

**DIVISION 1  
CONTRACTOR REQUIREMENTS**

**01160-1**

1. GENERAL REQUIREMENTS: It is the University's desire to minimize the visual impact and disruption of a construction project on the normal campus activities. In addition, the University will request contractors take additional steps, from site clean up to possible total suspension of construction activities during special campus activities such as but not limited to orientation week, homecoming and graduation.

1.1 The Contractor shall be required to submit for approval by the University's Project Manager a construction site plan showing, but not limited to:

- Construction limits
- Access points
- Temporary facilities
- Utility requirements
- Fence construction
- Protection of existing conditions
- Temporary pedestrian and vehicular access accommodations

1.2 The Contractor shall be required to comply with the University's parking requirements, including the limitation of on-site parking and the required use of remote parking with job sponsored shuttle.

- The contractor shall never drive or park, even temporarily, in the University's cloisters or Sallyports.
- The Contractor shall review all access routes to the construction site with the University's Project Manager and shall never access the site over side walks, grass lawns or tree root areas unless specifically approved by the Project Manager.

1.3 *Emergency Situations* – Contractor shall be required for all emergency situations, including natural disaster, fire, crime, act of terrorism, injuries or life safety, to make calls to Rice authorities in the following priority:

- |                                   |                                  |                  |
|-----------------------------------|----------------------------------|------------------|
| - Campus Police                   | Dispatcher or Chief Bill Taylor  | 713-348-6000     |
| - University Project Manager      | Project Specific                 | Identify numbers |
| - Environmental Health and Safety | Kathryn Cavender or Brian Galloy | 713-348-4444     |
| - Risk Management                 | Rene Block                       | 713-348-4751     |
| - Campus Crisis Mngt. Leader      | Neill Binford (asst. Joan)       | 713-348-6088     |
| - Director of Project Management  | John Posch                       | 713-348-5367     |