

STANDARD CONSTRUCTION OPERATING PROCEDURE

City of New York Department of Design and Construction
Division of Infrastructure Bureau of Construction

SUBJECT: GARBAGE COLLECTION ON PROJECT SITES

SCOP..... : 04 - 007 G

CATEGORY.. : ADMINISTRATIVE
Subcategory : Garbage Pickup

Keywords : Sanitation Department,
Garbage, Recycling

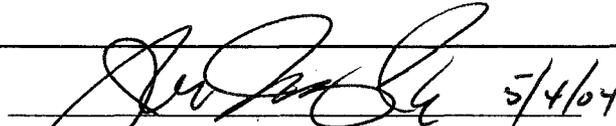
Supersedes... : 02 - 005 G

Supplements..... : N/A

Sheet..... : 1 of 2

Issue Date..... : May 4, 2004

APPROVED:


First Assistant Commissioner - John Pusz, P.E.

The collection of garbage and recycling materials by the Department of Sanitation (DOS) or private collections may be impacted by various construction activities on Infrastructure projects. The contractor is to provide proper access to public sanitation or private collection pickup so that wastes are picked up as scheduled. Language has been added to new contracts under Maintenance of Site that states "Where access to regularly scheduled private and/or public sanitation pickup, such as garbage and recycling materials, is blocked due to the Contractor's operations, the Contractor shall coordinate a schedule for collection of said materials, and/or he shall collect and transport garbage and recycling materials to collection points, as directed by the Engineer, for disposal by public or private collections, as appropriate." There are many instances when construction activities may cause garbage collection issues.

The Resident Engineering Staff including the Community Construction Liaison (CCL) are to ensure that the garbage is picked up.

If the project **does not** have a CCL the Resident Engineering Staff is to ensure:

That the Department of Sanitation is invited to the Pre-Construction Meeting.

That the Department of Sanitation has been informed of the project.

That the contract specification is followed (new language).

If for any reason the a pickup is missed a call must be made to the appropriate Borough Office in DOS.

If two pickups are missed, the Borough Director is to follow up with DOS, and notify the appropriate DDC Assistant Commissioner.

If there are any changes in the scheduling or location of pickups the effected community must be notified by the Resident Engineer.

If the project **does have** a CCL the CCL is to ensure:

That the Department of Sanitation is invited to the Pre-Construction Meeting.

That the Department of Sanitation Collection Office is added to the OCON's Notification Network.

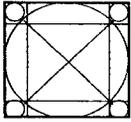
That the Department of Sanitation has been informed of the project.

If for any reason the a pickup is missed a call must be made to the appropriate Borough Office in DOS.

If two pickups are missed, the CCL is to notify the Resident Engineering Staff and OCON so that the Borough Director can follow up with DOS, and notify the appropriate DDC Assistant Commissioner.

Notify DOS of scheduled progress meetings.

If there are any changes, notification shall be included in the project brochure and in the Monthly Newsletter that advises the community of any changes in schedule, location or frequency of collection.



STANDARD CONSTRUCTION OPERATING PROCEDURE

City of New York Department of Design and Construction
Division of Infrastructure Bureau of Construction

SUBJECT: GARBAGE COLLECTION ON PROJECT SITES

SCOP..... : 04 - 007 G

CATEGORY.. : ADMINISTRATIVE
Subcategory : Garbage Pickup

Keywords : Sanitation Department,
Garbage, Recycling

Supersedes... : 02 - 005 G

Supplements.... : N/A

Sheet..... : 2 of 2

Issue Date..... : May 4, 2004

APPROVED:


First Assistant Commissioner - John Pusz, P.E.

Any instances of illegal dumping shall be reported the Department of Sanitation Borough Office and to the Community Board.

Pickup schedules for the Department of Sanitation are available online at the DOS website. The DOS site can also be accessed by going to www.nyc.gov. and selecting the DOS link.

The DOS Bureau of Cleaning and Collection Borough Office addresses and phone numbers are:

Manhattan	427 East 87th St, NY NY 10028	(212) 360-3520
Bronx	800 East 176th St., Bronx NY 10460	(718) 901-1295
Brooklyn South	1824 Shore Pkwy, Brooklyn NY 11214	(718) 714-2704
Brooklyn North	465 Hamilton Ave., Brooklyn NY 11232	(718) 768-7719
Queens East	120-15 31st Ave., Queens NY 11356	(718) 321-6400/09
Queens West	52-35 58th St., Queens NY 11377	(718) 334-9183
Staten Island	2500 Richmond Ave., Staten Island NY 10314	(718) 370-5400