# SECTION IV.

## STANDARDS

TENANT ALTERATIONS APPLICATION
PROCEDURES AND STANDARDS GUIDE

THE PORT AUTHORITY OF NY & NJ

# SECTION IV STANDARDS

## INTRODUCTION

Tenant construction at NYMT must comply with applicable Federal and State laws and regulations, local Building Codes, and the NYMT Design and Policy Standards. Design and construction document reviews by the PA will be made based on compliance with these laws codes and standards. This section identifies reference materials, available PA design standards and NYMT-specific design guidelines and requirements.

Please note that other than the "Port Commerce Department TAA Procedures and Standards Guide" and the "Tenant Construction Review Manual," no request for any standards, guidelines or reference materials identified herein as available through the TPM, will be entertained until the Tenant has reached a business agreement with the Port Property Development and Commerce Divisions.

## A. PA STANDARDS AND APPLICABLE CODES

1. Tenant Construction Review Manual - The PA has set forth standards and applicable code requirements in its "Tenant Construction Review Manual" (TCRM). The TCRM contains the technical criteria to be followed by Tenants and their A/E consultants during design of the project, as well as indicate the general scope of reviews of design documents (plans, specifications, calculations and other documentation) which are submitted to the PA for review. This TCRM is available from the Tenant Project Manager's Office for use by Tenants and their A/E's.

2. PA Engineering Standard Details and Specifications - Are available for use, and in specific cases are required to be used by Tenants in construction projects at the Port. If used, the Tenant's A/E is responsible to assure that the detail or specification is correct and appropriate for the proposed application. Documents containing these details or specifications become the responsibility of the A/E of Record and must bear his/her seal and signature.

    a) Civil Engineering Standard Details - Are available for civil design by Tenants. The Index of details is shown in Figure 4.1 and the individual details are available from the TPM upon request.*

    b) Electrical Engineering Standard Details - Are applicable for electrical construction constructed by Tenants. The Index of Details are available from the TPM upon request.*

c) Traffic Engineering Standard Details - Are available from the TPM upon request.*

d) PA Standard Specifications - Are available for work specified by Tenant A/Es. The Index of available specifications and the individual sections are available from the TPM upon request.*

*The TPM will issue only PA standard details and specifications, which are relevant to the Tenant TAA project, and only when requested in writing by the Tenant.

The following subsections contain Standards, Policies and Guidelines of the NYMT and apply to Tenant Construction at the Port. These are in addition to those contained in the Tenant Construction Review Manual.

## B. NYMT CONSTRUCTION

1. Construction Screening - All construction work exterior and interior shall be appropriately screened for the protection of the public and shall be constructed of durable materials and finished in a manner which is visibly attractive to the public. The Tenant shall include a proposed barrier design (finish for interior work, and/or screening design for exterior work) and location in their construction documents for review and approval by the PA.

2. Construction Signs - Shall be limited to project identification with an artist's rendering of the building, names of owner, consultants, and principal contractors thereon. Separate company advertising signs are not permitted.

3. Staging Plans - Tenant's A/E shall include staging plans in the construction documents for each stage of construction identifying any changes in passenger or public flow routing. The construction General Conditions must include language that a detailed contractor-phasing plan is required to address maintenance of traffic, passenger flow, safety, and equipment staging.

4. Work Hours - Work hours may be restricted in certain areas throughout the Port. It is recommended that the Tenant confirm work hours with the PA (TPM) during the design phase of the project and reaffirm with the REO at the Pre-Construction meeting.

Note: Additional policies regarding construction activities is found in Section III-C.

## C. UTILITY SERVICES

1. Utility Manholes - Access to PA utility and service manholes by Tenant contractors shall be coordinated through the TPM during design development and through the REO during construction. The NYMT Maintenance Department will provide access upon request. Entry into manholes requires Confined Space procedures. Contact the appropriate Office before entering any manhole.

   The Tenant's contractor as directed by the REO shall deliver all manhole covers and frames permanently removed in the process of construction to the NYMT Maintenance Department.

2. Water Supply

   All water main work shall conform to PA Standards and Specifications. The following procedure must be followed in installing a water line in the NYMT facility:

   1. The Tenant's A/E of Record should incorporate into their construction the purchase of a "Hersey Water Meter with positive displacement and remote capabilities."

   2. The contractor must contact the Tenant Project Manager when the water line and meter are installed and the contractor is ready to tie into the water main.

   3. To setup a new water account the Tenant's A/E of Record should contact the NYMT account representative, Steve Zuccaro (718) 330-2970.

   Water meters are provided and installed by the Tenant. All installations shall be coordinated with the NYMT Maintenance Department.

3. Electrical Service

   a) Particular care should be given to service entrance details by indicating both the interrupting and short circuit current ratings of the equipment being used. The level of short circuit current that could occur at the service entrance must be obtained from the utility company in order to specify equipment having short circuit withstand rating equal to or slightly greater than the level deliverable by the source.

b) An NFPA approved electrically operated smoke detector/alarm must be installed. The alarm shall have an interior and exterior audible/visible indicators. The alarm shall be connected to and by a central station.

c) All contractor installed wiring shall be #12 AWG minimum for power and light and #14 AWG minimum for control.

4. Communications Infrastructure - Alterations involving telecommunications systems shall comply with the following:

a) No existing telecommunications cable shall be cut, moved or otherwise tampered with, until the PA provides written approval.

b) If construction affects existing telecommunications cable, the tenant is liable for all costs for relocating or repairing the cable and conduit.

c) Tenants may not use space in existing communications rooms, unless prior written consent is obtained from the PA.

d) PVC conduit is prohibited within buildings. However, PVC insulated wire and cable is permitted, if it is used in accordance with applicable codes and standards.

5. HVAC Systems - Alterations involving HVAC systems shall comply with the following requirements:

a) Installed Package Chiller/Heater Units using domestic water supply for humidification must have durable signage affixed indicating location of major isolation valves.

Connections between potable and non-potable water systems should be avoided. Where one water system must be separated positively from another, an approved backflow prevention system must be utilized.

b) Installed Package Chiller/Heater Unit's condensate drains must have durable signs affixed indicating location of the termination points of such drains

c) Condensate lines must be copper and not less than 1≤ in diameter and have clean out plugs installed at each change in direction in order to provide access for removal of blockages.

d) Condensate lines installed above hung ceilings must be insulated to prevent ceiling tile staining caused by condensation dripping from the line

e) Termination points of HVAC Unit(s) condensate drains at sinks and/or floor drains shall have durable signs affixed to them indicating the nature and source location of the water's origination. This requirement is most important when the source and termination points are remote from one another

f) Alterations of Central Heating Hot Water distribution system involving major shutdown and long term unavailability of such systems are only permissible during the period of May 15th through October 15th.

g) Alterations of central Cooling/Chilled Water Distribution systems involving major shutdown and long term unavailability of such system are only permissible during the period of October 15th through May15th.

h) Two reproducible copies of "As Built" mechanical system drawings and Operation and Maintenance Manuals, including specifications and manufacturer's O&M Instructions shall be delivered to the REO.

## D. ENVIRONMENTAL STANDARDS

1. Asbestos Abatement - see Subsection II-D.

2. Lead Abatement - The PA requires all contractors to comply with State and Federal laws regarding lead containment, removal and disposal. A program has been developed and guidelines have been issued for dealing with lead, lead paint, and other lead containing materials. Copies are available from the TPM for Tenant A/Es to develop contract requirements.

3. Contaminated Soils - Tenants must include provisions in Construction Contracts to address removal or remediation of contaminated soils discovered in the project area. Removal or remediation must meet all local, state and federal laws and regulations.

   a) If anticipated during the design, a plan should be developed and submitted for PA review through the TPM, and then reviewed with the NY DEP.

   b) If discovered, the REO should be notified and a plan developed in coordination with the PA.

c) Promptly upon final disposition of contaminated soils, the Tenant is to submit to the PA a "Certificate of Final Disposal". Stating the type and amount of the material disposed, the method of the disposal and the owner and location of the disposal facility and is to follow the requirements, if any, of the Governmental agencies having jurisdiction.

4. Dewatering and Storm Water Discharge - Dewatering and storm water discharge in Tenant construction must be carefully coordinated with the NYMT Environmental Services Unit, through the TPM. The PA has an ongoing permit for dewatering up to established quantities. If Tenant work is likely to exceed the PA permit limits then the Tenant may be required to obtain additional permits. This issue must be addressed at the submittal phase.

5. Air Emissions - PA requires that the appropriate air construction and operation permits be obtained from the NY DEP prior to installation of the equipment. For example, boilers and emergency generators may require these permits. Information regarding equipment air emissions including nitrogen oxides (Nox), sulfur oxides (Sox), carbon monoxide, total particulates and total hydrocarbons must be submitted with the TAA in order for a determination to be made regarding the necessity for air permits.

6. Environmental Permits - Copies of all environmental permits (underground storage tank registrations, dewatering permits, etc.) must be submitted with the TAA or as soon as possible after they are obtained. The PA is not to be named on the permit unless permission is obtained in advance from the Manager, NYMT Facilities Division.

7. Health Approvals for NY Food Facilities - For Tenants constructing new food establishments or making alterations on existing ones, plans and specifications pertaining to the health and sanitary aspects of the operation, such as proposed equipment layout, equipment design and installation, construction materials of food related work areas, shall be submitted to the local health authority for review and approval before construction or renovations.

   No food establishment shall be constructed, renovated, or converted except in accordance with plans and specifications previously submitted to and approved by the New York Department of Health and the NYMT.

8. Health and Safety Plan - PA requires that a Health and Safety Plan be submitted for any TAA which involves environmental work. The Health and Safety Plan shall comply with all applicable state and federal (e.g., OSHA) occupational safety and health requirements depending upon the specific project.

## E. FUELING SYSTEMS

1. **Underground Fuel Storage Tanks (USTs)** - It is PA Policy that no underground storage tanks be left abandoned, whether it be a replacement program or new construction. For New York, NFPA 30 rules apply.

   All underground storage tanks at Port Authority shall be installed, operated and maintained in accordance with appropriate state and federal regulations. Sources that should be reviewed to determine appropriate requirements should include but is not limited to 40 CFR Part 280 for Federal requirements, and New York City Fire Department Regulations.

2. **Aboveground Fuel Storage Tanks (ASTs)** - Aboveground tanks for the storage of motor fuels in fuel dispensing systems are permitted only on premises to which the public does not have access. The tanks and their installations must satisfy the requirements of NFPA 30A. In addition, tank enclosure/screen wall must provide vehicle impact resistance and protection.

3. **See Appendix 2 for amended Fire Department Rule.**

## F. OTHER PA STANDARDS AND POLICIES

1. **Site Planning** - In developing site layouts for new facilities, the applicant should be aware that building and paving set back limits exist but vary depending on the NYMT and location within the Port. The main goals of these setbacks are for aesthetic considerations, to retain a feeling of open spaces and for movement for fire equipment around structures. General landscaping for the area including plantings for ground cover, screening of elements and for accent shall be planned for the open areas.

2. **Environmental Design Considerations** – Designs that incorporate innovative or state-of-the-art "green" technologies and practices are **strongly encouraged.** Conceptual guidance on green design elements is provided in a PA reference document titled "*PA Green Marine Terminals, Environmental Design Considerations for Marine Terminal Facilities.*" Further, designs that promote green operational practices shall be given special consideration. Conceptual guidance on green development and operations can be found in Appendix 1.

3. **Parking** - Parking for contractors shall be within the leasehold of the Tenants who engage their services. Only with prior, NYMT approval may a contractor park/stage equipment in areas not governed by the leasehold.

# PA ENGINEERING INDEX OF CIVIL STANDARD DETAILS

| NUMBER | TITLE |
|---|---|
| 010.010 | MANHOLE-AIRCRAFT (1 OF 2) |
| 010.010 | MANHOLE-AIRCRAFT (2 OF 2) |
| 010.011 | MANHOLE TYPE 11 PRE-CAST |
| 010.012 | SUBSURFACE DRAINS |
| 010.013 | MANHOLE TYPE A PRE-CAST |
| 010.014 | MANHOLE TYPE I PRE-CAST |
| 010.020 | ADJUSTMENT OF MANHOLE 6" OR MORE |
| 010.021 | ADJUSTMENT OF MANHOLE AND CATCH BASIN 6" OR LESS |
| 011.002 | MANHOLE FRAME AND COVER-AIRCRAFT TYPE |
| 011.003 | MANHOLE SILT BUCKET-AIRCRAFT |
| 011.004 | MANHOLE FRAME AND COVER |
| 011.005 | MANHOLE SILT BUCKET |
| 020.001 | STORM SEWER INLET |
| 020.011 | CATCH BASIN TYPE 11 CAST IN-PLACE |
| 020.012 | CATCH BASIN TYPE 11 PRE-CAST |
| 020.013 | CATCH BASIN TYPE III |
| 020.014 | HEAVY DUTY GRATING FOR RUNWAYS, TAXIWAYS, SAFETY AREAS AND APRONS |
| 020.015 | VAPOR TIGHT TRAP |
| 020.019 | CATCH BASIN TYPE A PRE-CAST |
| 020.020 | CATCH BASIN TYPE IV PRE-CAST |
| 020.021 | CATCH BASIN TYPE IV CAST IN-PLACE |
| 025.001 | MANHOLE STEP DETAIL |
| 025.002 | PROTECTIVE CONCRETE SLAB |
| 030.011 | LOW PRESSURE FIRE HYDRANT CONNECTION |
| 030.012 | LOW PRESSURE FIRE HYDRANT CONNECTION (ROD AND BANDS) |
| 030.013 | HIGH PRESSURE FIRE HYDRANT CONNECTION |
| 030.014 | HIGH PRESSURE FIRE HYDRANT CONNECTION (ROD AND BANDS) |
| 030.020 | WATER PIPE RESTRAINED LENGTHS FOR MAINS |
| 030.021 | DETAIL OF WATER MAIN CROSSING BELOW OBSTRUCTION |

| | |
|---|---|
| 030.023 | WATER PIPE RODDING LENGTHS FOR MAINS |
| 030.024 | FOUR-SECTION BAND AND ROD ASSEMBLY DETAILS |
| 030.025 | PIPE RODDING THRU WATERPROOF WALLS |
| 030.026 | FOUR-SECTION BAND AND ARODDING ASSEMBLY FOR VALVES IN MAINS |
| 030.044 | DOMESTIC WATER SERVICE 1" TO 2" SIZES |
| 030.050 | REINFORCED CONCRETE ENCASEMENT FOR PIPES |
| 041.001 | STORM SEWER CRADLE |
| 043.001 | SANITARY SEWER CRADLE |
| 043.002 | PIPE JOINT DETAIL AT SANITARY MANHOLES |
| 043.004 | PIPE CLEAN OUT DETAIL |
| 050.013 | VALVE FOUNDATION OVER TAPPING VALVES |
| 050.014 | VALVE SKIRT AND FOUNDATION DETAIL |
| 050.017 | VALVE BOX-TYPE NJ |
| 050.018 | VALVE BOX-TYPE NY |
| 050.019 | FRAME AND COVER FOR SHIP SERVICE BOX (H20 LOADING) |
| 050.022 | 16" HORIZONTAL GATE VALVE PIT (11 OF 2) |
| 050.022 | PIPING LAYOUT (2 OF 2) |
| 060.003 | END OF CURB TREATMENT (1 OF 3) |
| 060.003 | CURB TO HEADER TRANSITION (2 OF 3) |
| 060.003 | CONCRETE CURB DETAILS (3 OF 3) |
| 060.004 | STEEL FACE CURB-TYPE SF |
| 060.005 | RIGID BASED PAVEMENT RESTORATION |
| 060.006 | FLEXIBLE PAVEMENT RESTORATION |
| 061.001 | CONCRETE DOLLY PAD |
| 062.001 | FLEXIBLE PAVEMENT SECTIONS-LGA |
| 062.003 | LIME CEMENT FLYASH PAVEMENT SECTIONS |
| 062.004 | FLEXIBLE PAVEMENT SECTIONS-JFK&EWR |
| 062.010 | PORTS-MARINE TERMINAL PAVEMENT SECTIONS |
| 062.011 | STONE SHOULDER |
| 062.012 | PAVEMENT MEETING EXISTING PAVEMENT |
| 062.013 | PAVEMENT MEETING EXISTING FILL |
| 062.014 | PAVEMENT MEETING EXISTING FILL |
| 062.015 | KEYWAY DETAIL |
| 062.016 | END AND CONTINUATION OF OVERLAY PAVING DETAIL FOR RUNWAYS AND TAXIWAYS |

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|---|---|
| 062.020 | SIDEWALK DETAIL |
| 062.021 | SIDEWALK PEDESTRIAN RAMPS |
| 062.022 | DROP CURB AND DRIVEWAY DETAIL |
| 065.001 | PAY LINES FOR TRENCH EXCAVATION |
| 066.001 | BEDDING DETAIL |
| 066.002 | BEDDING DETAIL (STORM) |
| 070.076 | SURVEY MARKER-TYPE 2 |
| 081.001 | PARKING METER STANDARDS |
| 082.001 | DETAIL OF RAILROAD TRACK IN OPEN PAVED AREAS |
| 082.002 | TRACKS IN UNPAVED AREAS |
| 082.003 | PAVEMENT AT CRANE RAIL-TYPE 1 |
| 082.004 | PAVEMENT AT CRANE RAIL-TYPE 2 |
| 082.005 | RUBBER RAIL SEAL DETAIL |
| 082.006 | RUBBER RAILROAD CROSSING DETAIL |
| 082.007 | TRACKS BETWEEN DISTRIBUTION BUILDINGS |
| 089.001 | SETTLEMENT PLATES-TYPES 1 AND 2 |
| 090.001 | PIPEGUARD SPACING DETAILS |
| 090.002 | PIPEGUARD WITH FOOTING |
| 090.003 | PIPEGUARD WITH FOOTING (HEAVY DUTY) |
| 090.004 | STANDARD STEEL HYDRANT FENDER |
| 090.005 | PIPEGUARD FOR BUS PARKING AREAS |
| 090.010 | METALLIC COATED CHAIN LINK FENCE-EWR |
| 090.011 | METALLIC COATED STEEL CHAIN LINK FENCE |
| 090.015 | FENCE "T" EXTENSION AT WHARF |
| 090.020 | TEMPORARY SEDIMENT BARRIER |
| 090.030 | PRE-CAST CONCRETE BUMPER AND TIMBER BUMPER |
| 090.031 | TIMBER BARRICADE-TYPE 1 |

# SECTION V.

## MISCELLANEOUS

TENANT ALTERATIONS APPLICATION
PROCEDURES AND STANDARDS GUIDE

THE PORT AUTHORITY OF NY & NJ

# SECTION V. MISCELLANEOUS

## A. EXTERIOR WATER SUPPLY SYSTEM

This section specifies the different requirements for ductile iron pipe and appurtenances to be used for exterior water supply systems for Port Authority facilities.

### 1. Quality Assurance

Any entity performing the work shall have at least three years of installation experience on projects with piping systems of types and sizes similar to that required by the PA

### 2. Delivery, Storage, and Handling

(a) Ductile iron pipe delivered to the construction site shall be stacked or laid out along the route of the system to be installed.

(b) Care shall be taken when handling pipe and appurtenances to ensure that neither the cement lining, the exterior coating nor the pipe and appurtenances itself is damaged. Pipe or appurtenances that are damaged will be rejected and replaced in kind at no additional cost to the PA.

Hydrants, gate valves, valve boxes, glands, gaskets, copper tubing, fittings, and other similar items shall be stored at the construction site under lock and key.

### 3. Manufacturers

Manufacturer of the ductile iron pipe and appurtenances shall be one of the following and no substitutions will be permitted:

- American Cast Iron Pipe Company (Co.), Birmingham, Alabama
- EBAA Iron Sales, Incorporated (Inc.), Eastland, Texas
- Griffin Pipe Products Co., Florence, New Jersey
- McWane, Inc., Birmingham, Alabama
- United States (U.S.) Pipe & Foundry Co., Birmingham, Alabama

4. Submittals

The following is a list of required submittals by the Tenant's consultant:

(a) Submit resume indicating name, address, and work experience of the entity performing the work prior to the start of the work.

(b) Submit "Piping Layout" drawings, including details specified in part (d).

(c) Submit catalog cuts for: pipe, fittings, pipe restraint system, fire hydrants, gate valves, wet tap sleeve and valve, valve boxes, including manhole cover, and paints with manufacturer's installation instructions.

(d) Submit shop drawings of valve chambers and pipe guards.

(e) Submit certificate from the ductile iron pipe manufacturer certifying that the ductile iron pipe, including joint restrain system to be used with the pipe, and the rubber gaskets comply with PA requirements.

(f) Submit certificate from the ductile iron fitting manufacturer certifying that such ductile iron fitting complies with PA requirements.

(g) Submit certificate from the copper tubing and fitting manufacturer certifying that the copper tubing and fitting comply with PA requirements.

(h) Submit certificate from the indicator valve and post manufacturer certifying that the indicator valve and post complies with PA requirements.

(i) Submit certificate from the valve box and manhole cover manufacturer certifying that the valve box and manhole cover comply with the PA requirements.

(j) Submit to the Manager, Engineering Materials Division, Port Authority Technical Center, 241 Erie Street, Jersey City, New Jersey 07310-1397, certified test data covering gradation and composition of the crushed stone for pipe bedding proposed for use, together with one 75-pound representative sample of the material.

(1) Submit the sample in a clean, sturdy container or bag that shall not permit loss of any of the material.

(2) Clearly label the container or bag of the sample with: Contract location, title and number, the name of the material supplied, and location of the source.

(3) The PA Engineer will approve or disapprove the proposed material within 21 days after receipt of the sample.

(4) Do not deliver material to the construction site from any source until the PA Engineer has approved the material from that source.

(5) Contractor must notify the PA Engineer when material is delivered to the construction. Field sampling and testing will be performed by Materials Engineering Personnel for quality assurance purpose. These field samples must also receive approval before any of the material is used.

(k) Submit certificate from the polyethylene film manufacturer that such polyethylene film complies with PA requirements.

(l) Submit plans, methods, procedures, and types of equipment as applicable for:

(1) Verifying location of existing utilities

(2) Prevention of accumulation of groundwater

(3) Hydrostatic pressure and leakage tests

(4) Disinfection, flushing and sampling

(m) Submit, for approval, the name, address and qualifications of the independent testing laboratory to be employed to sample, test and certify the water for conformance to purity standards.

(n) Submit results of field tests.

(o) Submit "As Built" drawings conforming to the following:

(1) Drawings shall be in sheets measuring 34 inches horizontally by 22 inches vertically.

(2) A 1/2-inch border shall be provided around the full perimeter of each sheet.

(3) A title box measuring 5 inches horizontally by 3 inches vertically shall be located in the lower right hand corner and shall contain the following information from top to bottom:

a. "Port Authority of New York and New Jersey"

b. Contract title as it appears in the title box on the contract drawings

c. Subtitle: "As Built Water Main Locations"

d. Name and address of Contractor

e. Contract number as it appears in the title box on the contract drawings

f. Date of completion

(4) The "As Built" drawings shall be drawn to a scale of 1 inch = 30 feet, or approved equal, and shall show the alignment and grade of the water main to such an extent that the exact location of the water main can be determined in the field utilizing such "As Built" drawings. In addition, valves, fittings, including distance between fittings, connections, and thrust restraint method employed shall be shown.

## B. HYDRANTS

### 1. General Specifications

Hydrants are generally self-draining and of the frost proof-type. A gate type control valve is provided in the supply line to permit shutting off the water supply for hydrant repairs without interrupting protection to other areas.

Note: Anyone other than designated PA employees is not permitted to operate any hydrants or valves.

2. Hose Outlets

(a) City Hydrants

(1) Low Pressure System: Generally one 4 1/2 - inch and two 2 1/2 - inch outlets.

(b) Private Hydrants

(1) Brooklyn Piers

High Pressure: one 2 1/2 - inch. outlet and one 4 1/2 - inch outlet.

(2) Howland Hook

High Pressure: one 2 1/4- inch outlet and one 6"- inch outlet.

(3) Port Ivory

Low Pressure: two 2 1/2 - inch outlets (some)
one 4 1/2 - inch and two 2 1/2 - inch outlets

3. Threads

Threads on outlets shall conform to those specified by the municipal fire department having jurisdiction. Thread characteristics and their uses are as follows:

| Thread Standard | Threads Per Inch | O.D. Male | Located At |
|---|---|---|---|
| N.Y. Corporation | 8 | 3.000" | Brooklyn Piers |

To have a proper fit, the number of threads as well as thread dimensions must correspond. All 4 1/2 - inch outlets have 4 threads per inch.

4. Painting

All fire hydrants can be identified by a distinctive color. The colors conform to local municipal and private water company standards where hydrants are connected to municipal and independent Water Company mains. Port Authority standard hydrants are connected to private Port Authority mains and high pressure pumps.

(b) New York - City fire hydrants are painted black with silver tops.

(b) Brooklyn Piers - Fire hydrants are painted yellow.

(c) Howland Hook and Port Ivory- Fire hydrants are painted red

## C. PVC WIRING

The PA prohibits the use of PVC insulated wiring and conduits, within buildings, for all construction on Port Authority property, and for construction financed in whole or part by the PA. However, there is an exemption to this PVC policy and it only applies to those buildings that have a dominant occupancy as a warehouse, as classified according to the applicable building code. The permissible wire types shall be those that are allowed by the applicable electrical codes. This exemption to the PVC policy is based on the following:

1. Warehouses are not frequented by the public.

2. Warehouses are occupied by a small staff of regular employees who are familiar with the exit facilities and are capable of immediately exiting in case of a fire.

3. Responding firemen wear protective breathing apparatus as a standard operating procedure.

## D. SOIL BORING DATA

If required, soil boring data may be available through the Tenant Project Manager upon request. Otherwise, it is the responsibility of the A/E of Record to provide specific information.

## E. 1-800-CALL

Tenants doing any underground construction, excavation, or demolition are required by the State of New York to participate in a One-Call Damage Prevention System. They must notify the One-Call Damage Prevention System prior to excavation or demolition. The number to call is 1-800-272-4480.

## F. WAREHOUSE STORAGE RACKS

The following information must be included in the TAA for installation of warehouse racks:

1. NYCBC classification and description of the goods that will be stored on the racks.
2. NYCBC classification of the building where the racks are to be installed.
3. The size and weights of the pallets to be stored.
4. The total weight of the pallet racks and storage load combined.
5. Drawings that show the floor plan of the building and location of the racks in the building.
6. A note on the drawing specifying the applicable code(s).
7. The existing sprinklers and a note establishing existence must be shown in the drawings.
8. Structural calculations to justify the method of fastening the racks to the floor and the load transfer mechanism.
9. A note on the drawings prohibiting storage on the top tier of the racks.

General PA guidelines for storage rack:

- Floor loading shall not exceed the bearing capacity and the engineer shall provide calculations to substantiate floor loading.
- Racks shall maintain at least 10 feet between the top of the racks and the sprinkler system.

## G. BURNING & WELDING PERMITS

Anyone wishing to perform burning or welding at NYMT must receive a permit issued by the PA. A permit can be obtained at the NYMT Administration Building, Facility Maintenance Section through the TPM. (See Figures 7.16, 7.17).

General Requirements:

- A qualified operator working with properly maintained and approved equipment must only perform burning and welding.
- The welding area should be isolated.
- Valid permits issued by a responsible party and posted at the work site, following a physical inspection of the area.
- Use only standard gas hoses and fittings. (Oxygen is green, acetylene is red)
- Provide a fire watch with a fire extinguisher or charged fire hose in and around the work site during actual work and for 30 minutes thereafter. Take special care to observe the opposite side of the walls and floor below in case of a multi story building.
- Combustibles should be moved 30 inches away from the work site. If this is not possible, they should be covered with a fire resistant drop cloth.
- Good housekeeping is necessary. The area should be swept clean of all dust.
- Remove all flammable liquids including oily deposits.
- Portable welding carts must have a fire extinguisher attached to them, preferably water type.

## H. UTILITIES CUT-IN

Electrical and gas cut-in service is to be facilitated through the PA, specifically through the Manager, after an approved inspection has been arranged. Contacting the utility company directly is not acceptable; it should be arranged through the TPM.

# SECTION VI.

## SINGLE UNIT TRAILER POLICY

TENANT ALTERATIONS APPLICATION
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THE PORT AUTHORITY OF NY & NJ

## SECTION VI. SINGLE UNIT TRAILER POLICY

This section provides an outline for preparing drawings, specifications and computations to accompany Tenant Alteration/Construction Applications.

### A. GENERAL REQUIREMENTS

(a) The Tenant's A/E of Record shall submit eight (8) copies of all drawings and specifications (two (2) copies signed and with raised seal), and eight (8) copies of all calculations (two (2) copies signed and with raised seal). The drawings may be identified as "Manufacturers Drawings". The A/E of Record shall certify that the design meets or exceeds the requirements of the New York City Building Code.

(b) The Tenant's A/E of Record shall furnish two (2) paper copies of the "As Built" drawings (signed and with raised seal) upon completion of all work.

(c) The single unit trailer shall have been approved and inspected within the two years by a designated agency of the Industrialized Building Commission (IBC) located in Herndon, Virginia. A current IBC seal shall be affixed to the trailer.

If alterations are made to the single unit trailer after it has been certified by the IBC, then the trailer must be re-certified, either through the IBC's designated agency or through the PA by the submittal of all necessary plans, elevations, sections and documentation of materials and equipment that are part of this alteration. Additionally, more substantive information than that which is required and outlined in these guidelines must delineate the architectural, electrical, mechanical and plumbing systems.

(d) Design drawings and instructions: The A/E of Record is responsible for the adequacy of design, drawings and specifications. This requirement shall not be the responsibility of the contractor.

(e) Drawings and specifications delineating the proposed work and calculations supporting the design shall be submitted for review and approval before start of any fieldwork.

(f) The Resident Engineer of the PA shall inspect the installation of the single unit trailer. Upon satisfactory completion of all the work, a permit to use or occupy will be issued by the PA.

(g) Note that there are two specific areas of work that are critical in the review process of the documents. First, there is the pre-fabricated single unit trailer itself. Second, there is the work related to the installation of the trailer. Thus, a complete set of IBC approved drawings (bearing IBC stamp and/or seal) on the single unit trailer is also required to be submitted.

(h) All trailers must have a current IBC inspection, showing the IBC stamp, seal and certification number, and installation shall comply with all other applicable requirements of the building code. Provide on the drawing, a dimension for total height of trailer. Show graphic indications or label apron material, enclosing crawl space, beneath the trailer. Show on the drawing, the method of roof drainage.

(i) The trailer shall use concrete block for its foundation.

(j) All trailers shall be skirted. The A/E of Record shall include a catalog cut of the skirting.

(k) Trailers shall be located away from adjacent buildings in accordance with the fire separation distances per NYCBC, which provide for fire separation distances and/or fire rated wall requirements.

(m) The trailer must be grounded electrically and for lightning.

## B. DRAWINGS REQUIREMENTS - See Subsection II-C

**Refer to Section VII for a sample of a completed/acceptable Trailer Package.**