

CITY OF SOMERVILLE, MASSACHUSETTS
MAYOR KATJANA BALLANTYNE
DEPARTMENT OF INFRASTRUCTURE & ASSET MANAGEMENT
ENGINEERING DIVISION



RICHARD E. RAICHE, PE, PMP, MCPPO
DIRECTOR OF INFRASTRUCTURE & ASSET MANAGEMENT

BRIAN C. POSTLEWAITE, PE
DIRECTOR OF ENGINEERING

Construction Management Plan Guidelines

Construction Management Plans shall depict the overall planning, coordination, and control of a construction site, including phases as applicable, from beginning to completion. The Somerville Engineering Division reviews Construction Management Plans to support a safe construction site and protect public safety, accessibility, welfare, and abutting property throughout construction. This document outlines the narrative and figure requirements for Construction Management Plans in Somerville.

Construction Management Narrative:

- 1. Project Address**
- 2. Initial Submission Date**
- 3. Revision Date, if applicable**
- 4. Involved Parties**

The following parties should be identified and their respective contact information listed:

- a. Owner and owner representative
 - b. General contractor
 - c. Architects / Engineers
- 5. Project Description**

A short, detailed description including project square footage, number of housing units, number of proposed vehicle and bicycle parking spaces, as well as uses of the development.
 - 6. Construction Methodology**
 - a. Construction Schedule
 - i. Dates of overall construction
 - ii. Dates of in-street construction
 - iii. Details of any work being done to sidewalks or streets
 - b. Construction Logistics & Sequencing
 - c. Public Safety, including winter maintenance
 - 7. Construction Traffic Impacts**
 - a. Construction Worker Parking and Access
 - b. Truck Routes & Volumes
 - c. Work hours and delivery schedule
 - 8. Construction Mitigation**

Outline control policies for noise, air quality, soil erosion and sediment, rodents, and winter weather.

CITY OF SOMERVILLE, MASSACHUSETTS
MAYOR KATJANA BALLANTYNE
DEPARTMENT OF INFRASTRUCTURE & ASSET MANAGEMENT
ENGINEERING DIVISION



RICHARD E. RAICHE, PE, PMP, MCPPO
DIRECTOR OF INFRASTRUCTURE & ASSET MANAGEMENT

BRIAN C. POSTLEWAITE, PE
DIRECTOR OF ENGINEERING

Construction Management Figures:

Illustrate the following information with figures.

1. Site layout for all construction phases, including street/sidewalk occupancy, fencing and gates
2. Public Safety, including temporary lighting and barriers/separation
 - a. NOTE: if scaffolding is proposed, then a stamped engineered drawing is required
3. Construction site signs
4. Delivery unloading / staging of materials in the public way
5. Truck routing to/from site
6. Applicable Traffic Management Plans (TMPs) for any impacts to the following:
 - a. Sidewalks or crosswalks, including details for ADA/MAAB accessibility compliance
 - b. On-street parking
 - c. Travel lanes (including bus or bike lanes)