



***MASS. DEPARTMENT OF TRANSPORTATION
District 6 Construction***

Pre-Construction Conference Agenda

Needham - Newton

Federal Aid Project Nos. CMQ-0036(009), HSI-0036(009), STP-0036(009) & TAP-0036(009)

Roadway Reconstruction and Related Work (Including Bridge Widening & Signals) Br. No. N-04-002=N-12-002 (Concrete) along Sections of Highland Avenue and Needham Street over the Charles River

Contract No. 109597

August 5, 2020

11:00 AM – 185 Kneeland St. Boston, MA

11:00am Virtual Conference

District 6 Construction

District 6 Construction Office: **185 Kneeland Street, 7th Floor
Boston, MA 02111
Tel. (857) 368-6221
Fax (857) 368-0116**

District Construction Engineer: **Steven Capasso
Tel. (857) 368-6202**

Asst. District Construction Engineer: **Chuck Sabella
Tel. (617) 620-1982**

Area Engineer: **Charles Labbee
Tel. 617-963-4191**

Resident Engineer: **Eric Feeley
Tel. 617-290-0485**

Design Project Manager **Thomas Currier
Tel. (857) 368- 9348**

Survey: **Clark Donkin
Tel. (857) 368-6156**

Civil Rights: **Dynell Andrews
Tel. (857) 368-6459**

Safety: **Dan Yender
Tel. (617) 780-6802**

DUCE: **Joseph Doucette
Tel. (781) 718-1400**

DURE: **Mila Sivilai
Tel. (857) 368-6251**

Environmental: **Rick McCullough
Tel (857) 368-6171**

Subcontractor Approvals: **Cristiane Machado
Tel. (857) 368-6245**

D6 Materials Engineer **Brian Kelleher
Tel. (857) 368-6219**

Design Consultants: **Stantec
Marie Sullivan, P.E.
(781) 221-1246**

Contractor:

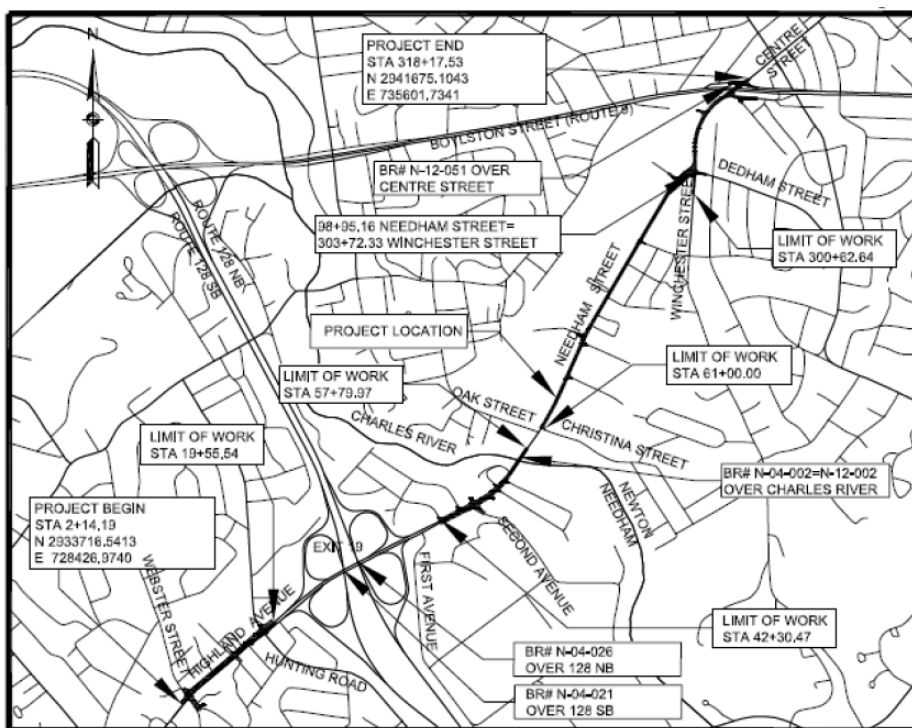
P Gioioso & Sons Inc
Project Manager
Mike Smith
(978) 500-1130

Bid Price:

\$ 26,205,992.00

Locus Map

Needham - Newton



Not to Scale

SCOPE OF WORK

This corridor project includes segments of Highland Avenue, the bridge over the Charles River, Needham Street, and a segment of Winchester Street. Project limits are as follows:

- Highland Avenue begins at the intersection of Webster Street and continues in a northeasterly direction to just east of the intersection of Hunting Road/Gould Street
- Highland Avenue begins at Wexford Street in Needham and continues northeasterly to – the Town line on the bridge over the Charles River
- Bridge over the Charles River
- Needham Street begins at the City line on the bridge and continues northeasterly to the intersection with Winchester Street and Dedham Street
- Winchester Street begins approximately 250 feet south of Needham Street and continues in a northerly direction to approximately 200 feet north of the Route 9 EB ramps where it becomes Centre Street

The “gaps” between the segments above include the following:

- *Highland Avenue in Needham at the I-95/Route 128 Exit 19 interchange has been designed and constructed separately under MassDOT Project No. 603711 as part of the Add-A-Lane project*
- *Highland Avenue from First Avenue to Wexford Street has been designed and constructed separately under MassDOT Project No. 607889 Highland Avenue, Needham (West) Highland Avenue from Webster Street*

to Hunting Road/Gould Street is proposed to be widened to accommodate 2 lanes of traffic, a raised 5-foot bike lane and a 5.5-foot sidewalk in each direction. Turn lanes will be provided at Hunting Road/Gould Street. Traffic signals will be upgraded at the intersections of Highland Avenue/Webster Street and at Highland Avenue /Hunting Road/Gould Street.

Highland Avenue, Needham (East)

Highland Avenue from Wexford Street to Second Avenue is proposed to be widened to accommodate 2 lanes of traffic, a 2-foot shoulder, a raised 5.5-foot bike lane and 5.5-foot sidewalk in each direction with a designated left turn lane in the EB direction. Highland Avenue from Second Avenue to the bridge over the Charles River is proposed to be widened to accommodate 2 lanes of traffic, a 2-foot shoulder, a raised 5.5-foot bike lane, and a 5.5-foot sidewalk in each direction and will taper down to three travel lanes over the bridge. The traffic signal at the intersection of Highland Avenue/Second Avenue will be upgraded.

Bridge over Charles River, Needham & Newton

The proposed improvements to the bridge include widening the roadway to provide two 11 foot wide, and one 10 foot wide, traffic lanes with 2 foot shoulders and two (2) 8.5 foot wide sidewalks. The bridge widening uses anchored cantilever supports at the existing piers and abutment to carry the new sidewalks outboard of the existing spandrel walls. This configuration increases the overall width of the bridge to 57.4 feet at the roadway level but does not require widening of the existing bridge's substructure footprint over the river. New BR-2 crash rail will be provided at the curb, with new ornamental pedestrian rails located at the back of new 8.5 foot wide sidewalks.

Needham Street, Newton

Needham Street is proposed to be widened to include one 11-foot travel lane, a 2-foot shoulder, a raised 5.5-foot bike lane, and a 5.5-foot wide sidewalk in each direction with a 12-foot wide center two-way left turn lane. Easy Street is proposed to be realigned to be more of a typical 90-degree T-intersection. A new traffic signal will be installed at Needham Street / Charlemont Road and will be re-aligned to the west to accommodate the roadway layouts for the future development proposed at this location. Traffic signals will be upgraded at the intersections of Needham Street at Columbia Avenue and Needham Street at Winchester Street.

Winchester Street, Newton

The Winchester Street cross section varies through the project area.

- The segment just south of Needham Street/Dedham Street will be widened to include three 11-foot travel lanes (SB, NB exclusive left, NB thru/right) and 2 foot shoulders with 5.5- foot sidewalks.
- The segment just north of Needham Street/Dedham Street will provide four 11-foot travel lanes (two lanes in each direction) and 2 foot shoulders on each side with 5.5-foot sidewalks.
- From approximately 500 feet north of Needham Street to just north of Curtis Street, Winchester Street is proposed to be widened to include one 11-foot travel lane and a 2-foot shoulder in each direction with a 12- foot wide center two-way left turn lane. Sidewalks will vary from 5.5-feet to 9.5-feet in width.
- At the approach to the Route 9 EB on-ramp, the cross section includes 2-foot shoulders, a 10 foot right turn lane and an 11 foot thru lane in the NB direction, and a varying width travel lane and shoulder in the SB direction. Sidewalks will vary from 5.5-feet to 9.5-feet in width.
- The section under the Route 9 bridge includes two 11 foot travel lanes in each direction with 7.5 foot sidewalks.
- Curtis Street is proposed to be realigned to be more of a typical 90 degree T-intersection.

Route 9 Ramps, Newton

The Route 9 bridge and retaining walls will be retained. New traffic signals will be installed at Winchester Street / Route 9 westbound ramp and Winchester Street / Route 9 eastbound ramp.

Project Wide, Needham & Newton

The permanent roadway work will include pavement milling and full-depth reconstruction of existing roadway pavement; reconstruction of sidewalks and curb ramps; drainage modifications; traffic signal upgrades or new installation, signing and striping, utility pole relocations, and a stormwater BMP installation.

Date of Award: July 9, 2020
Notice to Proceed Date: July 10, 2020
Final Completion Date: August 12, 2023
Contract Duration: 1,128 Calendar Days

Labor participation goals for this project shall be 15.3% for minorities and 6.9% for women for each job category. The goals are applicable to both contractor's and subcontractor's on-site construction workforce. Refer to document 00820 for details. Number of required trainees on this job is 5.

All formal correspondence (i.e. letters, submittals, etc....) relating to this project should be addressed as follows:

***Mr. John McInerney, P.E., District 6 Highway Director
MassDOT District 6 Construction Office
185 Kneeland Street, 7th Floor
Boston, MA 02111
Attn: Steven Capasso, District Construction Engineer D6/MHS***

*All project correspondence shall reflect the applicable Contract Number for this project (**Contract 109675**)

**All Contractor correspondence shall come from the General Contractor and be signed by the Project Manager.

Work Restrictions

No work shall be done on Saturdays, Sundays, holidays, or the day before or after a holiday without prior approval of the Engineer. Contractor must submit a written request to the District office no less than 2 weeks prior to the holiday, however work on local roadways requires permission by the DHD and local police chief.

Work Hours and Time Restrictions

Typical daytime work hours are from 7:00 AM to 3:30 PM on weekdays, unless otherwise permitted by MassDOT Highway Division. No work that will disrupt traffic throughout the project corridor shall occur prior to the end of morning peak traffic (7:00am-9:00am) or the evening peak (3:30pm-7:00pm), without prior written approval of the Engineer and of the Town, and depicted within the plans.

Before Work Starts, submit the following:

1. Engineer's field offices – must be built/established and fully functional as the first item to be done under the contract.
2. Emergency Contact Personnel (24/7)
3. H.A.S.P./M.S.D. S
4. All Sub-Contractors require approval before they start work.
5. Source of Materials
6. Letter listing personnel authorized to sign pay estimates.
7. Approval by the Engineer of submitted schedules & means and methods
8. Setup of the EBO System
9. Schedule meeting the requirements of section 722 – Type A. The Contractor shall conduct a schedule planning session within seven (7) Calendar Days after the Contractor receives the NTP and prior to submission of the Baseline Schedule.

10. Request inspections from authorities having jurisdiction, obtain all permits and pay for all fees and inspection certificates as applicable. All permits and certificates shall be turned over to the Owners at the completion of the work. Copies of permits shall be given to the Resident Engineer prior to the start of work.

Public Outreach

Within thirty (30) Calendar Days of Notice to Proceed, the Contractor shall submit to the Engineer a Public Outreach Plan. Included in the Contractor's submission to the Engineer shall be the credentials of all personnel proposed to perform Public Outreach activities.

The Contractor shall hold a public meeting for all affected communities thirty (30) days prior to the commencement of construction activities.

The Department intends to hold subsequent public meetings periodically for the duration of the project. The Contractor shall coordinate and prepare for each meeting through its designated Public Outreach Specialist and in close coordination with the Engineer. The Contractor shall procure a meeting room, preferably a municipal facility but rental if necessary, for approximately 100 attendees. The Engineer shall have final approval of any meeting rooms/location. The Contractor shall prepare and transmit to local media approved meeting notifications. All notices shall also be posted to the Project webpage. Additional public participation requirements can be found in Item 149.2 Public Participation.

COVID 19 Guidelines and Procedures:

Commonwealth of Massachusetts COVID-19 GUIDELINES AND PROCEDURES FOR ALL CONSTRUCTION SITES AND WORKERS AT ALL PUBLIC WORK dated March 2020 as amended shall be adhered to.

It is the Contractor's responsibility to stay current with any changes or addendums issued to these guidelines. For copies of the guidelines go to:

<https://www.mass.gov/covid-19-guidelines-and-procedures-for-all-construction-sites-andworkers-at-all-public-work>

These Guidelines and Procedures will remain in effect until further notice. At the start of the Work the Contractor is required to submit a letter to the Engineer certifying that the Contractor is in compliance with CDC, OSHA and the Commonwealth's COVID-19 guidelines. The certification applies to the general contractor as well as all subcontractors engaged with the Work covered under this contract. No Work will be allowed to begin until the letter is submitted and approved by the Engineer. In addition; on a daily basis, the Contractor is required to submit a copy of the MassDOT Contractor COVID-19 Guidelines Compliance Checklist to the Engineer. If the Contractor fails to submit the daily checklist no work will be allowed until one is submitted. Any items checked with a NO will require immediate corrective action by the Contractor before any Work can begin.

Notice of Utility Owners

The contractor shall investigate to determine the existence of other utilities that may be affected by the Contractors operations. Written notice shall be given by the Contractor to all public service corporations or officials owning or having charge of publicly or privately owned utilities of the Contractors intentions to commence operations affecting such utilities at least one week in advance of the commencement of such operations and the Contractor shall at that time file a copy of such notice with the Engineer.

Before the Contractor begins any work or operations that might damage any subsurface structures, the Contractor shall carefully locate all such structures and conduct operations to avoid any damage to them. Any damage to these utilities caused by the operations of the Contractor shall be repaired by the Contractor at the Contractor's own expense and to the requirements of the Engineer and utility owner(s).

All water supply and drainage system alterations indicated on the Plans or as required by the Engineer shall be performed by the Contractor unless noted otherwise. The alterations shall be done in conformance with the requirements of MassDOT, the City of Newton, and the Town of Needham. The Contractor shall cooperate with the City of Newton and Town of Needham Department of Public Works and shall be responsible for contacting these agencies to obtain construction requirements and coordinate construction operations.

There are multiple overhead and underground utility relocations on this project. See PUC form in the special provisions for force account information and sequencing for scheduling purposes.

Utility Data

NOTICE TO OWNERS OF UTILITIES

City of Newton

Mr. Louis Taverna
City Engineer
Newton DPW – Engineering Division
1000 Commonwealth Avenue
Newton Centre, MA 02459
617-796-1020

Chief Bruce Proia
Newton Fire Department
106 Waban Street
Newton, MA 02458
617-796-2210

Mr. Glenn Manning
Superintendent of Fire Alarm
Newton Fire Alarm & Wires
1164 Centre Street
Newton Center, MA 02459
617-796-2220

Chief David MacDonald
Newton Police Department
1321 Washington Street
Newton, MA 02465
617-796-2100

Mr. Keith Nastasia
Newton DPW – Utilities Division
1000 Commonwealth Avenue
Newton Centre, MA 02459
617-796-1040

Town of Needham

Mr. Anthony Del Gaizo
Needham Town Engineer
500 Dedham Street
Needham, MA 02492
781-455-7550 x 321

Chief Dennis Condon
Needham Fire Department
88 Chestnut Street
Needham, MA 02492
781-455-7580

Mr. Ray Bigelow
Needham Fire Alarm
88 Chestnut Street
Needham, MA 02492
781-455-7579

Chief John Schlittler
Needham Police Department
99 School Street
Needham, MA 02492
781-455-7570

Mr. Vincent Roy
Needham Water & Sewer Drain Division
500 Dedham Avenue
Needham, MA 02492
781-455-7550 x342

Utilities

Electric

Mr. Richard Comeau
Eversource Electric
50 Duchaine Blvd New Bedford, MA
02745
781-441-5881
richard.comeau@eversource.com

Gas

Ms. Melissa Owens
National Grid Gas
3rd Fl, W3.244
40 Sylvan Road
Waltham, MA 02451
781-907-2845
Melissa.Owens@nationalgrid.com

Mr. Jeffrey Evans-Mongeon
Eversource Gas
157 Cordaville Road, 3113 Southborough,
MA 01772
508-305-6970
Jeffrey.Evans-Mongeon@eversource.com

Ms. Kathy M. Aruda
Spectra Energy Transmission LLC
8 Wilson Way
Westwood, MA 02190
508-938-7728
kmaruda@spectraenergy.com

Telephone

Ms. Karen Mealey
Verizon
385 Myles Standish Blvd.
Taunton, MA 02780
774-409-3160
karen.m.mealey@verizon.com

Water

Mr. Ralph Francesconi
MWRA
2 Griffin Way
Chelsea, MA 02150
617-305-5827
Ralph.Francesconi@mwra.state.ma.us

Sewer

Mr. Kevin McKenna
MWRA
2 Griffin Way
Chelsea, MA 02150
617-305-5956
Kevin.Mckenna@mwra.state.ma.us

Cable

Ms. Margot Jones
RCN
956 Massachusetts Avenue Arlington, MA
02476
781-316-8881 Margot.Jones@rcn.net

Ms. Wendy Brown
Comcast
PO Box 6505, 5 Omni Way
Chelmsford, MA 01824
978-848-5163
Wendy_Brown@cable.comcast.com

Mr. David Edgar
AT&T / Teleport Communications America
c/o Siena Engineering Group
50 Mall Road – Suite 203
Burlington, MA 01803
781-221-8400 x7005
David.Edgear@sienaengineeringgroup.com

Mr. Mark Bonanno
Crown Castle
80 Central Street
Boxborough, MA 01719
508-616-7818
mark.bonanno@crowncastle.com

Mr. Martin Polera
MassDOT Fiber / Telcom
10 Park Plaza - Room 4470
Office of Real Estate & Asset Development
Boston, MA 02116
617-973-7287

Other

Mr. Stephen Parretti
MCI
P.O. Box 600
Charlton, MA 01507
508-248-1305
Stephen.parretti@verizonbusiness.com

Mr. Mark Bonanno
Lightower
80 Central Street
Boxborough, MA 01719
508-616-7818
mbonanno@lightower.com

Mr. Neil Bresnahan
Zayo Group
4 Powder House Road
Medfield, MA 02052
781-760-3034
nbresnahan@zayo.com

Mr. William Finn
NStar Communications
One NSTAR Way
Westwood, MA 02090
617-541-5749
William.Finn@eversource.com

Mr. Mike Weaver
Level (3) Communications
1025 Eldorado Boulevard
Broomfield, CO 80021
Mike.weaver@level3.com

Mr. Jesse Hefter
Greater Boston Eruv Corporation
653 Chestnut Hill Avenue
Brookline, MA 02445-4148
781-771-2618
Jesse.hefter@verizon.com

Mr. Robert Zimmerman, Jr.
Executive Director
Charles River Watershed Association
190 Park Road
Weston, MA 02493
781-788-0007

Mr. Paul Jahnige
Department of Conservation and Recreation
Director, Greenways and Trails Program
136 Damon Road, Northampton, MA 01060
413-586-8706 ext. 20
paul.jahnige@state.ma.us

Mr. Robert Lowell, Acting Storm Water
Manager
Department of Conservation and Recreation
251 Causeway Street, Ste. 600
Boston, MA 02114
508-509-1757 Fax 617-626-1455
Robert.Lowell@state.ma.us

Railroad

Ms. Christine Bresnahan
MBTA
10 Park Plaza- Room 5170
Boston, MA 02116
617-222-3361
CBresnahan@mbta.com

Submittals

1. All contractor submittals will be made electronically, except as stated in the special provisions in the “Contractor’s Involvement in SharePoint” section. The SharePoint site has been developed by Mass DOT. This is a Web based site, meaning there is no software or special hardware to be purchased by the contractor. Mass DOT manages the site and will provide support of the site throughout the duration of the Contract from NTP until final acceptance. The contractor shall utilize the MassDOT’s Sharepoint ® web-based document control system to facilitate the reviews.
2. All Submittals shall be approved prior to work
3. Submittals shall be submitted complete; no piece-meal will be accepted
4. Any proposed variances to the contract shall be noted up front
5. Material submissions will continue to run through the SharePoint site

RFI’s

1. All RFI’s shall be submitted through the SharePoint site.
2. MassDOT and/or Consultant will review/approve all RFI’s before they are sent back to Contractor.
3. **RFI’s do not authorize Extra Work**

Email usage

1. Email shall be used only as appropriate and directed to the appropriate party.
2. Emails shall not be used to “dump” sizable documents, etc.

Completion

1. Project must be recommended for acceptance by Resident Engineer.
2. Completion or failure to complete on time – Disincentive deductions and incentive payments, outlined under the contract subsection 8.03 prosecution of work.
3. Requests for extensions of time can be initiated by the Contractor. Full details must be given, and scheduling requirements must be met. The Engineer will determine extensions of contract time in accordance with Subsection 8.10 of the Standard Specifications for Highways and Bridges. There will be no other basis for an extension of contract time other than as provided in Subsection 8.10.

Retainage Elimination:

1. Engineer may withhold portion of payment until all required files have been received and accepted.
2. Failure to remove defective or unauthorized work or defective materials may result in withholding of payment.
3. COC’s shall be delivered at the same time as the materials or payment may be withheld.
4. The Contractor shall not withhold retainage on any Sub-Contractor.
5. Deficiency reports will be issued by the RE on non-conforming work and payment held.

Prompt Payment:

Contractors are required to promptly pay Subcontractors under this Prime Contract within ten (10) business days from the receipt of each payment the Prime Contractor receives from MassDOT. Failure to comply with this requirement may result in the withholding of payment to the Prime Contractor until such time as all payments due under this provision have been received by the Subcontractor(s) and/or referral to the Prequalification Committee for action which may affect the Contractor’s prequalification status.

Claims:

1. There is a Standard Process in Place. This process includes three stages depending on the outcome of the claim.
2. All notice and construction requirements shall be met.
3. All claims shall have proper documentation as per the Specification and Standard Operating Procedures.

- **EEO/MBE/WBE/DBE (Office of Civil Rights):** Dynell Andrews

- **MassDOT Safety:** Dan Yender

1. Hard Hats and ANSI Type 2 Reflective Safety Vests must be worn.
2. Fall protection must be in place @ 6 feet high and higher.
3. Ensure that materials are not be displaced onto a roadway, railway, walkway, waterway etc., nearby or below.
4. MSDS’s are required in advance and available on the work site.
5. Work Zone Safety Program, written section, MUTCD compliant, in the Safety Manual and training.
6. Emergency contact list must include local State Police phone number and MassDOT Highway Operations Center (HOC) phone numbers.
7. HOC - 617-946-3150 (report all emergencies).
8. The Contractor's attention is directed to the necessity of making his own investigation in order to assure that no damage to existing structures, drainage lines, traffic signal conduits, etcetera, will occur.
9. The Contractor shall notify Massachusetts DIG SAFE and procure a Dig Safe Number for each location prior to disturbing existing ground in any way. Contact the Dig Safe Call Center by dialing 811 or 1-888-344-7233 or online at www.digsafe.com.

- **MassDOT Materials:** Brian Kelleher (see attached RMS 360)
 1. A meeting relating to Contract Materials compliance will be set up with the Contractor, RE (and staff) and Materials Section after the Pre-con to discuss key material issues relating to the Contract.
 2. As soon as possible furnish the sources to all materials to be used. This information shall be entered into the RMS-360 under the Source and Location Column. (Section 5.09)
 3. The Resident Engineer and Contractor are required to keep Material Submittals, including submittals, shop drawings, samples, and certificates of compliance up to date with the progress of work. Failure to do so may result in payments being withheld for items missing material compliance information. The RE shall receive hardcopy originals of all certificates of compliance.
 4. **ALL** material must have certificate of compliance, chemical analysis and/or satisfactory test result before use on project. Certificates of Compliance shall meet the requirements of Section 6.01. Certificates of Compliance's shall be delivered at the same time as the materials or payment may be withheld.
 5. Materials delivered and measures by weight will not be paid for unless the delivery weight slip is countersigned by a member of the engineering staff, assigned to the project.
 6. Payment for all Pay Items includes the satisfactory completion of all materials sampling and testing approval. Item payments will be made and/or withheld accordingly. Substantial completion is not considered until all materials requirements (including paperwork) have been met.
 7. Resident Engineer must have sufficient time to provide Plant Inspector for sampling and testing such materials as cement, concrete, asphalt, bituminous concrete, etc. Notify the Resident Engineer at least **48** hours before using.
 8. Important Engineering Directive to Note:
 - a. E-17-001 – Updated Standards for Guardrail and Guardrail End Terminals
 - b. E-16-004 – Temporary Concrete Barrier Retrofitted to MASH TL-3
 - c. E-16-003 – Manholes and Catch Basins
 - d. E-10-004 – Procedures for the Use of Concrete Produced by Volumetric (Mobile) Concrete Mixers
 - e. E-10-001 – Guidance for the Use of Adhesive Anchors (Note: Only the exact make and model of anchors listed on the QCML shall be allowed, no exceptions will be allowed if these products are no longer being manufactured).
- **MassDOT Finals:** Nick Delvento
 1. The Final Estimate and closeout of this project shall not be submitted to the District Finals Engineer without the receipt of the project's Materials Certificate, all completed and executed Contractor and Subcontractor Evaluations, CSD-100 (DBE certification by contractor), submittals and compliance as per sections 00820, 00821, 00860, 008750, and a completed Finals Jacket.
- **MassDOT Contract Admin/Subcontractor Approvals:** Cristiane Machado
- **MassDOT Environmental:** Rick McCullough
- **MassDOT Survey:** Clark Donkin, PLS
- **MassDOT Diesel Retrofit:** Dave Hewett

