

## ITEM 619 FIELD OFFICE, TYPE C, AS PER PLAN

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### 619.01 DESCRIPTION

THIS WORK CONSISTS OF PROVIDING, MAINTAINING, AND SUBSEQUENTLY REMOVING A FIELD OFFICE FOR THE EXCLUSIVE USE OF THE DEPARTMENT FOR THE DURATION OF THE CONTRACT AT A LOCATION APPROVED BY THE ENGINEER.

### 619.02 GENERAL

FURNISH A COMPLETELY FUNCTIONAL FIELD OFFICE OF THE TYPE SPECIFIED IN THE CONTRACT PRIOR TO BEGINNING WORK.

THE FIELD OFFICE WILL BE A SUITE TYPE OFFICE (NO TRAILER OR MODULAR OFFICE) WITH A MINIMUM OF 3,000 SQUARE FEET AND AT GROUND LEVEL WITH A MINIMUM CEILING HEIGHT OF EIGHT (8) FEET. PROVIDE TWO (2) OUTSIDE DOORS, LOCKABLE VANDAL PROOF CYLINDER TYPE DEAD BOLTS AND LOCKABLE WINDOWS. THE FLOOR SPACE WILL BE DIVIDED INTO A RESTROOM, ONE GENERAL OFFICE AREA (MINIMUM 400 SQUARE FEET), NOT LESS THAN THREE INDIVIDUAL OFFICES (MINIMUM 300 SQUARE FEET EACH), AND ONE CONFERENCE ROOM (MINIMUM 500 SQUARE FEET), AS DEEMED NECESSARY BY THE ENGINEER.

FURNISH EACH FIELD OFFICE WITH A MEANS FOR MAINTAINING ROOM TEMPERATURE BETWEEN 68 DEGREES F AND 80 DEGREES F.

FURNISH ELECTRIC SERVICE FOR EACH FIELD OFFICE.

FURNISH NEAT, SANITARY, ENCLOSED TOILET ACCOMMODATIONS CONNECTED TO AN EXISTING SANITARY SEWER LINE FOR THE USE OF THE OCCUPANTS OF THE FIELD OFFICE, MEETING APPLICABLE STATE AND LOCAL CODES AND ORDINANCES. FURNISH ASSOCIATED LAVATORY AND SANITARY SUPPLIES. POTABLE HOT AND COLD RUNNING WATER WILL BE PROVIDED IN THE RESTROOM FOR SANITARY PURPOSES.

FURNISH TRASH COLLECTION SERVICE / DUMPSTER.

FURNISH PROFESSIONAL, BONDED AND INSURED JANITORIAL SERVICE WITH A WEEKLY CLEANING OF THE ENTIRE OFFICE TO INCLUDE THE RESTROOM FACILITIES FOR THE DURATION OF THE PROJECT.

FURNISH BOTTLED DRINKING WATER SERVICE WITH A HOT AND COLD DISPENSER AND ASSOCIATED SUPPLIES.

PROVIDE A LOCKABLE WOOD OR METAL STORAGE BOX OF SUFFICIENT SIZE TO STORE A NUCLEAR DENSITY GAUGE AND AN ELECTRICAL CONNECTION FOR THE GAUGE.

TELEPHONE SERVICE AND TELEPHONES, INCLUDING ALL NECESSARY WIRING, WILL BE SUPPLIED AT EACH DESK, THE CONFERENCE ROOM, AND THE GENERAL OFFICE AREA INTERCONNECTED BETWEEN TELEPHONES. ALL TELEPHONES WILL BE EQUIPPED WITH SPEAKER PHONE AND TWO (2) LINE CAPABILITIES WITH TWO (2) LINE SERVICE AT EACH LOCATION. A TOTAL OF THREE (3) OUTSIDE LINES

WILL BE PROVIDED, ONE OF WHICH WILL BE DEDICATED FOR THE USE OF THE FACSIMILE MACHINE. THE TWO (2) LINES FOR THE TELEPHONE WILL HAVE THE ABILITY TO AUTOMATICALLY TRANSFER TO THE NEXT LINE IF ANOTHER LINE IS IN USE.

PROVIDE A BROADBAND INTERNET CONNECTION CAPABLE OF MINIMUM DOWNLOAD SPEEDS GREATER THAN 10 MBPS, UPLOAD SPEEDS GREATER THAN 2 MBPS, AND NETWORK LATENCY LESS THAN 50 MILLISECONDS. WHEN MULTIPLE BROADBAND SERVICES ARE AVAILABLE, THE FOLLOWING IS THE PREFERRED ORDER: CABLE, DSL, CELLULAR, AND WIRELESS RADIO. SATELLITE COMMUNICATION IS NOT COMPATIBLE WITH ODOT VPN CONNECTION AND WILL NOT BE ACCEPTED. SUPPLY ALL WIRING, ROUTERS, MODEMS (CAPABLE TO BE CONFIGURED IN BRIDGE MODE) , SOFTWARE, AND INCIDENTALS NECESSARY TO CONNECT FIVE (5) PERSONAL COMPUTERS AT SEPARATE LOCATIONS, DESIGNATED BY THE PROJECT ENGINEER, THROUGHOUT THE OFFICE TO THE SYSTEM.

PROVIDE THE FOLLOWING OFFICE FURNITURE AND EQUIPMENT:

- 1) SIX (6) TELEPHONES WITH SPEAKER PHONE AND TWO (2) LINE CONNECTION.
- 2) ONE (1) DIGITAL ANSWERING MACHINE WITH TIME / DATE STAMP.
- 3) ONE (1) MULTI-FUNCTION COLOR COPIER THAT IS SET UP FOR SCANNING, PRINTING, FAXING, AND COPYING WITH THE FOLLOWING SPECIFICATIONS:
  - a) COLOR PRINT/COPY/SCAN
  - b) COPY/PRINT SPEED: 30 PPM (LETTER), 15 PPM (LEGAL), 15 PPM (LEDGER), OR HIGHER.
  - c) DUPLEX PRINTING SUPPORT
  - d) AUTOMATIC DOCUMENT FEEDER WITH 50 SHEET DUPLEXING DOCUMENT FEEDER
  - e) COPIER MEMORY: 1 GB
  - f) INSTALLED HDD: 40 GB
  - g) DATA ENCRYPTION AND HDD ERASE SUPPORT INCLUDED WITH MACHINE
  - h) INTERNAL STAPLER SUPPORT
  - i) PAPER CAPACITY: 250 SHEET X 2 TRAYS, 50 SHEET BYPASS TRAY
  - j) NETWORK INTERFACE: 10/100 BASE-TX, 1000 BASE-TX
  - k) ANALOG FAX SUPPORT INCLUDED WITH MACHINE
  - l) COLOR SCANNING WITH THE FOLLOWING REQUIREMENTS:
    - i) RESOLUTION: 600 X 600 DPI
    - ii) SCAN AREA UP TO 11" X 17"
    - iii) SCANNING PROTOCOL SUPPORT: TCP/IP, SMTP, SMB, FTP, POP3, NCP
    - iv) FILE SCAN TYPES SUPPORTED: SINGLE PAGE TIFF, JPEG, PDF, MULTI-PAGE TIFF, PDF, AND OCR PDF
    - v) SCANNING SUPPORT FOR SCAN-TO-EMAIL, HDD, SMB (FOLDER), URL, AND TWAIN
  - m) NETWORK PROTOCOL SUPPORT FOR TCP/IP
  - n) CLIENT AND SERVER PRINT DRIVER SUPPORT FOR PCL PRINT DRIVERS
  - o) SERVER OPERATING SYSTEM SUPPORT FOR WINDOWS SERVER 2008 AND WINDOWS SERVER 2008 R2 (32 BIT/64 BIT)
  - p) CLIENT PRINT DRIVER SUPPORT FOR WINDOWS XP/WINDOWS 7 (BOTH PCL 32 BIT/64 BIT
  - q) MINIMUM PRINT/COPY RESOLUTION OF 600 X 600 DPI
  - r) SECURE PRINTING WITH PASSWORD OR PIN FROM CLIENT TO COPIER
  - s) PROVIDE THE COPIER WITH ALL NECESSARY TONER, PAPER SUPPLIES, AND A SERVICE CONTRACT WITH A RESPONSE TIME OF 24 HOURS OR LESS FOR MAINTENANCE AND SUPPLIES OF THE COPY MACHINE.
- 4) EIGHT (8) PRINTING DESK CALCULATORS WITH TAPE.
- 5) EIGHT (8) DESK AND CHAIR SETS.
- 6) TEN (10) STACKABLE CHAIRS.
- 7) EIGHT (8) WORK TABLES, 30" X 72"

- 8) ONE (1) DRAFTING/PLAN TABLE WITH A MINIMUM 36" X 60" WORKING SURFACE WITH AN APPROPRIATE ADJUSTABLE HEIGHT DRAFTING CHAIR.
- 9) THREE (3), 4-DRAWER, LOCKABLE, LEGAL SIZE METAL FILING CABINETS.
- 10) FOUR (4), 2-DRAWER, LOCKABLE, LEGAL SIZE METAL FILING CABINETS.
- 11) THREE (3) PORTABLE, TYPE 2-A:10-BC, FIVE POUND SIZE FIRE EXTINGUISHERS.
- 12) THREE (3) PLAN RACKS, EACH CAPABLE OF HANDLING THE BREAKDOWN OF 22 X 34 INCH SIZED PLANS INTO TEN SECTIONS.
- 13) TWENTY (20) ALL-WEATHER PARKING SPACES.
- 14) EIGHT (8) 24-QUART WASTE BASKETS WITH APPROPRIATE SIZED TRASH BAGS.
- 15) ONE NEW PROJECTOR TO BE USED BY THE PROJECT WITH THE FOLLOWING SPECIFICATIONS.
  - a) NATIVE RESOLUTION - 1920 X 1080
  - b) ENGINE TYPE - LCD
  - c) ASPECT RATION - 16:9
  - d) RATED CONTRAST RATIO - 70,000:1
  - e) RATED BRIGHTNESS - 2500 ANSI LUMENS
  - f) ZOOM - OPTICAL
  - g) COMPUTER INTERFACES - ANALOG VGA, HDMI, MHL
  - h) VIDEO INTERFACES - COMPONENT, COMPOSITE, HDMI, MHL
  - i) SUPPORTED VIDEO FORMATS - 480P, 720P, 1080I, 576I, 576P, 480I, 1080P
  - j) USB PORTS
  - k) WIRELESS REMOTE CONTROL
  - l) BUILT IN SPEAKERS
  - m) ALL ACCESSORIES NECESSARY TO OPERATE
- 16) ONE NEW TELEVISION WITH THE FOLLOWING SPECIFICATIONS.
  - a) DIAGONAL SCREEN SIZE - 55"
  - b) NATIVE RESOLUTION - 1920 X 1080
  - c) HDMI PORTS: 3
  - d) VIDEO INTERFACES: COMPOSITE, HDMI, USB
  - e) ALL ACCESSORIES NECESSARY TO OPERATE
  - f) ALL HARDWARE NECESSARY TO HANG THE TELEVISION ON THE WALL

EXPENSES FOR THE OPERATION OF THE FIELD OFFICE TO INCLUDE BUT NOT BE LIMITED TO ELECTRICAL SERVICE, HEATING/COOLING, RUNNING WATER SERVICE, SEWER SERVICE, TELEPHONE SERVICE, JANITORIAL SERVICE, BOTTLED WATER SERVICE, HIGH SPEED ONLINE SERVICE, ETC. WILL BE THE RESPONSIBILITY OF THE CONTRACTOR. THE CONTRACTOR WILL ALSO PROVIDE ALL NECESSARY SUPPLIES AND MAINTENANCE FOR ALL EQUIPMENT THAT THE CONTRACTOR IS REQUIRED TO FURNISH.

FURNISH A CONCRETE CYLINDER CURING BOX CAPABLE OF HOLDING AT LEAST EIGHT 6X12 INCH (150X300MM) CYLINDERS AT 73 DEG F (23 DEG C) +/- 3 DEGREES NO MATTER WHAT THE AMBIENT TEMPERATURE IS WHEN CONSTRUCTING EITHER PORTLAND CEMENT CONCRETE PAVEMENT OVER 10,000 SQUARE YARDS (8000 SQUARE METERS) OR OVER 50 CUBIC YARDS (38 CUBIC METERS) OF BRIDGE STRUCTURE REPAIR OR REPLACEMENT CONCRETE. THE BOX WILL HAVE A SEALED LID.

THE CONTRACTOR WILL RETAIN RESPONSIBILITY FOR RISK OF LOSS OR DAMAGE TO SAID FIELD OFFICE, FURNISHINGS, AND EQUIPMENT WHILE THE OFFICE IS IN USE FOR THIS CONTRACT.

THE FIELD OFFICE WILL BE APPROVED IN ADVANCE BY THE ENGINEER AND FULLY OPERATIONAL WITHIN 30 DAYS AFTER THE SIGNING AND EXECUTION OF THE CONTRACT OR PRIOR TO THE START OF ANY CONSTRUCTION WORK, WHICHEVER COMES FIRST.

**619.03 METHOD OF MEASUREMENT.**

THE DEPARTMENT WILL MEASURE FIELD OFFICE, TYPE C, AS PER PLAN BY THE NUMBER OF MONTHS THE OFFICE IS MAINTAINED. A PARTIAL MONTH AT THE END OF THE PROJECT WILL BE PAID AS A FULL MONTH.

**619.04 BASIS OF PAYMENT.**

THE DEPARTMENT WILL PAY FOR ACCEPTED QUANTITIES AT THE CONTRACT PRICE AS FOLLOWS:

ITEM	UNIT	DESCRIPTION
619	MONTH	FIELD OFFICE, TYPE C, AS PER PLAN