

MSTS Building Authority

NNSS Construction Office and Equipment Trailer Permit Application

Submit one application for each trailer over 120sf at least **28 Days** before the trailer is planned to be on site. Connex boxes, ARMAGs, or other container types even when used exclusively for storage are considered trailers for the purpose of this application.

MSTS Applicant & Trailer Owner Information			Project Information		
1	Date		6	Name/ID	
2	Name		7	Location	
3	Email		8	Construction Start Date	
4	Owned By		9	Construction End Date	
5	Occupant		10	Charge #	

Complete application items 1-21. See Page 2 for detailed instructions by item number and Page 3 for submittal instructions.

11. What is the trailer's primary use (office, storage, restrooms, etc.)?			
12. What is the overall size of the trailer? <i>Provide exterior dimensions in feet</i>	L:	Square Footage:	
	W:		
	H:		
13. Will the trailer be grounded?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If the answer to #13 is No , provide: Detailed explanation why grounding will not be required.			
14. What are the dates during the project duration the trailer is scheduled to be on site?	Mobilize on:	Demobilize on:	
15. Is the trailer body on supports/wheels/chassis or is the bottom set directly on the grade/ground?	<input type="checkbox"/> Supports	<input type="checkbox"/> Grade	
If the answer to #15 is Supports , anchors or tie/hold downs are required, provide the following: Details for an anchoring system that will withstand 89.1 mph nominal and 115 mph ultimate wind speed per IBC 2015.			
16. Does the trailer have interior walls/partitions?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If the answer to #16 is "Yes" , provide: A floor plan showing the dimensions of the rooms and the door locations.			
17. Will power be supplied to the trailer by generator or by site utility power?	<input type="checkbox"/> N/A	<input type="checkbox"/> Site	<input type="checkbox"/> Gen
18. Will the trailer have any plumbing fixtures connected to site utilities?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If the answer to #17 is "Site" and/or the answer to #18 is "Yes" , provide: The completed design documents for all site utility connections issued or accepted by Design Engineering.			
19. Will the trailer be located within 100' of any type of infrastructure?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If the answer to #19 is "Yes" , provide: <ul style="list-style-type: none"> A site plan with dimensions showing the separation distances from all other infrastructure. NFPA 80A calculation requirements from a Qualified Fire Protection Engineer (FPE). Note: The minimum separation distance is 15'-0" or the NFPA 80A calculated distance, whichever is greater.			
20. Will work activities occur during non-daylight hours?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If the answer to #20 is "Yes" , provide: A site plan with layout of required lighting. Select which option will be used to verify illumination meets minimum OSHA levels at egress paths and work areas: <input type="checkbox"/> Option 1 <input type="checkbox"/> Option 2			
21. Will the trailer be in the same location as the Project Location above?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If the answer to #21 is "No" , provide: Area # and either a facility or complex name or the name of access road:			

Application is **only** for trailers and containers used to support specific construction activities for and during the duration of the identified project. It is **NOT** for experiment, ongoing mission support, or other trailers. All trailers to be removed from the site at project completion. Page 1 of 3

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ALL REQUIRED ADDITIONAL DOCUMENTATION SHOULD BE PROVIDED WITH APPLICATION OR PERMIT MAY BE DELAYED OR DENIED

Item 1: Date that the application is completed on.

Item 2: The Applicant should be the Project Manager (PM) or Subcontractor Technical Representative (STR) or their designee but must be an MSTS employee. Subcontractors cannot be the Applicant but can complete items 11-21.

Item 3: Provide your company email address. **Note:** Applicant will be the Point of Contact for the Building Authority throughout the mobilization duration.

Item 4: If the trailer is owned by the M&O Contractor or DOE, then state "MSTS" or the DOE organization name. If the trailer is owned by the construction Subcontractor, or Subcontractor's lower tier, then state "Subcontractor" in this section.

Item 5: State who will be the main occupant or user of this trailer. If it is being occupied/used by a Subcontractor, then provide the company name of that subcontractor. If it is being occupied/used by MSTS or DOE then provide the name of the specific division or group (Construction, Field Engineering, Los Alamos, NNSA, etc.)

Item 6: Provide the official title of the Project or another name/ID# the project is known by (e.g. Building Number of a new building). If the trailer will be providing continuous support for multiple projects without moving from its initial location, then provide the information for the first project on this form and include the information required in Items 6-9 for every other project it will support while in this location in the submission email.

Item 7: If the project is located at a current facility or named complex (PULSE, DAF, Mercury, etc.) then use that name for the location. If the project is not located in such an area or is creating a new facility/complex, then provide the Area # and the access road name at a minimum (e.g. Area 27, 27-01 Road).

Item 8: Provide the scheduled date of the construction Subcontractor mobilization or first scheduled construction activity to be performed for the project, **not** the date the trailer is scheduled to be mobilized.

Item 9: Provide the date construction activity is scheduled to end or substantial completion, **not** the trailer demobilization date. Trailers cannot remain onsite past this date unless otherwise approved by the Building Authority.

Item 10: Provide an active charge number that is open to org #14D0 for use by the Building Authority Program to process the application and complete the permitting process.

Item 11: State what the trailer is being used for, its main purpose, or what takes up the most space or will be used most often if it has a mix of usages. If the trailer only provides restroom and/or shower facilities, then state that in this section.

Item 12: Provide each exterior dimension of the trailer in feet. Multiply the length by the width to get the square footage.

Item 13: Trailers brought to the site should be grounded as required in NFPA 70, Article 545, latest edition.

When Required: Provide a detailed explanation along with any back-up on why the trailer does not require grounding.

Item 14: The mobilization date is the day the trailer will be brought on the site (even if it will not be immediately used or occupied) and the demobilization date is the day the trailer will be removed from the site (even if it has not been used or occupied for some time before removal). These should be the same as or within the dates in items 8 and 9 unless they are for the "first project" as noted in item 6 or otherwise accepted by the Building Authority.

Item 15: If the trailer has an attached wheeled frame or the bottom of the structure is lifted any distance above ground level when in use, then check the box for "Supports". If the trailer structure has the bottom of the trailer itself directly set on level ground like a Connex box or ARMAG, then check the box for "Grade".

When Required: Attach drawings, calculations, and/or detailed instructions either from the trailer manufacturer or a qualified engineer that show how the trailer will be anchored or tied down to resist the wind loading for the site. If the anchoring system provided does not clearly state that it will meet or exceed the required wind load, then it will need to be reviewed and validated by Design Engineering. If there is no existing documentation that provides the required anchoring information, then the required documentation will need to be completed by Design Engineering in house or completed and stamped by a licensed engineer then reviewed and accepted by Design Engineering.

Item 16: If there is only one open area inside the trailer without any kind of physical separation then check "No". If there is any kind of physical separation between areas in the trailer whether by interior walls (full or partial height) or because two or more modules, trailers, or containers are combined at the site to form one unit (this includes if two or more structures are connected by a shelter that creates a covered open area) then check "Yes".

When Required: Most manufacturers provide a floor plan/layout for their trailers. If the available floor plan does not have interior dimensions on it, then the applicant should add those to the plan in a legible manner. If a floor plan does not exist for the trailer, then create one to show the dimensioned interior layout or open covered area. A schematic line drawing with the required dimensions included is acceptable.

Item 17: If the trailer will not be connected to any power source check "N/A". If it will be connected to a generator as the

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power source check the “Gen”. If power will be supplied by the NNSS site power grid either by connecting to a panel or transformer, then check “Site”.

Item 18: If the trailer does not have usable plumbing fixtures or all plumbing fixtures are self-contained for both water and sewage, then check “No”. If the trailer contains plumbing fixtures that will require a connection to the site water and/or sewer system, then check “Yes”.

When Required: Any connection to site utilities requires a design that is either completed by Design Engineering or by a subcontracted licensed engineer with acceptance by Design Engineering through the design submittal process. At a minimum it should show the detail at the point of connection to the trailer itself along with the connection detail to the existing utility, including any equipment required to support connection.

Item 19: If the location the trailer is placed is within, or going to be within, 100 feet of any existing or planned structure including but not limited to other trailers, fuel tanks, storage containers, magazines, ARMAGs, dumpsters, buildings, transformers, drilling equipment, etc. then check “Yes”. If the trailer will be the only structure within 100’ in any direction over the entire duration it will be at the site, then check “No”.

When Required: The results of the NFPA 80 calculation can be provided either on the site plan itself or as a separate attachment. The site plan can be a schematic layout, but it does need to identify the trailer specific to this application and all other structures. Label each structure type and note the Building or Property ID Number if available. The exact distances between the trailer and the other structures on each side of the trailer should be shown on the plan.

Item 20: If the project will only have work activities being performed during daylight hours, defined as anytime between the hour of sunrise and the hour of sunset, over the entire duration it will be on site check “No”. If work activities will be performed before the hour of sunrise or after the hour of sunset at any point during the scheduled duration the trailer will be on site, then check “Yes”.

When Required: The site plan should show the location of the trailer, parking, and the location of the Evacuation Assembly Area at a minimum and where each light pole will be located to illuminate the egress path from the trailer to parking and assembly area. If there is a work area in the vicinity of the trailer (e.g. a welding area is set up right outside the material and equipment Connex), then show the boundaries of that work area and the location of the light stands to illuminate that area. Choose which option will be used to verify light levels then check the appropriate box:

OPTION 1: Provide verification that an Electrical Engineer has reviewed the layout and verified the foot candles at ground level along the entire path of travel and the work area will meet the minimum OSHA levels. The site plan will need to provide survey or GPS data points for the exact locations of the light poles.

OPTION 2: Install the light stands and have a light survey completed either internally by Industrial Hygiene or by a third-party inspector and provide the results on the site plan to show the foot candles at ground level along the entire path of travel and the work areas will meet the minimum OSHA levels. If the original layout that was provided does not meet the requirements, then revise site plan with the locations and survey results meeting the requirements.

Item 21: If the trailer will not be located at the same job site where the Project work activities are being completed for whatever reason, then check “No”. If the trailer will be located at the same job site as the Project’s work activities, then check “Yes”.

When Required: Input the Area # the trailer will be located in. If that location is part of or near a facility or named complex, then use that for the location. If not, then provide the name of the closest road the trailer can be accessed from.

FOR JOB SITES WITH MULTIPLE TRAILERS:

One site plan showing the dimensioned layout for every trailer, and any other information required per application, can be created and submitted once with the associated trailer applications. When one site plan is used for multiple applications, each individual trailer application shall be easily matched to a trailer shown on the plan. When submitting a new application for an existing job site, the site plan shall be updated to capture any changes that occurred after the last submittal to the BA as well as showing the proposed location(s) of the trailer(s) in the new application(s).

Email the completed form with all required additional documentation as attachments to BuildingAuthority@NV.DOE.GOV

For Building Authority Use Only

Date Received:	Req. Info Included: <input type="checkbox"/> Yes <input type="checkbox"/> No	Permit #:	Issued Date:	Closed Date:
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Permit expires on the Demobilization Date in Item 14. If an extension is required, please contact the Building Authority. Keep a copy of this form with permit number and issuance date posted in the trailer until it is demobilized. Contact the BA when trailer is demobilized for permit closure.