

**STATE OF OHIO
DEPARTMENT OF TRANSPORTATION
SUPPLEMENTAL SPECIFICATION 806**

**FIELD OFFICE
September 9, 1997**

806.01 Description

806.02 General

806.03 Computer Equipment for Field Office

806.04 Basis of Payment

806.01 Description. This item shall consist 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. The field office will be designated as Type A, B or C.

806.02 General. The field office shall be available and completely functional at a time directed by the Engineer. The office shall have a minimum ceiling height of 2.1 m (7 feet) and have provisions for maintaining room temperature between 20 and 27 C (68 and 80 F). The Type C field office shall have a separate enclosed room for the Engineer. The Contractor shall provide and maintain telephone and electric service. One phone shall be connected to a recorded answering device. One speaker phone shall be required for Type B or Type C facilities. All field office types shall have one copying machine ;the copier shall be provided with all necessary maintenance and paper supplies, and be capable of producing multiple copies of documents up to 216 by 356 mm (8 1/2 by 14-inch) in size. The Type B and Type C field offices shall have a facsimile machine.

The office shall be provided with potable hot and cold water. The office shall also have neat, sanitary, enclosed toilet accommodations; associated lavatory and sanitary supplies shall be furnished. Portable facilities may be provided with the approval of the Engineer.

On all projects requiring moisture and density control of construction materials, the field office shall contain a storage box for a nuclear density gauge in accordance with drawings on file with the Director.

Additional requirements for field office and office equipment are as specified in the following table:

FIELD OFFICE

| Item | Type A | Type B | Type C |
|--|----------|----------|-----------|
| Floor Space, m ² (sq. ft.)..... | 14 (150) | 46 (500) | 93 (1000) |
| Telephone | 2 | 4 | 4 |
| Base Radio & 4-Hand Held Units ¹ | -- | -- | 1 |
| 10 Column Electronic Calculator with Tape | 1 | 2 | 3 |
| Desk and Chair Set | 1 | 3 | 5 |
| Work Tables, 750 by 1800 mm (30 by 72-inch) | 1 | 2 | 3 |
| 4 Drawer, Legal Size, Lockable Metal File Cabinet | -- | 1 | 2 |
| 2 Drawer, Metal File Cabinet ... | 1 | 2 | 2 |
| Portable Fire Extinguishers - Type 2A10BC-5# | 1 | 1 | 2 |
| All Weather Parking Spaces ... | 4 | 8 | 10 |
| Plan Rack ² | 1 | 1 | 2 |

1. Units shall be capable of transmitting and receiving voice communication between office and any area on the project site.

2. Capable of handling the breakdown of 559x864 mm (22x34 inch) sized plans in to 10 sections.

The preceding requirements for the field office may be modified only upon written approval of the Engineer.

806.03 Computer Equipment for Field Office. Where required, the Contractor shall furnish, install, and maintain the following computer hardware and software in the field office required by this item for the life of the contract. All computer hardware and software furnished shall be for the exclusive use of the Engineer and staff and shall be operable at the same time as the field office.

This system shall not experience down time exceeding 48 hours from notification by the Engineer. The Contractor shall replace stolen, vandalized, or units otherwise inoperable within 48 hours after notification by the Engineer. Upon completion of the contract, the hardware and software furnished by the Contractor shall remain the property of the Contractor.

Computer Hardware

- (1) One IBM PC compatible computer with an Intel Pentium processor (or equal) operating at a minimum 200 MHz. The computer shall be provided with the following **minimum** requirements:
 - a. 2.1 Gigabyte hard disk
 - b. 32 Megabytes RAM