

# Right of Way Construction Project Notes

3/10/2016

1. The City Public Works and Utilities Department, Right of Way Construction Section shall be notified a minimum of Forty Eight (48) hours in advance of initial project construction.
2. The Utility Company and the contractor(s) are responsible to have at least one person on the job site at all times, that is "Site Supervisor" certified.
3. The Contractor shall adhere to the current City of Lincoln Standard Specifications, Approved Special Provisions, Lincoln Standard Plans, Right-of-Way Construction Procedures Manual and the Lincoln Municipal Code.
4. The Locations of all aerial and underground utility facilities may not be indicated on the project plans. The Contractor is required to contact the Nebraska 811 One Call Notification Center (dial 811) Forty-Eight (48) hours prior to working in the City right of way. No excavation will be permitted in the area of the underground utilities until all Facilities have been located and identified to the satisfaction of all parties. The Contractor shall be responsible for protection of all underground and aerial utilities and infrastructure.
5. Whenever underground facilities are in close proximity to the proposed pathway location or whenever the vertical location of the underground facility is unknown, the permittee shall use special measures to determine the locations of such underground facilities.
  - (a) If the permittee is conducting the excavation by digging from the surface, when in close proximity to the underground facilities, the permittee shall use hand digging, hydro excavating, air excavating, or any other techniques that are approved by the Director of Public Works and Utilities to locate such facility.
  - (b) If the permittee is conducting the excavation by tunneling or boring, the permittee shall determine the vertical location of the underground facility by potholing or any other method approved by the Director of Public Works and Utilities.
6. Project Plans shall dimension new facilities being installed. Measurements shall be taken from existing adjacent visible structures (curbs, poles, cabinets, manholes, inlets, fire hydrants, etc.) clearly identifying location of such facility. The Contractor shall verify dimensions taken from City of Lincoln files.
7. Unless agreed to in writing in advance by the City of Lincoln, the depth of installed facilities shall be as follows.
  - A. Forty-Two (42) inches in soil.
  - B. Forty-Two (42) below a projected slope from the flow line of a ditch at a three (3) Horizontal and One (1) Vertical Slope.
  - C. Forty-Eight (48) inches under a Roadway measured from the surface of said Roadway to the top of the installation.

- D. Forty-Eight (48) inches under a Storm Water or Creek Channel design bottom of pipe, and
  - E. Maintain a minimum of Twenty-Four (24) inches of Vertical and Horizontal spacing from existing Utilities.
  - F. Be located as far from the existing or proposed curb line as possible to avoid potential future conflicts.
8. All Potholes in sidewalk panels will require Full Panel replacement. If colored, textured or patterned concrete is existing, replacement panels will be replaced to match as practicable. Owner may be required to put money into Escrow to cover all repairs prior to starting work.
  9. Contractor is required to contact and coordinate with the City Traffic Signal Shop prior to pulling fiber/cables into the City's conduit/duct system. City Fiber is not to be down more than three (3) days. Contractor to determine and re-terminate all Fiber Strands with similar connections per City of Lincoln Standard Specifications. Contractor is responsible for Fiber and it is recommended to pre-test Fiber. All Fiber will be tested with an OTDR after installation.
  10. All Non-Street Surface materials that are disturbed by excavation and backfilling operations shall be replaced and restored.
  11. City Street Surface materials disturbed shall be backfilled, tamped and repaved by City Forces or approved paving contractor.
  12. If sidewalk, wheel chair ramps or any portion of the pedestrian facilities are removed or closed, a pedestrian detour shall be established and maintained during the time of the closure and the entire pedestrian facility shall be restored within Seventy-Two (72) hours, unless the Contractor provides a hard surface alternate route approved by the City.
  13. All pedestrian detours and any reconstruction of pedestrian facilities shall meet current Americans with Disability Act (ADA) standards and specifications.
  14. All pedestrian detours shall be part of an approved Traffic Control Plan (TCP)
  15. All holes made in City of Lincoln pavements for the purpose of performing vacuum excavations to locate underground utilities shall be restored to their original condition with the reinstated core flush with and in the original orientation as the existing surface matching existing pavement surface appearance.
  16. When the Contractor is not actively working; all equipment, fencing, debris, etc. shall not be placed within the triangular area required for sight distance of vehicles exiting or entering an adjacent property or intersection.
  17. All excavations shall be adequately fenced and covered when Contractor is not present or project site left unattended.
  18. No lane closures allowed on arterial streets during AM and PM Peak hours or from noon the day before to noon the day after a University of Nebraska home football game unless approved by City Traffic and Right of Way Construction section(s) staff.

19. All work zone traffic control, including pedestrian control measures, shall be in compliance with the MUTCD, ADA and the City Standard Specifications and the Lincoln Traffic Control Guidelines.
20. If the Utility installation deviates from the design, the Traffic Control Supervisor (TCS) is responsible for verifying with the City of Lincoln or the Engineer that (TCP) changes are not required.
21. The Contractor's Traffic Control Supervisor (TCS) requires a current certification in Work zone Traffic Control. The (TCS) shall follow the Lincoln Traffic Control Guidelines (LTCG) for: Construction, Maintenance or Utility Activities Vehicles and Pedestrians current Edition.
22. The Contractor shall notify all affected owners of adjacent properties a minimum of Forty-Eight (48) hours prior to beginning of construction and provide updates to the affected owners when construction phases change that affect the areas of work associated with the permit.
23. The Contractor shall maintain a set of "As Built" plans on site with dimensioning. These plans shall be presented upon request to any City of Lincoln representative.
24. Final "As Built" plans shall be filed with the City within 30 days of the completion of the project.
25. The Contractor shall follow construction standards pertaining to Lateral Corridor facility placement and minimum depth requirements and clearance requirements of other facilities.
26. A current City Right of Way Construction permit shall be maintained on each work site by the Contractor. The Contractor shall present such permit upon request to any City of Lincoln representative.
27. Any field adjustments to installation of facilities, which vary from the plans that have been submitted and approved during the permit application process, shall comply with the following:
  - a. The contractor must stop work immediately and contact the facility owner.
  - b. The **facility owner's representative** shall contact the City of Lincoln Right-of-Way Construction inspector and provide him with the details of the proposed changes.
  - c. The ROW inspector will make a determination on how to proceed. This determination may range from approval over the phone or via email to delaying the project until plans can be updated and appropriate review can be conducted.