

SECTION 01 52 13
FIELD OFFICES AND SHEDS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Temporary field offices for NYCHA Architect/Engineer/CM
- B. Temporary field offices for use of Contractor.
- C. Maintenance and removal.

1.02 RELATED REQUIREMENTS

- A. Section 01 50 00 - Temporary Facilities and Controls:
 - 1. Temporary telecommunications services for administrative purposes.
 - 2. Temporary sanitary facilities required by law.
- B. Section 01 55 00: Parking and access to field offices.

1.03 USE OF EXISTING FACILITIES

- A. Designated existing spaces may be used for field offices: _____.

1.04 USE OF PERMANENT FACILITIES

- A. When permanent facilities are enclosed with operable utilities, relocate offices into building, with written agreement of NYCHA, and remove temporary buildings.

PART 2 PRODUCTS

2.01 MATERIALS, EQUIPMENT, FURNISHINGS

- A. Materials, Equipment, Furnishings: Serviceable, new or used, adequate for required purpose.

2.02 CONSTRUCTION

- A. Portable or mobile buildings, or buildings constructed with floors raised above ground, securely fixed to foundations, with steps and landings at entrance doors.
- B. Construction: Structurally sound, secure, weather tight enclosures for office. Maintain during progress of Work; remove when no longer needed.
- C. Temperature Transmission Resistance of Floors, Walls, and Ceilings: Compatible with occupancy requirements.
- D. Exterior Materials: Weather resistant, finished in one color.
- E. Interior Materials in Offices: Sheet type materials for walls and ceilings, prefinished or painted; resilient floors and bases.
- F. Lighting for Offices: 50 fc at desk top height, exterior lighting at entrance doors.
- G. Fire Extinguishers: Appropriate type fire extinguisher at each office.

2.03 ENVIRONMENTAL CONTROL

- A. Heating, Cooling, and Ventilating: Automatic equipment to maintain comfort conditions.

2.04 CONTRACTOR OFFICE AND FACILITIES

- A. Size: For Contractor's needs and to provide space for project meetings.
- B. Telephone: As specified in Section 01 50 00.
- C. Other Furnishings: Contractor's option.
- D. Equipment: Six adjustable band protective helmets for visitors, one 10 inch outdoor weather thermometer and _____.

2.05 OWNER AND ARCHITECT/ENGINEER/CM OFFICE

- A. Provide separate Facility/Trailer for sole use of NYCHA/Architect/Engineer/CM.
- B. Area: Minimum 32'x8' trailer including an enclosed interior restroom with toilet and sink, and interior conference/meeting area with table and chairs for 8 persons .

- C. Windows: At least three, with minimum total area equivalent to 10 percent of floor area, with an operable sash and insect screen. Locate to provide views of construction area.
- D. Electrical Distribution Panel: Two circuits minimum, 110 volt, 60 hz service.
- E. Minimum four 110 volt duplex convenience outlets, one on each wall.
- F. Telephone and internet services to be supplied and maintained by GC. Coordinate with Section 01 50 00.
- G. Sanitary Facilities: Include restroom with toilet and sink within NYCHA/AE/CM field office/trailer. Coordinate with Section 01 50 00.
- H. Drinking Fountain: Convenient access by workers.
- I. Furnishings in Meeting Area: Conference table and chairs to seat at least eight persons; racks and files for Contract Documents, submittals, and project record documents.
- J. Furnishings:
 - 1. One desk 54 by 30 inch, with three drawers.
 - 2. One drafting table 36 by 72 inch, with one equipment drawer and a 48 inch wide parallel straight edge.
 - 3. One computer workstation with 24 by 48 inch work surface, CPU shelf, retractable keyboard tray, and space for computer monitor and 11 by 17 inch printer.
 - 4. One metal, double-door storage cabinet under table.
 - 5. Plan rack to hold working Drawings, shop drawings, and record documents.
 - 6. One standard four-drawer legal size metal filing cabinet with locks and two keys per lock.
 - 7. Six linear ft of metal bookshelves.
 - 8. Two swivel arm chairs.
 - 9. Two straight chairs.
 - 10. One drafting table stool.
 - 11. One tackboard 36 by 30 inch.
 - 12. One waste basket per desk and table.
- K. Following Notice to Proceed, the Contractor shall provide and prepare the site for the NYCHA/AE/CM field office trailer, at location approved by the Authority.
- L. The Contractor shall provide the permitting and electrical hook up by the GC's electrical contractor to the NYCHA/AE/CM trailer for the duration of the project.
- M. The Contractor shall provide weekly cleaning and maintenance of the field office/trailer.
- N. The Contractor shall restore the grounds of the NYCHA/AE/CM field trailer after removal to its previous condition to the satisfaction of NYCHA's Representative.

PART 3 EXECUTION

3.01 PREPARATION

- A. Fill and grade sites for temporary structures to provide drainage away from buildings.

3.02 INSTALLATION

- A. Install office spaces ready for occupancy 15 days after date fixed in Notice to Proceed.
- B. Parking: Two hard surfaced parking spaces for use by NYCHA and Architect, connected to office by hard surfaced walk.
- C. Employee Residential Occupancy: Not allowed on NYCHA's property.

3.03 MAINTENANCE AND CLEANING

- A. Weekly janitorial services for offices; periodic cleaning and maintenance for offices.
- B. Maintain approach walks free of mud, water, and snow.

3.04 REMOVAL

- A. At completion of Work remove buildings, foundations, utility services, and debris. Restore areas.

3.05 DURATION

- A. Upon Completion of the Contract Work, the Contractor shall promptly remove all furnishings and incidentals from the Development Grounds as directed by NYCHA's Representative.

END OF SECTION