



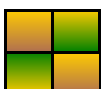
# Project Sequencing and Coordination Requirements

## I. Background and Overview

- A. The City's Program Standards and Procedures (PSP) are intended to be used in conjunction with the data contained in related standards and procedures. They are not intended to be used as stand alone documents. It is the responsibility of the Designer to become familiar with all the PSP documents and comply with the criteria set forth as a whole.
- B. Willow Lake Water Pollution Control Facility (WLWPCF) must meet the requirements of its National Pollution Discharge Elimination System (NPDES) permit for discharge into the Willamette River at all times. This requires continuous operation of the plant, allowing only restricted and limited interruptions. Due to these restraints the following must be adhered to:
  - 1. The Designers must understand how the existing WLWPCF operates, the objective of the proposed project, and how it may relate to facility operations.
  - 2. The WLWPCF staff must have the opportunity to provide input on how the proposed project impacts facility operations.
  - 3. The Contractor must have the information required to bid the proposed project work with full understanding of restrictions and limitations to interruption of WLWPCF operations. Project restrictions and limitations shall be included in Division 1 of the Project Documents.
- C. This design standard is developed to establish the understanding of how this information is to be developed and what is to be included in the documents. The administration of the project specific requirements is addressed in the section titled, "Construction Contract Administration Requirements."

## II. General Requirements

- A. Prior to participating in the development of the Project Charter and Project Management Plan, the lead Designers shall become familiar with the operations of the facility and the objective of the proposed project. Their participation in the chartering process and the development of the Project Management Plan shall reflect a high level of understanding of how the proposed improvements and the existing facilities relate to one another.
- B. In the Schematic Design of the Project Development Process, portions of the project requiring special sequencing, timing, or coordination with plant staff, must be



identified and described. These situations will be discussed as part of the Schematic Design review comments, and the approach to address each one will be reflected in the preliminary design. In cases such as this, the Designer will fully develop at least one acceptable approach to completing the work, and provide this information to the Contractor in the documents. If the approach requires special notice to the Engineer or the potential for delays in the work, this also shall be noted in the documents. Each situation will be detailed and finalized as the documents are developed.

- C. The efforts described above will provide the opportunity for WLWPCF staff to provide input on how project delivery interacts with the plant operation. It will also allow the Contractor to submit a bid with full knowledge of the Owner established constraints applicable to completing the work.

—End of Section—

