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**STAGING AREAS**  
**Section: 01 55 29**

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**PART 1 – GENERAL**

1.1 This Section includes all the requirements for the staging areas to be required for the Project.

1.2 SUMMARY

- A. The staging area(s) for the Project shall be assigned by the Airport Environmental Affairs Department (EAD) if shown on the Plans.
- B. The staging area on the Airport shall not be used for the storage of chemicals, materials, and equipment related to any Contractor's off-site work.
- C. The Contractor shall submit an Erosion Control Plan (ECP) and a Storm Water Pollution Prevention Plan (SWPPP) to the Owner's Authorized Representative (OAR) if the staging area(s) is/are not already included in the Plans ECP or SWPPP.
- D. The Contractor shall comply with the EAD Administrative Policy Staging Yard Authorization and Utilization procedures, the International Building Code 2015 (IBC), and the International Fire Code 2015 (IFC) and Local Amendments.

1.2 DEFINITIONS

- A. Final Stabilization: A construction site status where all soil disturbing activities at the site have been completed and a uniform (e.g., evenly distributed, without large bare areas) perennial vegetative cover with a density of 70% of the native background vegetative cover for the area has been established on all unpaved areas and areas not covered by permanent structures, or equivalent permanent stabilization measures (such as crushed stone, riprap, gabions, or geotextiles) have been employed.
- B. Temporary Structure: A portable building, Conex container, or shade structure that will be on-site less than ninety-one (91) Calendar Days from the date of the letter of authorization to construct, deliver, or erect such a structure.

1.3 SUBMITTALS

- A. Site Plan: The Contractor shall submit a proposed site plan to the OAR for review and approval after coordinating the site with the EAD. The site plan shall at a minimum, include the following.
  - 1. Proposed location(s) and dimensions of any area to be fenced and used by Contractor for staging.
  - 2. Location and dimensions of each temporary and permanent structures.
  - 3. Avenues of ingress and egress.
  - 4. Details of the fence and gate installation. Comply with IFC Chapter 506 which requires a Knox Lock at all gates to grant access to Emergency Personnel.
  - 5. Methods or devices to be used at exits to prevent the tracking of mud.
  - 6. Location of material storage areas.
  - 7. Location of equipment storage, and vehicle parking.

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8. Location of areas for fuel storage, fueling operations
  9. Locations for vehicle or equipment maintenance, including areas for washing of equipment.
  10. Location of storm drains and drainage channels that could receive runoff from the staging area.
  11. Identify the Subcontractors or others that will share the staging area.
  12. Location and methods of containment for any flammables, chemicals or hazmat materials that will be stored in the staging area. Include a Safety Data Sheet (SDS) for all such materials.
- B. The Contractor shall obtain the approval of the OAR for the Subcontractors or others that will share the staging area.
- C. A structure over 1,000 square feet shall be provided with a fire alarm system. For a structure with less than 1,000 square feet, the Contractor shall obtain a determination through the OAR from the Airport Fire Marshal and Design, Code, and Construction Department (DCC) whether a fire alarm or other measures must be incorporated to ensure life safety.

**PART 2 – PRODUCTS**

Not Used.

**PART 3 – EXECUTION****3.1 STAGING AREA**

- A. The Contractor shall obtain an EAD Construction Staging Yard Checklist from the OAR.
- B. The entrance to the staging area shall be provided with signs including:
  1. The name of the Contractor and all Subcontractors.
  2. Address – To be provided by the OAR
  3. The Contractor's 24 hour emergency contact number.
- C. Project(s) Identifiers: Permit Number, Project Name, Contract Number, SWPPP and NOI notices.
- D. A copy of the Contractor material and chemicals list and the Construction Staging Yard Application (which includes a list of material and chemicals to be stored) shall always be available at the staging area.
- E. Implement erosion control measures in accordance with Section 01 57 13.
- F. Arrange for a Life Safety Inspection by the DCC after setup, after tear down and annually while the staging area is in operation.
- G. Enclose the staging area with a security fence.

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- H. Establish an all-weather access road to ensure emergency equipment access to structures, and material and equipment storage areas in accordance with IFC Chapter 5. Obtain approval of the temporary access road from OAR for the Design, Code, and Construction Department (DCC) and the Airport Fire Marshal.
- I. Install construction exits in areas of ingress/egress, equipment service areas, and in parking areas to prevent rutting and the tracking of mud and in accordance with Section 01 57 13.
- J. Obtain approval of separate and distinct storage areas, including employee parking from the OAR and the EAD.
- K. Design and construct temporary and permanent structures in accordance with the IBC, IFC, and Local Amendments.
- L. Obtain General Work Permits in accordance with IFC Chapter 105 from the OAR.
- M. Stockpile all materials inside the Contractor staging area.
- N. Provide each entrance to the primary staging area or all separate or distinct storage areas with an appropriate Knox Box in a location approved by the Fire Marshal in accordance with IFC Chapter 506. Provide a key to each structure inside the staging area in the Knox Box. Order boxes through the Fire Marshal's office.
- O. Park all mobile construction equipment within the staging area at the end of each Working Day.
- P. Store salvageable materials resulting from demolition activities within the staging area or at a supplemental storage area approved by the EAD in accordance with the ECP and SWPPP.
- Q. Stack stored materials and products off the ground within the staging area. Maintain stored materials and products in a neat and orderly method that allows ready access to materials and products.
- R. Follow the IFC guidelines when using or storing hazardous, flammable or combustible materials. Specifically reference Chapter 34 which requires the NFPA 704 placard and proper labeling of all products. Store drums and containers off the ground and on pallets and properly seal containers and label each container. Provide any secondary containment as appropriate.

**3.2 MAINTENANCE OF STAGING AREA**

The Contractor shall maintain the staging area throughout the Project including, but not limited to the following:

- A. Maintain the perimeter fence in good repair and proper alignment.
- B. Comply with IFC Chapter 3 which includes the following general precautions against fire: maintain vegetation, establish designated Smoking Areas, post No Smoking signs, provide orderly storage, and remove construction debris, waste, and packing materials from the staging area before it becomes a nuisance / fire hazard.

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- C. Check the staging area daily for spills, standing water, and other sources of contamination. Immediately implement reporting and removal procedures when found in accordance with Section 01 57 19.13.
- D. Properly clean dirt or mud that becomes tracked out of staging area onto paved or surfaced roadways as soon as possible and no later than the same Working Day and eliminate the source of the tracking material.
- E. Maintain all-weather roads to ensure emergency equipment access to structures, equipment, and material storage areas. Repair potholes and ruts as they are identified and no later than 72 hours after identification.

**3.3 RESTORATION OF STAGING AREA**

At the end of the Project, the Contractor shall restore the staging area at Substantial Completion to its pre-existing condition, or as otherwise directed by the OAR, by performing the following:

- A. Remove all structures, materials and equipment from within the staging area.
- B. Remove all fencing and fence posts completely or as otherwise directed by the OAR.
- C. Fill in all holes and depressions.
- D. Remove all gravel and apply three (3) inches of clean top soil and seeding as needed to restore the site to its pre-existing condition or as otherwise directed by the OAR.

**3.4 CLOSURE**

- A. The OAR will perform a Final Stabilization inspection and approval of the OAR is required prior to being approved for Construction Permit Closure.
- B. A final fire and life safety inspection will be conducted by the DCC and Fire Marshal to determine if the site meets all relevant codes.
- C. The Owner may, at their discretion, not require the staging area to be demobilized and restored if the staging area will subsequently be utilized to support in-progress Airport projects.

In such case, the later contractor will be required to fulfill all of the guidelines to ensure the staging area is maintained and updated if the current Contractor is requested to turn over the staging area.

- D. If the Contractor is involved in more than one contract on the Airport that warrants a staging area, the Contractor may transfer the staging area responsibilities into the most current SWPPP when the Contractor has completed the Project.
- E. The OAR will be solely responsible for all interpretations of codes and guidelines, and will make the final determination. The Construction Permit Closure shall not be granted until all OAR approvals have been obtained.

**PART 4 – MEASUREMENT AND PAYMENT**

Not Used.

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