



**SPECIAL PROVISIONS  
FOR  
WORK ON RAILROAD RIGHT-OF-WAY (IOWA INTERSTATE RAILROAD)**

**Polk County  
STBG-SWAP-5137(603)--SG-77**

**Effective Date  
February 19, 2019**

**THE STANDARD SPECIFICATIONS, SERIES 2015, ARE AMENDED BY THE FOLLOWING MODIFICATIONS AND ADDITIONS. THESE ARE SPECIAL PROVISIONS AND THEY SHALL PREVAIL OVER THOSE PUBLISHED IN THE STANDARD SPECIFICATIONS.**

**1.01 Definitions**

**1.01.01 CONTRACTOR** Company or Companies performing work for the City of Mitchellville for which this document is included with the contracts pertaining to such work.

**1.01.02 RAILROAD** Any references to RAILROAD in this specification refers to Iowa Interstate Railroad, Ltd., its successors, and assigns, and agents.

**1.01.03 RAILROADS' Representative** In this specification, references to the RAILROAD's Representative is intended to mean the following: Railroad's Office Engineer – Bentley Tomlin (319)-298-5409 btomlin@iaisrr.com or authorized representative

**1.01.04 RAILROAD** Project number is 18-0079-341.12 – Mitchellville – City of Mitchellville – Cotton Avenue Improvements

**1.02 Permits**

**1.02.01 CONTRACTOR** shall, before entering upon RAILROAD's property for performance of work secure permission from RAILROAD's Representative for occupancy and use of RAILROAD's property and shall confer with RAILROAD relative to requirements for railroad clearances, operation, and general safety regulations.

**1.02.02 CONTRACTOR** shall provide the City of Mitchellville and RAILROAD with proposed construction schedule outlining the timing of activities that will need track protection services.

**1.02.03 CONTRACTOR** shall conduct work in a manner satisfactory to RAILROAD's Representative and shall not damage RAILROAD property or interfere with their operations.

**1.02.04** RAILROAD's Representative will at all times have jurisdiction over the safety of RAILROAD operations, and the decision of RAILROAD's Representative as to procedures which may affect safety of RAILROAD operations shall be final, and CONTRACTOR shall be governed by such decision.

**1.02.05** Should damage occur to RAILROAD property as a result of CONTRACTOR's operations, and RAILROAD deems it necessary to repair such damage or to perform work for protection of its property, the required materials, labor, and equipment shall be furnished by RAILROAD, and CONTRACTOR shall reimburse RAILROAD for costs so incurred as defined in Section 1.06 Railroad Reimbursements.

### **1.03 Temporary Grade Crossings**

**1.03.01** If CONTRACTOR requires construction of a temporary grade crossing across RAILROAD's track(s) for use during performance of the contract, CONTRACTOR shall make necessary arrangements with RAILROAD for construction, protection, and later removal of such temporary grade crossing. Costs of such temporary grade crossing construction, protection, maintenance, and later removal shall be reimbursed to RAILROAD on the basis of RAILROAD's bills, to be rendered monthly.

**1.03.02** CONTRACTOR shall not cross RAILROAD's property or track(s) with vehicles or equipment of any kind or character except at such temporary grade crossing as may be constructed as outlined herein, or at an existing and open public grade crossing

### **1.04 Contractor Safety Orientation**

No employee of the CONTRACTOR, its subcontractors, agents or invitees that is working on the project may enter RAILROAD property without first having successfully passed an annual RAILROAD approved safety course. Proof of passing said course shall be in the employee's possession at all times when on RAILROAD property. Cost for the required training will be borne by CONTRACTOR.



#### **Contractor Orientation Training**

*Includes Elements of Roadway Worker Protection*

*Title 49 CFR Part 214, Subpart – C*

*Latest Revision: July 1, 2014*

The Iowa Interstate Railroad (IAIS) requires all personnel, who will be in the right of way, to participate in the IAIS Contractor Orientation Training Program. The program is designed to help personnel avoid putting themselves in a Position of Peril on our property. This is accomplished through basic training on how to stay safe and aware around live Railroad tracks.

The IAIS training contractor is **National Railroad Safety Services (NRSS)**. Your contact for scheduling, cancellations or questions is Adam Shepherd at telephone 877.984.6777 or email: [ashepherd@nrssinc.net](mailto:ashepherd@nrssinc.net).

The Contractor Orientation Training session generally runs from 2 to 2 1/2 hours in duration and includes a 25 question multiple-choice exam. Only participants passing the

examination will be permitted on the property. A qualification (photo) ID badge will be issued to each participant after the exam, indicating training date, expiration date; training is good for a period of 12 months. The issued badge must be worn at all times while working within the IAIS property. If any person on the property cannot produce a valid (photo) training badge, said person will not be allowed onto the property until a valid (photo) badge is produced.

**Training Options:**

1. Webinar – So long as all requirements can be met, this training can be conducted via the Internet. Requirements are as follows: Two-way video and voice must be established of high enough quality (HD preferred) that will allow the students to interact with the trainer. Up to five locations can be connected during the time of training. Your designated person will print the test, distribute, collect and fax/email back to the instructor for grading. A live review will be conducted with the students after the test.
2. Your facility (or you rent facility) – additional charges include trainer's travel time/mileage/hotel/Per Diem.
3. NRSS (Chicago) Training Facility, 1601 Bond Street, Suite 204 Naperville, IL 60563

**Fee Schedule:**

- 1 to 4 individuals = \$140.00.
- Each additional individual = \$35.00
- Maximum Class size in Chicago = 30
- Training hosted at your facility: \$70.00 per hour instructor(s) travel time, \$0.575 per mile (portal to portal) or current IRS rate, \$139.00 per night hotel stay, \$45.00 per day meal allowance, plus any miscellaneous expenses occurred at actual costs.
- Interpreter (Spanish) fee = quoted upon request.

**Scheduling:**

- Classes will be scheduled between the hours of 8:00 am - 4:00 pm CST, Monday through Friday. After hours and/or Saturday classes can be scheduled for an additional fee.
- NRSS requires 72 hours advanced notice for scheduling.
- Contractor must complete and return a training request form provided by NRSS prior to the training date.
- Scheduling is first come, first serve basis.
- If any participants require special accommodations, notify NRSS during scheduling.
- If participants require training/materials in Spanish and presented bilingual, make this request at the time of scheduling.
- Your contact for scheduling is:

**Adam Shepherd**

Telephone: 877.984.6777

Email: [ashepherd@nrssinc.net](mailto:ashepherd@nrssinc.net)

**Additional Instructions:**

- Cancellations must be made (via email) 24 hours in advance (weekday) prior to the scheduled training class.
- NRSS reserves the right to cancel for any reason (usually weather related) with no charge of to the client. Class will be rescheduled at the earliest opportunity.
- Photo badges will be mailed via FedEx Standard Ground Service within 2 business days of successful completion of the test.

- Payment must be made in full prior to or the same day of training. Cash, check, Visa and MasterCard is accepted. No badges will be issued until full payment is received.
- Returned/bounced check fee \$50.00. Replacement training badge fee = \$12.00 each.
- Expedited delivery service (FedEx) of badge(s) is available at an additional fee.
- Each participant must produce a valid photo ID prior to taking the training class.
- Anyone failing to comply with the rules while in the right of way will be subject to removal and surrender the issued training badge.

**Unless otherwise requested, all training will be conducted in English.**

### **1.05 Railroad Track Protection Services**

Track protection services required by RAILROAD will be provided by the RAILROAD and the cost shall be reimbursed to RAILROAD on the basis of RAILROAD's bills, to be rendered monthly. Requirements of the RAILROAD are as follows:

**1.05.01** Track protection services will be required during: excavation, placing, and removal of cofferdams or sheeting; driving of foundation piling and placing of the concrete footings for piers adjacent to track(s); construction and removal of falsework, bracing, or forms over or adjacent to track(s); construction or equipment across the track; setting or placing of beams or girders in span(s) over any track(s); any construction operations involving direct interference with RAILROAD's track(s) or traffic, fouling of RAILROAD operating clearances or reasonable probability of accidental hazard to railroad traffic; or whenever workers or equipment will be working within 25 feet of the centerline of any live track. If an existing bridge or other structure is to be removed, services of at least one and possibly two watchmen or flagmen will be required during removal of that portion of existing structure immediately over or adjacent to any track. Track protection services will also be furnished whenever, in the opinion of the RAILROAD, such protection is needed.

**1.05.02** In order that the RAILROAD may be prepared to furnish protective services, CONTRACTOR shall notify RAILROAD at least 72 hours in advance of when protective services will be needed. Services are subject to availability of RAILROAD personnel.

**1.05.03** Any time track protection services are not being provided, CONTRACTOR must provide and maintain an effective physical barrier at a distance of 25 feet from track centerline to prevent unauthorized trespassing. Physical barrier must be posted with a sign stating "CAUTION, LIVE TRACK, TRACK PROTECTION NEEDED BEYOND THIS POINT". Typical barriers included concrete "J" barriers or safety fencing. Other barriers may be used to accommodate varying construction sites with approval of RAILROAD.

**1.05.03** RAILROAD will notify the City of Mitchellville and CONTRACTOR when non-compliance is reported by RAILROAD train crews or other RAILROAD employees. CONTRACTOR work performed without proper track protection services, when such protection is required, will be subject to a \$5,000.00 per day price adjustment to CONTRACTOR, and may result in the removal of CONTRACTOR by RAILROAD or City of Mitchellville from the project.

### **1.06 Railroad Reimbursement**

**1.06.01** Rates of pay for RAILROAD employees will be the prevailing RAILROAD hourly wage for an 8 hour day for the class of employee(s) involved during the regularly assigned hours, overtime in accordance with any Labor Agreements and Schedules and RAILROAD's standard additives, all as in effect at the time the work is performed.

**1.06.02** Wage rates are subject to change, at any time, by law or by agreement between RAILROAD and employees, and may be retroactive as a result of negotiations or a ruling of an authorized Governmental Agency. If wage rates are changed, CONTRACTOR shall pay on the basis of the new rates.

**1.06.03** CONTRACTOR shall reimburse, monthly, the RAILROAD for costs of all services performed by RAILROAD for the CONTRACTOR, and furnish the City of Mitchellville written evidence that RAILROAD has acknowledged receipt of same before final payment will be made for the project.

### **1.07 Safety of Operations.**

**1.07.01** During construction of footings or structures adjacent to any track of the RAILROAD, CONTRACTOR shall make adequate provision against sliding, shifting, sinking, or in any way disturbing railroad embankment and track(s) adjacent to said structures due to said construction operations, by driving temporary sheeting in a manner satisfactory to both the City of Mitchellville and RAILROAD.

**1.07.02** After review by the City of Mitchellville, two sets of prints of proposed sheeting and bracing details bearing the seal of a registered structural or professional engineer, registered in the State of Iowa together with the supporting documents, shall be forwarded to the RAILROAD's Representative for review and approval.

**1.07.03** CONTRACTOR shall notify the RAILROAD's Representative in writing no less than ten working days in advance of the proposed time of the beginning of the construction of the structures adjacent to the track(s).

### **1.08 Temporary Clearances**

CONTRACTOR shall not store any materials, supplies or equipment closer than 25.0 feet from centerline of any RAILROAD track, measured at right angles thereto.

### **1.09 Final Cleanup**

**1.09.01** CONTRACTOR shall, upon completion of the work, remove from within the limits of the property of the RAILROAD, all machinery, equipment, surplus materials, falsework, rubbish, or temporary buildings of said CONTRACTOR; remove the approaches to any temporary grade crossing(s) constructed for CONTRACTOR's use, restoring same as nearly as practicable to conform to adjoining terrain; remove any accumulated silt in RAILROAD's side ditches, restoring proper flow thereto, employ erosion control measures as appropriate to prevent further siltation until ground cover is reestablished; and in all other respects leave said property in a neat condition satisfactory to RAILROAD's Representative.

**1.09.02** RAILROAD reserves the right to perform site restoration. Cost for restoration work performed by the RAILROAD will be by force account and reimbursed as defined in Section E Railroad Reimbursements. Estimate for said work will be provided to CONTRACTOR and City of Mitchellville for review and concurrence before work is performed.

### **1.10 Responsibility of Supervision**

Nothing in this specification shall be construed to place any responsibility on RAILROAD for quality or conduct of the work performed by the CONTRACTOR hereunder. Any approval given or supervision exercised by RAILROAD hereunder, or failure of RAILROAD to object to any work done, material used, or method of operation shall not be construed to relieve CONTRACTOR of any obligations pursuant hereto or under the agreement this specification is appended to.

### **1.11 Liability and Property Damage Insurance for Work Wholly or Partly within Railroad Right-of-Way**

Before the contract is awarded, Contractor shall submit to the Department a certificate of insurance evidencing the coverage. The certificate shall identify the insurance company firm name and address, Contractor firm name, policy period, type of policy, limits of coverage, and scope of work covered (including project number).

In addition to the standard insurance requirements of the Standard Specifications, the CONTRACTOR shall carry insurance of the following kinds and amounts.

#### **1.11.01 Insurance Required of Contractor.**

**1.11.01a** Statutory Workers Compensation and Employer's Liability Insurance.

**1.11.01b** Automobile Liability in an amount not less than \$1,000,000 combined single limit.

**1.11.01c** Comprehensive General Liability Occurrence Form in an amount not less than \$2,000,000 per occurrence. In the event the policy is Claims Made Policy, coverage shall include an aggregate of \$4,000,000. The Policy shall name RAILROAD as additional insured and shall not contain any exclusions related to:

**1.11.01c (i)** Doing business on, near, or adjacent to railroad facilities.

**1.11.01c (ii)** Loss or damage resulting from surface, subsurface pollution contamination or seepage, or handling, treatment, disposal, or dumping of waste materials or substances.

**1.11.01c (iii)** The above policies shall contain a waiver of the right of subrogation

**1.11.01d** An Occurrence Form Railroad Protective Policy with limits of not less than \$4,000,000 per occurrence for Bodily Injury Liability. Property Damage Liability and Physical Damage to Property, with \$8,000,000 aggregate for the term of the policy with respect of Bodily Injury, Liability, Property Damage Liability and Physical Damage to Property. The policy shall name: RAILROAD.

**1.11.01e** Before commencing work, Contractor shall submit to the RAILROAD and City of Mitchellville a certificate of insurance evidencing the foregoing coverage and a certified, true, and complete copy of the policy or policies. The policies shall provide for no less than 30 calendar days prior written notice to the RAILROAD and City of Mitchellville of cancellation of or any material change in, the policies.

**1.11.01f** It is understood and agreed that the foregoing insurance coverage is not intended to, and shall not relieve the CONTRACTOR from or serve to limit CONTRACTOR's liability or indemnity obligations under the provisions herein.

**1.11.01g** The City of Mitchellville will give the CONTRACTOR written notice of any such requested change at least 30 calendar days prior to the date of expiration of the then existing policy or policies, and the CONTRACTOR agrees to, and shall, thereupon provide the City of Mitchellville with such revised policy or policies therefore.

#### **1.11.02 Insurance Required of Subcontractor**

If the CONTRACTOR chooses to hire a different company for performance of the work, before commencing work, the CONTRACTOR shall provide proof to the City of Mitchellville and RAILROAD that all companies performing work under CONTRACTOR's supervision have provided insurance as required above or are covered under CONTRACTOR's Insurance.

**1.12 Indemnity**

Contractor shall indemnify, defend, and hold harmless the RAILROAD from any and all claims, demands, lawsuits, or liability for all losses, fines, damages, injuries, and deaths to persons or property (real or personal property) and all expenses and costs, including attorney fees, costs of litigation, and all other defense costs, resulting from or arising from the activities of the contractor(s) or any agents in the performance of the construction, repair, or maintenance work on said highway bridge. Notwithstanding the foregoing, nothing herein contained is to be deemed or construed as indemnification against the negligence of the RAILROAD and their officers, employees, or agents

**1.13 Mechanics' Liens**

The CONTRACTOR shall not permit or suffer any mechanic's or material supplier's liens of any kind or nature to be enforced against any property of RAILROAD for any work performed. The CONTRACTOR shall indemnify and hold harmless RAILROAD from and against any liens, claims, demands, costs, or expenses of whatsoever nature in any way connected with or growing out of such work done, labor performed, or materials furnished.

**1.14 Method of Measurement and Basis of Payment**

Railroad Protective Liability Insurance for Iowa Interstate Railroad Ltd. will be paid for as a Lump Sum bid item. The Contractor will be paid the Lump Sum bid item price within 30 calendar days after receipt of a signed contract, provided that all necessary certificates of insurance have been submitted to the Department per Article SP-151054 (1.11).