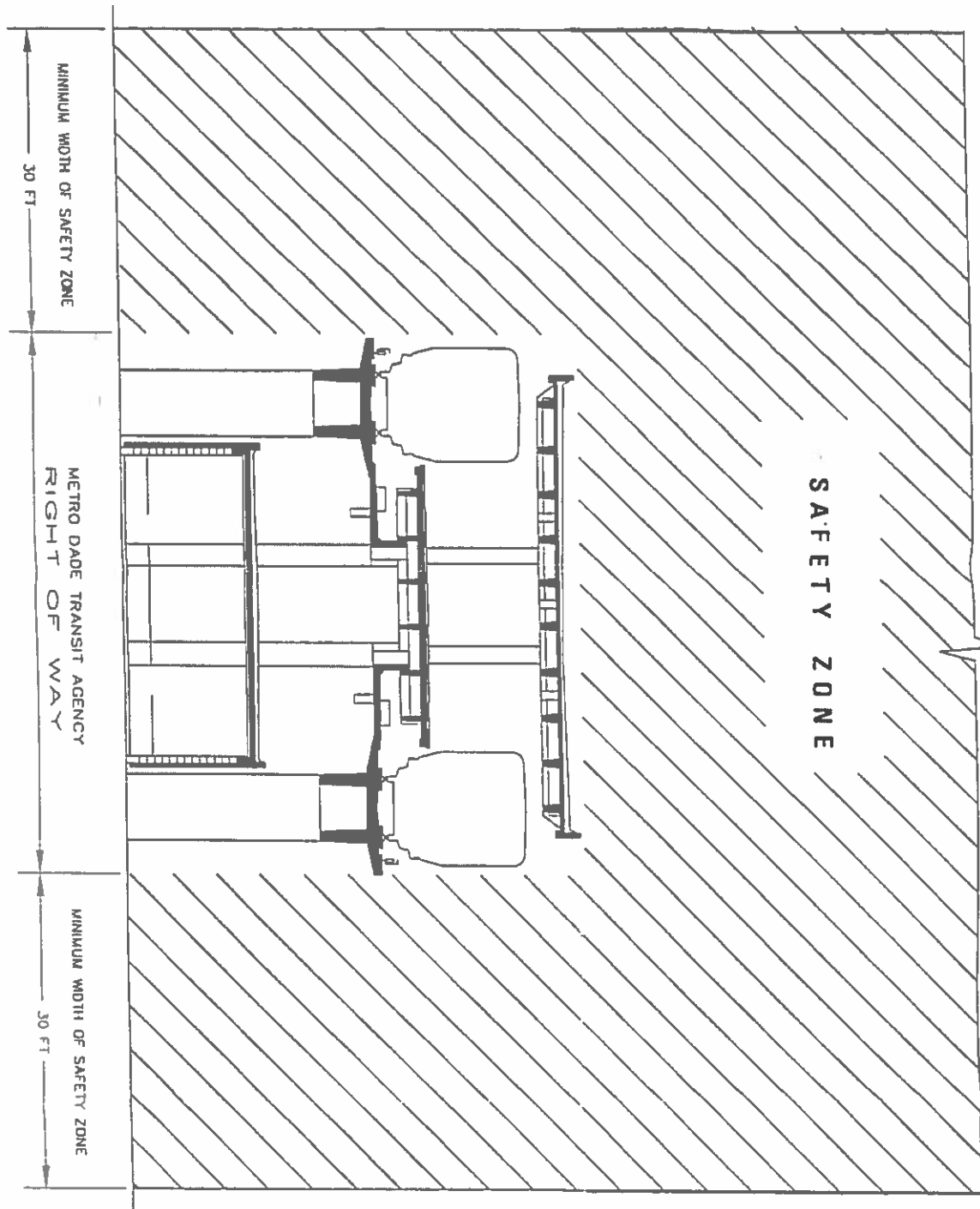
CRITERIA FOR EXCAVATION ADJACENT
 TO SINGLE FOUNDATIONS

DRAWN BY *SK/A*
 CHECKED BY *KDS*

FIGURE B 14

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APPENDIX C: SAFETY ZONE CRITERIA



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APPENDIX D: SAMPLE CRANE SAFETY INSPECTION CHECKLIST

CRANE SAFETY INSPECTION CHECKLIST				
Location:				
Area Inspected:				
Inspected By:			Date:	
* Check items to be inspected in your area - Disregard others as not applicable				
*	OK	ITEM INSPECTED	NOT OK	COMMENTS
THE CRANE CREW				
		Is the operator and crew properly trained?		
		Operating is a full time job—does the operator pay strict attention to his duties?		
		Do crane personnel wear hard hats when away from the crane?		
		Is the operator aware of the regulations involving working close to high voltage lines and electrical equipment?		
		High voltage, even from a distant source, can be introduced in metal parts of the crane. Is the operator aware of these situations?		
		Does the operator know the weight of each piece before he picks it?		
		Does the crane crew know the manufacturer's proper recommendations for making short moves on the job site?		
		Does the crew get help when lifting heavy objects?		
		Does the crew periodically check for level?		
		Do they check the outriggers for stability?		
		Do they check the boom angle indicator and other electronic load equipment for accuracy?		
		Does the operator allow anyone to ride the load or to the hooks?		
THE GROUND CREW (HOOKING UP THE LOAD)				
		Does the ground crew have, maintain and use proper safety equipment?		
		Are they familiar with the product erection sequence?		
		Are they familiar with the crane signals and general operation of the crane?		
		Do they know how to properly hook pieces and provide aerial stability?		
		Do they know how to properly use tag lines?		
		Are the tag lines in good condition, strong enough and long enough?		

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**APPENDIX D: SAMPLE CRANE SAFETY INSPECTION CHECKLIST
(CONT)**

✓	OK	ITEM INSPECTED	NOT OK	COMMENTS
		Is two way communication between the operator and the erection foreman being used? Does the crew know how to use and maintain the equipment? Are spare parts available for quick repair?		
		Is the crane swing radius roped off to prohibit the crane (during swing) from causing damage or hurting someone? Is entire swing checked including the counterweights?		
THE MACHINE				
		Is the crane operated within all capacities?		
		Is the machine inspected daily?		
		Are the required crane inspections recorded?		
		Are all controls properly identified?		
		Are warning devices operative?		
		Is the manufacturer's rating plate visible?		
		Is the operator's manual available to the crew for easy reference?		
		Are load charts, operating signals and other important information posted and/or readily available?		
		Are brakes within operating limits?		
		Are clutch and brake surfaces dry?		
		Are all protective panels and guards in place?		
		Are electrical systems in good condition?		
		Are all of the sheaves properly aligned so as to reduce rope wear during work?		
		Is cable in good conditions?		
		Are hooks in good condition?		
		Have hooks been inspected by magnetic particle inspection?		
		Are there safety latches on the hooks?		
		Are fuel tanks in good condition and without leaks?		
		Are fire extinguishers available and routinely inspected?		
SLINGS				
		Are slings in good condition/ Is safety factor of 5 maintained?		
		Are slings stored properly?		
		Are sling inspection reports maintained?		
		Are "U" bolt wire rope clips correctly placed?		
		Are all other lifting devices in good condition?		

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APPENDIX D: CHECKLIST FOR CRITICAL LIFTS

CHECKLIST FOR CRITICAL LIFTS

This form is to be completed when the load exceeds 80% of the load chart for the crane or derrick or where the pick involves two or more cranes.

LIFT DATE: _____

1) Supervisor responsible for the lift: _____

2) Description of item to be lifted and estimated weight: _____

3) Equipment and Lift Relationship:

a. Operating Radius _____

b. Boom Length _____

c. Allowable Load (From Load Chart) _____

d. Ratio of Lift to Allowable Load _____

e. Clearance to Surrounding Facilities _____

f. Sling Angle _____

4) Condition of Hoisting Equipment and Rigging

a. Has all equipment been reinspected for this lift: ____ Yes ____ No

5) Stability of Ground Area:

a. Check Soil/Ground Bearing Allowable Load (List Conditions) _____

b. Will mats be needed? ____ Yes ____ No

c. Any underground installations needing special attention? ____ Yes ____ No

d. Will it be necessary for the crane to walk with the load? ____ Yes ____ No

e. Is the surface level and stable where the crane will be walking?

____ Yes ____ No

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APPENDIX D: CHECKLIST FOR CRITICAL LIFTS (CONT)

f. Have facilities been provided to keep the load radius from changing?

____ Yes ____ No

g. Have all overhead facilities been checked for clearance in the area where the crane will be moving/operating? _____ Yes ____ No

6) Does the operator have the necessary experience on the crane and this type of lift?

____ Yes ____ No

7) If the lift involves the use of two cranes answer the following:

a. Have operators worked together before? _____ Yes ____ No

b. Who will coordinate instructions to operators? _____

By: _____

Contractor's Superintendent

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APPENDIX E: RECOMMENDED VIBRATION LIMITS

Seismological research by the U.S. Bureau of Mines, foreign investigative groups, and individual seismologists has established criteria relating the occurrence of structural damage to certain frequencies and levels of ground motion.

USBM Report of Investigations 8507¹ states that residential structures are most prone to damage as a result of vibration energy within the frequency range of 4-12 hertz. Within this range, a 0.5-inch per second maximum particle velocity is recommended to preclude 'threshold' damage to the plaster-on-wood-lath interior portions of older structures.

Threshold damage is defined by the USBM as the loosening of paint, small plaster cracks at joints between construction elements or the lengthening of old plaster cracks. A maximum of 0.75 inch per second is recommended for the protection of modern drywall interior construction. The damage threshold is normally considerably higher for load bearing or other structural portions of a house.

Above 12 hertz, the allowable vibration increases as the frequency increases, up to 40 hertz, above 40 hertz, a constant 2.0 inches per second level is recommended to protect the interior walls and ceilings of structures, regardless of construction material. A graphic representation of the USBM recommended criteria is shown in the velocity versus frequency curve on the following page, and the vibration analysis of the recordings are plotted on graphic representations at the end of this report.

It should be noted², however, that it is almost impossible in actual practice to visually determine if the recorded peak vibration on a typical seismogram is actually within the Bureau's 4-12 hertz range. This is because ground vibration is usually a complex mixture of many frequencies that cannot be accurately separated by visual analysis of a seismogram.

Proper implementation of the Bureau's limit can only be accomplished by a computerized technique that analyzes the seismographic data in terms of both peak particle velocity and frequency. Therefore, in order to best determine the potential effects of ground vibrations recorded in this study, a computerized response versus frequency technique known as RSVP was used in the preparation of this report.

RSVP TECHNIQUE

The Response Spectrum Velocity Profile (RSVP) technique used in this study was developed by Dr. Kenneth Medearis. It is a powerful vibration analysis tool which not only conforms to USSM recommendations, but also provides insight into the responses of various types of residences to a given vibration episode.

² Siskind, David *et al*, Structural Response and Damage Produced by Ground Vibration From Blasting. U.S. Bureau of Mines, RI, 1980.

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APPENDIX E: RECOMMENDED VIBRATION LIMITS (cont)

All buildings are characterized by a single natural fundamental frequency. This means that, as with a pendulum or a tuning fork, there is one dominant frequency at which a particular building will vibrate when excited. The fundamental natural frequency of a building depends primarily upon its height. Tall buildings are more flexible and vibrate at low frequencies. Low-rise structures, being stiffer, vibrate at higher frequencies.

When the frequency of a ground vibration wave matches the structure's natural frequency, the ground motion will be amplified within the structure. According to the USSM, the natural frequency of typical residential structures ranges between 4 and 12 hertz. Thus, it is within this range that the vibration limits recommended by the USBM are most stringent.

By applying the computerized RSVP Technique to the data obtained in this survey, both the ground particle velocity and response characteristics of residential structures are considered over a wide range of frequencies. The results are then related to the USSM velocity versus frequency curve discussed previously, and are plotted on the analysis sheets at the end of this report.

When particle velocities exceed the limits of the USBM Curve, non-damage probability calculations are performed, based on the research of Medearis. These probabilities are given under the graphs on the analysis sheet for 1, 1-1/2, and 2story houses. When no figures are given, probability of non-damage is essentially 100 percent.

