



THE COMMONWEALTH OF MASSACHUSETTS

Hampshire Sheriff's Office Jail & House of Correction

P.O. Box 7000
205 Rocky Hill Road
Northampton, Massachusetts 01061-7000



SECURITY RULES FOR CONSTRUCTION PROJECT

Institutional Security

- A. Security against unauthorized entrance to or exit from the Hampshire County Jail and House of Correction (facility) is of crucial importance to the Owner. Regulations of the Superintendent of the facility shall be followed at all times.
- B. Arrangements for entrance and exit from the site and identification of persons working on or visiting the facility on behalf of General Contractor or under his control shall be made with the Superintendent of the facility or his agent.
- C. Work inside the building shall be scheduled at least 72 hours in advance. This work will be conducted only at times and with security precautions required by Owner.
- D. General Contractor shall ensure that temporary staging, ladders, tools, and equipment located outside the building or adjacent prison grounds will remain secure from unauthorized use. General Contractor's intended method will be reviewed and shall be subject to approval by Operating Agency.
- E. Hampshire County Jail and House of Correction is a Tobacco Free Facility. Smoking is not allowed on any of the property.
- F. Consumption or possession of alcoholic beverages will not be permitted on the jail property. Workers and employees of workers will not be permitted to consume alcoholic beverages before entering jail property. Any person found in violation of these regulations will be immediately removed from and not permitted to return to jail property.
- G. Every employee under this Contract shall, if requested, permit his photograph and fingerprints to be taken by the Institution authorities, so that persons entering or leaving the Correctional Institution can be properly identified. Contractor shall provide suitable employee identification for each employee.
- H. Motor vehicles on the premises of the Institution shall be parked only in places designated by the Principal Officer, and will be kept locked at all times when parked on the property.
- I. Attention is called to the following sections of Chapter 268 of the General Laws, as amended by Chapter 770 of the Acts of 1955.
 - 1. Section 26 – Furnishing Liquor to Prisoners. Whoever gives, sells or delivers spirituous or intoxicating liquor to a person confined in any Correctional Institution or other place of confinement, or to a person in the custody of a Sheriff, Constable, Police Officer, Superintendent or other Master or Keeper of a place of confinement, or has in his possession, within the precincts of any prison or other place of confinement,

any such liquor, with intent to convey or deliver it to any person confined therein, except under the direction of the physician appointed to attend such prisoner, shall be punished by a fine of not more than fifty dollars (\$50.00) or by imprisonment for not more than two (2) months.

2. Section 28 – Furnishing Drugs to Prisoners. Whoever gives or delivers to a prisoner in any Correctional Institution, or in any jail or house of correction, any drug or article whatever, or has in his possession within the precincts of any prison herein named with intent to give or to deliver to any prisoner any such drug or articles without the permission of the Superintendent, Master or Keeper, shall be punished by a fine of not more than fifty dollars (\$50.00) or by imprisonment for not more than two (2) months.
 3. Section 31 – Illicit Conveyance of Articles to or from Penal Institutions. Whoever delivers or procures to be delivered, or has in his possession with intent to deliver, to a convict confined in any penal institution, or whoever deposits or conceals in or about the Institution, or the dependencies thereof, or upon any land appurtenant thereto, or in any boat or vehicle going into the premises belonging to the Institution, any article, with intent that convict shall obtain or receive it, and whoever receives from a convict any article with intent to convey it out of the Institution, contrary to the results and regulations thereof, and without the knowledge and permission of the Sheriff or the Superintendent thereof shall be punished by a fine of not more than five hundred dollars (\$500.00) or by imprisonment in the State Prison for not more than three (3) years or in jail for not more than two and one-half (2-1/2) years.
- J. No person convicted of a felony shall be employed on this project without the express permission of the Sheriff or the Institution Superintendent.
- K. All workers shall avoid any and all contact with inmates in the Institution.
- L. Workings hours, for workers will be per the contract, any variance from the schedule will come as an agreement between parties.
- M. All equipment and materials that could be used for escape, as determined by the Superintendent or his agent, shall always be under supervision and regulation from inside the Institution prior to the termination of the workday. Anything missing or mislaid shall be immediately reported to the escorting officer. No power actuating devices will be allowed. Tools except those in actual use shall be kept locked at all times. All tools shall be contained in locked toolboxes. Attached to each toolbox shall be a copy of entire inventory within the box. This inventory shall be checked at the beginning and the end of each workday. Any lost or missing tools shall be reported immediately to the Superintendent or agent. It shall be understood that the cost or the replacement of all tools and materials shall be the responsibility of the contractors. Tools such as ladders, ropes, insulating materials, cutting tools, emphatically shall be removed from the work area and locked up at night. Other building material considered to represent a security risk to the Institution and that is moveable, shall be stored outside the Institution in areas assigned for this purpose. The Contractor shall transport materials into the Institution as required. All scrap, waste materials and debris shall be removed from within the Institution at the completion of each day. Tubular staging, if used, may remain within the Institution, provided it is fully assembled and secure. Staging shall be chained to a secure portion of the structure, with chain left padlocked when staging is not in use. No sections or parts of sections shall remain within the walls at the termination of the workday.
- N. No work shall be performed on Saturdays, Sundays or Holidays unless it is by agreement of the parties.
- O. All these regulations, including the laws relating to security in a Penal Institution, shall be read to the employees and it shall be the responsibility of the Contractor to see that they are made aware of all these regulations.