



# TOWNSHIP OF WARMINSTER

*Department of Public Works*

## BOARD OF SUPERVISORS

Mark E. McKee, Chair  
Jason T. Croley, Vice-Chair  
Daniel J. McPhillips, Secretary  
Brian R. Munroe, Treasurer  
Katherine L. Frescatore, Assistant Treasurer

---

Gregg Schuster, Township Manager

---

Pre-Construction Meeting  
Road Improvement Project 2018

Contractors,

Congratulations on being awarded the contract on your portion of the 2018 Warminster Township Road Improvement Program. We are looking forward to working with you to deliver a safe, efficient, quality project for the residents of Warminster Township.

Please use the attached guidelines when executing any work in the Township. Any questions or issues may be addressed through the Township contact list on the last page of this document.

Thanks,

Eric

Eric Hinz  
Public Works Director  
Warminster Township  
(267) 317-1310  
ehinz@warminsterpa.org

## **Work Hours**

- Work is to be performed during the day time hours of 7am to 6pm typically Monday thru Friday. Saturday work may be permitted with a request submitted to the Township in advance.
- No Sunday work or any work on Holidays will be permitted.

## **Noise Ordinance**

- This year's program targets a neighborhood that is heavily populated with residents. These residents are of all ages and many have very young children or elderly that live in their homes. It is for this reason that the *7am start time will be strictly enforced.*
  - o NO idling vehicles in the neighborhood before 7am. This includes any diesel powered vehicles and especially dump trucks.
  - o NO starting of ANY equipment before 7am.
  - o NO equipment maintenance or repairs before 7am.
  - o NO yelling or loud music is permitted.

## **Post No Parking**

- It is the responsibility of the contractor to post roads for No Parking *within 24 hours* of the work being performed.
- It is the responsibility of the contractor to provide the signs, stakes, and materials for posting No Parking signs.
- No Parking signs must contain the date, and time (From-To).
- No Parking signs must be clearly legible.
- No Parking signs may be posted for *up to* but *not more than* 2 days of no parking.  
Example: NO PARKING: 4/28 and 4/29: 6:30am-6:30pm
- If any vehicles are parked in posted no parking areas, contact Warminster Township Police Department non-emergency at (215) 672-1000 or Eric Hinz at 267-317-1310.

## **Traffic Control**

- Traffic control is the responsibility of the contractor.
- Advanced warning signs are required. Work Area Ahead, Flagger Ahead, Road Closed signs shall be put up and taken down on a daily basis.
- Cones shall be used as traffic control devices. Cones must be in good condition and removed at the end of every shift.
- Temporary road closures will be permitted with proper signage and an adequate number of cones. School bus access must be granted during construction.
- Flaggers will be required if operations move into any portion of Street Road or Valley Road. Advanced warning signs will also be required on these roads. Lane closures on these roads will require an adequate cone taper with an arrow board. NO restriction of traffic on these roads before 9am or after 3pm will be permitted.

## **PA One Calls**

- PA One Calls are the responsibility of the contractor.
- The contractor may be asked to provide the serial number of a cleared PA One Call for any given intersection at any time.
- Digging without cleared PA One Call tickets is prohibited in Warminster Township.

## **Document Conditions Before Starting Work**

- In order to protect both the contractor and the Township from dubious claims of property damage, it is strongly recommended that the contractor document the existing conditions of the work site before starting work. Time stamped video or photographs are useful in determining whether or not damage claims are legitimate. If conditions are not documented prior to construction, the contractor may be held responsible for all claims relating to property damage including curbs and sidewalks. In Warminster Township, curbs and sidewalks are owned by the resident property owner who is responsible for their condition and maintenance.

## **Excavation Protection**

- Open excavations shall be protected when unattended.
- Proper, safe protection will include orange construction fence and/or barrels and cones.
- Pins, rebar, forms, or other tools must be left *inside* the protected area during non-working hours.

## **Good Housekeeping**

- A thorough cleanup of the work areas will be required at the end of every shift.
- No piles, trash, millings in driveways or on curb lines, or road debris will be permitted.

## **Equipment Parking/ Material Staging**

- Equipment may be parked on Township streets if parked in a sensible, safe location protected by cones or barrels.
- Park multiple pieces of equipment together along the curb, without blocking intersections or driveways, and not affecting the line of sight for motorists traveling through the area.
- Protect parked equipment with cones. Remove all keys from parked trucks or equipment.
- Materials may be staged on Township streets. Materials must be placed along the curb and protected by cones. *Staged materials could affect the work of other contractors.* Make sure that staged materials will not block the work of another contractor.

## **Professionalism**

- Please keep in mind that maintaining a good relationship with residents is an important part of any successful project. If approached by a Township resident, please be as courteous and helpful as possible.
- Residents who are angry or upset are to be directed to call the Warminster Township Public Works Director at (267) 317-1310. No arguments or confrontations between a contractor and a resident will be tolerated. Always maintain a professional demeanor when interacting with residents or motorists traveling in or around the work zone.

## **Safe Operations**

- First and foremost, the safety of the residents of Warminster Township and the travelling public shall be the *first consideration* of any contractor performing construction operations in or around Warminster Township. If the contractor commits any unsafe acts of any kind as determined by the Township, the contractor will be removed from the operation and subject to termination of the Contract.

## **Contacts**

- Eric Hinz (Public Works Director). Office (267) 317-1310. Cell (267) 718-6677.
- Paul Lizzy (Road Superintendent). Office (267) 317-1391. Cell (215) 558-0965.
- Warminster Township Police Department (non-emergency). (215) 672-1000.
- Emergency- Dial 911.
- Warminster Township Administration. Offices (215) 443-5414.