

CONSTRUCTION MANAGEMENT PLAN

**Highlands Station
49 Marmion Road
Melrose, MA 02176**

**Project:
272 Tremont Street
Melrose MA**

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Pre-Construction

Highlands Station, LLC will meet with City of Melrose Building Department & Town Officials to review construction procedures and to finalize all details of this CMP plan prior to any work beginning on site. Two weeks prior to mobilization of any subcontractor, the Project Manager and/or onsite Foreman are required to attend a pre-construction meeting. Key specifics are as follows:

1. Subcontractor orientation of the project (work hours, truck routes, parking, etc.).
2. Specific scope of work is reviewed for content and execution.
3. The project schedule is reviewed for complete acceptance and understanding of expectations and project phasing logic.
4. Safety and housekeeping requirements.

Perimeter Protection/Public Safety

Highlands Station, LLC will work to ensure the staging areas minimize impact to pedestrians and vehicular flow. Secure fencing and barricades will be used to isolate construction areas from pedestrian traffic around the site. In addition, walkway areas near construction activities will be well marked to protect pedestrians and ensure their safety. Proper signage as required will be installed and regularly updated as site conditions change during the construction process.

Police detail officers, if required, will be provided to facilitate traffic flow and pedestrian safety. Construction procedures will be designed to meet all Occupational Safety and Health Administration (OSHA) safety standards for specific site construction activities.

Safety on Site

All subcontractors working on site shall provide and maintain all safety measures, procedures and documentation as required by governing agencies. The job site will be enclosed by temporary fencing.

Prior to the start of work by any subcontractor, a Hazardous Risk Assessment Plan is reviewed. During this review, all potential hazardous work requirements and the safety plans required to mitigate these risks are identified and confirmed, and construction procedures will be designed to meet all OSHA safety standards for specific site construction activities. With the support of Highlands Station, LLC, all subcontractors will implement and manage their own Health and Safety program for the project, and all site personnel will be subject to follow the safety orientation and identification guidelines and processes established by Highlands Street Station, LLC.

Emergency Site Access

Access to the site for emergency vehicles will be maintained at all times. The proposed site logistic and traffic plans are designed to isolate the construction while providing safe access for both pedestrians and vehicles during normal day-to-day activities and emergencies.

Material Handling

All construction material delivery trucks will be loaded and unloaded inside the construction fence throughout the course of the project. On-site locations will be designated for temporary storage of construction materials (storage containers, palletized shipments, etc.), but locations may change to accommodate construction phasing. Trucks and equipment will follow the designated truck route and be staged at the designated areas.

Site Office Trailer

A site office trailer will be located on site within the area of the perimeter fencing.

Portable Sanitary Facilities

Portable sanitary facilities will be provided on-site as required by applicable codes at locations appropriate to the stage of construction. The facilities will be maintained on a regular basis to prevent off-site odor migration.

Dust Control

Construction activities generate fugitive dust that will result in localized increases in air-borne particulate levels. To reduce emissions of dust and minimize impacts on the local environment, strictly-enforced mitigation measures will be employed, including:

1. Wetting agents will be used regularly to control and suppress dust that may come from construction activities;
2. Trucks used for the transportation of construction debris will be covered before exiting the project site.
3. Trucks will be required to use construction entrances to minimize off-site tracking prior to entering public streets;
5. Materials stored on site for more than two weeks will have tarps or other approved measures to reduce wind-blow dust potential.

Snow Removal

Highlands Station, LLC will be responsible for removing snow from all work site areas, including all public sidewalks affected by this project. This will be done daily and continuously to ensure that all sidewalks are clear of snow and ice. Under no condition will the removed snow be disposed of on public property.

Site Signage

Signage will direct pedestrians around the site, as well as direct truck traffic and deliveries. The construction site will have a sign indicating the name of the General Contractor and its contact information, including phone number and email address. This sign will be clearly visible to enable the public to call with any questions or concerns.

Abutter Coordination

During construction there will be management staff on-site and available for assistance. The phone number and email address for the General Contractor will be posted on-site.

As appropriate, Highlands Station, LLC will coordinate construction activities with the City of Melrose and other on-going construction projects in the area to help minimize the impacts to the community.

Material Handling/Construction Debris

Highlands Station, LLC will take an active role when it comes to the processing and recycling of construction waste and will have a Construction Debris Management Plan (CDMP) in place for the project. The CDMP will require Highlands Station, LLC to contract with a licensed waste hauler having off-site sorting capabilities. All construction debris will be taken off site by the hauler, sorted and sent to the proper recycling center or waste facility. The site area will be policed to pick up any debris that made blow off site during the construction activities, and to generally maintain a clean work environment.

It is anticipated that on-site refueling of machinery will be required during site development. Fuel will also likely be needed for temporary heat on the interior of the buildings and/or exterior façade. All necessary on-site refueling permits and permits/inspections from the plumbing inspector and fire department will be obtained by the site contractor prior to commencing site development activities.

Dumpster Location and Loading

Dumpsters will be located within the construction staging area and will be secured with odor and dust-control measures. Loading and unloading of the dumpsters will take place within the fenced area. Dumpster pick-ups will be done during normal construction hours and will avoid peak traffic periods.

Utility Connections

There will be multiple utility connections on this project, all located onsite, but some may affect Tremont Street. All utility connections will occur during daytime off-peak hours and will require coordination with each respective utility company, as well as the City of Melrose Engineering Division and Water and Sewer Department.

Trenches will be secured and suitably protected so as to not present a hazard to vehicles or pedestrians. Road closures and street-opening permits will be submitted for approval prior to the start of each task.

All right-of-way utility work will conform to the Melrose Department of Public Works utility standards and moratorium dates, respectively, and as indicated by the City of Melrose.

Truck Movements During Construction

Trucks are needed for material removal and delivery from and to the site as the project proceeds. Construction contracts will include provisions restricting truck travel to approved routes.

During time of needed heavy truck use, measures will be employed to prevent queuing trucks on the roadways. This will be accomplished by staggering truck arrival times and coordinating and or using off site staging areas. The impact of construction trucks in the evening peak hour is expected to be insignificant because most deliveries are completed prior to the end of the typical work day (6:00 P.M.).

Trucks coming to and from the site are required to use major arterial roadways or highways and not local streets. The selection of proposed truck routes is based on the following criteria:

1. Minimizing truck activity in the residential neighborhoods;
2. Designating specific roads where trucks are permitted; and
3. Providing access to and from the major arteries (e.g. Routes 93 and 95).

Construction Employee Trip Generation

The project has access to public and private parking as well as public transportation. Workers will be encouraged to use one of the many transit options and to carpool. The developer will also require subcontractors to provide sufficient and secure storage areas for workers' equipment to facilitate use of public transportation. With the potential high cost of some parking options, many workers may decide to carpool, thus lessening the number of vehicles coming into the area. In addition, construction workers generally travel before the morning peak hour, lessening the impact that these workers will have on the adjacent street network during the morning and evening peak hours.

Construction Worker and Staff Parking

Any personal vehicles will be restricted from parking at or around the construction site so as to reduce the impact of residential parking. Parking will be expressly prohibited along side streets. Workers who violate this prohibition will be dismissed from the project.

Noise and Odor Control

It is recognized that the site adjacent to a residential neighborhood. A significant effort will be made to minimize the noise impact of the project's construction activities. Mitigation measures to be undertaken will include:

1. Using mufflers on equipment and ongoing maintenance of intake and exhaust mufflers.
2. Use of low sulfur fuels.
3. Using less noisy construction operations and techniques where feasible (e.g., mixing concrete off-site instead of on-site).
4. Scheduling equipment operations to keep average levels low, to synchronize noisiest operations with times of highest ambient levels, and to maintain relatively uniform noise levels.
5. Turning off idling equipment.
6. Utilizing saw-cutting methods in lieu of jack-hammering where feasible.
7. Use of a mobile crane for steel erection will reduce street noise associated with truck-mounted equipment, where practical.

Blasting

No blasting is required; however, if it should be required it shall be carried out in accordance with federal, state, and local blasting permit practices. A controlled blasting plan will be completed prior to any blasting work.

On-site Dewatering

Site dewatering is expected to be limited and will be in accordance with the applicable Stormwater Pollution Prevention Plan (SWPPP) or National Pollutant Discharge Elimination System (NPDES) requirements for sedimentation control. Groundwater levels will be monitored during the construction process.

Trees and Plantings

Specimen trees to be removed from the site, and any manner of treatment of trees within the public way abutting the site, will be reviewed with the City Conservation Agent/Tree Warden. Any tree removals and replacement trees will be reviewed with the City Conservation Agent/Tree Warden per requirements.

Construction Hours

Construction hours will be from 7:00 AM to 6:00 PM, Monday through Friday, and 8:00 AM to 4:00 PM Saturday, except for legal holidays. After hours or holiday work will be performed only with required permits. Generally, the majority of worksite workers will have departed before evening traffic periods.

Emergency Contacts

A 24-hour emergency contact list will be provided to all parties involved in the project prior to the start of construction and maintained throughout construction. This will also be posted along the construction area.