

Adjacent Construction Project Manual – Revision 6

Revision Highlights

- Developed a new flowchart describing the adjacent construction project process from start to finish
- Reworked the overview section to accurately outline all phases of adjacent construction projects
- Added a new section describing WMATA requirements for public communication and mitigation of bus service impacts
- Added a new section describing ODC responsibilities and WMATA expectations for quality assurance / quality control
- Expanded in detail on WMATA requirements for as-built documentation management
- Expanded in detail on WMATA requirements for the Safety and Security Certification Program Plan
- Added a new section describing WMATA requirements for Asset Management
- Clarified existing WMATA requirements for construction protection

Revision Details

Section		Changes
Preceding Sections	Preface	<ul style="list-style-type: none"> • Updated preface text to reference current WMATA departments
	Open Letter to the ODC	<ul style="list-style-type: none"> • New section adding an introduction to the reader and explaining the purpose of the Manual
	Links	<ul style="list-style-type: none"> • Reduced links document-wide to reference only JDAC homepage
	Contact Information	<ul style="list-style-type: none"> • Removed extraneous contact information and links to reference only JDAC contacts • Added acpmfeedback@wmata.com point of contact
	Emergency	<ul style="list-style-type: none"> • Updated emergency contact information to reference current contacts, the communication breakdown structure, and best practices
	Abbreviations	<ul style="list-style-type: none"> • Updated definitions
	Glossary	<ul style="list-style-type: none"> • Updated definitions, names, and addresses
Section 1	1.01 Overview	<p><i>ACPM Rev 5a Section 1.1</i></p> <ul style="list-style-type: none"> • Updated process description

Section			Changes
			<ul style="list-style-type: none"> Added definitions of new JDAC project team members and team roles
	1.02	Project Flowchart	<ul style="list-style-type: none"> Revised flowchart to include all project phases through project lifecycle
	1.03	Reference Chart	<ul style="list-style-type: none"> Chart created to reference various considerations required of adjacent construction projects broken down by project type
	1.04	Zone of Influence	<p><i>ACPM Rev 5a Section 1.1, 3.1</i></p> <ul style="list-style-type: none"> Added context for ZOI definitions
	1.05	Inquiries & Impact Evaluation	<p><i>ACPM Rev 5a Section 1.1, 1.3</i></p> <ul style="list-style-type: none"> Added descriptions of impact evaluation process Elaborated on impact determination and more strictly outlined process
	1.06	Introductory Meeting	<ul style="list-style-type: none"> Added information describing the introductory meeting and the topics covered
	1.07	Project Agreement	<ul style="list-style-type: none"> Added information describing project agreements Added process for project agreement drafting and execution
	1.08	Costs	<p><i>ACPM Rev 5a Section 1.2</i></p> <ul style="list-style-type: none"> Revised language to describe cost breakdown and invoices more accurately Added cost requirement for customer communication and outreach
	1.09	Submittals and Documents Required for WMATA Review	<p><i>ACPM Rev 5a Section 1.4, 1.6, 1.7, 1.8</i></p> <ul style="list-style-type: none"> Changed focus of section to submittals process rather than list of submittals and requirements Created summary table of example submittals Moved pertinent information held in ACPM 5a Section 1.4 to respective new sections
	1.10	Review Procedures & Impact Analysis	<p><i>ACPM Rev 5a Section 1.5</i></p> <ul style="list-style-type: none"> Added language to more clearly define impact review and submission process Clearly defined 30 day requirement for review of submittals as 30

Section			Changes
			business days as opposed to calendar days
	1.11	Pre-Construction Meeting	<ul style="list-style-type: none"> Added new section describing pre-construction meeting requirement Added prerequisites for holding pre-construction meeting
	1.12	Construction Management	<ul style="list-style-type: none"> Added new section describing JDAC considerations during construction activity Described JDAC expectations during construction phase of project
	1.13	Project Closeout	<i>ACPM Rev 5a Section 1.10</i>
Section 2	2.01	Site Specific Work Plan	<i>ACPM Rev 5a Section 1.6</i> <ul style="list-style-type: none"> Expanded on definition of SSWP Expanded on SSWP review and routing Identified SSWP companion submissions
	2.02	Access to WMATA Roadway and Facilities	<i>ACPM Rev 5a Section 1.6</i> <ul style="list-style-type: none"> Clearly defined timeline for requesting WMATA support Updated process for requesting contractor ID badges from WMATA Added confined space entry requirements Clearly defined WMATA operating week Revised definition of WMATA revenue hours
	2.03	WMATA Operational Considerations	<i>ACPM Rev 5a Section 5.2, 5.3</i> <ul style="list-style-type: none"> Updated language existing JDAC requirements Added a requirement for GPS controllers and trolley stops for cranes swinging over WMATA facilities.
Section 3	3.01	Public Participation Plan	<ul style="list-style-type: none"> New section added describing the general requirements of WMATA's Public Participation Plan
	3.02	Customer Communications and Outreach Plan	<ul style="list-style-type: none"> New section added describing the required Customer Communications & Outreach Plan submittal and all associated components
	3.03	Americans with Disabilities Act Considerations	<i>ACPM Rev 5a Section 5.8</i>

Section			Changes
			<ul style="list-style-type: none"> Updated language related to existing WMATA ADA requirements
	3.04	Impacts to Metrobus Services	<ul style="list-style-type: none"> New section describing the existing requirements for ODC coordination with WMATA Bus offices and mitigation of bus service impact
Section 4	4.01	WMATA Project Management and Progress Tracking	<ul style="list-style-type: none"> New section describing WMATA progress tracking requirements
	4.02	Inspection and Testing	<ul style="list-style-type: none"> New section describing necessary tests and inspections on adjacent projects
	4.03	Certifications	<ul style="list-style-type: none"> New section describing required certifications and qualifications of testers, inspectors, employees, installers, etc.
	4.04	WMATA Involvement	<ul style="list-style-type: none"> New section defining the extent of WMATA involvement in project sites and associated requirements
	4.05	Reporting	<ul style="list-style-type: none"> New section describing reporting requirements for installed work
Section 5	5.01	Safety and Security Certification Program Plan	<p><i>ACPM Rev 5a Section 5.10</i></p> <ul style="list-style-type: none"> Expanded language to properly define scope and extent of SSCPP
	5.02	Document Configuration and As-Built Requirements	<p><i>ACPM Rev 5a Section 7.1, 7.2, 7.3</i></p> <ul style="list-style-type: none"> Expanded requirement to engage document configuration Added maintenance and retention requirements of up-to-date project documents Added information on format, quantity, type, and numbering of as-built documents
	5.03	Asset Management	<ul style="list-style-type: none"> New section describing requirements and processes related to WMATA asset management should an ODC project involve asset management and turnover
Section 6	6.01	Real Estate General Requirements	<p><i>ACPM Rev 5a Section 6.1</i></p> <ul style="list-style-type: none"> Updated language
	6.02	Procedures and Application Process	<p><i>ACPM Rev 5a Section 6.2</i></p> <ul style="list-style-type: none"> Updated language
	6.03	Real Estate Responsibility	<p><i>ACPM Rev 5a Section 6.3</i></p> <ul style="list-style-type: none"> Updated language

Section			Changes
	6.04	Indemnification and General Insurance Requirements and Procedures	<i>ACPM Rev 5a Section 6.4</i> <ul style="list-style-type: none"> Updated language
	6.05	Insurance Responsibility	<i>ACPM Rev 5a Section 6.5</i> <ul style="list-style-type: none"> Updated language
Section 7	7.01	Mechanical Criteria	<i>ACPM Rev 5a Section 3.24</i> <ul style="list-style-type: none"> Added requirements for commissioning test plan, startup checklist, functional performance test, and final test report Added requirement for fire suppression water flow drains Added testing and balancing requirements to new mechanical systems
	7.02	Electrical and Communication Criteria	<i>ACPM Rev 5a Section 3.25</i> <ul style="list-style-type: none"> Updated language Added requirement to remove abandoned communications cables Added requirement to provide network communication drawings, floor plans, riser diagrams, and others Added requirement to provide a conduit schedule
	7.03	Energized Roadway / WMATA Right-of-Way Fencing	<i>ACPM Rev 5a Section 3.27, 3.15</i> <ul style="list-style-type: none"> Added requirement for replaced fencing and signage to conform with current standards Added requirement for emergency access gates to be relocated or replaced with up-to-date standards
	7.04	Grounding and Bonding	<i>ACPM Rev 5a Section 3.28, 3.30</i> <ul style="list-style-type: none"> Updated language
	7.05	Lighting Standards	<i>ACPM Rev 5a Section 3.29</i> <ul style="list-style-type: none"> Updated language
	7.06	Geotechnical Criteria	<i>ACPM Rev 5a Section 3.1</i> <ul style="list-style-type: none"> Updated language
	7.07	Earth Pressure Criteria	<i>ACPM Rev 5a Section 3.2</i> <ul style="list-style-type: none"> Updated language
	7.08	Design Pressure	<i>ACPM Rev 5a Section 3.5</i> <ul style="list-style-type: none"> Updated language Updated definition of variables used to calculate ordinate of the resultant trapezoidal pressure

Section			Changes
			<ul style="list-style-type: none"> Clearly defined construction surcharge limit Removed references to soil nailing walls
	7.09	Support of Excavation	<p><i>ACPM Rev 5a Section 3.3, 3.4</i></p> <ul style="list-style-type: none"> Updated language Removed references to soil nailing walls
	7.10	Structural Excavation Support	<p><i>ACPM Rev 5a Section 3.6</i></p> <ul style="list-style-type: none"> Updated language
	7.11	Support Systems with Tiebacks	<p><i>ACPM Rev 5a Section 3.6, 3.7</i></p> <ul style="list-style-type: none"> Updated language
	7.12	Underpinning	<p><i>ACPM Rev 5a Section 3.11</i></p> <ul style="list-style-type: none"> Updated language
	7.13	Jacked Piles	<p><i>ACPM Rev 5a Section 3.12</i></p>
	7.14	Bracket Piles	<p><i>ACPM Rev 5a Section 3.13</i></p>
	7.15	Civil Criteria	<p><i>ACPM Rev 5a Section 3.23, 3.15</i></p> <ul style="list-style-type: none"> Updated language Added information on stormwater management and changed requirements throughout manual to conform Updated delivery method for documents
	7.16	Redesign of WMATA Facilities	<p><i>ACPM Rev 5a Section 3.26, 5.7</i></p> <ul style="list-style-type: none"> Updated language to conform with up-to-date WMATA requirements Updated light level reading requirements and illuminance inspection of completed facilities requirement Added MDC illuminance values tables
	7.17	Direct Connections to WMATA Station / Facility	<p><i>ACPM Rev 5a Section 3.26, 5.7</i></p> <ul style="list-style-type: none"> Updated language to conform with up-to-date WMATA requirements Added inspection and testing of CCTV and fire alarm systems Added tie-in requirements for access control, PA, and fire alarm systems
	7.18	Project Drawings, Plans, Calculations, & Submittals	<p><i>ACPM Rev 5a Section 3.8</i></p> <ul style="list-style-type: none"> Updated language Clarified requirement for MOT and contractor parking plan Clarified autoturn requirement for bus impacts

Section			Changes
			<ul style="list-style-type: none"> Clarified requirement for construction phasing sequence and heavy equipment plan
Section 8	8.01	Shop Drawings, Calculations, and Submittals	<p><i>ACPM Rev 5a Section 3.8</i></p> <ul style="list-style-type: none"> Added requirement for installation and testing reports Clarified requirement for licensed-PE approval of certain submittals Clarified requirement for submission of a construction protection plan Clarified requirement for submission of a full project schedule Added a requirement to submit Safety Data Sheets
	8.02	Support of Excavation Installation	<p><i>ACPM Rev 5a Section 3.10</i></p> <ul style="list-style-type: none"> Updated language
	8.03	Limitations on Construction	<p><i>ACPM Rev 5a Section 3.9</i></p> <ul style="list-style-type: none"> Updated language Added a limitation relating to construction above or below ground within the WMATA track clearance area Added a requirement to recover and return WMATA survey monument disks Added a limitation toward work directly above or within falling hazard areas of WMATA facilities
	8.04	WMATA R.O.W. Overhead Protection	<p><i>ACPM Rev 5a Section 5.4, 5.5</i></p> <ul style="list-style-type: none"> Added a requirement for shields to be constructed of painted, fire-retardant material Added requirements describing construction barricade height, material, inspection requirements, and the requirement to be free of advertisement Added note allowing overhead shield to be used as work platform if designed to be used as such, but to prohibit the storing of construction material or other items
	8.05	WMATA Vertical Protection	<ul style="list-style-type: none"> Added new section describing vertical protection scheme requirements including material,

Section			Changes
			<p>grounding, wind loads, and applicable design codes</p> <ul style="list-style-type: none"> Added requirement for the submission of a vertical protection plan
	8.06	WMATA Station Canopy Protection	<ul style="list-style-type: none"> Added new section describing station canopy protection and components required to be protected Added requirement for the design and submission of a station canopy protection concept Added requirement for pre and post-construction photographic surveys of station canopies
	8.07	WMATA Vent Shaft Protection	<p><i>ACPM Rev 5a Section 3.32</i></p> <ul style="list-style-type: none"> Updated language
	8.08	WMATA Escalator Protection	<p><i>ACPM Rev 5a Section 3.33</i></p> <ul style="list-style-type: none"> Updated language Elaborated on requirement for dust prevention measures
	8.09	Corrosion and Stray Current Protection	<p><i>ACPM Rev 5a Section 3.30</i></p> <ul style="list-style-type: none"> Updated language Updated reference from NACE to AMPP
	8.10	Considerations for the Design of New Structures	<p><i>ACPM Rev 5a Section 3.19</i></p> <ul style="list-style-type: none"> Updated language
	8.11	Considerations for Work Over, Adjacent to, and Underneath WMATA Tunnels	<p><i>ACPM Rev 5a Section 3.14</i></p> <ul style="list-style-type: none"> Updated language
	8.12	Considerations for Work Adjacent to WMATA At-Grade Roadway or Facilities	<p><i>ACPM Rev 5a Section 3.15, 3.16, 3.17</i></p> <ul style="list-style-type: none"> Updated language Updated requirements related to drainage into WMATA systems
	8.13	Considerations for Work Adjacent to WMATA Aerial Roadway or Structures	<p><i>ACPM Rev 5a Section 3.18</i></p> <ul style="list-style-type: none"> Updated language Updated requirements for regular bridge inspection and painting
	8.14	Considerations for Blasting	<p><i>ACPM Rev 5a Section 3.22</i></p> <ul style="list-style-type: none"> Updated language Updated blasting requirements to describe ROCC communication standards
	8.15	Considerations for Demolition	<p><i>ACPM Rev 5a Section 5.9</i></p> <ul style="list-style-type: none"> Updated language

Section			Changes
			<ul style="list-style-type: none"> Added requirement to recover any existing device owned by WMATA for reuse
Section 9	9.01	General	<p><i>ACPM Rev 5a Section 4.1</i></p> <ul style="list-style-type: none"> Updated language
	9.02	Monitoring Stages	<p><i>ACPM Rev 5a Section 4.2</i></p> <ul style="list-style-type: none"> Updated language Added requirements denoting timeline for initial monitoring readings Added a requirement for a pre-construction track alignment survey Added a requirement to provide the baseline readings report for WMATA review
	9.03	Monitoring Plan	<p><i>ACPM Rev 5a Section 4.3</i></p> <ul style="list-style-type: none"> Updated language Added language requiring structural steel and embedded components to be located using methods subject to WMATA approval
	9.04	Instrumentation	<p><i>ACPM Rev 5a Section 4.4</i></p> <ul style="list-style-type: none"> Updated language
	9.05	Guidelines – Monitoring & Instrumentation Minimum Requirements	<p><i>ACPM Rev 5a Section 4.5</i></p> <ul style="list-style-type: none"> Updated language
	9.06	WMATA Administrative Requirements	<p><i>ACPM Rev 5a Section 4.6</i></p> <ul style="list-style-type: none"> Updated language Edited required timeframe for JDAC support request forms Edited revenue and operating hours as described in section to conform with WMATA policies
	9.07	Minimum Monitoring Requirements	<p><i>ACPM Rev 5a Section 4.7</i></p> <ul style="list-style-type: none"> Updated language to conform with policies as written in other areas of Section 9 Added language requiring the ODC to provide loading and stressing reports
	9.08	Monitoring Threshold or Limiting Values	<p><i>ACPM Rev 5a Section 4.8</i></p> <ul style="list-style-type: none"> Updated language Reemphasized threshold values and timeframe allowed for reporting values when reached
	9.09	Contingency Plan and Corrective Action	<p><i>ACPM Rev 5a Section 4.9</i></p>

Section			Changes
			<ul style="list-style-type: none"> Updated language
	9.10	ODC Monitoring Responsibilities	<p><i>ACPM Rev 5a Section 4.10</i></p> <ul style="list-style-type: none"> Updated language
Section 10	10.01	Public Communication and Customer Impact Closeout	<ul style="list-style-type: none"> Added new section denoting requirements for closing out the Customer Communications and Outreach Plan
	10.02	Safety and Security Certification Program Plan Closeout	<ul style="list-style-type: none"> Added new section denoting requirements for closing out the Safety and Security Certification Program Plan
	10.03	Asset Management Turnover	<ul style="list-style-type: none"> Added new section denoting requirements for conclusion of WMATA Asset Management and the turnover of assets
	10.04	As-Built Final Submission	<p><i>ACPM Rev 5a Section 7.2</i></p> <ul style="list-style-type: none"> Updated language Updated requirements for submission methods Clarified requirement for submission of a pencil/red-line as-built copy
	10.05	Final Testing, Commissioning, and Training	<p><i>ACPM Rev 5a Section 3.31, 3.21</i></p> <ul style="list-style-type: none"> Updated language Added requirement for conducting training on newly installed systems and turnover of all training materials
	10.06	Installation Certification	<p><i>ACPM Rev 5a Section 3.31, 3.21</i></p> <ul style="list-style-type: none"> Updated language
	10.07	Project Debrief and Closeout Meeting	<ul style="list-style-type: none"> Added information related to the project closeout meeting Added contact information for acpmfeedback@wmata.com
	10.08	Closeout of Project	<p><i>ACPM Rev 5a Section 7.4</i></p> <ul style="list-style-type: none"> Clarified requirements for final site walk and punch list development Added the requirement for the ODC to sign and return a project completion form Added information regarding the distribution of a project completion letter
Appendices	Applicable References		<ul style="list-style-type: none"> New section listing all WMATA standards and external documents referenced throughout the manual

Section		Changes
	Appendix A – Forms, Applications, and Reports	<ul style="list-style-type: none"> • Added information for all JDAC forms the ODC shall return and where to obtain them • Updated the WMATA Design & Coordination Checklist
	Appendix B – Example Submittal Documents	<ul style="list-style-type: none"> • Updated language • Added the SSWP template • Added examples of public notification signage • Updated the monitoring instrumentation spec sheet
	Appendix C – Plate Diagrams and Design Criteria	<ul style="list-style-type: none"> • Updated Plate Diagram references • Updated Table 3-1: Average Vertical Load on Rock Tunnels
	Appendix D – Real Estate and Insurance Requirements	<ul style="list-style-type: none"> • Updated language, references, names, and addresses
	Appendix E – Standard Drawings and Details	<ul style="list-style-type: none"> • Added Dynamic Envelope standard drawing • Added Rigid Body Transit Bus standard drawing sizes & turning radii • Updated typical fence detail