

	Department of Design and Construction	SPECIFICATION BULLETIN	SB 25-005
Title: MAINTENANCE OF SITE			
Prepared: 7/7/2025		Approved: 7/7/2025	
Richard Jones, P.E. CWI CDT Chief Engineer	Date	How Sheen Pau, P.E. Associate Commissioner – Infrastructure Design	Date

APPLICABILITY:

- This Specification Bulletin (SB) is effective for projects advertised on or after 7/14/2025.

SUPERSEDEENCE:

- This SB supersedes the following SBs: **None.**

ATTACHMENTS:

1. *Section 7.13.5 (1 page)*

REVISIONS TO THE NEW YORK CITY DEPARTMENT OF TRANSPORTATION STANDARD HIGHWAY SPECIFICATIONS, DATED 5/16/2022:

All references contained below are to the New York City Department of Transportation Standard Highway Specifications, Dated May 16, 2022. Said Standard Specifications are hereby revised as follows:

- a. **Refer** to Section 7.13.5 – Maintenance of Site
Delete in its entirety Section;
Substitute the revised Section in Attachment 1 (1 page)

For questions regarding this bulletin, please contact Richard Jones, jonesri@ddc.nyc.gov.

SECTION 7.13 – Maintenance of Site

7.13.5. MEASUREMENT.

(A) MAINTENANCE OF SITE (LUMP SUM)

Payment will be made by lump sum.

(B) MAINTENANCE OF SITE (PER MONTH)

The quantity to be measured for payment under this item shall be the number of months (to the nearest 1/4 month increment) that the Contractor satisfactorily provides for the Maintenance of Site in accordance with these specifications, including winter shut down, holiday embargo, and other work suspension periods for which the Contractor remains responsible for site maintenance. Measurement for this item shall not begin until the following conditions are met, but no earlier than the date of written notice to commence work.

1. All DOT Street opening and storage permits are obtained and valid
2. The Contractor has mobilized to the project site and set up a storage area and MPT devices.
3. Excavation must commence within 30 calendar days of mobilization to the job site. If the excavation does not begin within 30 days, the payment for Maintenance of Site will begin from the day when excavation begins.

Periods where the Contractor is demobilized and not continuing the site maintenance will not be measured for payment. The Engineer will provide written notice two weeks in advance of the Contractor being deemed demobilized. For the avoidance of doubt, reduced activity during winter shut downs, holiday embargos, and other work suspension periods as shown on the Contractor's approved CPM schedule do not count as demobilization, provided the Contractor continues to be responsible for site maintenance and responsive to notifications of nonconformance per **Subsection 7.13.4** above. Should such nonconformance occur during periods of demobilization, the liquidated damages described in **Subsection 7.13.4** above may be assessed during periods where maintenance of site is not being measured for payment.

In order to incentivize early completion, the City agrees to share the savings resulting from the reduction of the quantity measured for payment under this item.

If the determination of Substantial Completion is reached at least two (2) months earlier than the Substantial Completion date set forth in the Notice to Proceed letter, plus any approved time extensions, the Contractor and the City will evenly split the saved amount. This payment will be in addition to any payments of incentive for early completion, if one is specified for the Project.

For example, using a contract with a 30-month duration for achievement of substantial completion, the following would apply under these two scenarios:

1. Project substantial completion is achieved in 28.5 months: Because the contract was completed within two (2) months of the scheduled substantial completion date, the contractor is entitled to be paid the 28.5 month project duration for the Maintenance of Site, with no additional amounts due to the contractor from any savings.
2. Project substantial completion is achieved in 26 months: Because the contract was completed more than two (2) months prior to the scheduled substantial completion date, the contractor is entitled to be paid the 26 month project duration plus half of the four months saved, amounting to 28 months to be paid to the contractor for the Maintenance of Site.