

SECTION 31 00 01

SITE PREPARATION AND GENERAL SITE WORK

PART 1 - GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Site work layout and construction survey.
 - 2. Protecting existing vegetation to remain.
 - 3. Protecting existing site improvements to remain.
 - 4. Utility locates.
 - 5. Disposition of utilities.
 - 6. Maintain existing utility services.
 - 7. Temporary Traffic Control
 - 8. Spill prevention.
 - 9. Recycling and waste management for site materials.
 - 10. Final Cleanup
- B. Related Sections:
 - 1. 31 00 02 "SITE DEMOLITION" for removal of site improvements including utilities.

1.2 REFERENCE SPECIFICATIONS AND DOCUMENTS

- A. Manual for Erosion and Sediment Control in Georgia, 2016 Edition, by the Georgia Soil and Water Conservation Commission, "Best Management Practices". Apply to all land disturbing activities for all phases of Work.
- B. American Society of Civil Engineers (ASCE)
 - 1. ASCE CI 38-2: Standard Guideline for the Collection and Depiction of Existing Subsurface Utility Data.

1.3 SUBMITTALS

- A. Record Drawings: Record active, inactive, relocated, and abandoned utilities encountered.
 - 1. Survey the horizontal and vertical positions, and depths to ground surface, for utilities capped, utilities uncovered during project operations and for utilities relocated. Survey shall be from established project control.

1.4 QUALITY ASSURANCE

- A. Qualifications: The person in responsible charge of construction survey and survey of as-built/record drawing items shall be a registered professional or person familiar with construction layout work.

1.5 SITE CONDITIONS

- A. Subsurface Conditions: Copies of the following subsurface investigation report(s) of the site are provided for information only:
 - 1. Geotechnical Engineering Report Conley Hills Elementary School, April 15, 2022, prepared by ECS Southeast, LLP
 - 2. Refer to Specification SECTION 02 3000 – SUBSURFACE INVESTIGATION
 - 3. Report data is not intended as a representation or warranty of conditions or continuity of conditions. Owner is not responsible for interpretation or conclusions drawn by the Contractor. The data is made available for convenience and is not guaranteed to represent conditions that may be encountered.
 - 4. Contractor shall examine the site and may make its own explorations at its own expense. Notify Owner prior to making any subsurface explorations.
- B. Safety: Provide all safety fence barricades guards, lights and other installations required to protect persons and property during the work. This is in addition to such protection required elsewhere in the Contract documents. At a minimum, secure all work areas and staging/storage areas with temporary construction safety fencing. Maintain such safety fencing to assure a complete boundary throughout construction.
- C. Locate storage sheds, temporary office, and stockpiled material to best advance the progress of work, as approved by the Design Professional or in areas otherwise designated for Contractor's use.
- D. Existing conditions are shown on the drawings. Contractor shall visit the site, familiarize himself/herself with existing conditions in the field.
- E. Contractor shall strictly adhere to the "Land Disturbance Construction Activity Sequence" As defined in the Phase I Erosion and Sedimentation Control Plan only upon completion of applicable items in the sequence, shall the contractor expand clearing and grubbing operations to the entire site.
- F. Items of historic or archaeological value discovered during construction operations shall remain the property of the Owner. Notify Design Professional immediately of any such type finding for instructions.

1.6 RECYCLING AND REFUSE COLLECTION CENTERS (WASTE MATERIALS)

- A. The contractor shall provide appropriate refuse collection centers, which allow for glass, paper, and plastic separation. Said refuse collection centers shall be maintained on a weekly basis and transferred to an Owner-approved recycling and refuse center. The contractor shall also provide appropriate refuse containers for construction debris. Construction debris shall be recycled as possible and practical, especially in demolition and renovation situations (i.e., copper pipe, steel, concrete, glass, etc.). Illegal disposal of said materials (including littering) is subject to fines and penalties. The Contractor shall establish construction site policy and educate all construction personnel.
- B. All waste materials shall be collected and stored in a securely lidded, metal dumpster. The dumpster shall be rented from and emptied by a Georgia licensed solid waste management company. The dumpster shall meet all County and State Solid Waste Management regulations and ordinances. The dumpster shall be emptied as necessary, and the material shall be hauled to a State licensed landfill. No construction debris shall be buried on the construction site. All personnel shall be

informed and instructed regarding the correct procedure for waste disposal. Notices stating these procedures shall be posted in the construction office and the construction superintendent shall be responsible for ensuring that these procedures shall be followed.

1.7 HAZARDOUS WASTE

- A. All hazardous waste materials shall be disposed of in a manner specified by Georgia State Solid Management regulations. All personnel shall be informed and instructed regarding the correct procedure for waste disposal. Notices stating these procedures shall be posted in the construction office and the construction superintendent shall be responsible for ensuring that these procedures shall be followed.

1.8 SANITARY WASTE

- A. All sanitary waste shall be collected from the portable units, as necessary, by a Georgia State licensed sanitary waste management contractor, or as required by local regulations.

1.9 TEMPORARY FUELING TANK AREA

- A. Temporary fueling tanks shall have a Georgia E.P.D. approved secondary containment (liner system) basin to prevent and/or minimize site contamination. Temporary fueling tank locations shall be located remotely from drainage ways, drainage systems, and state waters (streams, springheads, etc.).

1.10 EQUIPMENT MAINTENANCE AREA

- A. Equipment maintenance areas shall be clearly identified with signage. Said signage shall read as follows:

<p style="text-align: center;">Equipment Maintenance Area</p> <p style="text-align: center;">Discharge of new or used oil, fuel, lubricants, etc. is prohibited. Utilize containment/capture systems. Recycle used oils, contaminated fuels and lubricants. Illegal discharges are subject to fines and penalties.</p>

- B. Sign shall be weatherproof and have a minimum size of 36" X 36".
- C. Equipment Maintenance Area(s) shall be located remotely from drainage ways, drainage systems, and state waters (streams, springheads, etc.).

PART 2 - PRODUCTS

2.1 CONSTRUCTION SURVEY AND LAYOUT EQUIPMENT

- A. Surveyor's transit and measuring devices properly calibrated to accurately layout the work shall be used.
- B. Provide stakes and batter boards of size and quality commensurate with function. Use wire or non-stretching cord to establish reference lines for site clearing and grading.

2.2 PROTECTION MATERIALS

- A. Materials for protection of existing work remaining shall be of the size, strength, and extent to provide adequate protection of existing work remaining.

2.3 REPAIR MATERIALS

- A. Repair materials shall be of the same or better quality and performance as materials that are to be restored. Where possible, reuse existing materials that are removed.

PART 3 - EXECUTION

3.1 SITE WORK LAYOUT AND CONSTRUCTION SURVEY

- A. Bench Marks and Monuments: Before commencing work verify bench marks and all reference points. If found at variance with the drawings, notify the Design Professional immediately and prior to continuing with construction activities in that area.
- B. Plainly mark all bench marks, and property corners and property lines as follows:
 - 1. Mark all project bench marks and mark all property corners within 100 feet of construction limits by driving a 4 foot lath with appropriate offset (not to exceed 5 feet) from property pin or monument. Paint at least the upper 8" of the lath a bright yellow and clearly label the lath with the bench mark number and elevation, or label "property corner" as applicable.
 - 2. Install 2' lath, label "property line", and tie a red ribbon to the lath every 50' along property lines when project work coincides within 50 feet of property boundaries.
- C. Carefully maintain all benchmarks, monuments and other reference points. If disturbed or destroyed, replace as directed, at no additional cost to the owner. Establish and maintain stakes as required for drives, parking, walks, underground vaults and structures, and other site improvements.
- D. Flag or stake limits of construction and tree protection areas and install tree protection fencing to protect existing trees to remain.
- E. As work progresses provide construction staking for grading (including subgrade, gravel courses, finish grade), points of curvature, points of tangency, grade changes, and for structures and miscellaneous site elements. If discrepancies between actual lines, grades, and elevations exist, notify Design professional before proceeding with layout of structure.

3.2 PROTECTING EXISTING VEGETATION TO REMAIN

- A. All trees and vegetation marked to be saved or relocated shall be protected by temporary barricades, be watered and maintained where necessary, and replaced if damaged by construction. Root systems cut or damaged within work area during construction shall be pruned and protected from additional damage and covered with soil as soon as possible.
- B. Under no circumstance, do not remove vegetation shown on the drawings to be saved, or marked by the Design Professional or Owner to be saved.

3.3 PROTECTING EXISTING SITE IMPROVEMENTS TO REMAIN.

- A. Protect all existing curbs, sidewalks, buildings, utilities, and paving to remain.
- B. If existing site improvements are damaged in performance of this work, restore such improvements without extra cost to the Owner.

3.4 UTILITY LOCATES

- A. Utilities Protection Law (Dig Law): Comply with Georgia Utilities Protection Law. Notice must be given to the Georgia Utilities Protection Center; by dialing 8-1-1 or 800-282-7411 at least 48 hours but no more than 10 days preceding the day mechanized digging is to begin. This notice shall contain County (where project is located), Town (or closest City or Town), location (street address), type of work to be done, name of Contractor, company name and address, telephone number, which company/individual the work is being done for, date and time the Contractor is planning to dig. Locates are valid for 30 days. Renew or call for re-mark as necessary.
- B. Secure the services of a private utility locator service in addition to contacting the Utilities Protection Center of Georgia. Perform Subsurface Utility Engineering (SUE) services in accordance with ASCE CI 38-02 Quality Level B: Utility Designation. Such utility designations shall be as necessary to ascertain any wet sewer lines, water supply lines, live electrical conduits, live phone lines, live gas lines and all other utilities, and shall make sure these utilities can be broken or changed without danger or disruption to any necessary service.

3.5 DISPOSITION OF UTILITIES

- A. Follow rules and regulations of authorities having jurisdiction for the respective utilities in executing work under this section.
- B. Carefully locate existing underground utilities by hand excavation, potholing, vacuum excavation, or other methods. If utilities are to remain in place, provide protection from damage during construction operations.
- C. Active Utilities Shown on Drawings or that are Visible Onsite: Protect from damage and remove or relocate as indicated or specified. All utilities (including but not limited to: existing utility poles, guy wires, hydrants, meters, valve boxes) within the construction area that are evident from a visual inspection of the site shall be protected or relocated as necessary.
- D. Active Utilities Not Shown on Drawings or Evident from Visual Inspection: Protect or relocate in accordance with written instructions of the Design Professional.
- E. Inactive and Abandoned Utilities:
 - 1. Fully remove inactive and abandoned utilities only as shown.
 - 2. Plug, cap, abandon in place utilities as shown. In absence of specific requirements, plug or cap such utility lines at least 4 feet outside of existing building walls, excavation limits, or as required by local regulations.
- F. Repair damaged utilities to satisfaction of utility owner.
- G. Accurately record locations of active and inactive utilities encountered during construction operations on record drawings.

3.6 MAINTAIN EXISTING UTILITY SERVICES

- A. Cooperate with Owner and utility companies in keeping respective services and facilities in operation. Do not interrupt existing utility service facilities occupied and used by Owner or others, unless written permission is given by the Design Professional and then only after temporary utility services have been provided. Provide temporary services during interruptions to existing utilities, as acceptable to Owner and to governing authorities.
- B. Provide not less than 72 hours' notice to Owner if shutdown of service is required during a changeover.
 - 1. Arrange to shut off indicated utilities with utility companies.
 - 2. Where utility services are required to be removed, relocated, or abandoned, provide bypass connections to maintain continuity of service to other parts of the building before proceeding with selective demolition.
 - 3. Cut off pipe or conduit in walls or partitions to be removed. Cap, valve, or plug and seal the remaining portion of pipe or conduit after bypassing.

3.7 TEMPORARY TRAFFIC CONTROL

- A. Schedule and conduct work in a manner, which will minimize inconvenience to vehicular and pedestrian traffic. Provide flaggers, barricades, warning signs, warning lights, and other warning means as appropriate, the minimum measures shown on the plans, and those measures required by local jurisdictions. Maintain traffic on all roads and streets, which must be crossed by utility lines. All traffic controls during construction must conform to Part VI of the Manual on Uniform Traffic Control Devices, ANSI D 6.1e.

3.8 DUST CONTROL

- A. Keep airborne dust to a minimum by using water sprinkling or tossing and/or other suitable means to limit dust and dirt from rising and scattering in the air. Water all disturbed earth no later than 5 days from last rain or last watering.

3.9 POLLUTION AND SPILL PREVENTION

- A. Control both air and water pollution. No tires, oils, asphalt, paint or coated metals are permitted in combustible waste piles. Pollutants such as fuels, lubricants, bitumens, raw sewage and other harmful materials will not be discharged into or near rivers, streams or man-made channels. Equipment maintenance shall be performed with containment and capture of used oil. Do not pour or drain used lubricants or other necessary mechanical fluids onto the ground. Remove from site and deliver to a recycling center. Utilize a concrete washout area and remove washed out concrete from the site.
- B. Material Management Practices
 - 1. The following material management practices shall be used to reduce the risk of spills or other accidental exposure of materials and substances to storm water runoff. Follow good housekeeping practices onsite during the construction project.
 - a. An effort shall be made to store only enough product required to do the job.

- b. All materials stored onsite shall be stored in a neat, orderly manner in their appropriate containers and, if possible, under a roof or other enclosure.
 - c. Products shall be kept in their original containers with the original manufacturer's label.
 - d. Substances shall not be mixed with one another unless recommended by the manufacturer.
 - e. Whenever possible, all of a product shall be used up before disposing of the container.
 - f. Manufacturer's recommendations for proper use and disposal shall be followed.
 - g. The site superintendent shall inspect daily to ensure proper use and disposal of materials onsite.
- C. Hazardous Products
 - 1. The Contractor shall use the following practices to reduce the risks associated with hazardous materials:
 - a. Products shall be kept in original containers unless they are not resealable.
 - b. Original labels and material safety data shall be retained with the product by the General Contractor. They contain important product information.
 - c. Surplus products shall be disposed of following and in conformance with local and State recommended methods, NPDES permit requirements, and Federal Environmental Regulations.
- D. Product Specific Practices
 - 1. The following product specific practices shall be followed for products stored on-site:
 - a. Petroleum Products:

All on-site vehicles shall be monitored for leaks and receive regular preventive maintenance to reduce the chance of leakage. Petroleum products shall be stored in tightly sealed containers that shall be clearly labeled and stored in a clearly identified area. Any asphalt substances used on-site shall be applied according to the manufacturer's recommendations.
 - b. Fertilizers:

Fertilizers used shall be applied only in the minimum amounts recommended by the manufacturer. Once applied, fertilizer shall be worked into the soil to limit the exposure to storm water. Any fertilizers that are to be stored on-site shall be stored in a protected, securable enclosure. The contents of any partially used bags of fertilizers shall be transferred to a clearly labeled sealable plastic container to avoid spills.
 - c. Paints:

All containers shall be tightly sealed and stored when not required for use. Excess paint shall not be discharged to the storm sewer system but shall be properly disposed of according to local and State regulations.
 - d. Concrete:

Concrete trucks shall be allowed to wash out, discharge, and drum wash only at the identified equipment maintenance area(s). Maintenance areas shall be equipped with a discharge containment area (e.g., earth berms surrounding area). The containment area shall be cleaned up and removed from the site upon completion of concrete installation work.

E. Spill Prevention and Cleanup

1. The following practices shall be followed for spill prevention and cleanup:
 - a. Local, State, NPDES, Federal Environmental, and Manufacturer's recommended methods for spill cleanup shall be clearly posted and site personnel shall be made aware of the procedures and the location of the information and cleanup supplies.
 - b. Materials and equipment necessary for spill cleanup shall be kept in the material storage area on-site. Equipment and materials shall include but not be limited to brooms, dustpans, mops, rags, gloves, goggles, respirators, cat litter, sand, sawdust, and plastic and metal trash containers specifically for this purpose.
 - c. All spills shall be cleaned up immediately upon discovery.
 - d. The spill area shall be kept well ventilated and personnel shall wear the appropriate protective clothing to prevent injury from contact with a hazardous substance.
 - e. Spills of toxic or hazardous material shall be reported to the appropriate local and/or State government agency, regardless of size.
 - f. A spill prevention plan shall be implemented or adjusted to include measures to prevent this type of spill from reoccurring and how to clean up the spill if there is another one. A description of the spill, what caused it, and the cleanup measures shall also be included.
 - g. The General Contractor shall be responsible for assigning personnel to be responsible for spill prevention and cleanup coordination. The General Contractor shall designate, at a minimum, three site personnel to receive spill prevention and cleanup training. These individuals shall each become responsible for a particular phase of prevention and cleanup. The names of responsible spill personnel shall be posted in the material storage area and in the on-site construction office.

3.10 WASTE MANAGEMENT

- A. Clean and remove trash and debris on entire site, including trash and debris deposited from previous operations.
- B. During construction, maintain a clean and orderly worksite. Do not dump or store debris on any part of the property unless authorized in writing by the Owner and Design Professional. Debris may include but is not limited to trash, construction material, cleared vegetative matter, and boulders.

3.11 FINAL CLEAN UP

- A. Remove Contractors office trailer, storage shelters, stockpiled materials, and equipment from the site.
- B. Remove all remaining debris, or any other extraneous material deposited during construction from the site including all graded areas, and other undisturbed areas. All debris is the property of the Contractor and shall be hauled away from the site and disposed of lawfully.
- C. Clean, sweep and wash the entire site, including areas outside of the "limits of disturbance" for final inspection. Provide required lawn maintenance to provide complete and finished appearance. Leave the site in a neat and orderly fashion for use by the Owner.

FANNIN COUNTY REC CENTER – PHASE I
ATLANTA, GA
PRAXIS3-24184

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END OF SECTION