

URPSD TG 01500 v10.02
Summary of Changes

To comply with the prohibition on the introduction, possession and use of all tobacco products in Correctional Facilities and Centers.

Temporary Facilities and Controls
TECHNICAL GUIDE

PSD TG 01500

- 1. COORDINATION ISSUES: (Not Used)**
- 2. DESIGN ISSUES: (Not Used)**
- 3. DRAWING NOTES: (Not Used)**
- 4. STANDARD DRAWINGS: (Not Used)**
- 5. SPECIFICATION NOTES: (Not Used)**
- 6. GUIDE SPECIFICATION:**

6.1 Section 01500 Temporary Facilities and Controls

SPECIFIER'S NOTE: Add this paragraph 'A' and subparagraphs for work performed at Correctional Facilities and other secure facilities. Check with the Project Coordinator for specific project requirements.

A. SECURITY PROVISIONS - AT CORRECTIONAL FACILITY

1. Rules and Regulations: Consult with Facility authorities at the pre-construction conference and become familiar with the rules and regulations of the Correctional Facility.
2. Contractor's Operations: Confine all construction operations to the immediate vicinity of the construction activity. Store building materials, equipment, tools and incidentals in an enclosed area away from the existing correctional facility's perimeter walls. Only materials and/or equipment that are needed at that time shall be taken into the security site. Take precautions and prevent access to power equipment and tools by the clients (residents). Perform operations to insure the safety of the occupants of the buildings.
3. Perform operations to minimize inconvenience or disturbance upon the personnel and residents.
4. Security Measures: In order to maintain security and to prevent the residents from escaping during construction operations, the following precautionary measures must be strictly enforced.
 - a. Exterior doors must be locked at all times.
 - b. All exterior openings which have been opened for construction shall be securely closed for the night, unless otherwise directed by the Facility Administrator.
 - c. The Contractor shall be restricted to the areas of construction and shall at no time enter other areas unless granted permission by the guards.

- d. All movements of the Contractor's employees into the Facility will be subject to control by the Facility personnel at any time the Correctional Facility Administrator deems such control necessary to insure the safety of the Facility.
 - e. The Contractor, his agents, or employees shall be subject to personal search whenever the Correctional Facility Administrator deems such action necessary for the safety of the Facility. This shall also include the inspection of lunch boxes toolboxes, clothing and equipment.
 - f. Scaffolding and ladders must be removed from the building at the end of each day's work or when requested by the Facility Administrator.
 - g. Introduction or possession of weapons, narcotics, alcoholic beverages or contraband to the project site is prohibited.
 - h. Control of tools: All hand tools, including power driven hand tools, cables, ropes and other implements shall be transported and retained, except when in use, in approved locked toolboxes. At all times tools will be subject to inventory by the Facility Security Staff. During the progress of the work, care shall be taken that no tool is left unguarded or left where it might be reached by a resident or other unauthorized person. It is an urgent matter that missing tools or equipment be reported immediately to those in authority. Lock vehicles and equipment unless attended.
 - i. Materials and equipment shall be brought into the work area through entrance as approved by those in authority and shall be carried to and stored in limited area as approved.
 - j. Explosives, explosive devices and any equipment associated with a system that could be used as an explosive will not be allowed.
5. Protection of Residents: Special protection must be made by the Contractor at all times to safely protect the residents and facility personnel from any and all injuries that may be caused as a result of the work performed under this contract.
 6. Caution: The Contractor shall caution his men on the job that any association with the residents be avoided as much as possible, that when spoken to by residents, normal courtesy shall be maintained at all times.
 7. Security Check: After the award of contract and before commencement of any work on the project, the following list containing information on all employees and motor vehicles used on the project shall be submitted to the Contracting Officer for a security check:
 - a. Employees: Name, date of birth and Social Security Number. Note: Any employee who has a previous record of any felonious conduct or any conviction for such offenses other than minor traffic offenses will not be permitted to work on this project.
 - b. Motor Vehicles: Make, year, color, license number, insurance company, policy number and expiration date. This information is required to secure passes for permission to operate such vehicles on the Correctional Facility grounds.

- c. The list of workmen and motor vehicles shall be kept current at all times. New workmen or vehicles cannot enter the job site until receipt of clearance is obtained from the Contracting Officer. Workmen or vehicles found on site without proper identification shall be removed immediately.
8. Contractor's Work Time Schedule in existing facilities only: Comply with the daily schedule in subparagraphs a & b below. Only the Correctional Facility Administrator can approve deviations from the daily and weekly work schedules.
 - a. 7:00 a.m. - Work day commences. Contractor's employees enter via the Administration Building and to the job site, for work inside the existing correctional facilities.
 - b. 3:00 p.m. - End of work day in existing correctional facilities.
9. Comply with the prohibition on introduction, possession and use of all tobacco products in Correctional Facilities and Centers.
10. None of the foregoing regulations shall be construed as a restriction on the legal prosecution of the work.

***End Security Provisions at Correctional Facilities
Paragraphs***