

~~~~~ **PROJECT NOTE** ~~~~~

EDIT THE DOCUMENT FOOTER TO INCLUDE THE PROJECT NAME AND NUMBER.

ALL DIVISION 00 AND DIVISION 01 SECTIONS ARE TO BE REVIEWED BY THE DESIGN MANAGER/CONSTRUCTION MANAGER FOR THE PROJECT. AOR/EOR TO COORDINATE ACCORDINGLY.

~~~ **END OF PROJECT NOTE** ~~~

**SECTION 01 14 11
CONSTRUCTION OPERATIONS AND SITE UTILIZATION PLAN**

~~~~~ **PROJECT NOTE** ~~~~~

A SEPARATE CONSTRUCTION OPERATIONS AND SITE UTILIZATION PLAN NEEDS TO BE PROVIDED FOR EACH SCHOOL IN A MULTI-SCHOOL PACKAGE

~~~ **END OF PROJECT NOTE** ~~~

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Construction Operations Parameters
- B. Site Utilization Plan

1.02 SUBMITTALS

- A. Site Utilization Plan: The Contractor shall utilize the Board's Electronic Document Submittal Service (eBuilder) to submit the Site Utilization Plan. This Site Utilization Plan must also show the areas of work within the building.
 - 1. The Contractor shall re-submit proposed revisions provided by the Board's Representative and the Architect/Engineer of Record.

1.03 CONSTRUCTION OPERATIONS PARAMETERS

- A. General:
 - 1. The following information is intended to facilitate a coordinated construction environment for orderly, secure, and safe operations within the existing school and the entire school property, consequently forming the basis for the Site Utilization Plan prepared by the Contractor.
 - 2. All Construction Operating issues shall be channeled through and require approval by the Board's Representative and the Building Engineer and Principal.
 - 3. The Site Utilization Plans and CPM Construction Schedule will be prepared by the Contractor based on the requirements of the project and in coordination with the existing school operations and program outlined in this Section and in Specification 01 32 16 Construction Project Schedule.
 - 4. At the time of pre-construction meeting, General Contractor shall provide a detailed labor rate breakdown of each of the trades performing work on the Project. Labor rates will be reviewed by CPS for approval.

~~~~~ **PROJECT NOTE** ~~~~~

|                                  |              |                                                      |
|----------------------------------|--------------|------------------------------------------------------|
| NAME OF SCHOOL<br>PROJECT NUMBER | 01 14 11 - 1 | CONSTRUCTION OPERATIONS AND<br>SITE UTILIZATION PLAN |
|----------------------------------|--------------|------------------------------------------------------|

INCLUDE PARAGRAPH BELOW ONLY FOR PROJECTS THAT RECEIVE DCEO GRANTS GREATER THAN \$500K+. CONFIRM AFFECTED TRADES WITH GRANT MANAGER LEAD. DELETE IF NOT APPLICABLE

~~~ **END OF PROJECT NOTE** ~~~~

5. For DCEO/CDB Grant funded projects, at the time of the Pre-Construction meeting, General Contractor shall provide breakdown of total estimated labor hours by trades that are grant funded. Those trades must utilize apprentices to perform 10% of total labor hours.

B. PROJECT CONTACT INFORMATION

| | | | |
|---------------|----------------|-----------|---------------|
| School | XXXXXX | | |
| CPS Project # | XXXX-XXXXX-XXX | Package # | If applicable |
| Network | #XX | | |

| Title | Name | Email | Phone |
|--------------------------------------|----------------|---------------------|----------------|
| Principal | | | |
| Building Engineer | | | |
| Facility Manager | | | |
| Building Manager | | | |
| Custodial Manager | | | |
| PMO Project Manager | | | |
| PMO Design Manager | | | |
| Regional Safety and Security Manager | Henry Gonzalez | hgonzalez36@cps.edu | (773) 580-4559 |
| Senior Infrastructure Manager | Vic Sassolino | vsassolino@cps.edu | (773) 860 3771 |
| Nutrition Support Services | Pedro Degante | ptdegante@cps.edu | (773) 364-0326 |

C. EXISTING PROJECT CONDITIONS

1. Maintain all existing pathways (sidewalks, staircases, etc.) for Student and Staff access into all buildings and maintain a clear to a Public Way in a manner acceptable to the Authorities having Jurisdiction.
2. Maintain all domestic water service while buildings are occupied by students, staff or community.
3. Maintain full electrical service while buildings are occupied by students, staff or community.
4. Maintain all life safety systems while buildings are occupied by students, staff or community.

5. Maintain all phone and data service while buildings are occupied by students, staff or community.

~~~~ **PROJECT NOTE** ~~~~~

DELETE ITEM #6 BELOW IF NOT APPLICABLE. THIS IS ONLY APPLICABLE TO PROJECTS THAT ARE ISSUED AS A PACKAGE.

~~~ **END OF PROJECT NOTE** ~~~

6. The Contractor shall employ one competent superintendent and necessary assistant personnel consistent with the size and complexity of the bid package
7. Project Labor Agreement:
 - a. The Contractor must adhere to the Project Labor Agreement (PLA)
8. Also see complete Division 02 Specifications for additional information.
9. The Contractor shall abide by all the latest Chicago Public School COVID-19 regulations and guidelines. See the Chicago Public School website <https://www.cps.edu> for the most up to date information and guidelines.
10. No Contractor Parking in School Parking Lot(s) when Staff is in the Building. Unless otherwise pre-approved.

D. PROJECT SCHEDULE

| PROCUREMENT MILESTONES | Milestone Completion Date |
|---|--|
| Bid Issue Date | Date indicated in 00 11 16 Invitation to Bid (xx/xx/xxxx) |
| Pre-Bid Walk Through | Date and Time indicated in 00 11 16 Invitation to Bid (XX/XX/XXXX @ XX:XX XM, Rm. XXX) |
| Bid Opening | Date indicated in 00 11 16 Invitation to Bid (xx/xx/xxxx) |
| Notice of Award - Assumed | Anticipated by XXXX – typically 10 days from Award Recommendation |
| Notice To Proceed - Assumed | Anticipated by XX/XX/XXXX (NTP is dependent on GC providing MWBE, P & P bonds and insurance to CPS Procurement). |
| PRE-CONSTRUCTION MILESTONES | Milestone Completion Date |
| Contractor's Scheduler's Qualifications Due (01 32 16) | |
| Preliminary Baseline Construction Schedule Due (01 32 16) | Within seven (7) days of receipt of Notice of Award |
| Full Submittal Schedule Due (01 30 00) | |
| Site Utilization Plan Due | |
| Long Lead Material Log | [List all possible Long Lead items] |

| | |
|--|---|
| Need accurate, comprehensive and complete list of all the Long Lead items for this project. List must include: <ul style="list-style-type: none"> • Date of planned submittal submission into eBuilder. • Number of days to complete manufacturing after submittal approval. • Date material/item will be onsite. • Highlight any and all issues and bring to the attention of the PMO PM immediately. | |
| Pre-Construction Meeting | |
| Submittal of SOV Due (01 20 00) | Schedule of Values shall be submitted no later than 14 days following the date established on the Notice to Award, but no later than 14 days prior to the date scheduled for submittal of initial Application for Payment. |
| CPM Construction Schedule Due (01 32 16) | XX/XX/XXXX - Due within (4) days of approval of Preliminary Baseline Construction Schedule |
| List of Assigned Personnel Due (01 30 00) | |
| All Shop Drawings with Long Lead Materials to be Submitted by | |
| Issuance of Building Permit | XX/XX/XXXX – GC is responsible for providing all sub-contractors to AOR & signed Easy Permit(s) by NTP. |
| Submission of Pre-Construction Photos Due (01 30 00) | XX/XX/XXXX - Prior to Mobilization |
| Delivery of Moving Boxes [If Applicable] | |
| Estimated Total Labor Hours (00 73 00) | GC is responsible for providing breakdown of total labor hours organized by trade.
[Only for projects that receive DCEO/CDB Grants greater than \$500k+. Confirm affected trades with Grant Manager Lead. Delete if not applicable.] |
| CONSTRUCTION MILESTONES | Milestone Completion Date |
| Contractor Partial Mobilization for Roofing Scopes (following issuance of NTP and Permit), for Tear-Off, Temp Roofing, etc. [Note that the educational process cannot be interrupted or otherwise hampered by construction. All demolition and any construction that will cause load noises or pose any hazards to Students or Staff, must be done on off-hours or days/times when | Anticipated on XX/XX/XXXX (weather permitting)

[Delete if not applicable] |

| | |
|---|--|
| Students are not present in the School Building] | |
| Contractor Full Mobilization | |
| Milestone [Delete if not applicable] | |
| Milestone [Delete if not applicable] | |
| Completion of all Interior Scope of Work | |
| Completion of Contractor Final Deep Clean | |
| Turnover Date for any areas that will be cleaned by School's Custodial Staff | |
| Equipment Start Up and Testing | Must be scheduled M-Th unless otherwise approved by PM |
| Completion of all Exterior Scope of Work | |
| Drinking Water Fixture Flushing, Ready for Testing | August 1st |
| POST-CONSTRUCTION MILESTONES | Milestone Completion Date |
| Preliminary Acceptance | Date indicated in 00 11 16 Invitation to Bid |
| Completion of Punch List | |
| Submission of all Close Out Documentation (01 77 00, 01 77 00.01, 01 78 00 & 01 78 00.01) | |
| Final Completion (60 days from PA): | |
| 11-Month Warranty Walkthrough (From PA) | |

E. CAMPUS COORDINATION

| SCHOOL HOURS OF OPERATION | |
|--|------------------|
| Academic School Year | 2026/2027 |
| Student regular hours | |
| Building Engineer regular hours | |
| Custodian regular hours | |
| Student before-school program start | |
| Student after-school programs duration | |
| Weekend activities | |
| Summer Break | 2026 |

| | |
|---|------------------|
| Last day of school for students (pending no Emergency Days) | |
| Last day of school for teachers (pending no Emergency Days) | |
| Building Engineer hours during the summer | |
| Custodian hours during the summer | |
| Building Engineer vacation/time-off summer | |
| Anticipated First day of school for Clerks | |
| Anticipated First day of school for Teachers | |
| Anticipated First day of school for Students | |
| School staff over summer break | |
| Summer School | 2026 |
| Dates | |
| Hours | |
| Rooms | |
| Doors | |
| Outdoor areas | |
| Student registration during summer | 2026 |
| Dates | |
| Hours | |
| Rooms | |
| Doors | |
| Sports teams activities during summer | 2026 |
| Dates | |
| Hours | |
| Rooms | |
| Doors | |
| Outdoor areas | |
| School Spring Break | 2026/2027 |
| Last day of school for students | |
| Last day of school for teachers | |
| Building Engineer hours during the break | |

| | |
|---|--|
| Custodian hours during the break | |
| School Winter Break | 2026/2027 |
| Last day of school for students | |
| Last day of school for teachers | |
| Building Engineer hours during the break | |
| Custodian hours during the break | |
| First day of school for teachers | |
| First day of school for students | |
| Construction Black Out Dates | 2026/2027 |
| Student Testing Dates | |
| Graduation | |
| Orientation | |
| Election Day | |
| Other Important Dates | 2026/2027 |
| Professional Development Days | |
| Open House | |
| Driver's Education Schedule | |
| After-Hours and Break Community Activities | |
| Heating Season (equipment must be fully operational) | |
| Election Day(s) If School is a Voting Center | |
| Leases at school | |
| Parking lot | |
| Telecom at chimney or elsewhere | |
| Auditorium | |
| Pool | |
| Park District | |
| Shot Spotter | |
| Religious Services | |
| Weather Station | |
| CPS Student Internship Program (Reference General Contracting Services Agreement) – Interns are to meet or exceed City of Chicago minimum wage requirements and | See Section 00 73 00 Supplemental Conditions |

| | |
|---|--|
| are encouraged to provide more than the minimum work experience (6-8 weeks). | |
| Illinois Works Jobs Program Apprenticeship Requirements (Reference 00 73 00:7)— Trades that receive State funds must utilize apprentices to perform 10% of the total labor hours worked on the project. Must maintain 1 apprentice to 4 journeyman ratio. | (N/A) Trades Affected
Apprenticeship for 10% Total Labor Hours

[Only for projects that receive DCEO Grants greater than \$500k+. Confirm affected trades with Grant Manager Lead. Delete if not applicable.] |

F. SPECIAL REQUIREMENTS:

| CRITICAL COORDINATION ITEMS | | |
|--|--|--|
| Long Lead Items:
GC to anticipate lead times for all materials and plan accordingly to avoid any delays in completing scope of work as stated in 01 14 11 - 1.03, D | The General Contractor is responsible for all submittal preparation and responses to the AOR reviews in adherence with the project schedule. Any submittals that may jeopardize the overall project schedule are to be noted and clearly identified PRIOR to them becoming an issue. The following list is NOT meant to be a complete list. The final & complete list must be submitted by the GC, on the date stated in 01 14 11, 1.03, D. Pre-Construction Milestones. | |
| | <ul style="list-style-type: none"> • XXXXXX • XXXXXX • XXXXXX • XXXXXX • XXXXXX • XXXXXX • XXXXXX | <ul style="list-style-type: none"> • XXXXXX • XXXXXX • XXXXXX • XXXXXX • XXXXXX • XXXXXX • XXXXXX |
| ComEd Coordination, including utility interruptions | | |
| People's Gas Coordination, including utility interruptions | | |
| Water/Sewer Coordination, including utility interruptions | | |
| Electronic Equipment (I.e.: Shot Spotters, Antennas, Weather Stations, etc.) | | |
| ITS Coordination | All Chicago Public School owned electronic equipment that will need to be temporarily relocated or shut-down due to construction, must be coordinated through the School's IT Coordinator and ITS (Chicago Public Schools, Information and Technology Services).

Equipment must be handled by CPS ITS Approved Personnel or Vendor. | |

| | |
|----------------------------------|--|
| | <p>Any scope of work in the MDF or IDF Rooms must be coordinated through ITS. Contractor shall not shut down any equipment in the MDF or IDF Rooms without prior consent from ITS, Principal and PMO PM.</p> |
| Safety and Security Coordination | <p>List Safety / Security required scope – GC to complete and submit CPS Safety & Security Access Request Form, listing all personnel that will require entry into the school building during the course of the project and submit any updates when there is a change in personnel. GC to submit this Access Request form to the CPS PMO PM for review prior to the start of construction. Note that the Principal may request background checks on any personnel prior to allowing access into the school building.</p> |
| New Keying System | <p>GC to produce and submit a keying schedule and confirm with Building Engineer on all Keying System matters.</p> |
| Moving | <p>CPS School staff will be required to label and pack the materials to be moved by XX/XX/XXXX. The General Contractor will provide (XXX) of the standard moving boxes by XX/XX/XXXX. Contractor shall move all boxed material and furniture to allow for their construction operations, and move back into the original locations. Including, but not limited to: Classrooms, Offices, Gymnasium, Lunchroom, Closets, etc. (including any areas where construction will take place).</p> <p>Any & all items on window ledges, sills and with 36" of each window, in any one room or area, are to be moved to allow for the window cleaning. After window cleaning scope has been completed, Contractor to move the items back to their original locations.</p> <p>Contractor shall take pre-construction photos to arrange room back to its original layout. Subject to Principal/Staff approval.</p> <p>Contractor must coordinate with School's IT Coordinator and ITS prior to disconnecting, moving and reconnecting all electronic items within the areas stated above.</p> |
| Cleaning | <ol style="list-style-type: none"> 1. Prior to work commencing, Contractor shall be required to move all furniture, shelving, boxes from classrooms, offices and ancillary spaces out of the rooms to allow work to be completed. Contractor to move back all of the above in the same location when work has been completed. 2. Contractor to complete final cleaning requirements, which includes stripping and waxing prior to substantial completion. General Contractor to final clean all areas impacted, including path of travel. This includes all Rooms, Spaces & Areas where scope is taking place per the design drawings and project |

| | |
|---|--|
| | <p>documents. General Contractor must final clean in the event if dust or fumes escape from the work area or create dirty conditions or contaminate nearby building, spaces or grounds, the contractor is responsible for all costs associated with cleaning, testing, and or repair deemed necessary by the Board's Representative.</p> <p>3. The General Contractor is responsible for scheduling a walkthrough with the CPS Facilities Management Cleaning Vendor, Custodial Manager, Facility Manager, Building Manager & PMO PM (30) days prior to the proposed PA date, to review the areas to be cleaned and the cleaning products to be used under the General Contractor's contract.</p> <p>4. All areas and rooms must have the Final Cleaning completed prior to the first day of school for teachers and all spaces noted within the 01 14 11 and 01 70 00 specifications, and as noted on the Exit Strategy Plan. Once the spaces have been approved & turned over, the CPS Assigned Cleaning Vendor will assume responsibility.</p> <p>5. GC is to provide a hard barrier for separation between working areas and adjacent non-working areas. Working area must include a negative air machine to mitigate dust control. See dust control specification 01 56 11 for further requirements.</p> <p>6. All work to be performed in accordance with the Project Labor Agreement (PLA).</p> <p>7. Contractor to follow Chicago Public Schools Cleaning Product Specifications. Verify final cleaning products with PMO PM for all finishes and surfaces to be cleaned.</p> <p>8. Exit Strategy Plan:</p> <ol style="list-style-type: none"> The Exit Strategy Plan shall utilize the Contractors latest revision to the Site Utilization Plan (Specification 01 14 11, 3.01 & 3.02). This plan shall include the interior Utilization Plans. All areas, where scope is taking place, shall have completion dates. Identify Contractor Final Clean from CPS Custodial areas. |
| OTHER COORDINATION INFORMATION | |
| Does campus have any staff or students with ADA needs: | |
| Any ongoing or other upcoming projects at the School: | |
| Any leases impacting Work: | |
| Does project scope require any material to be salvaged? | Contractor to coordinate & confirm with Building Engineer on material salvaging. |

| | |
|---|---|
| Staging area(s) | Materials for the Exterior scope of work can be stored in a Contractor supplied Conex Box(es). PM only to add if Conex box(es) are required
Staging area(s) for materials for the Interior Scope of Work, and Conex Box, will be determined during the Pre-Construction Meeting. |
| Artwork, Sculptures, Murals, and/or Mosaics | Note any Artwork, Sculptures, Mosaics or Murals, inside the school building or on the exterior of the school grounds.
Artwork, Sculptures, Mosaics & Murals must be protected from damage during construction at all times. Coordinate with the PMO DM & PM on any Artwork & Sculptures that must be temporarily removed or relocated to perform the scope of work.
Murals, painted directly on any interior surfaces or on any exterior surfaces, and Mosaics must be protected from damage at all times. Coordinate with the PMO DM & PM on any scope of work that may affect these Murals or Mosaics prior to the start of work. |
| Landscape and Tree Protection | Protect planting areas with warning signs and fences during construction and maintenance period to maintain optimum results. Protect Trees, Plants and Gardens from Construction Damage (per spec sections 01 50 13 Tree and Landscape Protection and 32 93 00 Plants) |
| Board's Representative & Office Location | [PMO Project Manager Name]
CPS PMO
XXX-XXX-XXXX
Medill CPS Office
1326 W. 14 th Pl.
Chicago, IL 60608-2106 |

1.04 GENERAL REQUIREMENTS

- A. General Contractor shall review and be familiar with the site conditions.
- B. General Contractor shall provide all temporary and permanent driveway apron and alley permits for the duration of the construction if required. The General Contractor is to pay all fees required for processing permits and is to contact and comply with all authorities and jurisdiction required for permitting.
- C. General Contractor shall provide snow removal and generally maintain ingress and egress ensuring the site is clear and free of debris further maintaining accessibility that conforms with OSHA, Chicago Building Code, and emergency egress standards.
- D. General Contractor shall provide all required permits for street access for truck delivery from the local and state jurisdiction.
- E. General Contractor shall, at all times, provide access to the work for the Architect/Engineer of Record, Owner's Representative, and CPS, their employees or representatives and the representative of any other authority having jurisdiction. The General Contractor shall provide safe and proper facilities for access and inspection, including standby personnel as required.
- F. General Contractor shall be required to coordinate and complete the work within the contractual completion date(s) for the work as described within Section 00 73 00 - Supplemental Conditions

and this section. The General Contractor shall be also held responsible for meeting all related provisions as described within this section.

1. Contractor shall prepare for any long lead materials not delivered to site within specified time limits and provide all temporary means to ensure spaces can be utilized by CPS Staff & Students at no cost to the Board. This includes, but is not limited to the items shown in above in Long Lead Items.
 2. Contractor is responsible for all submittal preparation and responses to the AOR reviews in adherence with the project schedule. Any submittals that may jeopardize the overall project schedule are to be noted and clearly identified PRIOR to them becoming an issue.
- G. General Contractor shall coordinate access to the building at a mutually agreed upon location. Contractor may be required to remove CPS core from construction entry door and replace it with a construction core provided by the General Contractor for the duration of the project. At project conclusion, General Contractor shall reinstall original CPS core removed for construction.
- H. General Contractor shall survey the site and photograph the area of construction operations. Upon completion of the work the Contractor is to restore the area to the documented condition prior to the start of work or as otherwise indicated in the Contract Documents. The GC shall provide evidence of compliance.
- I. General Contractor is to replace all removed trees, bushes, ground covers and grass on the Chicago Public Schools' property disrupted, or otherwise damaged as a result of construction activities. Hard surfaces including but not limited to concrete pavement walks and asphalt surfaces shall be restored to condition prior to construction. Restoration of hard surfaces may require cleaning, repair or replacement.
- J. General Contractor shall coordinate work with the school during Mandatory State Testing periods. Test dates should be verified with the school. No work shall be permitted in the facility or on the site during testing except as specifically approved by the Principal, Building Engineer, and Board's Representative. General Contractor must minimize noise in all other areas during these time periods, and if requested by the School, stop work causing the noise until testing is completed. General Contractor shall bear all costs for any loss of time or production related to Mandatory State Testing.
- K. General Contractor shall coordinate and maintain all exit egress during construction as required by the City of Chicago code, other entities with jurisdiction, and as directed by the Board's Representatives. The General Contractor shall provide and maintain all materials and labor including barricades, construction fence, doors, partitions, and fire rated walls as required for safe egress. All costs for this work shall be included in the Contract Base Bid regardless of whether it is indicated in the Contract Documents or not.
- L. No deliveries will be permitted to either the existing facility or the new addition between the hours of 8:30 to 9:30 AM and 2:30 to 4:30 PM during the academic year.
- M. During the academic year, no work may be performed during the hours of instruction.
- N. The Contractor is to set up and stage the entire project within the boundaries of the construction fence. The General Contractor is responsible for maintaining and modifying the fence as necessary and as approved in the Site Utilization Plan for the life of the project. Removal and disposal of the fence and project signage at the conclusion of the project is the responsibility of the General Contractor.
- O. Building Engineer or other CPS staff (including contract employees) will not be paid overtime by the Board, in order to be present at times when work is in progress in the existing Building. The General Contractor shall be responsible for all overtime costs for the CPS staff member for

| | | |
|----------------------------------|---------------|--|
| NAME OF SCHOOL
PROJECT NUMBER | 01 14 11 - 12 | CONSTRUCTION OPERATIONS AND
SITE UTILIZATION PLAN |
|----------------------------------|---------------|--|

work outside of normal working hours, if need is due to construction work. Overtime arrangements for CPS staff includes weekends, holidays, and generally hours beyond that listed in Site Restrictions above. Recognized Holidays are as follows with Saturday holidays observed on Friday, and Sunday holidays observed on Monday (contract employees may follow a different schedule):

1. New Year's Day.
2. Martin Luther King Jr.'s Birthday.
3. Presidents Day.
4. Memorial Day.
5. Juneteenth.
6. Independence Day.
7. Labor Day.
8. Columbus Day.
9. Veterans Day.
10. Thanksgiving.
11. Friday after Thanksgiving.
12. Christmas Day.

PART 2 PRODUCTS (NOT USED)

PART 3 EXECUTION

3.01 SITE UTILIZATION PLAN

- A. Prior to Notice to Proceed, the Contractor shall prepare and submit to the Board's Representative, the Building Engineer and Principal, and the Architect/Engineer of Record for approval a Site Utilization Plan based on the Construction Operations Parameters outlined in this section. Mobilization on-site is not to occur until approval of the Site Utilization Plan is obtained. A preliminary meeting to review site elements and Construction Operations with the Board's Representative, Architect/Engineer of Record, and School staff prior to submission of the Site Utilization Plan shall be held.
- B. The Site Utilization Plan shall be provided in a full-size graphic drawing electronic format (same size as the Construction Document drawings), printable in 11x17 inch format. Provide a separate plan for the site and for each floor of the existing building where work is being performed. Modifications to the format and sheet size shall be permitted if pre-approved by the Board's Representative and if proposed modifications shall facilitate preparation, presentation and review of the Site Utilization Plan. Electronic copies of the Contract Document drawings as appropriate shall be provided for this purpose upon request. The Site Utilization Plan shall at a minimum include the following elements:
 1. Title block information including School Name, Contract Number, General Contractor, Building floor/level information, and current plan date.
 2. Building footprint of both new (if applicable) and existing buildings, trees, landscaping, paving, drainage structures, existing and ornamental fencing and other important site features.
 3. Areas of staging for students and staff, student drop-off points, existing school entrances and exits, staff parking areas, and traffic patterns for both construction and non-construction vehicles.
 4. Limits of construction and required construction fencing including any existing fencing to remain.
 5. Required covered construction barricade walkways.

6. Areas allowed for staging purposes: construction personnel parking, material storage, and construction trailer(s). Such activities are to only take place in areas designated.
7. Any specific site conditions required to be observed such as keeping alleys clear next to adjacent properties, and any other issues listed on the Construction Operations Site Plan.
8. Areas allowed for site access gates.
9. Areas of work within the existing building for the period of time covered by the Site Utilization Plan, coordinated with the Project Schedule. Each area should indicate planned beginning and end dates for work in that area. Areas where all work is completed are to be noted.
10. Construction worker ingress/egress, material staging areas in the existing building.
11. Proposed locations of temporary protection, barricades, and temporary walls within the existing building.
12. Location of all temporary exits and path of travel.
13. Indicated areas of Construction Cleaning and Deep Cleaning
14. Indication of specific areas and their required contractual completion dates. If overtime work is required to meet the project dates it shall be at no additional cost to the Chicago Public Schools.
15. Locations of construction signage.
16. Locations of landscape protection.
17. Indicate truck routes to nearest highway. Deliveries shall not deviate from this route.
18. Limits of phasing with associated sequencing and dates (if applicable).
19. The Contractor must clearly show areas where construction will be taking place. Include the path of travel from all work areas to place of deliveries and refuse removal. These are the areas where the Contractor will be responsible for the Final Cleaning. All areas not included in the construction areas must be protected from construction dust and debris by the Contractor. The Contractor will be responsible for the Final Cleaning of any area where construction dust or debris is found. Final Cleaning must be done by the date indicated above.
20. Location of the Stair Tower to provide access to the roof. This Stair Tower is a requirement for this project and should be left in place as long as access to the roof is required to complete the work. **[Note: Delete if not applicable]**

3.02 SITE UTILIZATION PLAN UPDATES

- A. The General Contractor is required to submit for approval updated Site Utilization Plans whenever conditions in the current approved plan have changed. Approval is required prior to proceeding on any changed conditions not previously approved. Requirements for updating include the following:
- B. In coordination with the project schedule provide detailed information regarding work in the existing building including phasing, vacation of existing in-use areas, and any other information requested by the Board's Representative, Principal, or Building Engineer.
- C. Revision to the site plan to reflect changing conditions regarding construction fencing, ingress and egress, student and staff staging, construction deliveries, areas of stored materials, parking, and any other construction facility revisions.

3.03 ATTACHMENTS

- A. **[Attach any pertinent documents and note them in this section. Delete if not applicable]**

| | | |
|----------------------------------|---------------|--|
| NAME OF SCHOOL
PROJECT NUMBER | 01 14 11 - 14 | CONSTRUCTION OPERATIONS AND
SITE UTILIZATION PLAN |
|----------------------------------|---------------|--|

REVIEWED AND CONSENTED BY:

| | |
|-------------------------|-------------------------------|
| Principal / Date | Project Manager / Date |
|-------------------------|-------------------------------|

END OF SECTION